

City of Maple Ridge

**COUNCIL MEETING AGENDA**

**JANUARY 14, 2020**

**7:00 p.m.**

**Council Chamber**

*Meeting Decorum:*

*Council would like to remind all people present tonight that serious issues are decided at Council meetings which affect many people's lives. Therefore, we ask that you act with the appropriate decorum that a Council Meeting deserves. Commentary and conversations by the public are distracting. Should anyone disrupt the Council Meeting in any way, the meeting will be stopped and that person's behavior will be reprimanded.*

*The meeting is live streamed and recorded by the City of Maple Ridge.*

Note: This Agenda is also posted on the City's Web Site at [www.mapleridge.ca](http://www.mapleridge.ca)

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

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100 CALL TO ORDER

200 AMENDMENTS TO THE AGENDA

300 APPROVAL OF THE AGENDA

400 ADOPTION OF MINUTES

401 Minutes of Regular Council Meeting of December 10, 2019

500 PRESENTATIONS AT THE REQUEST OF COUNCIL

600 DELEGATIONS

650 PUBLIC QUESTION PERIOD (see guidelines on last page)

700 ITEMS ON CONSENT

## 701 MINUTES

### 701.1 Minutes of the Development Agreements Committee Meetings of:

- December 11, 2019
- December 17, 2019
- December 18, 2019

### 701.2 Minutes of Meetings of Committees and Commissions of Council

- Social Policy Advisory Committee Meeting – October 2, 2019

## 702 REPORTS

### 702.1 Disbursements for the month ended November 30, 2019

Staff report dated January 14, 2020 providing information on the above.

### 702.2 Disbursements for the month ended December 31, 2019

Staff report dated January 14, 2020 providing information on the above.

## 703 CORRESPONDENCE

## 704 RELEASE OF ITEMS FROM CLOSED COUNCIL STATUS

## 800 UNFINISHED BUSINESS

## 900 CORRESPONDENCE

## 1000 BYLAWS

### 1001 Maple Ridge Nuisance Prohibition Bylaw No. 7596-2019

Staff report dated January 14, 2020 recommending that Maple Ridge Nuisance Bylaw No. 7596-2019, a bylaw for preventing, abating and prohibiting nuisances, be given first, second and third reading.

**BYLAWS FOR ADOPTION**

**1002 Council Procedure Bylaw No. 7521-2018**  
Adoption

**1003 Maple Ridge 2020-2024 Financial Plan Bylaw No. 7598-2019**  
Adoption

**1100 COMMITTEE REPORTS AND RECOMMENDATIONS**

**1200 STAFF REPORTS**

**1201 2020 UBCM Age-Friendly Communities Grant Program**

Staff report dated January 14, 2020 recommending that staff be authorized to submit an application to the UBCM 2020 Age-friendly Communities Grant Program towards the "Aging Well in Maple Ridge" initiative.


**1300 OTHER MATTERS DEEMED EXPEDIENT**

**1500 NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING**

**1600 MAYOR AND COUNCILLOR REPORTS**

**1700 ADJOURNMENT**

Approved by: \_\_\_\_\_



*Space below for Clerk's Department Use Only:*

### PUBLIC QUESTION PERIOD

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

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

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

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

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

For more information on these opportunities contact:

Clerk's Department at 604-463-5221 or [clerks@mapleridge.ca](mailto:clerks@mapleridge.ca).

Mayor and Council at [mayorandcouncil@mapleridge.ca](mailto:mayorandcouncil@mapleridge.ca).

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400 Adoption and Receipt of Minutes

City of Maple Ridge

**COUNCIL MEETING MINUTES**

December 10, 2019

The Minutes of the City Council Meeting held on December 10, 2019 at 7:01 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

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<b>PRESENT</b>	<b>Appointed Staff</b>
<b>Elected Officials</b>	A. Horsman, Chief Administrative Officer
Mayor M. Morden	D. Boag, Acting General Manager Parks, Recreation & Culture
Councillor J. Dueck	C. Carter, General Manager Planning & Development Services
Councillor K. Duncan	D. Pollock, General Manager Engineering Services
Councillor C. Meadus	S. Nichols, Deputy Corporate Officer
Councillor G. Robson	T. Thompson, Chief Financial Officer
Councillor R. Svendsen	<b>Other Staff as Required</b>
Councillor A. Yousef	C. Goddard, Director of Planning
	M. Orsetti, Manager of Bylaw and Licencing Services
	R. MacNair, Senior Advisor, Bylaw and Licencing Services
	S. Cote-Rolvink, Chief Building Official

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Note: These Minutes are also posted on the City's Web Site at [www.mapleridge.ca](http://www.mapleridge.ca)  
Video of the meeting is posted at [media.mapleridge.ca/Mediasite/Showcase](http://media.mapleridge.ca/Mediasite/Showcase)

100      **CALL TO ORDER**

200      **AMENDMENTS TO THE AGENDA**

R/2019-708

It was moved and seconded

That the December 10, 2019 Regular Council Agenda be amended as follows:

1. By adding Items 04.02, 04.03, 04.04, 04.05, 04.06 and 04.07 (2020 Appointments to Committees and Commissions) from the December 3, 2019 Closed Council meeting to Item 704 – Release of Items from Closed Council Status; and
2. Removing Item 804 – “Child Care Partnership – Family Education and Support Centre”

CARRIED

300      *APPROVAL OF THE AGENDA*

R/2019-709

It was moved and seconded

That the December 10, 2019 Regular Council Agenda be approved as amended.

CARRIED

400      *ADOPTION OF MINUTES*

401      Minutes of the Regular Council Meeting of November 26, 2019

R/2019-710

It was moved and seconded

That the minutes of the Regular Council Meeting of November 26, 2019 be adopted as circulated.

CARRIED

500      *PRESENTATIONS AT THE REQUEST OF COUNCIL – Nil*

600      *DELEGATIONS*

601      Kanaka Educational and Environmental Partnership Society (KEEPS)

- Ross Davies, Education Coordinator

Annual report to Mayor and Council to discuss 2019 activities.

Mr. Davies introduced the board members of KEEPS in attendance and provided a presentation of 2019 events and activities of the Society to Council.

650      *QUESTIONS FROM THE PUBLIC*

Linda King

Ms. King asked if Council would reconsider their previous decision and join other municipalities in declaring a climate emergency.

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Minutes of the Development Agreements Committee Meetings of November 20, November 26 and December 4, 2019

701.2 Minutes of Meetings of Committees and Commissions of Council

- Economic Development Committee – September 5, 2019
- Transportation Advisory Committee – September 25, 2019

702 **Reports**

702.1 2019 Council Expenses – to October, 2019

Staff report dated December 10, 2019 providing information on 2019 Council Expenses.

703 **Correspondence**

- Letter dated November 21, 2019 to Honourable Minister Blair
- Letter dated November 21, 2019 to Honourable Minister Lametti
- Letter dated November 21, 2019 to Honourable Minister Hajdu

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

*From the November 26, 2019 Closed Council meeting:*

Item 04.05 Community Social Safety Plan Update

That further to the "Community Social Safety Plan Update" staff report dated November 26, 2019, the following be endorsed:

1. Terms of Reference for Rob Thiessen;
2. Terms of Reference for Fraser MacRae

*From the December 3, 2019 Closed Council meeting:*

Item 04.02 Community Heritage Commission Member Appointment

- That Jared Bissky be appointed to the Maple Ridge Community Heritage Commission, as a Member at Large, for a two year term commencing January 1, 2020 and expiring December 31, 2021.

Item 04.03 Environmental Advisory Committee Member Appointments

- That Simon Matthews be appointed to the Maple Ridge Environmental Advisory Committee, as a Member at Large, for a one year term commencing January 1, 2020 and expiring December 31, 2020; and
- That Bill Hardy be appointed to the Maple Ridge Environmental Advisory Committee, as a Member at Large, for a two year term commencing January 1, 2020 and expiring December 31, 2021; and



- That Jessie Joy Lees be appointed to the Maple Ridge Environmental Advisory Committee, as a Member at Large, for a two year term commencing January 1, 2020 and expiring December 31, 2021; and
- That Janice Jarvis be appointed to the Maple Ridge Environmental Advisory Committee, as an Environmental Professional, for a two year term commencing January 1, 2020 and expiring December 31, 2021; and
- That Gary Letts be appointed to the Maple Ridge Environmental Advisory Committee, as an Environmental Professional, for a two year term commencing January 1, 2020 and expiring December 31, 2021.

Item 04.04 Advisory Design Panel 2020 Appointments

- That Stephen Heller, Steven Bartok, and Emily Kearns be appointed to the Maple Ridge Advisory Design Panel for a two-year term commencing January 1, 2020 and expiring December 31, 2022.

Item 04.05 Maple Ridge Pitt Meadows Municipal Advisory Committee on Accessibility and Inclusiveness (MACAI) – 2020 Member Appointments

- That Laurie Geschke be appointed to the Municipal Advisory Committee on Accessibility and Inclusiveness as a Member at Large, for a two-year term commencing January 1, 2020 and expiring December 31, 2021; and further
- That Don Mitchell be appointed to the Municipal Advisory Committee on Accessibility and Inclusiveness as a Member at Large - Seniors Communities, for a two-year term commencing January 1, 2020 and expiring December 31, 2021.

Item 04.06 Social Policy Advisory Committee (SPAC) Membership – 2020 Appointments

- That Tarel Swansky be appointed to the Maple Ridge Social Policy Advisory Committee as a Member at Large - Business for a two-year term commencing January 1, 2020 and expiring December 31, 2021 and;
- That Marissa Stalman be appointed to the Maple Ridge Social Policy Advisory Committee as a Member at Large for a two-year term commencing January 1, 2020 and expiring December 31, 2021 and;
- That Sarah Armstrong be appointed to the Maple Ridge Social Policy Advisory Committee as a Member at Large - Youth for a one-year term commencing January 1, 2020 and expiring December 31, 2020.

Item 04.07 Public Art Steering Committee – 2020 Appointments

- That Wan-Yi Lin be appointed to the Maple Ridge Public Art Steering Committee as Member at Large for a two-year term commencing January 1, 2020 and expiring December 31, 2021; and,
- That Donald Luxton be appointed to the Maple Ridge Public Art Steering Committee as Member at Large for a two-year term commencing January 1, 2020 and expiring December 31, 2021.

R/2019-711

It was moved and seconded

That Item 700 – Items on Consent be amended by removing Item 702.1 – Reports from the Consent Agenda.

CARRIED

R/2019-712

It was moved and seconded

That Item 702.1 – Reports be received for information.

CARRIED

R/2019-713

It was moved and seconded

That the items on the Consent Agenda, as amended, be received into the record.

CARRIED

800 *UNFINISHED BUSINESS*

801 Proposed New Cannabis Retail Store at 22222 Lougheed Highway

Staff report dated October 22, 2019 recommending that support for the application for a non medical cannabis retail store at 22222 Lougheed Highway be denied and that a copy of the resolution be forwarded to the Liquor and Cannabis Regulation Branch with the legislative requirements.

R/2019-714

It was moved and seconded

1. That the non medical cannabis retail application for 22222 Lougheed Highway be deferred and;
2. That the applicant be directed to apply for a zoning bylaw text amendment.

CARRIED

Councillor Duncan – OPPOSED

802 Maple Ridge Secondary School Track and Merkley Park Spectator Seating Upgrades and Washrooms/Change Rooms – Construction and Operating Agreements

Staff report dated December 10, 2019 recommending that the construction and operating agreements for Maple Ridge Secondary School Track Facility Upgrades for the spectator seating, change room/washrooms and track lighting be approved, and that the Corporate Officer be authorized to execute the agreements.

R/2019-715

It was moved and seconded

That the construction and operating agreements for Maple Ridge Secondary School Track Facility Upgrades for the spectator seating, change room/washrooms and track lighting be approved; and

That the Corporate Officer be authorized to execute the agreements.

CARRIED

803 Maple Ridge Secondary School and Merkley Park Spectator Seating Upgrades and Washrooms/Change Room Facility Construction - Award of Contract

Staff report dated December 10, 2019 recommending that Contract ITT-PL19-69: Construction of Track Facility Upgrades at Maple Ridge Secondary School Track be awarded to Tikal Construction Limited the total base bid price of \$1,156,500.00 excluding taxes, that a contingency of \$217,000.00 be authorized, and that the Corporate Officer be authorized to execute the contract.

R/2019-716

It was moved and seconded

That Contract ITT-PL19-69: Construction of Track Facility Upgrades at MRSS Track be awarded to Tikal Construction Limited the total base bid price of \$1,156,500.00 excluding taxes; and

That a contingency of \$217,000.00 be authorized; and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

804 Child Care Partnership – Family Education & Support Centre

Item removed from the agenda at the Council Workshop meeting earlier in the day.

900 *CORRESPONDENCE*

901 Request for Comments on Proposed Amendment to Metro 2040

Metro Vancouver letter dated November 28, 2019 – Amending *Metro Vancouver 2040: Shaping our Future* to Align with the IPCC Special Report

on Global Warming of 1.5°C – Bylaw No. 1295, 2019 requesting comments from Council by January 17, 2020.

R/2019-717

It was moved and seconded

That staff request an extension from Metro Vancouver so that Council can consider the proposed amendments at the January 14, 2020 Council Workshop.

CARRIED

1000 **BYLAWS**

Bylaws for Adoption

- 1001 2019-314-RZ, Density Bonus Requirements for New Development  
Maple Ridge Zone Amending Bylaw No. 7569-2019  
To amend the Zoning Bylaw to establish a set of density bonus regulations for new development in the Town Centre Area and along major corridors as designated in the Official Community Plan.

R/2019-718

It was moved and seconded

That Maple Ridge Zone Amending Bylaw No. 7569-2019 be adopted.

CARRIED

1100 **COMMITTEE REPORTS AND RECOMMENDATIONS**

Public Works and Development Services

- 1101 2019-260-RZ, 21783 Lougheed Highway, C-2 to CD-2-19

Staff report dated December 3, 2019 recommending that Zone Amending Bylaw No. 7591-2019 to rezone the subject property from C-2 (Community Commercial) to CD-2-19 (Comprehensive Development) to permit the construction of a six storey building be given first reading and that the applicant provide further information as described on Schedules C and D of the Development Procedures Bylaw No. 5879-1999.

R/2019-719

It was moved and seconded

1. That Zone Amending Bylaw No. 7591-2019 be given first reading; and
2. That the applicant provide further information as described on Schedules C and D of the Development Procedures Bylaw No. 5879-1999.

CARRIED

**1102 2019-334-RZ, Proposed Revisions to the Development Permit Process**

Staff report dated December 3, 2019 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7594-2019 to expedite the issuance of Development permits be given first and second readings and be forwarded to Public Hearing, and that Maple Ridge Development Permit Delegation Amending Bylaw No. 7595-2019 be given first, second and third readings.

R/2019-720

It was moved and seconded

1. That Maple Ridge Official Community Plan Amending Bylaw No. 7594-2019 be given First and Second Readings and be forwarded to Public Hearing; and
2. That Maple Ridge Development Permit Delegation Amending Bylaw No. 7595-2019 be given First, Second and Third Readings.

CARRIED

**1103 2019-395-RZ, Lakewood Camp, P-3 to P-2**

Staff report dated December 3, 2019 recommending that Maple Ridge Zone Amending Bylaw No. 7597-2019 to rezone from P-3 (Childrens Institutional) to P-2 (Special Institutional) to permit future use as a Katzie First Nation Healing Centre be given first reading, and that the applicant provide further information as described on Schedules C, F, G and J of the Development Procedures Bylaw No. 5879-1999.

R/2019-721

It was moved and seconded

1. That Zone Amending Bylaw No. 7597-2019 be given first reading; and
2. That the applicant provide further information as described on Schedules C, F, G and J of the Development Procedures Bylaw No. 5879-1999.

CARRIED

**1104 2019-259-DVP, 105-22308 Lougheed Highway**

Staff report dated December 3, 2019 recommending that application 2019-259-DVP, to allow a sign that is prohibited in the Maple Ridge Sign Bylaw, at 105-22308 Lougheed Highway be denied.

The Deputy Corporate Officer advised that 22 notices were mailed out and no correspondence was received in response.

R/2019-722

It was moved and seconded

That Application 2019-259-DVP respecting property located at 105 - 22308 Loughheed Highway be denied.

DEFEATED

Councillor Dueck, Councillor Meadus, Councillor Yousef and Councillor Svendsen –  
OPPOSED

R/2019-723

It was moved and seconded

That Application 2019-259-DVP respecting property located at 105 – 22308 Loughheed Highway be approved.

CARRIED

Councillor Robson and Councillor Duncan – OPPOSED

#### 1105 Traffic Calming Policy 2019 Update

Staff report dated December 3, 2019 recommending that Traffic Calming Policy 9.07 be adopted as amended.

R/2019-724

It was moved and seconded

That Traffic Calming Policy 9.07 be adopted as amended.

CARRIED

#### 1106 Ridge Meadows Recycling Society – Partnership and Licence Agreements

Staff report dated December 3, 2019 recommending that the Corporate Officer be authorized to execute the Fee for Service Partnership Agreement between the City of Maple Ridge and Ridge Meadows Recycling Society, and that the Corporate Officer be authorized to execute the Licence of Use Agreement between the City of Maple Ridge and Metro Vancouver.

R/2019-725

It was moved and seconded

That the Corporate Officer be authorized to execute the Fee for Service Partnership Agreement between the City of Maple Ridge and Ridge Meadows Recycling Society, and

That the Corporate Officer be authorized to execute the Licence of Use Agreement between the City of Maple Ridge and Metro Vancouver.

CARRIED

**1107 Award of Contract ITT-EN19-76: 232 Street Watermain Replacement  
(122 Avenue to 124 Avenue)**

Staff report dated December 3, 2019 recommending that award of Contract ITT-EN19-76 be awarded to Conwest Contracting Ltd., that a construction contingency be approved to address potential variations in field conditions, and that the Corporate Officer be authorized to execute the contract.

R/2019-726

It was moved and seconded

That Contract ITT-EN19-76, 232 Watermain Replacement (122 Avenue to 124 Avenue), be awarded to Conwest Contracting Ltd. in the amount of \$422,595.00 excluding taxes; and

That a construction contingency of \$60,000 be approved to address potential variations in field conditions; and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

Corporate Services

**1131 Council Procedure Amending Bylaw No. 7521-2018**

Staff report dated December 3, 2019 recommending that staff provide notice in accordance with the Community Charter, that the Council Procedure Amending Bylaw No. 7521-2018 be read a first, second, and third time, and that the "Council Meeting Delegations Policy", "Council Meeting Public Question Period Policy" and "Council Meeting Minute Taking Standards Policy" be approved.

R/2019-727

It was moved and seconded

That staff be directed to provide notice in accordance with the *Community Charter*;

That Council Procedure Amending Bylaw No. 7521-2018 be read a first, second and third time; and further,

That the "Council Meeting Delegations Policy, "Council Meeting Public Question Period Policy" and "Council Meeting Minute Taking Standards Policy" be approved.

CARRIED

**1132 2020-2024 Financial Plan Bylaw**

Staff report dated December 3, 2019 recommending that Maple Ridge 2020-2024 Financial Plan Bylaw No. 7598-2019 be given first, second and third readings.

R/2019-728

It was moved and seconded

That Maple Ridge 2020-2024 Financial Plan Bylaw No. 7598-2019 be given first, second and third readings.

CARRIED

**1200 STAFF REPORTS**

**1201 St. Anne Site Remediation Work – Award of Contract**

Staff report dated December 10, 2019 recommending that Contract ITT-PL19-79: Soil Removal and Site Improvements at SW Haney Park be awarded to Mission Contractors Ltd. for a total contract amount of \$133,545.81 excluding taxes, and a contingency of \$20,000 be authorized, that the next Financial Plan be amended to include \$153,545.81 from Accumulated Surplus for the encampment site remediation work, and that the Corporate Officer be authorized to execute the contract.

R/2019-729

It was moved and seconded

That Contract ITT-PL19-79: Soil Removal and Site Improvements at SW Haney Park be awarded to Mission Contractors Ltd. for a total contract amount of \$133,545.81 excluding taxes, and a contingency of \$20,000 be authorized; and,

That the next Financial Plan be amended to include \$153,545.81 from Accumulated Surplus for the encampment site remediation work; and further,

That the Corporate Officer be authorized to execute the contract.

CARRIED

Councillor Duncan was absent for the vote.

**1300 OTHER MATTERS DEEMED EXPEDIENT – Nil**

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



1500     **MAYOR AND COUNCILLORS' REPORTS**

The Mayor and Councillors provided their reports on activities participated in during the past few weeks.

1600     **ADJOURNMENT** – 9:05 p.m.

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M. Morden, Mayor

Certified Correct

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S. Nichols, Deputy Corporate Officer

700     *ITEMS ON CONSENT*

701 *Minutes*

701.1 Development Agreements Committee

**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

December 11, 2019  
Mayor's Office

CIRCULATED TO:

Chelsa Meadus, Acting Mayor  
Chair

Al Horsman, Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

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**1. 2017-461-RZ**

LEGAL: Lot 1 District Lot 401 New Westminster District Plan BCP24521  
Currently: Lot A and B District Lot 401 Group 1 New Westminster  
District Plan EPP94580

PID: N/A

LOCATION: 11641 227 Street

OWNER: Concordia Homes (1997) Ltd.

REQUIRED AGREEMENTS: Release of Covenants (BW31667, BA258715,  
BA258713)

**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENTS AS THEY RELATE TO 2017-461-RZ.**

**CARRIED**

**2. 19-117798 BG**

LEGAL: Lot 3 District Lot 248 New Westminster District Plan LMP29421  
PID: 023-502-347

LOCATION: 12370 214 Street

OWNER: Eugene & Mary Obojski

REQUIRED AGREEMENTS: Secondary Suite Covenant

**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENT AS IT RELATES TO 19-117798 BG.**

**CARRIED**

**3. 19-112613 BG**

LEGAL: Lot 17 District Lot 404 Group 1 New Westminster District Plan  
LMP26483  
PID: 023-312-882  
LOCATION: 23844 Kanaka Way  
OWNER: Oksana and Nataliya Yusiv and Stacey Holmes  
REQUIRED AGREEMENTS: Release of Covenant (BJ383579)

**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-112613 BG.**

**CARRIED**

**4. CAMPBELL, Randall & Robyn (BG)**

LEGAL: Lot 1 Section 16 Township 12 New Westminster District Plan  
LMP27307  
PID: 023-347-104  
LOCATION: 23611 119 Avenue  
OWNER: Randall and Robyn Campbell  
REQUIRED AGREEMENTS: Release of Covenant (BK50980)

**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO CAMPBELL, Randall & Robyn (BG).**

**CARRIED**

**5. 19-116371 BG**

LEGAL: Lot 1 District Lot 249 Group 1 New Westminster District Plan 14698  
PID: 009-999-388  
LOCATION: 11420 River Wynd  
OWNER: Michael and Hilary Morden  
REQUIRED AGREEMENTS: Geotechnical Covenant

**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-116371 BG.**


**CARRIED**

**6. 19-118273 BG/19-115367 BG/19-109451 BG/19-117417 BG**

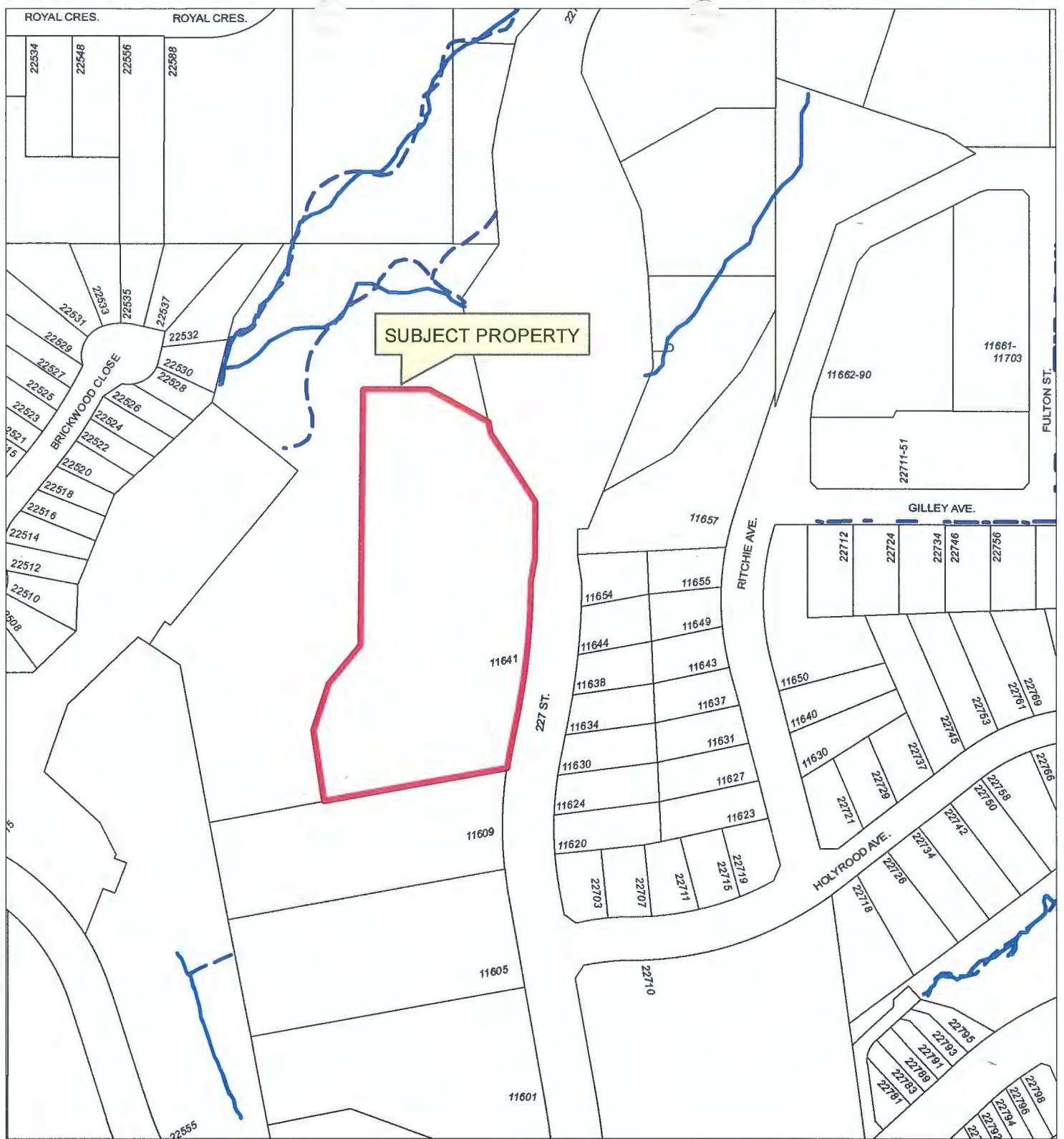
LEGAL: Lot 24, Lot 37, Lot 39, Lot 53 all of: District Lot 403 Group 1 New  
Westminster District Plan EPP88213  
PID: 030-658-331; 030-658-462; 030-658-489; 030-658-624  
LOCATION: 11268, 11324, 11336, 11353 McDougal Street  
OWNER: Polygon Provenance Homes Ltd.  
REQUIRED AGREEMENTS: Temporary Residential Use Covenants

**THAT THE ACTING MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENT AS IT RELATES TO 19-118273 BG/19-115367 BG/19-109451 BG/19-  
117417 BG.**

**CARRIED**

  
\_\_\_\_\_  
Chelsa Meadus, Acting Mayor  
Chair

  
\_\_\_\_\_  
Al Horsman, Chief Administrative Officer  
Member



Scale: 1:2,500

## Legend

- Stream
- - - Ditch Centreline
- - - Indefinite Creek

11641 227 STREET

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

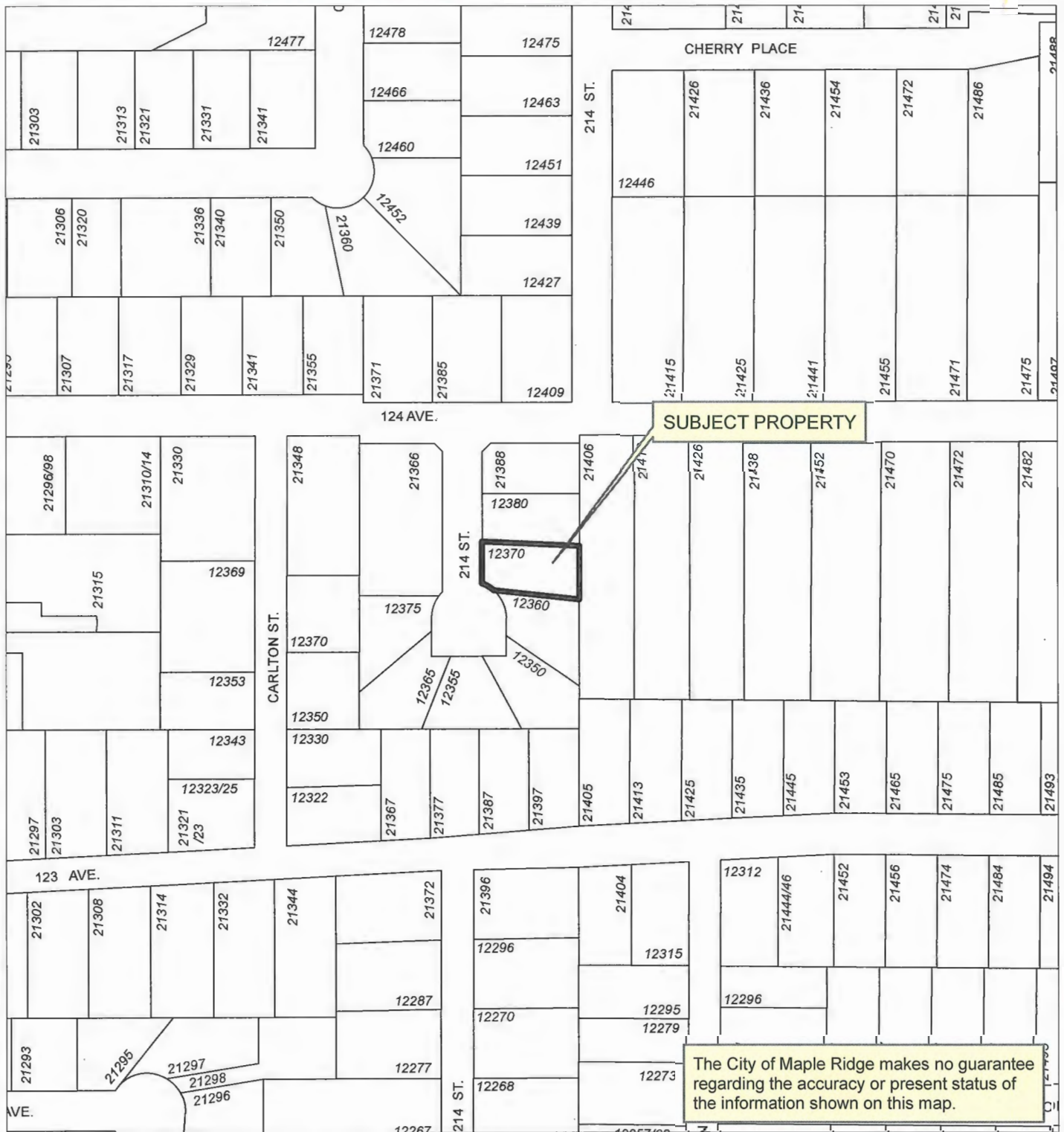
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FILE: 2017-461-RZ

DATE: Oct 13, 2017

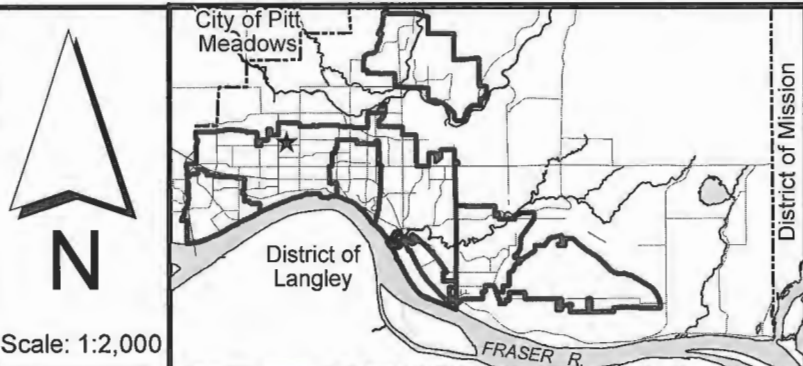
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SUBJECT PROPERTY

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

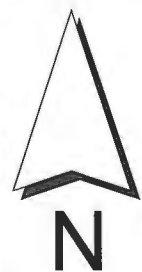
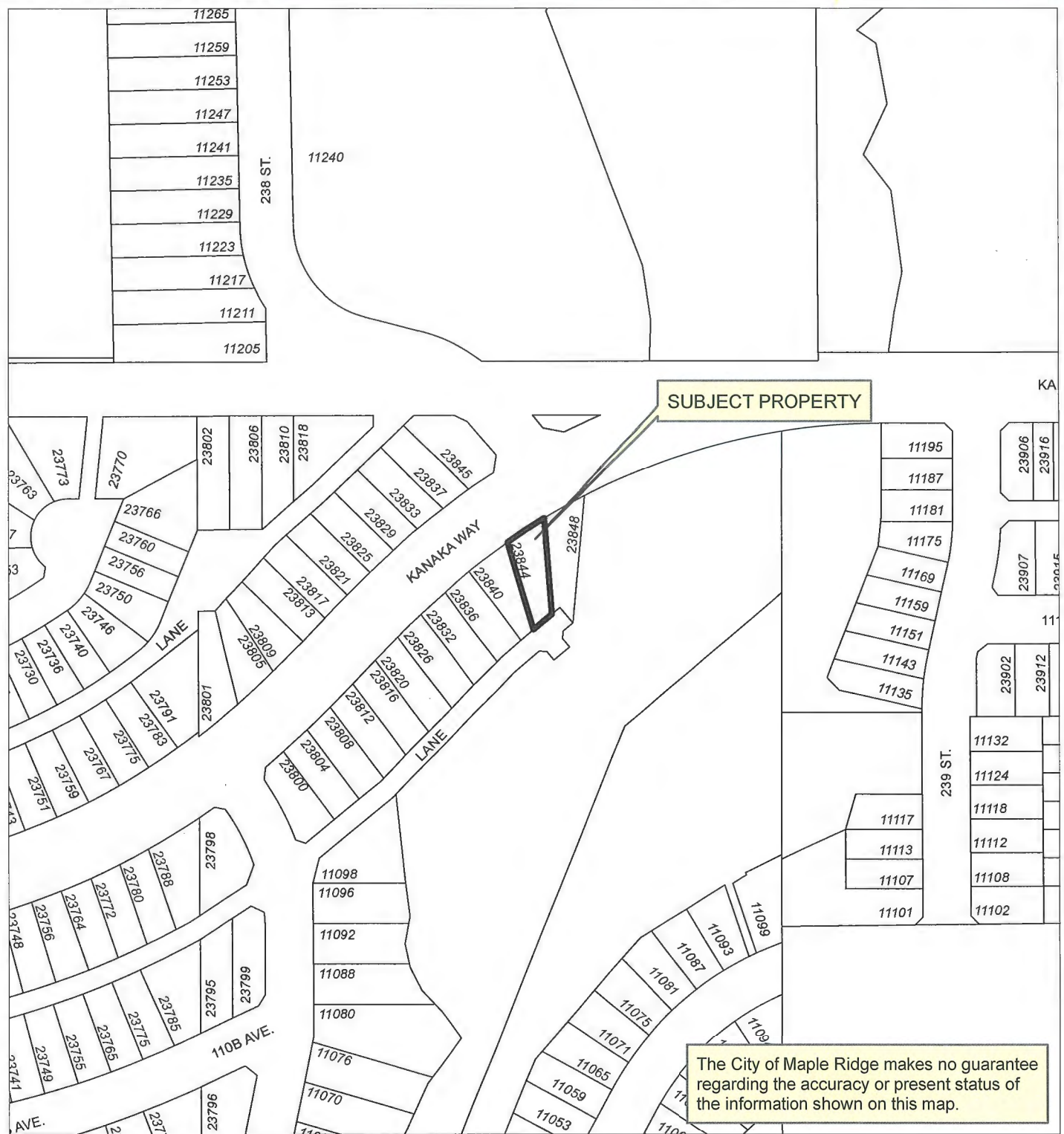


12370 214 St

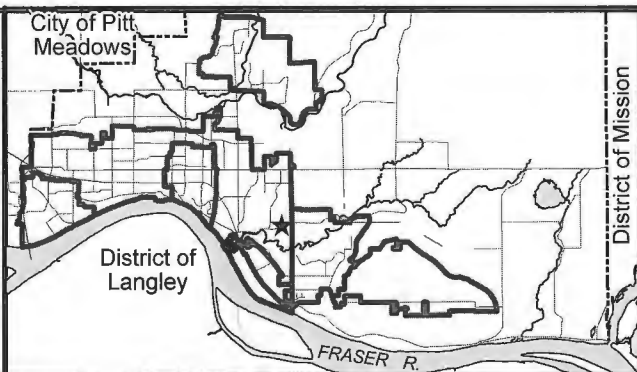


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23844 Kanaka Way

ENGINEERING DEPARTMENT



MAPLE RIDGE

British Columbia

[mapleridge.ca](http://mapleridge.ca)

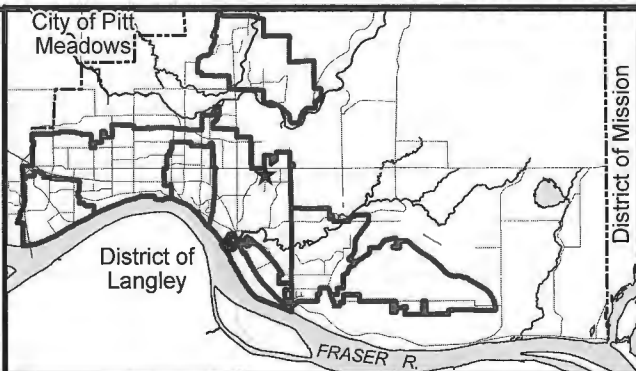
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23611 119 Ave

ENGINEERING DEPARTMENT



MAPLE RIDGE

British Columbia

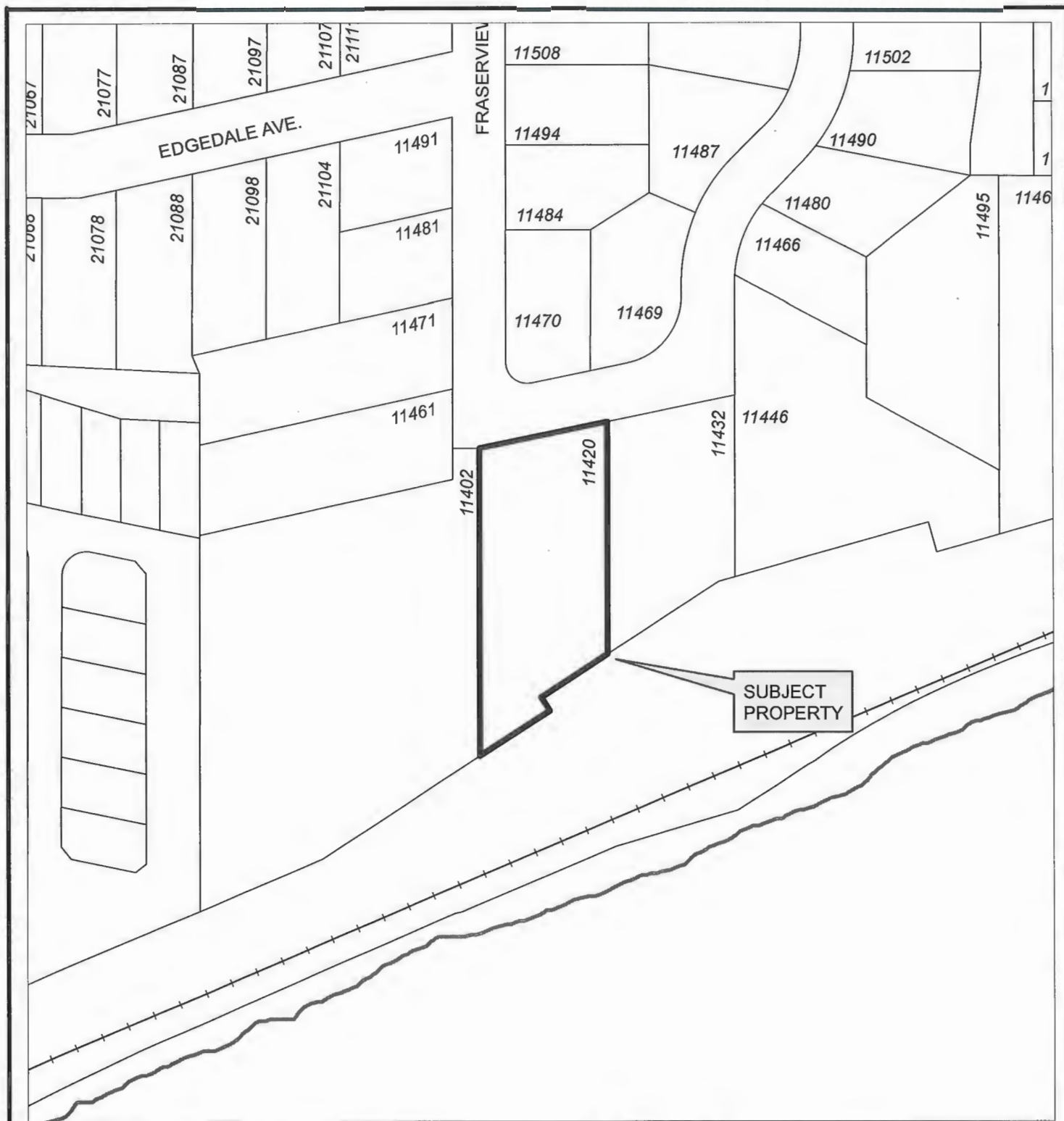
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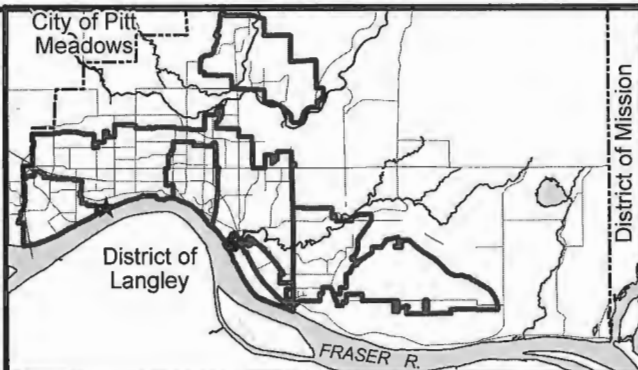
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11420 RIVER WYND

ENGINEERING DEPARTMENT



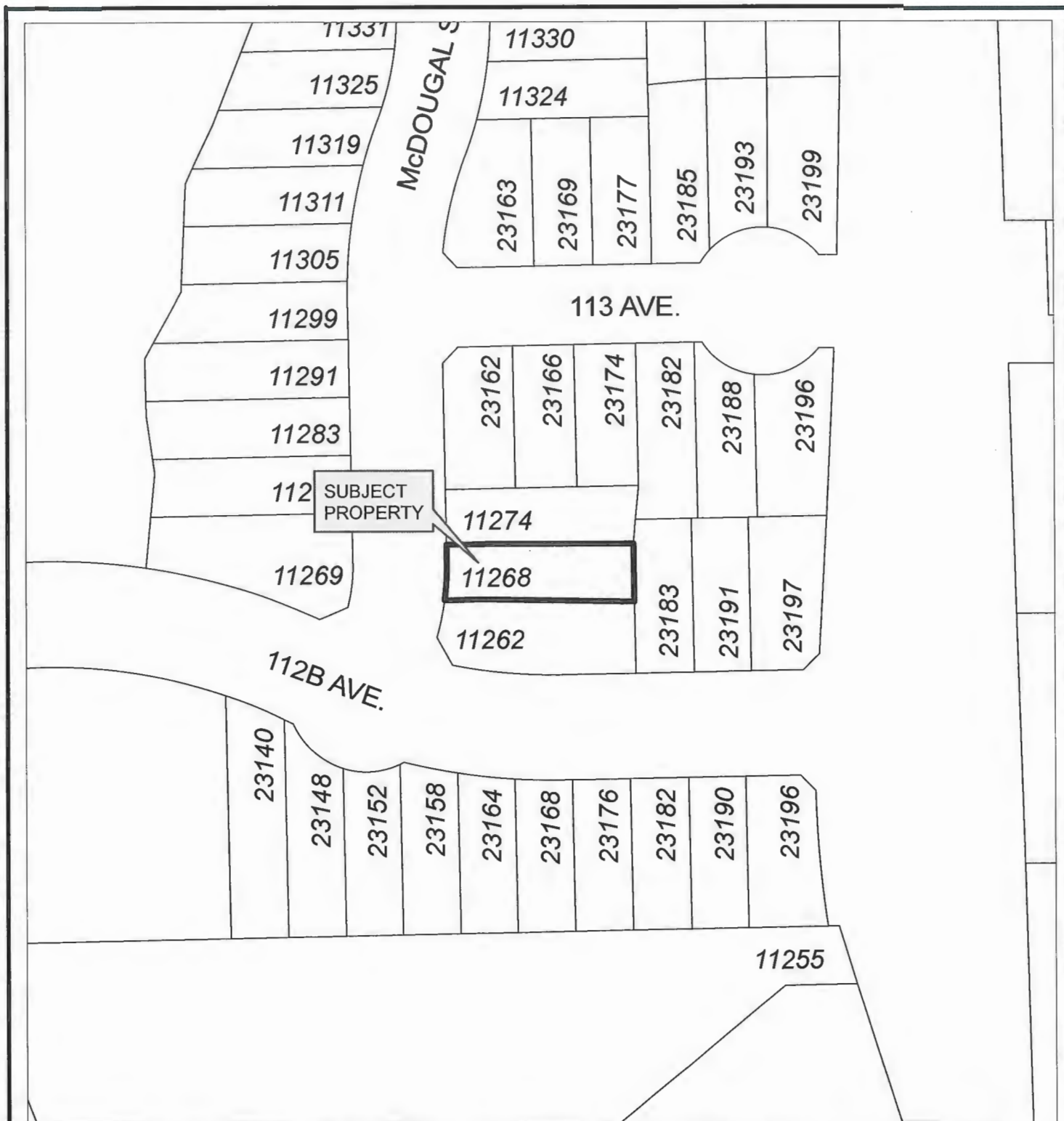
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British Columbia

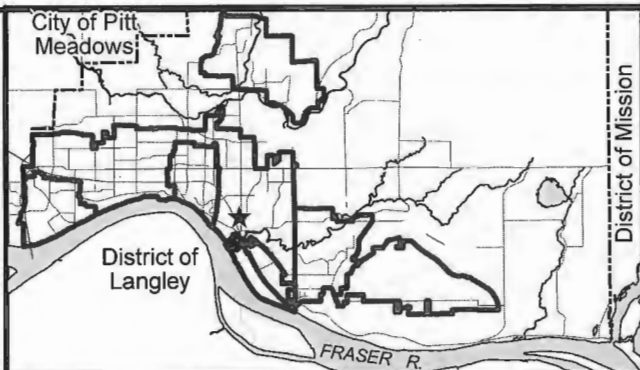
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BY: C1



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11268 MCDOUGAL

ENGINEERING DEPARTMENT



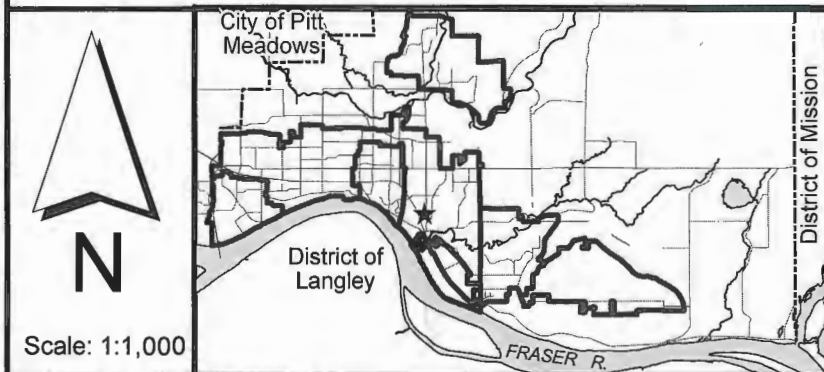
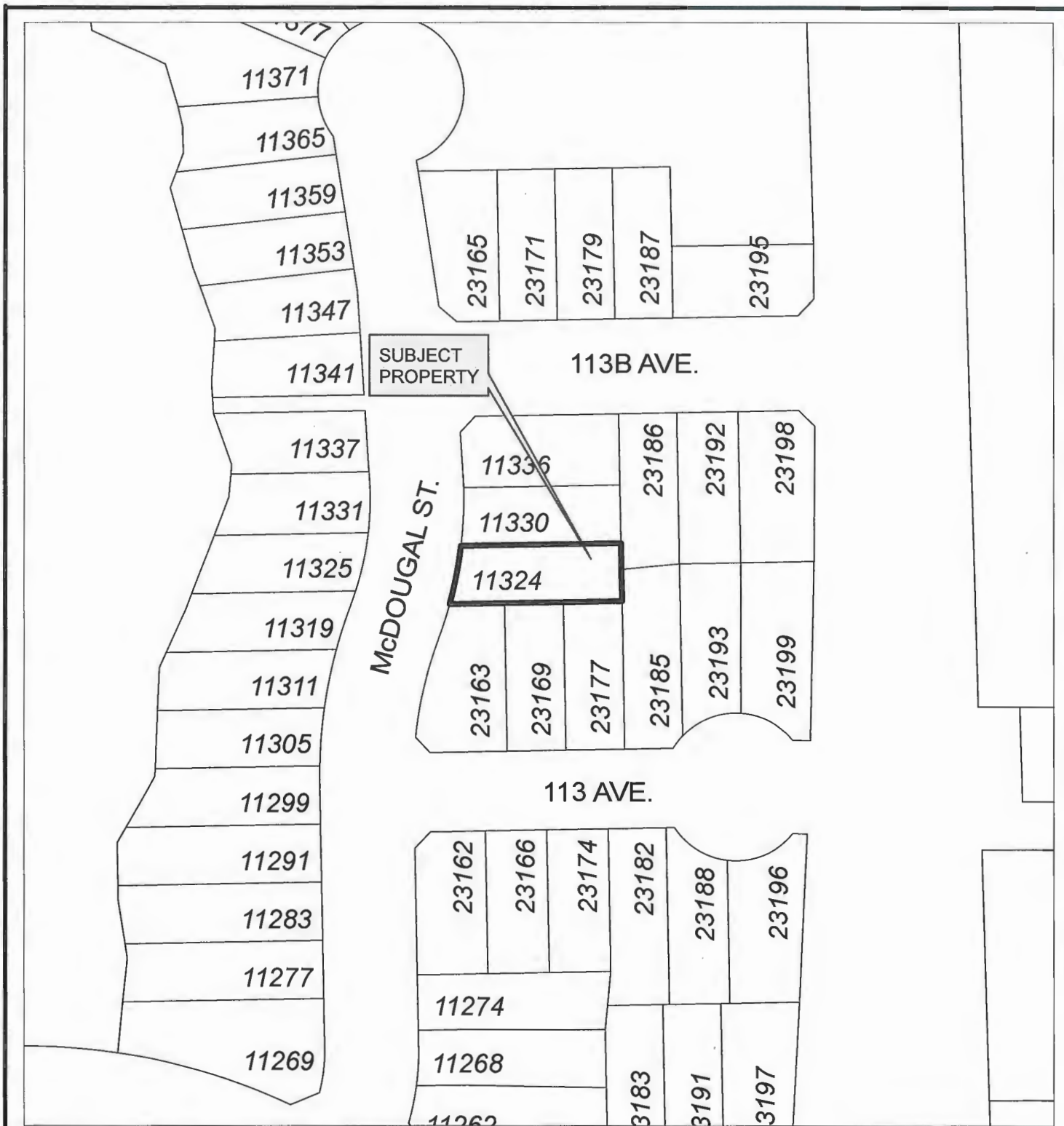
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British Columbia

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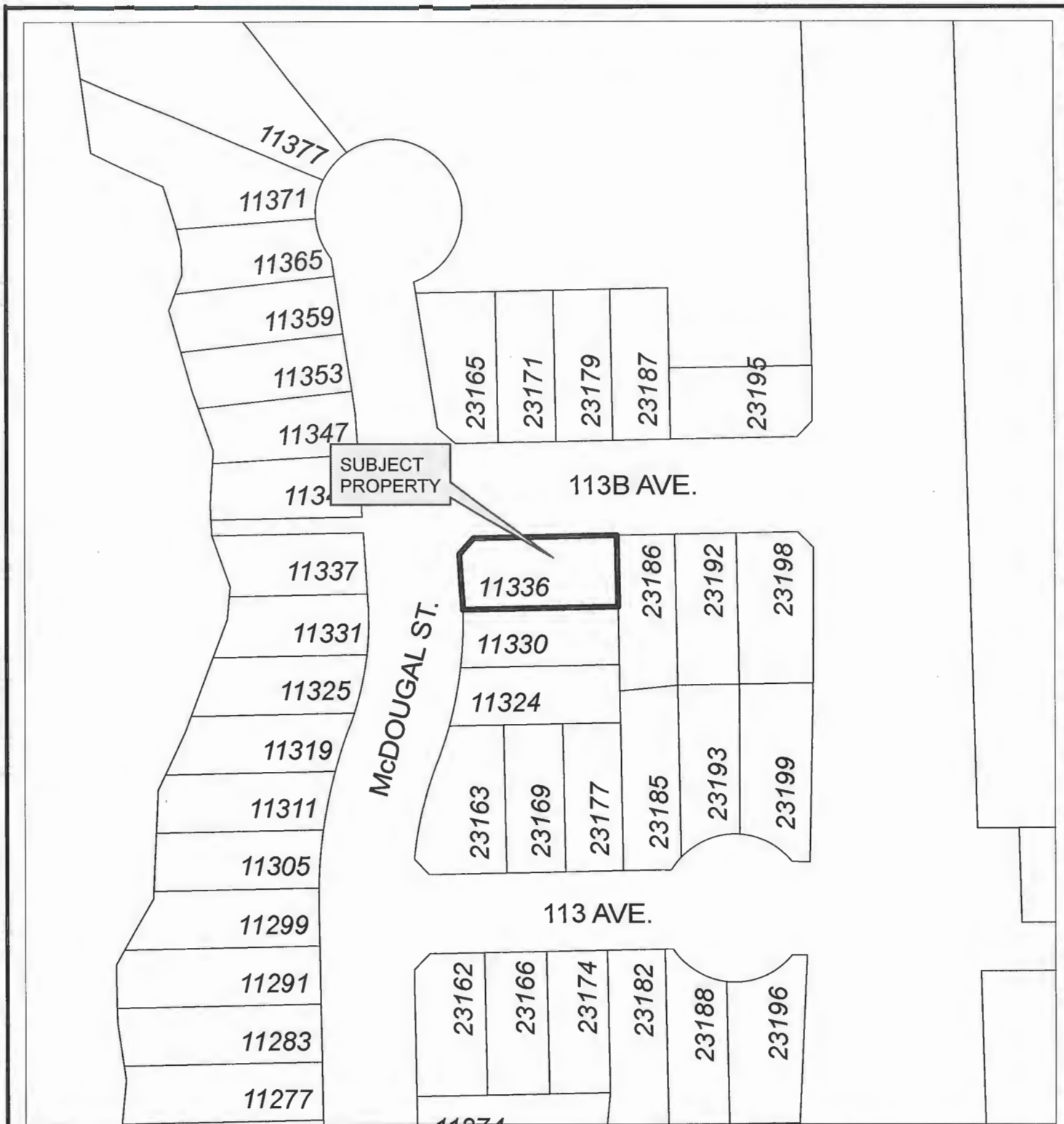
ENGINEERING DEPARTMENT

 **MAPLE RIDGE**  
British Columbia

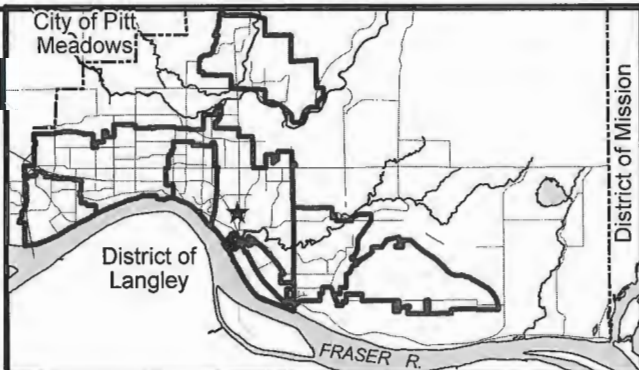
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11336 MCDOUGAL ST

ENGINEERING DEPARTMENT



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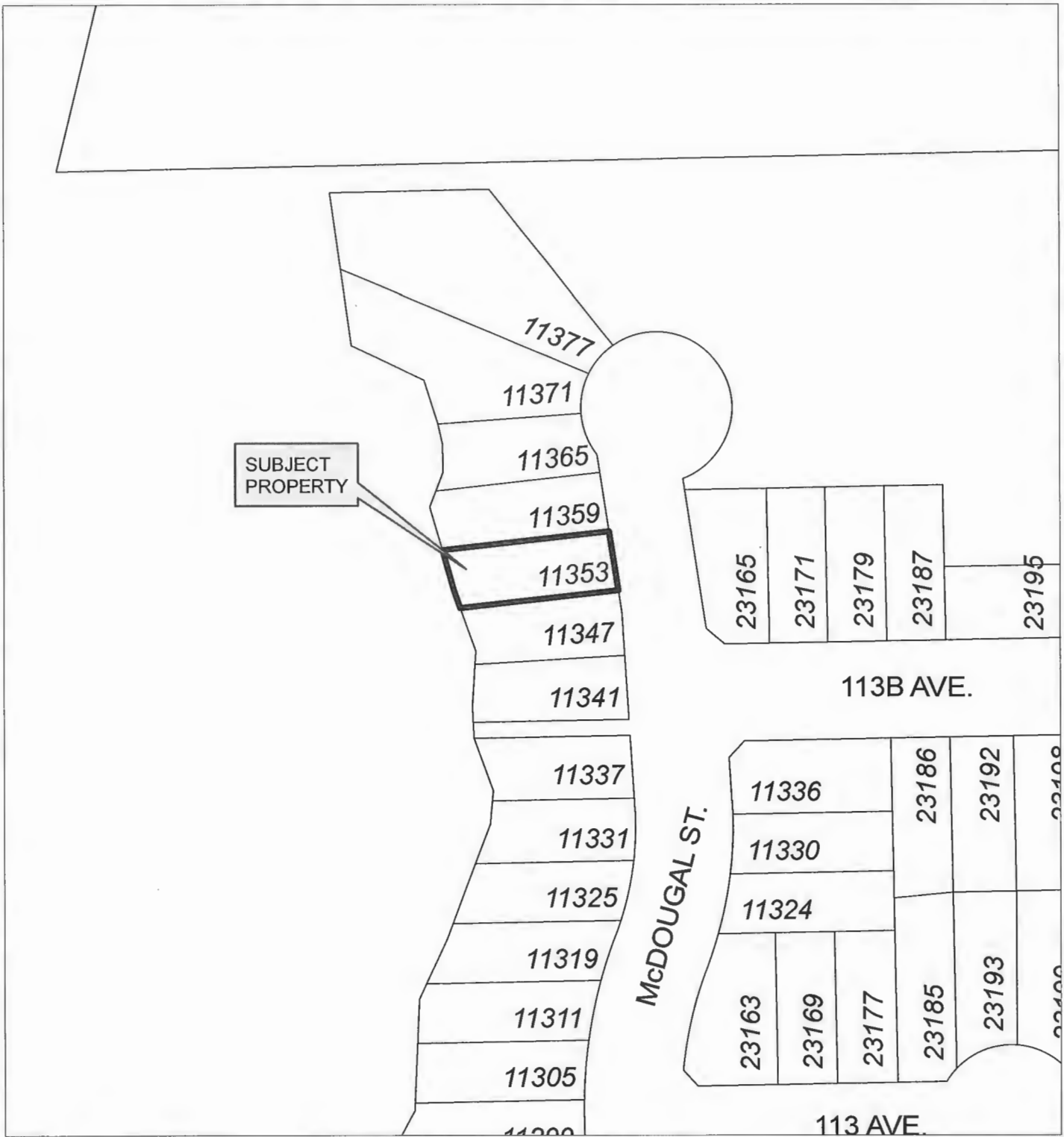
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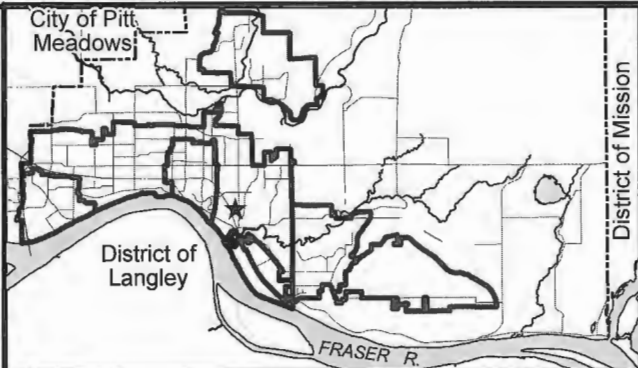
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BY: C1





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11353 MCDOUGAL ST

ENGINEERING DEPARTMENT



MAPLE RIDGE

British Columbia

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FILE: Untitled  
DATE: Dec 10, 2019

BY: C1



**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

December 17, 2019  
Mayor's Office

CIRCULATED TO:

Gordon Robson, Acting Mayor  
Chair

Al Horsman, Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

---

**1. 19-106313 BG**

LEGAL: Lot 1 District Lot 248 Group 1 New Westminster District Plan  
EPP81232  
PID: 030-710-910  
LOCATION: 21320 121 Avenue  
OWNER: True Light Building & Development Ltd.  
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENT AS IT RELATES TO 19-106313 BG.

**CARRIED**

**2. 19-107814 BG**

LEGAL: Lot 2 District Lot 248 Group 1 New Westminster District Plan  
EPP81232  
PID: 030-710-928  
LOCATION: 21322 121 Avenue  
OWNER: True Light Building & Development Ltd.  
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENT AS IT RELATES TO 19-107814 BG.

**CARRIED**

**3. 18-114966 BG**

LEGAL: Lot 3 Section 29 Township 12 New Westminster District Plan  
EPP60285  
PID: 030-229-227  
LOCATION: 13556 230B Street  
OWNER: Rajvinder Kaur Sandhu  
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-114966 BG.

CARRIED

**4. 19-101452 BG**

LEGAL: Lot 37 District Lot 7890 Group 1 New Westminster District Plan  
EPP48380  
PID: 029-627-290  
LOCATION: 12439 - 271 Street  
OWNER: Maple Benchlands Holdings Inc.  
REQUIRED AGREEMENTS: Stormwater Management Covenant

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-101452 BG.

CARRIED

**5. 19-101453 BG**

LEGAL: Lot 38 District Lot 7890 Group 1 New Westminster District Plan  
EPP48380  
PID: 029-627-303  
LOCATION: 12425 - 271 Street  
OWNER: Maple Benchlands Holdings Inc.  
REQUIRED AGREEMENTS: Stormwater Management Covenant

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-101453 BG.

CARRIED

6. 5245-20-B504

LEGAL: Lot 1 District Lot 249 New Westminster District Plan NWP14698  
PID: 009-999-388

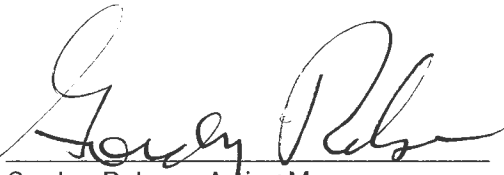
LOCATION: 11420 River Wynd

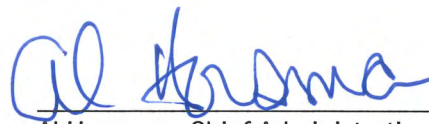
OWNER: Michael and Hilary Morden

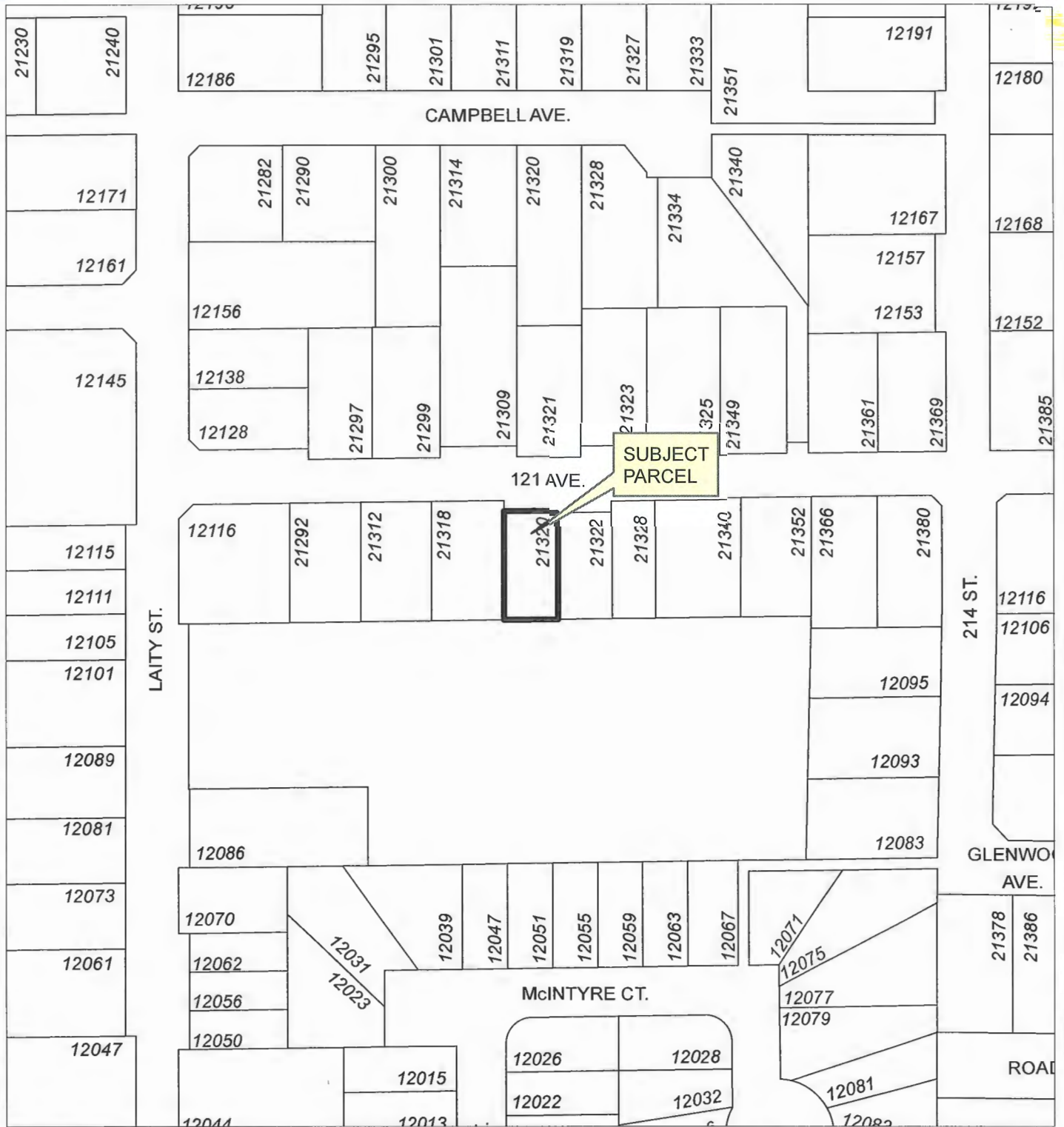
REQUIRED AGREEMENTS: Building Development Agreement

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENT AS IT RELATES TO 5245-20-B504.

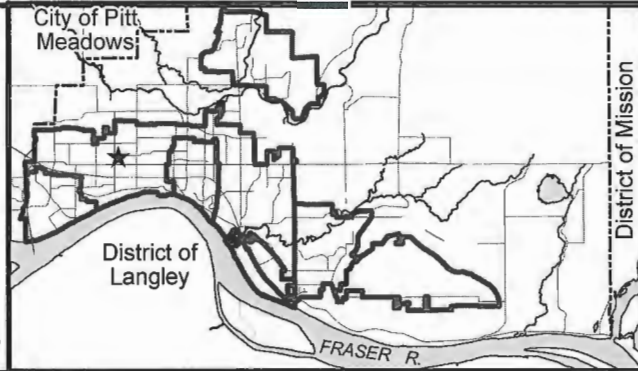
CARRIED

per   
Gordon Robson, Acting Mayor  
Chair

  
Al Horsman, Chief Administrative Officer  
Member



Scale: 1:1,500



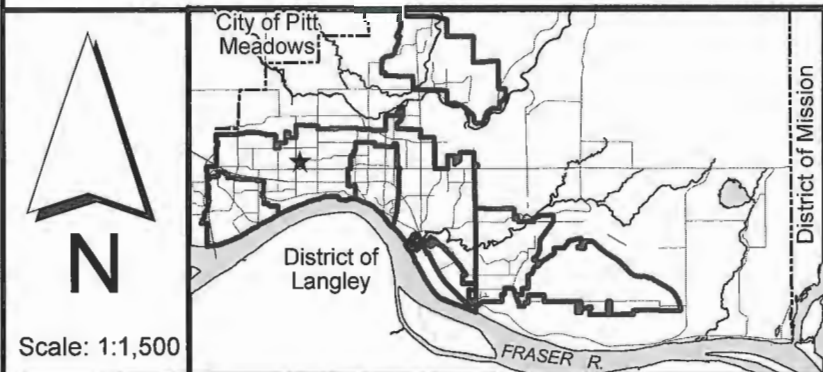
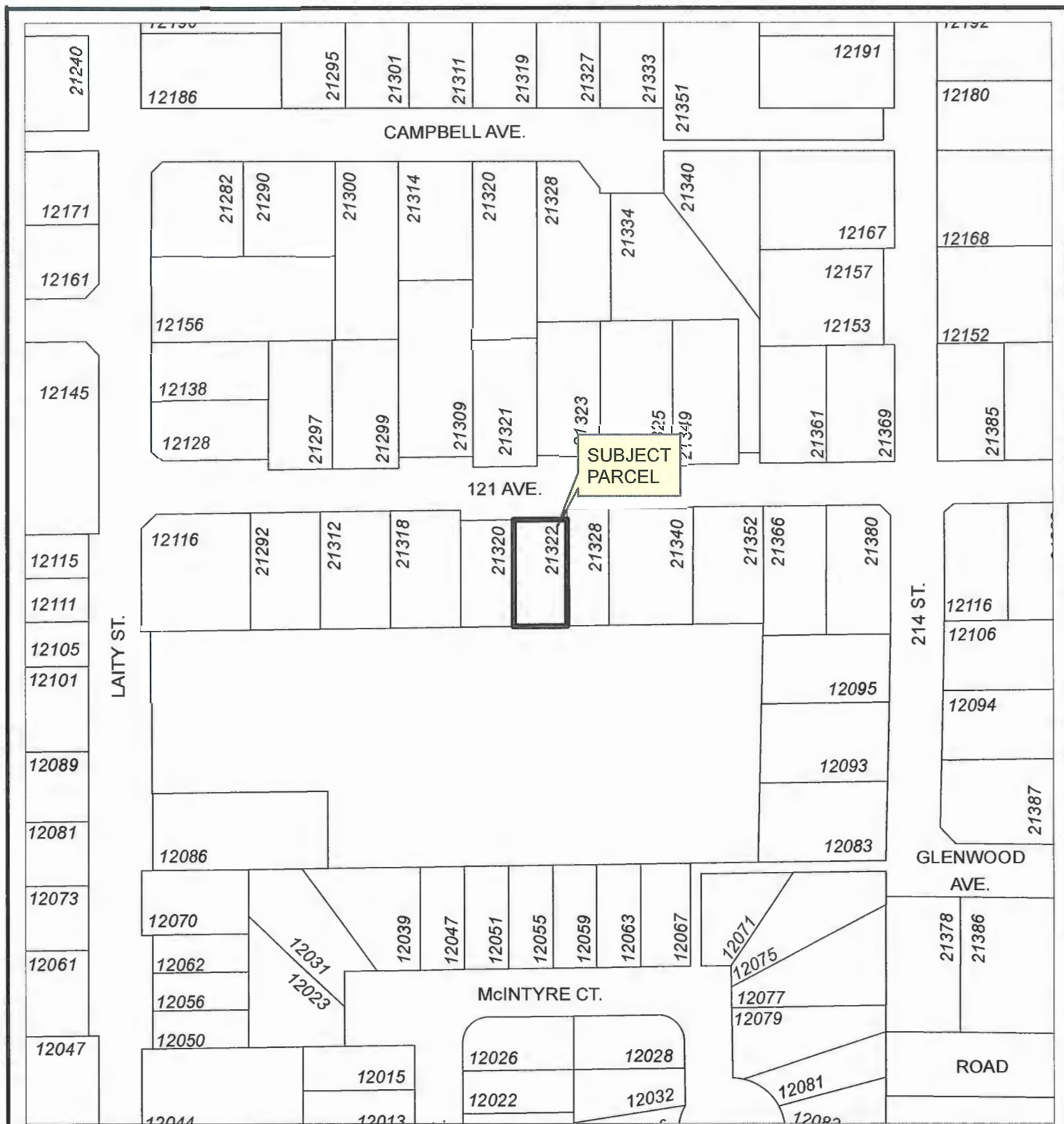
21320 121 AVE

ENGINEERING DEPARTMENT

**mapleridge.ca**

FILE: Untitled  
DATE: Dec 17, 2019

BY: C1



**21322 121 AVE**

ENGINEERING DEPARTMENT

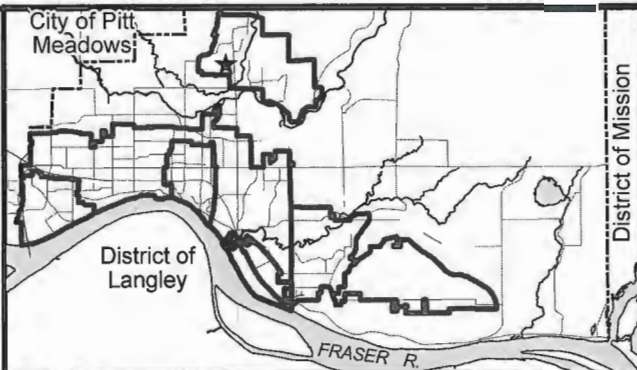
**MAPLE RIDGE**  
British Columbia

**mapleridge.ca**

FILE: Untitled  
DATE: Dec 17, 2019  
BY: C1



Scale: 1:1,500



13556 230B ST

ENGINEERING DEPARTMENT



MAPLE RIDGE

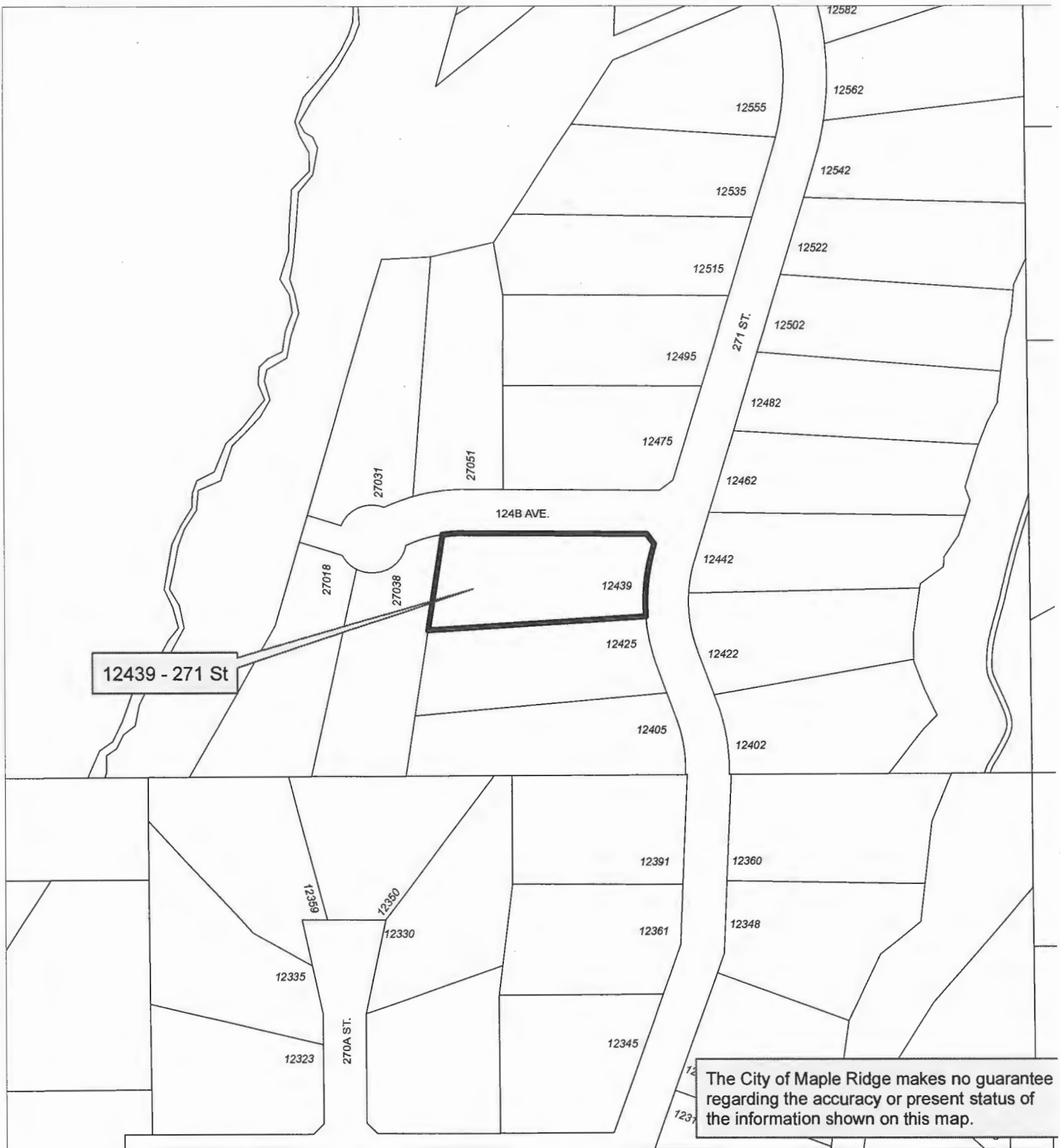
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mapleridge.ca

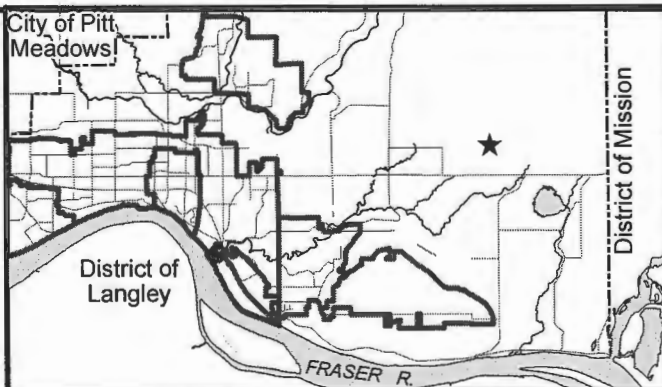
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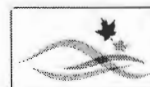


Scale: 1:2,500



12439 - 271 Street

Building Department



MAPLE RIDGE

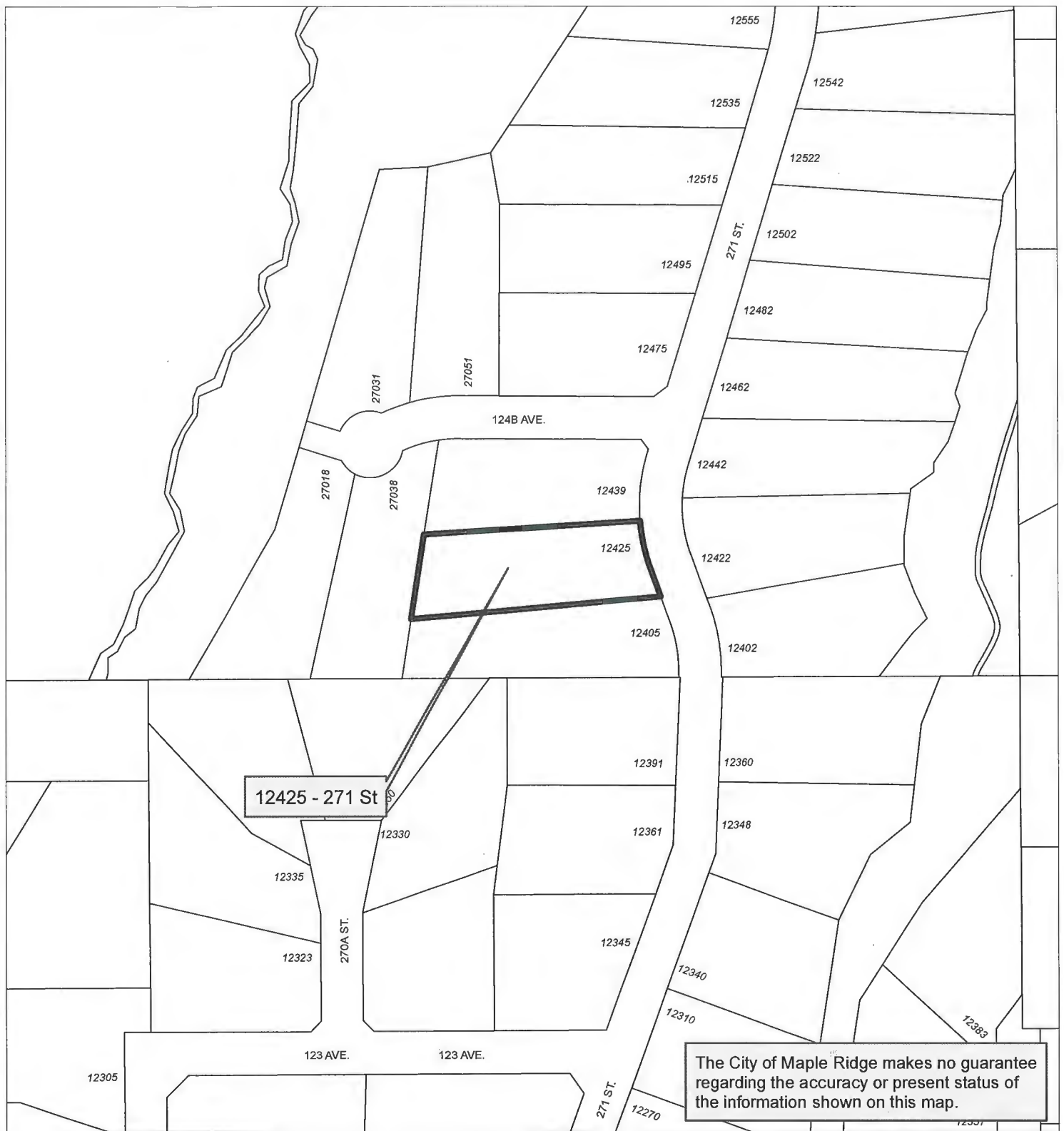
British Columbia

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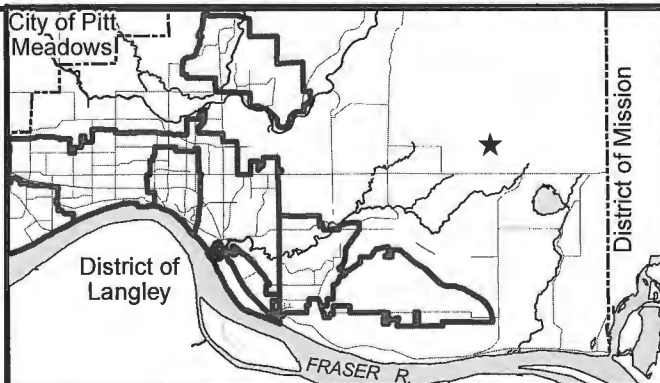
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BY: CB

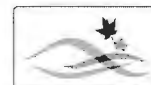


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12425 - 271 Street

Building Department



MAPLE RIDGE

British Columbia

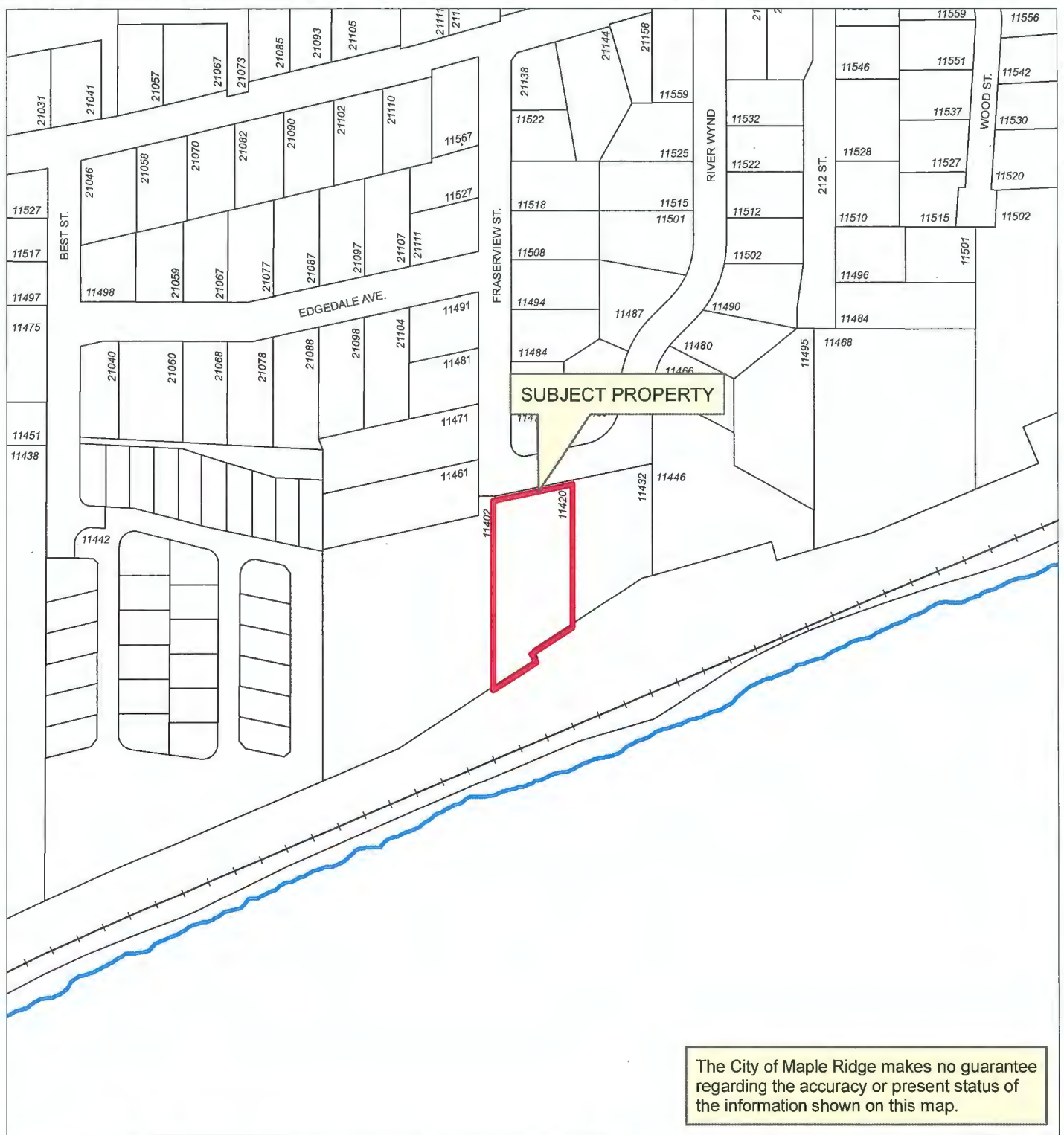
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DATE: Nov 26, 2019

BY: CB

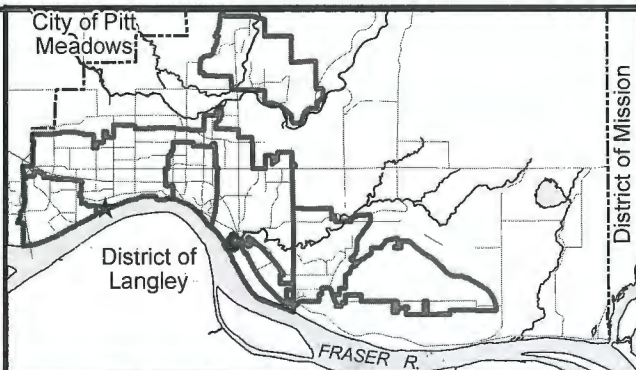




The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.



Scale: 1:2,500



11420 RIVER WYND

ENGINEERING DEPARTMENT



[mapleridge.ca](http://mapleridge.ca)

FILE: Untitled

DATE: Dec 16, 2019

BY: LP

**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

December 18, 2019  
Mayor's Office

**CIRCULATED TO:**

Michael Morden, Mayor  
Chair

Al Horsman, Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

---

**1. 18-111243 BG**

LEGAL: Lot 3 District Lot 263 Group 1 New Westminster District Plan  
EPP75320  
PID: 030-325-587  
LOCATION: 12494 201 Street  
OWNER: 786035 B.C. Ltd. (Karen Grewal)  
REQUIRED AGREEMENTS: Secondary Suite Covenant

**THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENT AS IT RELATES TO 18-111243 BG.**

**CARRIED**

**2. 18-113006 BG**

LEGAL: Lot 6 District Lot 263 Group 1 New Westminster District Plan 74873  
PID: 007-805-331  
LOCATION: 12253 203 Street  
OWNER: John Quist  
REQUIRED AGREEMENTS: Secondary Suite Covenant

**THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENT AS IT RELATES TO 18-113006 BG.**

**CARRIED**

**3. 19-110615 BG**

LEGAL: Lot 4 Section 19 Township 15 New Westminster District Plan  
BCP51086  
PID: 028-911-962  
LOCATION: 26497 121 Avenue  
OWNER: Kevin and Brenda Collins  
REQUIRED AGREEMENTS: Modification to Septic Covenant

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENT AS IT RELATES TO 19-110615 BG.

CARRIED

**4. 17-122582 BG**

LEGAL: Lot 11 Section 7 Township 15 New Westminster District Plan 10586  
PID: 009-354-581  
LOCATION: 26520 – 112 Avenue  
OWNER: Shaun and Julia Marsden  
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENT AS IT RELATES TO 17-122582 BG.

CARRIED

**5. 19-107734 BG**

LEGAL: Lot 5 District Lot 404 Group 1 New Westminster District Plan  
LMP26483  
PID: 023-312-769  
LOCATION: 23845 Kanaka Way  
OWNER: Sumit and Keya Ghosh  
REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENT AS IT RELATES TO 19-107734 BG.

CARRIED

**6. 19-112613 BG**

LEGAL: Lot 17 District Lot 404 Group 1 New Westminster District Plan  
LMP26483  
PID: 023-312-882  
LOCATION: 23844 Kanaka Way  
OWNER: Oksana Yuskiv and Stacey Holmes  
REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-112613 BG.

CARRIED

**7. 5245-20-966**

LEGAL: Lot 7 Section 32 Township 12 New Westminster District Plan  
BCP27885  
PID: 026-930-561  
LOCATION: 13691 228 Street  
OWNER: Martin and Anita Viljoen  
REQUIRED AGREEMENTS: Release of Stat Right of Way (BB542905)

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 5245-20-966.

CARRIED

8. 2017-436-SD

LEGAL: Lot 8 Section 13 Township 12 New Westminster District Plan  
NWP8336 Except Part Now Road See Plan EPP48393

PID: 011-358-700  
New: Lots 1 – 5, Section 13 Township 12 New Westminster District  
Plan EPP75231


LOCATION: 25638 112 Avenue

OWNER: 0938919 B.C. Ltd. (Ian Speckman)  
(\*\*0938919 B.C. Ltd., Norfolk Holdings Ltd., Voth Developments Ltd.,  
0762328 B.C. Ltd. – Modification of Easement Maintenance  
Agreement)

REQUIRED AGREEMENTS: Release of Covenant (CA5201726)  
Subdivision Servicing Agreement  
No Build/No Disturb Covenant  
ALR Buffer Covenant  
Drainage / Storm Easement  
Tree Protection Covenant  
Septic Field Covenant  
Slope Protection Covenant  
Wild Fire Protection Covenant  
Stormwater Management Covenant  
Modification of Easement and Maintenance Agreement

THAT THE MAYOR AND DEPUTY CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE  
PRECEDING DOCUMENTS AS THEY RELATE TO 2017-436-SD.

CARRIED



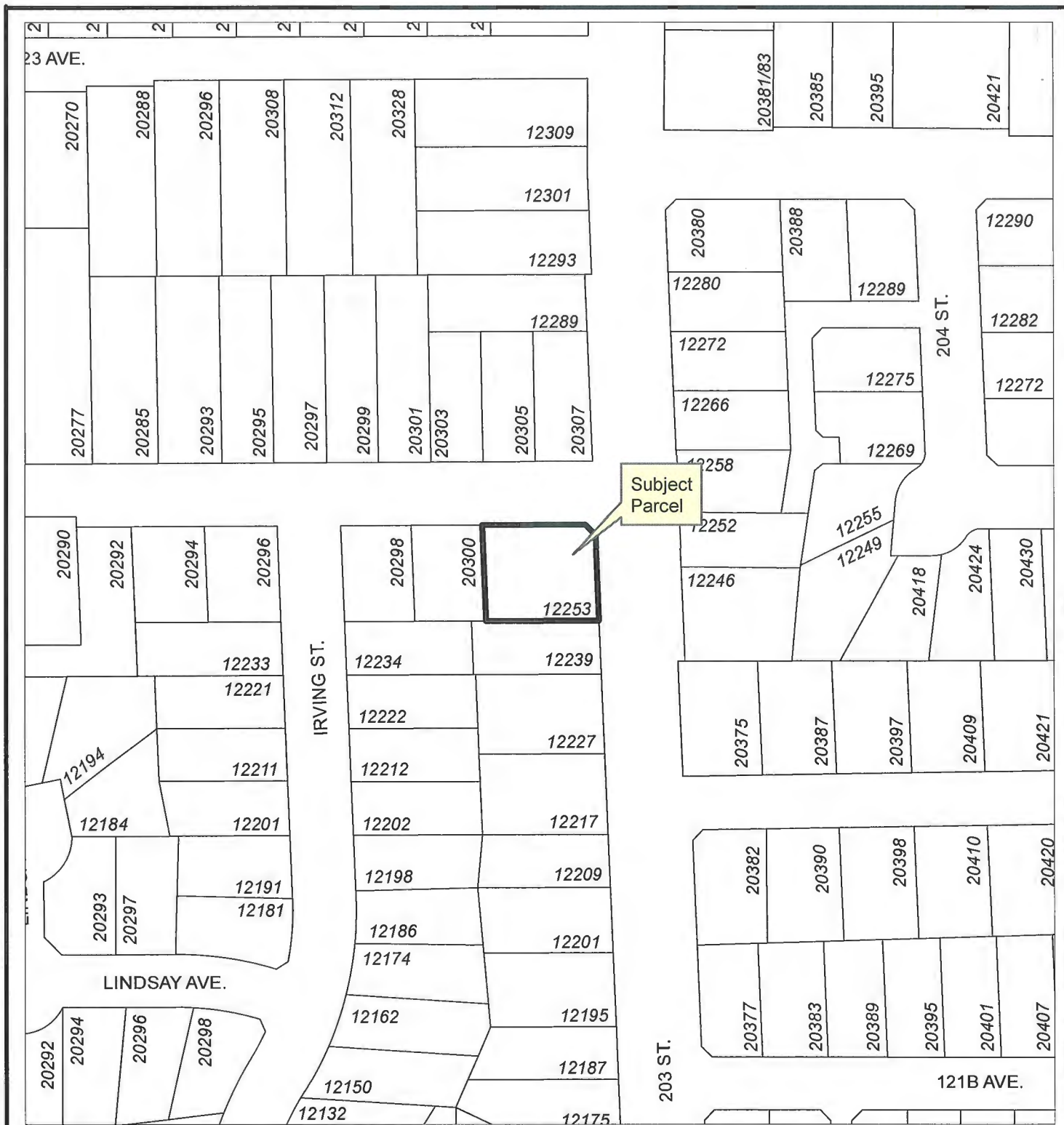
Michael Morden, Mayor  
Chair



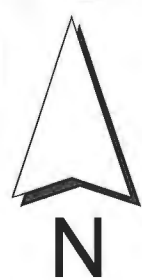
Al Horsman, Chief Administrative Officer  
Member



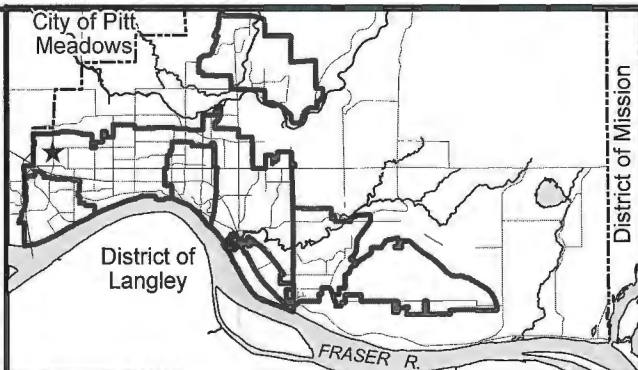




Subject Parcel



Scale: 1:1,500



12253 203 St

ENGINEERING DEPARTMENT



MAPLE RIDGE

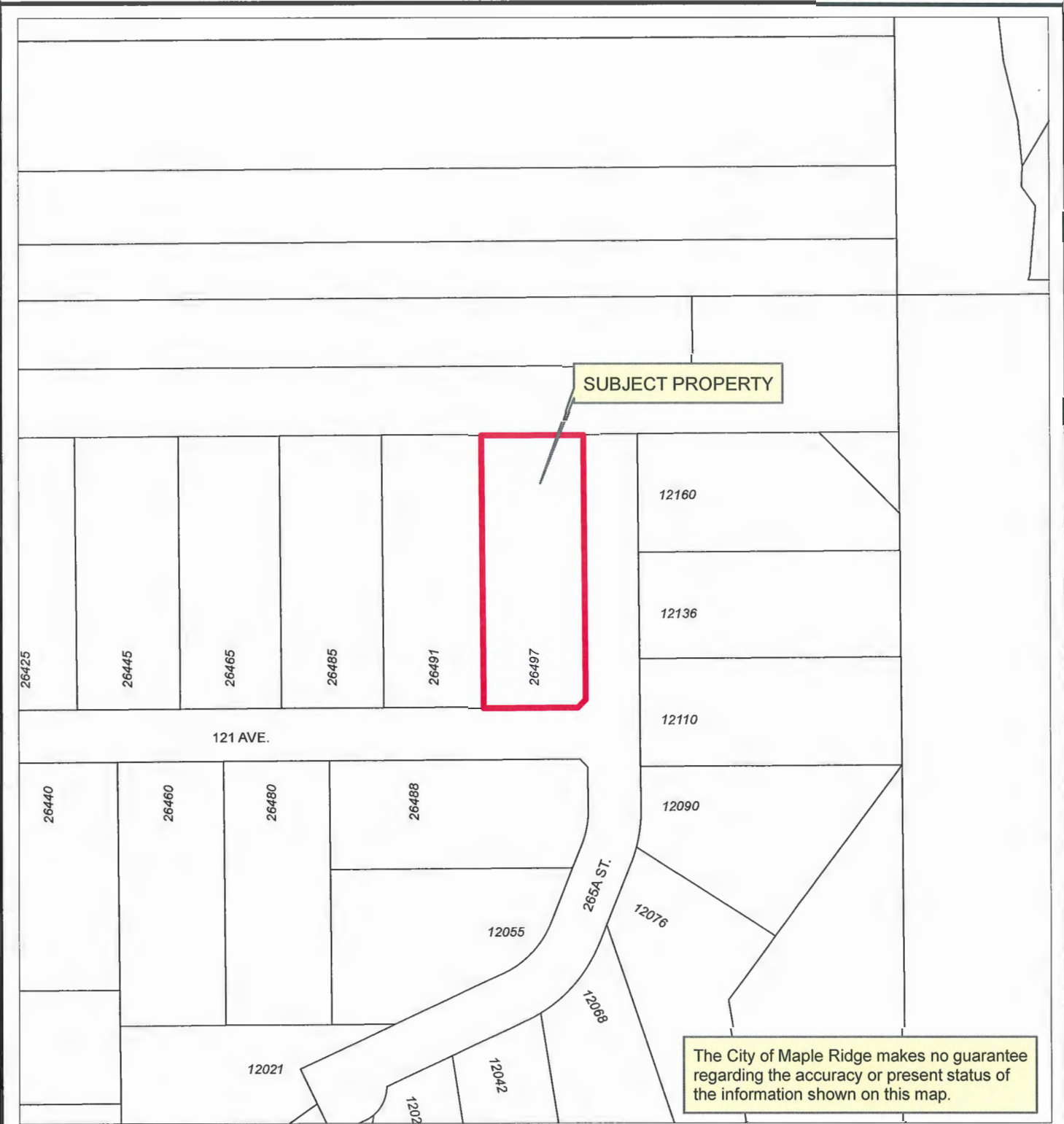
British Columbia

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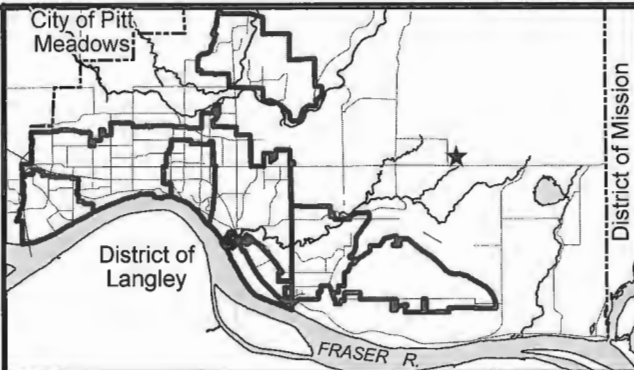
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DATE: Dec 12, 2019

BY: C1



Scale: 1:2,000



## 26497-121 AVE SEPTIC COVENANT MODIFICATION

LICENCES, PERMITS & BYLAWS DEPT.  
ENFORCEMENT, & COMPLAINTS UNIT



**MAPLE RIDGE**

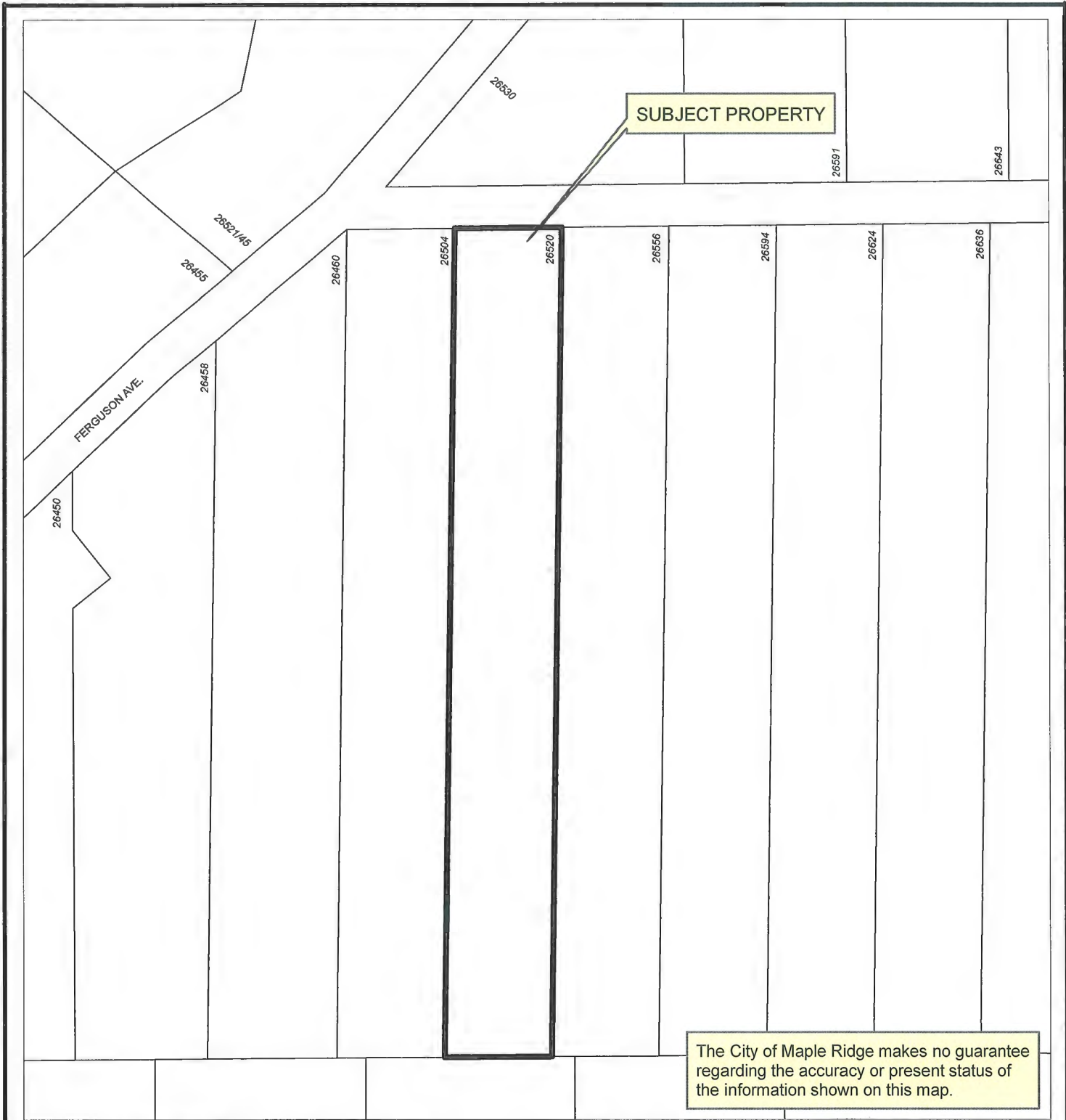
British Columbia

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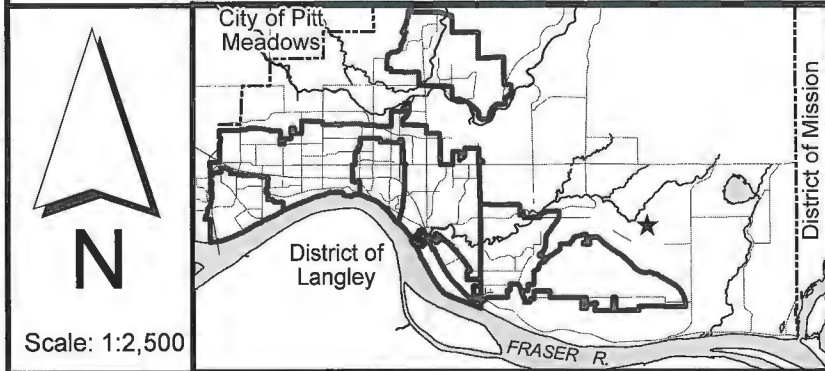
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BY: JP





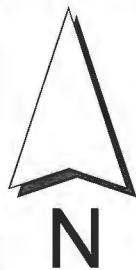
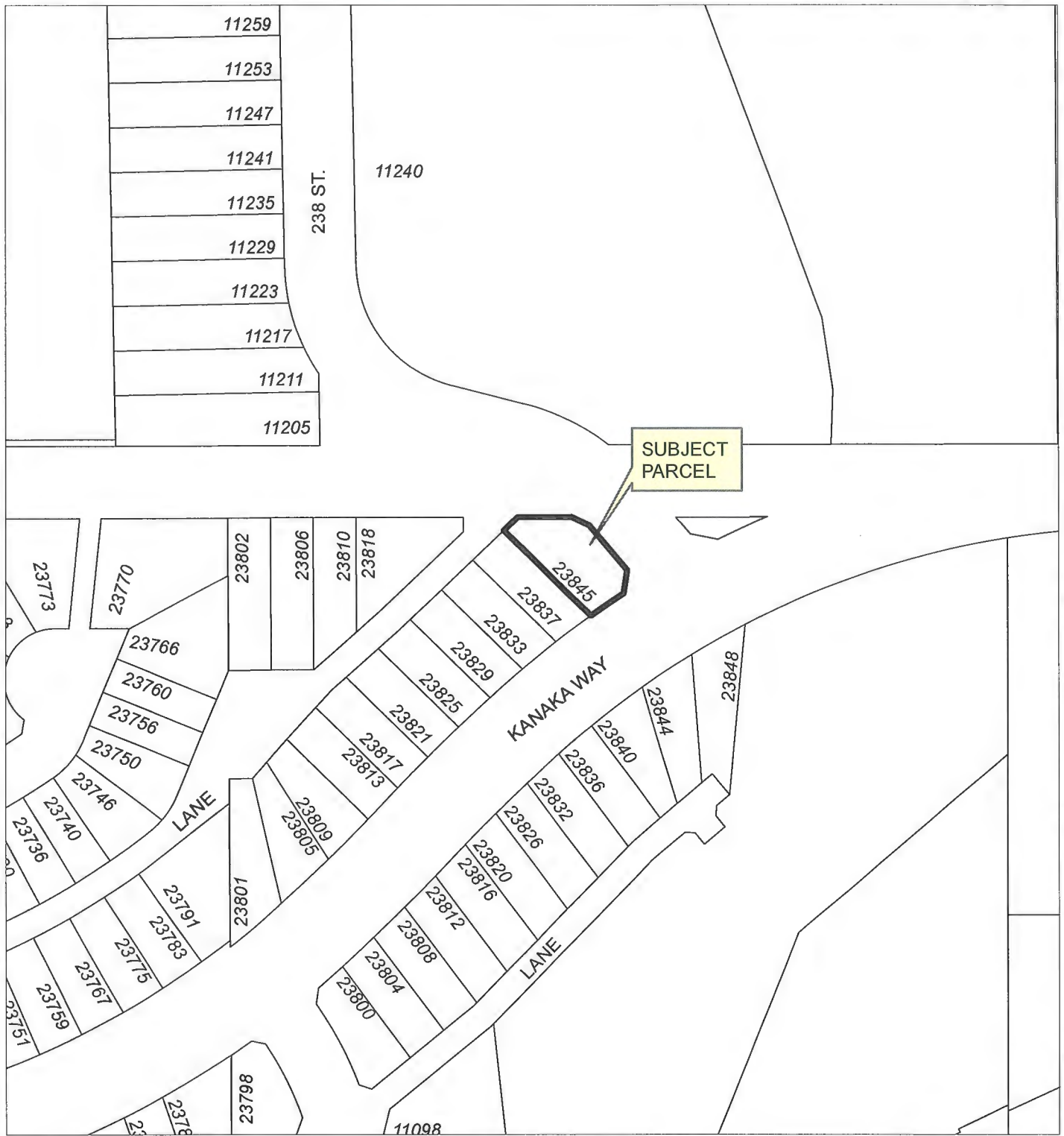
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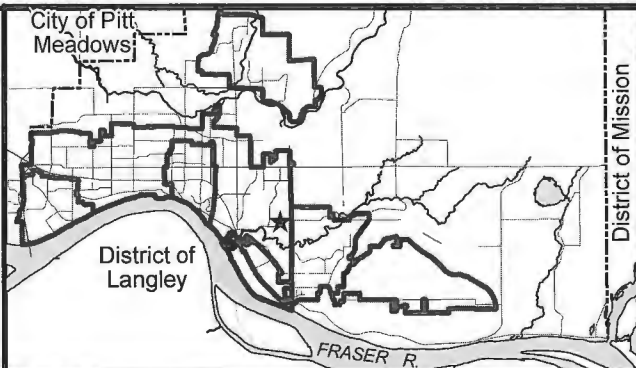
26520 112 Ave

ENGINEERING DEPARTMENT

**mapleridge.ca**



Scale: 1:1,500



23845 Kanaka Way

ENGINEERING DEPARTMENT



MAPLE RIDGE

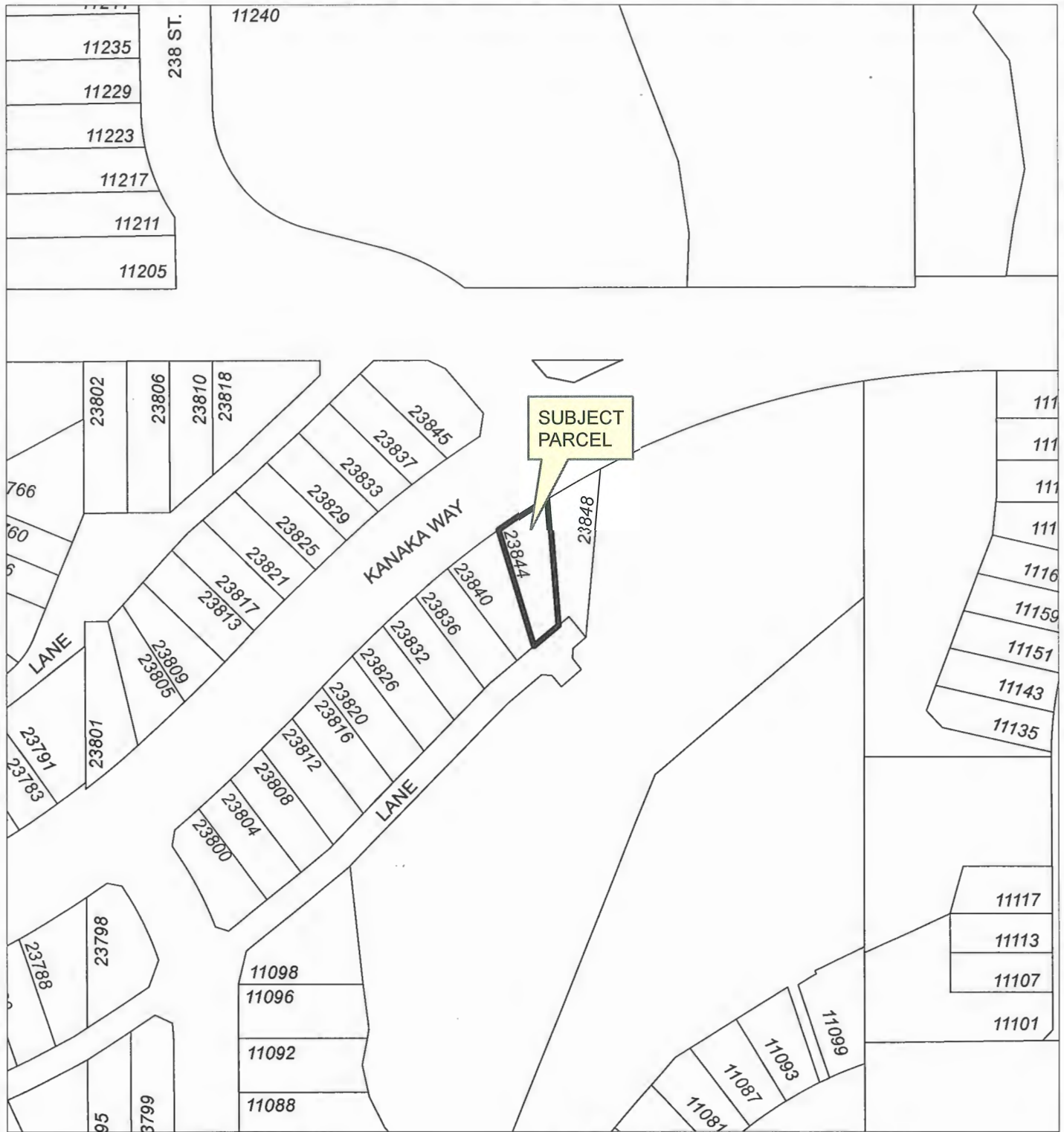
British Columbia

mapleridge.ca

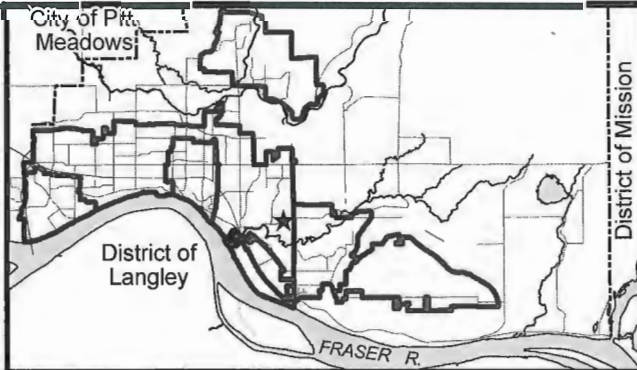
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BY: C1



Scale: 1:1,500



23844 KANAKA WAY

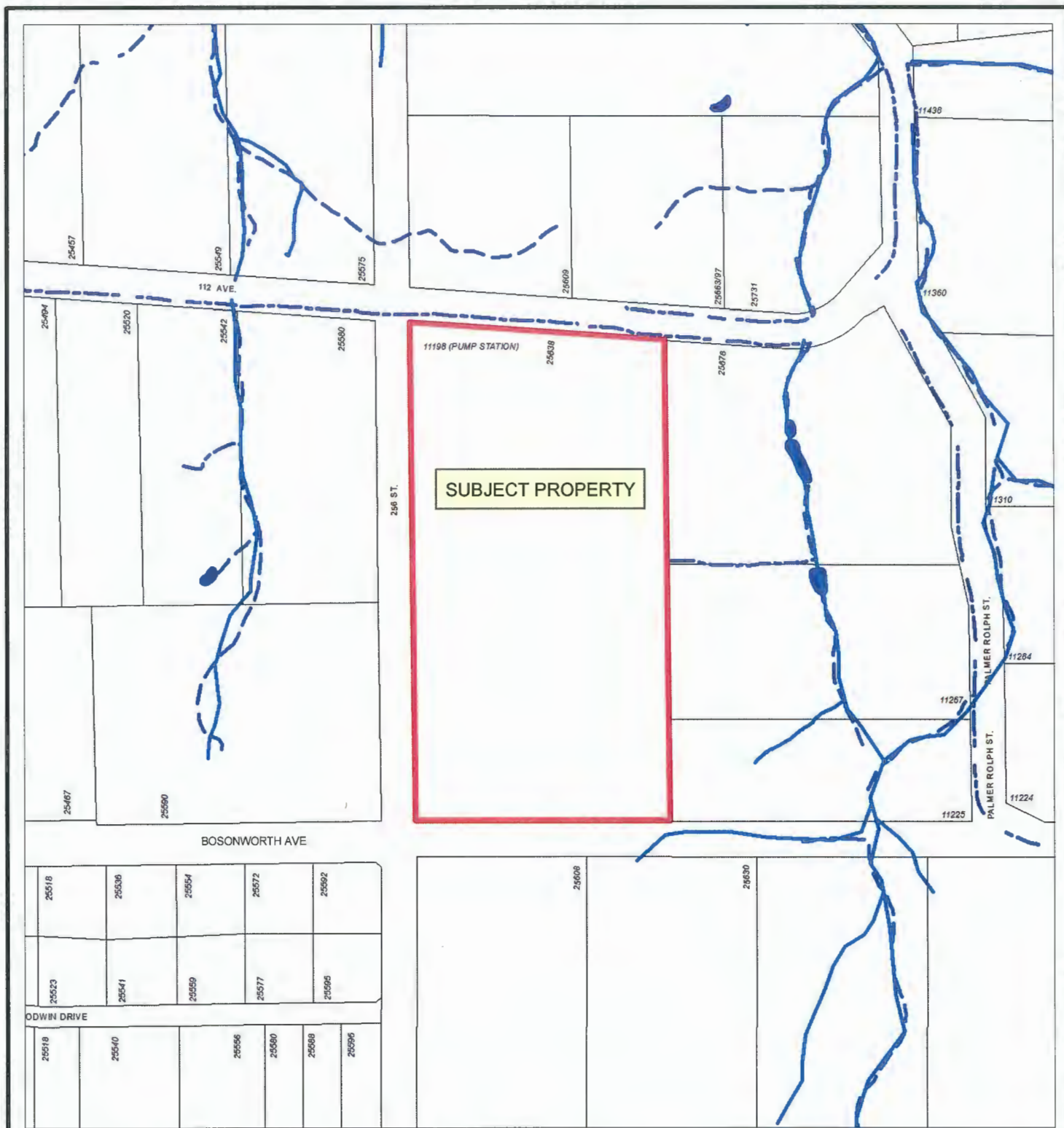


FILE: Untitled  
DATE: Dec 17, 2019

BY: C1







Scale: 1:3,000

### Legend

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

25638 112 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

[mapleridge.ca](http://mapleridge.ca)

FILE: 2015-329-SD

DATE: Oct 28, 2015

BY: PC

701.2 Minutes of Meetings of Committees and Commissions of Council

City of Maple Ridge

**SOCIAL POLICY ADVISORY COMMITTEE MEETING MINUTES**

The Minutes of the Regular Meeting of the Social Policy Advisory Committee, held in the Blaney Room, at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on October 2, 2019 at 7:04 pm

---

**COMMITTEE MEMBERS PRESENT**

Councillor Judy Dueck, Chair	Council Liaison
Tarel Swansky, Vice Chair	Member at Large
Blaire Mikoda	Member at Large
Elaine Yamamoto	School District No. 42
Dr. Ingrid Tyler	Fraser Health
Jenny Earley	Maple Ridge Pitt Meadows Katzie Community Network
Kim Dumore	Maple Ridge Pitt Meadows Katzie Community Network
Laura Butler	Member at Large

**STAFF MEMBERS PRESENT**

Tony Cotroneo	Staff Liaison / Manager Community Engagement
Erin Mark	Committee Clerk

**GUESTS**

Jason Payne	Coast Mental Health
Renay Bajkay	Coast Mental Health
Val Spurell	Fraser Health – Alternate

**ABSENT**

Annette Morgan	Maple Ridge Pitt Meadows Katzie Seniors Network
Cpl. Amanda Harnett	Ridge Meadows RCMP
Hailey Robinsmith	Member at Large – Youth Rep
Ineke Boekhorst	Downtown Maple Ridge Business Improvement Association

---

Note: Laura Butler entered the meeting at 7:22pm.

1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

R/2019-016

It was moved and seconded

**That the October 2, 2019 Social Policy Advisory Committee agenda be approved as circulated.**

CARRIED

3. **ADOPTION OF THE MINUTES**

R/2019-017

It was moved and seconded

**That the minutes of the Maple Ridge Social Policy Advisory Committee meeting dated June 5, 2019 be adopted.**

CARRIED

4. **DELEGATIONS**

4.1 **Coast Mental Health**

Jason Payne and Renay Bajkay from Coast Mental Health gave a presentation about the services they offer at the Alouette Heights, Royal Crescent, and Garibaldi Ridge sites. Mr. Payne and Ms. Bajkay answered questions from the Committee.

Note: Laura Butler entered the meeting at 7:22pm.

5. **QUESTION PERIOD** - Nil

6. **NEW AND UNFINISHED BUSINESS** - Nil

7. **COMMITTEE UPDATES**

7.1 **Community Network**

Jenny Earley and Kim Dumore provided updates on programs and upcoming events including information about the Pathways program, Community Network Information Sessions, and a Forum: "Let's Talk about Vaping".

Ms. Earley shared that the Family Education & Support Centre has received Federal start-up funding to open new childcare centres.

7.2 **Youth Strategy**

The staff liaison reported that the Youth Strategy Implementation Plan was approved by Maple Ridge Council on October 1, 2019, which permits the projects to commence.

7.3 **Opioid Overdose Working Group**

Note: The Opioid Overdose Working Group is now referred to as the Community Action Team (CAT).

Dr. Ingrid Tyler provided an update on CAT and their funding and communications strategies.

Dr. Tyler and the staff liaison spoke about discussions surrounding a joint application by the City of Maple Ridge and Fraser Health for a Provincial Community Wellness and Harm Reduction Grant.

7.4 **EDI Workshop Subcommittee**

Jenny Earley reported that she has not yet been able to secure dates for the workshops but will continue to pursue.

7.5 **Chronic Disease Working Group**

An update was unavailable.

8. **CORRESPONDENCE** – Nil

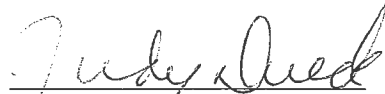


9. **ROUNDTABLE**

Members provided verbal reports on relevant events, activities and social policy topics including the official opening of cəsqənelə elementary school on October 15<sup>th</sup>.

Councillor Dueck provided an update on Council's review of the Advisory Committees.

10. **ADJOURNMENT** – 8:30 pm.

  
Councillor Judy Dueck, Chair

/em





**mapleridge.ca**

## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Disbursements for the month ended November 30, 2019

**MEETING DATE:** Jan 14, 2020  
**FILE NO:** 2361074  
**MEETING:** Council

---

### EXECUTIVE SUMMARY:

The disbursements summary for the past period is attached for information. As of January 1 2020, all voucher payments are approved by the Chief Financial Officer or Corporate Controller. Expenditure details are available by request through the Finance Department.

### RECOMMENDATION:

That the disbursements as listed below for the month ended November 30, 2019 be received for information only.

GENERAL	\$ 10,992,304
PAYROLL	\$ 1,854,521
PURCHASE CARD	\$ <u>74,913</u>
	\$ <u>12,921,738</u>

### DISCUSSION:

#### a) Background Context:

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

The disbursements are for expenditures that are provided in the Financial Plan Bylaw or subsequently approved through Council Resolution.

#### b) Citizen/Customer Implications:

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

**c) Business Plan/Financial Implications:**

Highlights of larger items included in Financial Plan or Council Resolution

• Cedar Crest Lands (BC) Ltd – Fire Fighters Park construction	\$	178,075
• Cedar Crest Lands (BC) Ltd – Telosky Stadium synthetic turf fields	\$	513,689
• Chandos Construction Ltd – Maple Ridge Leisure Centre upgrades	\$	594,526
• Double V Construction Ltd – Albion Community Centre	\$	1,196,663
• Golden Globe Construction Ltd – Telosky Stadium Field House	\$	329,600
• Ministry of Transportation - Haney Bypass improvements	\$	342,654
• Ridge Meadows Recycling Society – Monthly contract for recycling	\$	220,672
• Yellowridge Construction Ltd – Maple Ridge Fire Hall #4	\$	868,132

**d) Policy Implications:**

Corporate governance practice includes reporting the disbursements to Council monthly.

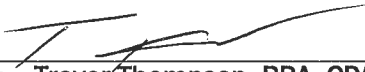
**CONCLUSIONS:**

The disbursements for the month ended November 30, 2019 have been reviewed and are in order.



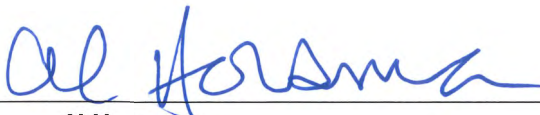
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Prepared by: **Trevor Hansvall**  
Accounting Clerk 2



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



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Concurrence: **Al Horsman**  
Chief Administrative Officer

**CITY OF MAPLE RIDGE**  
**MONTHLY DISBURSEMENTS - November 2019**

<b><u>VENDOR NAME</u></b>	<b><u>DESCRIPTION OF PAYMENT</u></b>	<b><u>AMOUNT</u></b>
0784903 BC Ltd	Security refund	72,301
Aplin & Martin Consultants Ltd	117 Ave corridor improvements	4,344
	Abernethy Way improvements	6,608
	Downtown beautification	20,293
	River Rd traffic calming	1,646
	Watermain replacement (232 St)	1,722
		<hr/>
Bartle & Gibson Co Ltd	Plumbing, heating & electrical supplies:	
	City Hall	2,726
	Library	394
	Pump stations	628
	Street lighting	20,605
	Traffic signals	2,986
	Works Yard inventory	2,703
		<hr/>
BC Hydro	Electricity	30,042
BC Plant Health Care Inc	Inspection, risk assessment & tree removal	128,189
BC SPCA	Contract payment (Sep & Oct)	17,299
Boileau Electric & Pole Ltd	Maintenance:	67,848
	City Hall	5,780
	Greg Moore Youth Centre	3,602
	Memorial Peace Park	1,663
	Pedestrian signs	2,889
	Street lights	7,715
	Street pole replacement	18,101
		<hr/>
Brightpath Kids Corp	Security refund	39,749
Bynett Construction Services	Security refund	148,943
CUPE Local 622	Dues - pay periods 19/23 & 19/24	22,500
Cedar Crest Lands (BC) Ltd	Fire Fighters Park construction	45,706
	Garibaldi sport courts restoration	178,075
	Telosky Stadium synthetic turf fields	56,937
		<hr/>
Chandos Construction Ltd	Maple Ridge Leisure Centre upgrades	513,689
City of Pitt Meadows	Contributions from sports field users	748,700
Cobing Building Solutions	Maintenance:	594,526
	Fire Halls	51,140
	Leisure Centre	639
	Municipal Hall	4,937
	Public Library	822
	Randy Herman Building	378
	RCMP	551
		<hr/>
Craven Huston	Albion Neighbourhood Learning and Community Centre	9,023
CSDC Systems Inc	Amanda interface & integration testing	16,350
Cummins Western Canada	Firetruck engine repairs	17,873
Curtis Personalized Health	Contracted service provider - fitness classes & programs	22,089
Double V Construction Ltd	Albion Community Centre	35,829
Emergency Communications	Dispatch levy (4th quarter)	21,413
Fred Surridge Ltd	Waterworks supplies	1,196,663
G6 Ventures Ltd	Security refund	278,417
Golden Globe Construction Ltd	Telosky Stadium Field House	30,410
Greater Vancouver Water District	Water consumption (Jul 31 - Aug 27)	47,960
Guillevin International Inc	Firefighter equipment	329,600
Hallmark Facility Services Inc	Janitorial services & supplies:	939,638
		21,803

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
	City Hall	8,070	
	Fire Halls	9,780	
	Hammond Community Centre	1,155	
	Library	11,735	
	Operations	9,114	
	Randy Herman Building	10,275	
	RCMP	8,747	
	Whonnock lake	1,260	60,136
Heller, Barbara	Security refund		100,000
Hub Cycling	Bike safety education program		23,860
Ikonik Enterprises Ltd	Environmental compensation works (232 St)		61,710
Interprovincial Traffic Services	LED pedestrian sign	10,304	
	Supply & install load switch & battery kits	9,536	19,840
Johnston Davidson	Consulting services - Fire Hall #4		26,161
Lafarge Canada Inc	Roadworks material		125,153
Laurentian Athletics Inc	Supply & install bleachers - Telosky Stadium		22,934
Manulife Financial	Employer/employee remittance		161,435
Maple Leaf Disposal Ltd	Refuse container and litter collection		16,539
Maple Ridge & PM Arts Council	Arts Centre contract	56,362	
	Program revenue (Sep & Oct)	30,357	86,719
Maple Ridge 2020	Financial support for Maple Ridge 2020 BC Summer Games		45,000
Marathon Surfaces Inc	Synthetic lawn bowling surface replacement		119,013
Maridge Properties Ltd	Security refund		21,000
Mceachern Harris & Watkins	Refund anonymous donation (Mussallem House)		100,000
Medical Services Plan	Employee medical & health premiums		20,813
Ministry of Transportation	Haney Bypass improvements		342,654
Miza Architects Inc	Hammond Community Centre renovations	1,166	
	Whonnock Lake Canoe & Kayak Facility improvements	23,767	24,933
Municipal Pension Plan BC	Employer/employee remittance		505,768
North Of 49 Enterprises Ltd	Contracted service provider - skating lesson programs		20,629
Now Solutions Inc	HR & Payroll maintenance (Nov'19 - Nov'20)		90,721
Nustadia Recreation Inc	Subsidized ice purchased by P&LS on behalf of user groups (Oct)		32,103
Oaken Developments	Security refund		46,418
Ocean Marker Sports Surfaces	Maple Ridge Secondary track resurfacing		31,469
Paul Bunyan Tree Services	Tree maintenance & damaged tree removal		19,247
Prime Traffic Solutions Ltd	Traffic control		40,187
Province of BC	Employer health tax		57,287
RF Binnie & Associates Ltd	Consulting services - 232 St design	23,417	
	Telosky Stadium synthetic turf fields	9,289	32,706
Rakhra, Gurlal	Security refund		22,629
Ranger Construction	Front counter renovations		18,058
Raven Rescue	Firefighter training		16,774
Receiver General For Canada	Employer/employee remittance PP19/22 & PP19/23		617,540
RG Arenas (Maple Ridge) Ltd	Additional ice rental	48,323	
	Curling rink operating expenses (Sep)	8,102	
	Ice rental (Oct)	67,532	123,957
Ridge Meadows Recycling Society	Monthly contract for recycling	220,672	
	Litter pick up	1,320	
	Toilet rebate program	471	
	Weekly bin rental	675	223,138
Sanscorp Products Ltd	Roadworks material		23,491
School District #42	City contribution to sports field development		143,750
Simcic + Uhrich Architects	Maple Ridge Secondary Track improvements		91,606

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
Southern & Associates	Professional fees	52,922
Streetwise Traffic Controllers	Traffic control	15,015
Suncor Energy Products	Gasoline & diesel fuel	78,134
Turning Point	VMware software and cloud license (1 year)	43,018
Tybo Constructors Ltd	Albion reservoir expansion	26,440
Valley Geotechnical	Albion Community Centre - geotechnical report	18,372
Vane Lawn & Garden	Mowing & trimming services (Sep & Oct)	33,464
Warrington PCI Management	Tower common costs	147,204
Westridge Security Ltd	Static guard service	19,708
	Community patrols	24,686
Whitestar Property Services	Light landscaping	8,713
	Site remediation, invasive removal & hydro seeding	43,918
	Tree watering services	2,892
Yellowridge Construction Ltd	Maple Ridge Fire Hall #4	868,132
Zoom Audio Visual Networks Inc	Supply & install touchscreen monitor systems	38,473
Disbursements In Excess \$15,000		9,916,064
Disbursements Under \$15,000		1,076,239
Total Payee Disbursements		10,992,303
Payroll	PP19/23 & PP19/24	1,854,521
Purchase Cards - Payment		74,913
Total Disbursements November 2019		12,921,737

## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**MEETING DATE:** Jan 14, 2020  
**FILE NO:** 2361930  
**FROM:** Chief Administrative Officer  
**MEETING:** Council  
**SUBJECT:** Disbursements for the month ended December 31, 2019

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### EXECUTIVE SUMMARY:

The disbursements summary for the past period is attached for information. As of January 1 2020, all voucher payments are approved by the Chief Financial Officer or Corporate Controller. Expenditure details are available by request through the Finance Department.

### RECOMMENDATION:

That the disbursements as listed below for the month ended December 31, 2019 be received for information only.

GENERAL	\$ 11,088,528
PAYROLL	\$ 1,991,564
PURCHASE CARD	\$ 98,610
	<u>\$ 13,178,702</u>

### DISCUSSION:

#### a) Background Context:

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

The disbursements are for expenditures that are provided in the Financial Plan Bylaw or subsequently approved through Council Resolution.

#### b) Citizen/Customer Implications:

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



**c) Business Plan/Financial Implications:**

Highlights of larger items included in Financial Plan or Council Resolution

• BC Hydro – Electricity	\$	158,991
• Cedar Crest Lands (BC) Ltd – Telosky Stadium synthetic turf fields	\$	1,322,500
• Fraser Valley Regional Library – 4th quarter members assessment	\$	726,843
• Golden Globe Construction Ltd – Telosky Stadium Field House	\$	168,023
• Ministry of Transportation - Haney Bypass improvements	\$	204,655
• Ridge Meadows Recycling Society – Monthly contract for recycling	\$	220,672
• Yellowridge Construction Ltd – Maple Ridge Fire Hall #4	\$	1,135,867

**d) Policy Implications:**

Corporate governance practice includes reporting the disbursements to Council monthly.

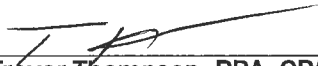
**CONCLUSIONS:**

The disbursements for the month ended December 31, 2019 have been reviewed and are in order.



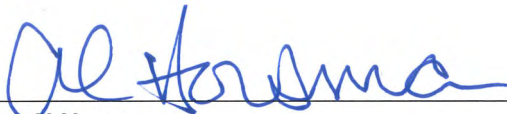
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Prepared by: **Trevor Hansvall**  
Accounting Clerk 2



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



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Concurrence: **Al Horsman**  
Chief Administrative Officer

**CITY OF MAPLE RIDGE**  
**MONTHLY DISBURSEMENTS - December 2019**

<b><u>VENDOR NAME</u></b>	<b><u>DESCRIPTION OF PAYMENT</u></b>		<b><u>AMOUNT</u></b>
Aplin & Martin Consultants Ltd	117 Ave corridor improvements	9,493	
	Abernethy Way improvements	35,883	
	Watermain replacement (232 St)	3,140	48,516
Badger Daylighting Lp	Hydro-excavation - multiple locations		22,331
Bartle & Gibson Co Ltd	Plumbing, heating & electrical supplies:		
	City Hall	1,489	
	Leisure Centre	897	
	Street lighting	12,676	
	Traffic signals	611	15,673
BC Hydro	Electricity		158,991
BC Plant Health Care Inc	Inspection, risk assesment & tree removal		17,154
CUPE Local 622	Dues - pay periods 19/25 & 19/26		15,212
Cedar Crest Lands (BC) Ltd	Telosky Stadium synthetic turf fields		1,322,500
Chandos Construction Ltd	Maple Ridge Leisure Centre upgrades		69,453
Chase Office Interiors	Office furniture replacement		15,718
Cobing Building Solutions	Maintenance:		
	Fire Halls	2,212	
	Leisure Centre	8,365	
	Operations	969	
	Public Library	2,702	
	Randy Herman Building	1,528	
	The ACT	4,519	
	Whonnock Lake Centre	1,084	21,378
DL Watts Flooring Ltd	Maple Ridge Leisure Centre upgrades		54,750
Drake Excavating (2016) Ltd	Water pump station project (263 St)		88,912
Eecol Electric Corp	Maple Ridge Leisure Centre upgrades		17,502
Foreseeson Technology Inc	Supply & install 6 EV charge points - level 2 chargers		38,282
Formosa Plateau Development	Security refund		39,000
Fraser City Installations Ltd	Crosswalk improvements (228 St & 119 Ave)		35,915
Fraser Valley Regional Library	4th quarter members assessment	726,843	
	Contributed capital replacement funding	10,000	736,843
Fred Surridge Ltd	Waterworks supplies		23,628
Golden Globe Construction Ltd	Telosky Stadium Field House		168,023
Greater Vancouver Water District	Water consumption (Aug 28 - Oct 1)		969,319
Greenwood Properties Ltd	Security refund		17,740
Humble Developments Ltd	Security refund		124,193
Iridia Medical Inc	6X lifePak 1000 defibrillator + carry case		15,282
Island Key Computer	7X Panasonic Toughbook + extended warranty & vehicle cradle		32,443
Karton, Michael	Security refund		23,245
Lafarge Canada Inc	Roadworks material		100,366
Manulife Financial	Employer/employee remittance		160,889
Maple Leaf Disposal Ltd	Refuse container and litter collection		17,061
Maple Ridge & PM Arts Council	Arts Centre contract	56,362	
	Celebrate the Night	769	57,131
Marathon Surfaces Inc	Synthetic lawn bowling surface replacement		85,882
Mceachern Harris & Watkins	Security refund		33,082
Mcelhanney Consulting Services	Abernethy Way extension study	9,298	
	Albion drainage planning	19,160	
	Watermain replacement (227 St)	1,702	30,161
Medical Services Plan	Employee medical & health premiums		20,250
Microsoft Corporation	Microsoft enterprise agreement true-up		27,880

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
Ministry of Transportation	Haney Bypass improvements	204,655
Municipal Pension Plan BC	Employer/employee remittance	504,491
Novax Industries Corp	Traffic signals	15,389
Nustadia Recreation Inc	Subsidized ice purchased by P&LS on behalf of user groups (Nov)	34,870
Open Storage Solutions Inc	Nimble storage system	132,966
Optimum Talent Inc	Leadership training	16,275
Organized Crime Agency of BC	DNA analysis services	41,257
Paladin Technologies	Annual software assurance & maintenance (Sep'19-Aug'20)	35,986
Pedre Contractors Ltd	Watermain replacement (Edge St - 228 St)	66,690
Prime Traffic Solutions Ltd	Traffic control	17,275
Province of BC	Employer health tax	166,322
PW Trenchless Construction Inc	Holdback release	152,246
Receiver General For Canada	Employer/employee remittance PP19/24, PP19/25 & PP19/26	912,573
RG Arenas (Maple Ridge) Ltd	Additional ice rental	50,071
	Curling rink operating expenses (Oct)	3,263
	Ice rental (Nov)	65,270
		118,604
Ridge Meadows Recycling Society	Chipping program	1,920
	Litter pick up	1,316
	Monthly contract for recycling	220,672
	Toilet rebate program	251
	Weekly bin rental	422
		224,581
School District #42	Albion Community Centre	1,275,030
Stantec Consulting Ltd	CO & diesel particulate exposure monitoring	6,300
	Water pump station replacement (263 St)	9,348
		15,648
Stellar Power & Control Solution	McNutt PRV electrical kiosk	18,114
Stewart McDannold Stuart	Professional fees	27,585
Strata Plan LMS Commercial	Panorama strata fees	20,517
Streetwise Traffic Controllers	Traffic control	35,508
Summit Earthworks Inc	Holdback release	81,516
Suncor Energy Products	Gasoline & diesel fuel	64,971
Tybo Constructors Ltd	Albion reservoir expansion	30,901
Unicorn Products Ltd	Glenwood Ave sewer connection	22,363
Urban Lumberjack Tree Services	Roadside brush and chipping	20,470
Urban Systems	Lougheed transit corridor study	21,064
	South Alouette & Kanaka integrated storm water plan	9,352
		30,416
Warrington PCI Management	Tower common costs	70,000
Westridge Security Ltd	Static guard service	40,175
	Community patrols	1,638
		41,813
Windmill Flooring	Carpeting - various locations	21,483
Yellowridge Construction Ltd	Maple Ridge Fire Hall #4	1,135,867
Disbursements In Excess \$15,000		10,181,082
Disbursements Under \$15,000		907,446
Total Payee Disbursements		11,088,528
Payroll	PP19/25 & PP19/26	1,991,564
Purchase Cards - Payment		98,610
Total Disbursements December 2019		13,178,702

1000 Bylaws

**TO:** His Worship Mayor Michael Morden      **MEETING DATE:** January 14, 2020  
and Members of Council  
**FROM:** Chief Administrative Officer      **MEETING:** Council  
**SUBJECT:** Maple Ridge Nuisance Prohibition Bylaw No. 7596-2019

---

**EXECUTIVE SUMMARY:**

Council has expressed an interest in adopting a bylaw which would deal with problem properties in the City which are causing a nuisance to the community. As a result, this item was included in the Licences & Bylaw Department 2019 Business Plan and identified in the Council endorsed Matrix.

The R.C.M.P. and the Licences & Bylaw Department during the past few years have attended to complaints whereby owners or tenants are continually causing neighbourhood problems including drug dealing, drunkenness, obscene language, noise, and general nuisance behaviour. These complaints in some cases are frequent and the R.C.M.P. are repeatedly called to deal with tenants or occupants who have little or no regard for the impact of their behaviour on their neighbourhoods. In a number of cases these tenants or owners who occupy the property continue to engage with drunken behaviour, drug trafficking, profanity, screaming, grossly insulting language and littering not only on their property, but on public and private properties in the neighbourhood.

These properties are regularly taxing our resources and these costs are borne by the taxpayers of the City with little or no impact to those owners or occupants of the property. These properties continue to pose problems throughout the City with their related activities spilling out within the neighbourhoods and the area in general.

Furthermore, this bylaw would also address odours, illumination and other nuisances arising from businesses and private properties including individual medical marijuana licensed properties and larger cannabis production facilities. However, if the licensed cannabis production facility is located within the Agricultural Land Reserve, the affected neighbours will still need to file an official complaint with the Farm Industry Review Board. The Board will make recommendations to the operator and if they are not followed, the City can then take enforcement action. A recent legal opinion confirms this is mandated by the Provincial government and we cannot overstep their regulations.

This bylaw will allow the City to address those properties, hold the owners accountable for the nuisance related activities, charge the property owner Nuisance Abatement Fees for repeated calls for service, issue municipal tickets for causing or permitting a nuisance, as well as prosecution under the bylaw with a maximum penalty of \$10,000 plus the costs of prosecution.

**RECOMMENDATION:**

That Maple Ridge Nuisance Prohibition Bylaw No. 7596-2019 be given first, second and third reading.

## DISCUSSION:

Staff from the Licences & Bylaws Department, Fire Services and the R.C.M.P. are attending to an increasing number of calls for service related to nuisances. Many of these calls come from a small number of the same properties. Examples of such calls for service include those relating to properties that are unsightly and where drug trafficking is occurring, which result in negative impacts to the area and the enjoyment of the neighbourhood by the surrounding community.

These repeated calls for service relating to nuisances will result in recovery of Bylaw, Fire and R.C.M.P. costs associated with responding to such calls. Where there have been more than three service calls related to nuisances at the same property within a twelve month period, the City may impose upon the owner of the property a fee for each future response to a service call. Prior to imposing the fee, staff will send the property owner a notice advising of the particulars of the nuisance, the deadline for compliance and the imposition of a fee for future responses. The fee may be imposed within the 24 month period following the deadline for compliance as set out in the notice.

Section 8(3)(h) of the *Community Charter*, S.B.C. 2003, c. 26 permits Council to enact bylaws to regulate, prohibit and impose requirements in relation to the protection and enhancement of the well-being of its community, insofar as they relate to matters referred to in Section 64 of the *Community Charter*. Section 64 provides the following:

64 The authority of a Council under Section 8 (3) (h) [*spheres of authority – nuisance, disturbances and other objectionable situations*] may be exercised in relation to the following:

- (a) nuisances;
- (b) noise, vibration, odour, dust, illumination or any other matter that is liable to disturb the quiet, peace, rest, enjoyment, comfort or convenience of individuals or the public;
- (c) the emission of smoke, dust, gas, sparks, ash, soot, cinders, fumes or other effluvia that is liable to foul or contaminate the atmosphere;
- (d) refuse, garbage or other material that is noxious, offensive or unwholesome;
- (e) the use of waste disposal and recycling services;
- (f) the accumulation of water on property;
- (g) unsanitary conditions on property;
- (h) drains, cesspools, septic tanks and outhouses;
- (i) trees, weeds or other growths that council considers should be removed, cut down or trimmed;
- (j) the carrying on of a noxious or offensive business activity;
- (k) graffiti and unsightly conditions on property;
- (l) indecency and profane, blasphemous or grossly insulting language.

The definition of a nuisance, as outlined in the proposed bylaw, is in line with Section 64 of the *Community Charter* which prohibits a person or property owner from unreasonably interfering with another person or property owner's use and enjoyment of their property or public area. This definition will help capture a broad spectrum of nuisances that may unreasonably affect the use and enjoyment of a neighbouring community.

Where there are three or more Nuisance Service Call Responses at the same property within a twelve month period, the City may serve notice and impose upon the owner, Nuisance Abatement Fees for each additional Nuisance Service Call Response within a twenty-four month period following the date the nuisance must cease or non-compliance must be remedied as set out in the City's notice. The proposed fees are \$700 per response in addition to a \$300 administration and overhead fee for staff time.

The Nuisance Prohibition Bylaw would allow for recovery of R.C.M.P., Bylaw, Fire and staff costs from owners of properties where there have been repeated calls for service related to such nuisances.

**a) Background Context:**

SURVEY OF LOCAL MUNICIPALITIES

MUNICIPALITY	NUISANCE BYLAW
City of BURNABY	No
City of COQUITLAM	No
City of LANGLEY	No
Township of LANGLEY	No
City of MISSION	No
City of PITT MEADOWS	Yes
City of PORT COQUITLAM	No
City of PORT MOODY	No
City of SURREY	Yes

As noted in the above survey there are two neighbouring municipalities who have adopted a bylaw to deal with nuisance properties and both have not experienced any significant legal challenges.

**b) Desired Outcome:**

To effectively reduce the negative impacts of nuisances on the City's residents, municipal services and the R.C.M.P.

**c) Strategic Alignment:**

The proposed Nuisance Prohibition Bylaw would be another tool for Bylaw Compliance Officers and other City staff to deal with the negative impacts to the community as a result of these problem properties and aligns with the City's Community and Social Safety Plan. It is also consistent with the Community Safety priorities in Council's Strategic Plan.

**Business Plan/Financial Implications:**

The Licences & Bylaw Department has the capacity and resources to administer this bylaw with the current staff.

**d) Alternatives:**

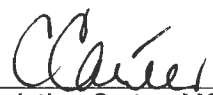
The City can compel the property owner to appear before Council under the *Community Charter*, however this option is time consuming and does not recoup the costs associated with enforcement and repeated calls for service.


**CONCLUSIONS:**

The intention of a nuisance prohibition bylaw is meant to deal with nuisances on private property and motivate owners to mitigate the nuisance activities originating from their problematic properties, to recoup the costs of repeated calls for service, and to reduce the impacts to surrounding neighbours.

The primary method of achieving compliance will still be education followed by a request for voluntary compliance. Applying the Nuisance Service Call Response Fee will be sought after all other alternatives have been exhausted.

  
for Prepared by: Michelle Orsetti  
Manager of Bylaw & Licensing Services

  
Approved by: Christine Carter, MCIP, M.PI.  
General Manager: Planning and Development Services

  
Concurrence: Al Horsman  
Chief Administrative Officer

Attachments:

Appendix I: Maple Ridge Nuisance Bylaw No. 7596-2019 DRAFT





City of Maple Ridge

## Nuisance Prohibition Bylaw No. 7596 - 2019

Effective Date:

City of Maple Ridge

Nuisance Prohibition Bylaw No. 7596 - 2019

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City of Maple Ridge

Nuisance Prohibition Bylaw No. 7596 - 2019

A bylaw for Preventing, Abating and Prohibiting Nuisances

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**WHEREAS** Council wishes to exercise its authority pursuant to the *Community Charter [SBC] 2003, c.26*;

**AND WHEREAS** Council considers it necessary to adopt a bylaw for the purpose of prohibiting and requiring the abatement of nuisances on properties in the City of Maple Ridge;

**AND WHEREAS** section 8 (3) (h) of the *Community Charter* provides authority for Council to regulate, prohibit and impose requirements for the protection and enhancement of the well-being of its community in relation to matters referred to in section 64 [nuisances, disturbances and other objectionable situations];

**NOW THEREFORE**, pursuant to sections 8(3)(h), 16, 17, 64 and 194 of the *Community Charter*, the Council of the City of Maple Ridge, in open meeting assembled, **ENACTS AS FOLLOWS:**

**Part 1 Citation**

- 1.1 This bylaw may be cited for all purposes as the Nuisance Prohibition Bylaw No. 7596-2019.

**Part 2 Severability**

- 2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsequent, paragraph, subparagraph, clause or phrase.

**Part 3 Definitions**

- 3.1 In this bylaw:

**City** means the City of Maple Ridge.

**Nuisance** includes any activity which substantially and unreasonably interferes with a person's use and enjoyment of property, or with the use and enjoyment of a highway, park or other public place, and which may include matters such as, but not limited to:

- (i) noise, vibration, odour, dust, illumination or any other matter that is liable to disturb the quiet, peace, rest, enjoyment, comfort or convenience of individuals or the public;

- (ii) the emission of smoke, dust, gas, sparks, ash, soot, cinders, fumes or other effluvia that is liable to foul or contaminate the atmosphere;
- (iii) refuse, garbage or other material that is noxious, offensive or unwholesome;
- (iv) the accumulation of water on Property;
- (v) unsanitary conditions on Property;
- (vi) drains, cesspools, septic tanks and outhouses;
- (vii) the carrying on of a noxious or offensive business activity; and
- (viii) any other objectionable situation which constitutes a nuisance at law.

**Nuisance Abatement Fees** includes the **Nuisance Service Call Response** fee plus the administration and overhead fee as prescribed in Schedule "A" of this Bylaw.

**Nuisance Service Call Response** means an Officer's attendance at a **Property** for the purpose of responding to and investigating a complaint about a nuisance on that **Property**, or for the purpose of taking action under this Bylaw to abate the nuisance.

**Officer** means a Bylaw Officer, the Manager of Bylaws & Licensing Services for the City or designate, and shall include any members of the Maple Ridge Fire Department and the Royal Canadian Mounted Police.

**Owner**, in addition to any other meaning, includes:

- (i) the registered owner of the land, premises or **Property**;
- (ii) any **Person** residing on or in land, premises or **Property**;
- (iii) the **Person** entitled to the possession of land, premises or **Property** if there is no **Person** residing on or in the land, premises or **Property**; and
- (iv) a leaseholder;

and shall include the agent of any such **Person**.

**Person** includes natural persons of either sex, associations, corporations, bodies politic, co-partnerships, whether acting by themselves or by a servant, agent or employee, and the heirs, executors, administrators, successors and assigns or other legal representative of such persons.

**Property** means all real property, including but not limited to front yards, side yards, backyards, driveways, walkways, sidewalks and boulevards and shall include any building or structure located on such real property.

## **Part 4 Prohibitions and Nuisance Abatement**

### **4.1 Nuisances Prohibited:**

- (a) No **Owner** or **Person** shall cause a **Nuisance** on the **Owner's** land, premises or **Property**.
- (b) No **Owner** or **Person** shall permit land they own or occupy, to be used so as to cause a **Nuisance**.

- (c) An **Owner** or **Person** who causes or permits **Property** that he or she owns or occupies to be used so as to cause a nuisance shall abate or cause to be abated the activity which causes the nuisance.

4.2 If an **Owner** or **Person** fails to abate or cause to be abated the activity causing a nuisance, an **Officer** may abate or cause to be abated the activity which causes the nuisance in accordance with section 17 of the *Community Charter*.

4.3 Repeat Nuisance Service Calls:

- (a) Where there are three (3) or more **Nuisance Service Call Response(s)** at the same **Property** within a twelve (12) month period, the **City** may impose upon the **Owner** of that **Property** the **Nuisance Abatement Fees** for each additional **Nuisance Service Call Response** within the twenty-four (24) month period following the date of issuance of the **City's** notice pursuant to Sections 4.3(b) and (c) of this bylaw.

(b) The **City's** notice referred to in Section 4.3(a) of this bylaw shall state:

- (i) the particulars of the nuisance;
- (ii) that the nuisance must cease or the activity giving rise to the nuisance must be otherwise remedied within 30 days, or within the time prescribed in the **City's** notice;
- (iii) that if the **Owner** fails to comply with the **City's** notice, the **City** will impose the **Nuisance Abatement Fees** for each additional **Nuisance Service Call Response** at the same **Property** within the twenty-four (24) month period following the date of issuance of the **City's** notice; and
- (iv) that the imposition of the **Nuisance Abatement Fees** is in addition to the **City's** right to seek other legal remedies or actions for abatement of the nuisance.

(c) Service of the **City's** notice pursuant to Sections 4.3(a) and (b) of this bylaw will be sufficient if the **City's** notice:

- (i) in the case of service on an individual, is served personally or mailed by registered mail to the **Owner**; and
- (ii) in the case of service on a corporation, is served personally on a director, officer or manager of the corporation or by leaving it at or mailing it by registered mail to the registered office or other address of the corporation.

(d) If any fees imposed pursuant to this bylaw are unpaid as of December 31st in the year that they are imposed, they shall be added to and form part of the taxes payable on the **Property** to which the fees apply as taxes in arrears.

- (e) **Nuisance Abatement Fees** may be imposed by the **City** even if no **Person** has been charged with an offence relating to a nuisance, or if a **Person** charged with an offence relating to a nuisance was acquitted of all charges before a court or the charges are withdrawn, stayed or otherwise do not proceed.
- (f) Nothing in Sections 4.3(a) to (e) of this bylaw shall be construed to limit the City's other available remedies for violation of this or any other City bylaw.

## **Part 5      Inspection**

- 5.1 An **Officer** may, in accordance with section 16 of the *Community Charter*, enter on any **Property** at any reasonable time to ascertain whether the requirements of this bylaw, or any order issued pursuant to this bylaw, are being observed.

## **Part 6      Offence and Penalty**

- 6.1 Any **Person** who violates any of the provisions of this bylaw or who suffers or permits any act or thing to be done in contravention of or neglects to do or refrains from doing any act or thing required to be done pursuant to any provision of this bylaw or any notice issued pursuant hereto, commits an offence and shall be liable to the penalties hereby imposed and each day that such violation is permitted to exist shall constitute a separate offence.
- 6.2 Any **Person** who violates any of the provisions of this bylaw shall, upon summary conviction thereof, be liable to a penalty of not less than \$100.00 and not more than \$10,000.00 plus the cost of the prosecution, or to a term of imprisonment not exceeding 30 days or both.

READ A FIRST TIME on [Date]

READ A SECOND TIME on [Date]

READ A THIRD TIME on [Date]

ADOPTED by the Council on [Date]

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**PRESIDING MEMBER**

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**CORPORATE OFFICER**

## **Schedules**

Schedule A – Nuisance Abatement Fees

City of Maple Ridge  
Bylaw No. 7596-2019

**Schedule A**  
**Nuisance Abatement Fees**

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Services Provided	Fee
Nuisance Service Call Response Fee	\$700.00 per response
Administration and Overhead Fee	\$300.00 per response

CITY OF MAPLE RIDGE

BYLAW NO. 7521-2018

A Bylaw to amend Maple Ridge Council Procedure Bylaw No. 6472-2007

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WHEREAS, it is deemed expedient to amend Maple Ridge Council Procedure Bylaw No. 6472-2007 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Council Procedure Amending Bylaw No. 7521-2018."
2. That Maple Ridge Council Procedure Bylaw No. 6472-2007, be amended as follows:

a) That section 3 Definitions, be amended by:

1. Removing the term "Moment of Reflection" and its definition; and
2. And adding the following terms and definitions:

"Agenda" is the list of items and order of business for any meeting of Council or its Committees;

"City Web Site" means the information resource found at an internet address provided by the City, the current home landing page located at [www.mapleridge.ca](http://www.mapleridge.ca);

"Commission" means a municipal commission established under s.143 of the *Community Charter*;

"Committee of the Whole" means a committee meeting which has a membership of all Council members, and has as its primary purpose the review of information to ensure Council has enough information to debate and vote on issues at a future Council Meeting;

"Council Workshop" means a Council meeting which has as its primary purpose the review and discussion of policies and other matters of interest to Council;

"Member" means the Mayor or a Councillor in relation to Council, or an appointed individual of a committee or commission, in relation to a committee or commission; and

"Public Notice Posting Place," for the purpose of giving notices under s. 94 of the *Community Charter*, means:



the public notice posting place is the window in the west entrance to the lobby of the City Hall, and

the City Website, in so far as no disruption of electronic access occurs.

- b) That section 7 Public Notice Posting Place be removed, having been moved and amended under “Definitions” in this bylaw’s section 1(a):
- c) That section 11 Council Workshop be removed, having been moved and amended under “Definitions” in this bylaw’s section 1(a):
- d) That section 14 be renumbered as 14(a);
- e) That the following be added:

14 (b) The Presiding member must verbally confirm the attendance of the member before stating and calling the question on the recommendation;

14 (c) In the case of an interruption in the communication link to the member(s) participating electronically, Council will recess to a maximum of 5 minutes until it is determined whether or not the link can be reestablished. If communications are not reestablished, the meeting will resume without the electronic participant(s) as long as there is quorum present.

- f) That section 31 be amended as following, and renumbering the subsections accordingly:
  - 1. Replace item “(g) Questions from the Public – Maximum 15 minutes unless extended by motion approved by majority of Council” with  
“Public Question Period”  
and order it to occur after “Other matters deemed expedient”;
  - 2. Add “Mayor and Councillor Reports” and order it to occur after Public Questions Period
- g) That section 37.1 be amended by eliminating the phrase “as decided on a case by case basis.”
- h) That part 14 Conduct be replaced in its entirety with the following:
  - 38. During a Council meeting, a person must address a Council Member by their title of Mayor, Acting Mayor or Councillor;
  - 39. During a Council meeting, a person must not engage in bullying or harassing behaviour in respect of a Council Member, Government Official or a City employee, which includes but is not limited to:
    - i. expressing a negative opinion about the personality or character of a Council Member, Government Official or City employee;

- ii. speaking disrespectfully about a Council Member, a Government Official or a City employee;
- iii. speaking or acting aggressively towards a Council Member, a Government Official or a City employee;
- iv. using offensive gestures or signs;
- v. questioning the motives of a Council Member, Government Official or City employee;
- vi. using rude or offensive language or engaging in rude or offensive conduct; or
- vii. disrupting or unnecessarily delaying the conduct of business at the Council Meeting.

40. During a Council meeting, a person must:

- i. not speak on electronic communication devices when a person or Council Member is speaking, except in the case of emergencies;
  - ii. cease speaking, if called to order by the person presiding over the meeting;
  - iii. adhere to the provisions of this Bylaw; and
  - iv. adhere to any rulings or decisions made pursuant to this Bylaw.
- i) That a new section be added under Part 14 Conduct with the following subsections, and remaining sections be renumbered accordingly:

#### Expulsion from Council Meetings

- A person who contravenes the general rules of conduct may be ordered expelled from the meeting.
- If a member is of the opinion that a person has contravened the general rules of conduct, the member must state on the record how the general rules of conduct were contravened.
- If the presiding member is of the opinion that the named person did not contravene the general rules of conduct, the presiding member must state on the record why they believe the rules of conduct were not contravened.
- If a member alleges a contravention of the general rules of conduct and the presiding member is of the opinion that the named person contravened the general rules of conduct, the presiding member shall:
  - (a) permit the person to apologize immediately to the governing body for the conduct that contravened the Bylaw; or
  - (b) order the person to leave the Council Meeting immediately.
- If a person who has contravened the general rules of conduct is permitted to apologize and does so apologize, the person presiding shall:

- (a) permit the person to remain in the meeting; or
    - (b) order the person to leave the meeting immediately if the presiding member is of the opinion that the apology was inadequate.
  - If a person does not voluntarily comply with an order to leave the meeting, that person may be removed from the meeting by a peace officer, pursuant to s.133(2) of the *Community Charter*.
  - If a person repeatedly contravenes the General Rules of Conduct set out in this bylaw, Council may adopt a resolution authorizing legal counsel to pursue legal remedies against the person.
- j) That the title of Part 18 Delegations be changed to add “and Public Question Period”
- k) That all sections under Part 18 Delegations be replaced with the following, and all subsequent sections be renumbered accordingly:

The order of business titled “Delegations” will be regulated by the *Council Meeting Delegations Policy* as approved by Council and amended from time to time by Council resolution.

The order of business titled “Public Question Period” will be regulated by the *Council Meeting Public Question Period Policy* as approved by Council and amended from time to time by Council resolution.

READ a first time the 10<sup>th</sup> day of December, 2019.

READ a second time the 10<sup>th</sup> day of December, 2019.

READ a third time the 10<sup>th</sup> day of December, 2019.

ADOPTED, the \_\_\_\_ day of \_\_\_\_\_, 2019.

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PRESIDING MEMBER

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CORPORATE OFFICER

CITY OF MAPLE RIDGE

BYLAW NO. 7598-2019

A bylaw to establish the five year financial plan for the years 2020 through 2024

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**WHEREAS**, the public will have the opportunity to provide comments or suggestions with respect to the financial plan;

**AND WHEREAS**, Council deems this to be a process of public consultation under Section 166 of the Community Charter;

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

1. This Bylaw may be cited as “Maple Ridge 2020-2024 Financial Plan Bylaw No. 7598-2019”.
2. Statement 1 attached to and forming part of this bylaw is hereby declared to be the Consolidated Financial Plan of the City of Maple Ridge for the years 2020 through 2024.
3. Statement 2 attached to and forming part of the bylaw is hereby declared to be the Revenue and Property Tax Policy Disclosure for the City of Maple Ridge.
4. Statement 3 attached to and forming part of the bylaw is hereby declared to be the Capital Expenditure Disclosure for the City of Maple Ridge.

**READ** a first time the 10<sup>th</sup> day of December, 2019.

**READ** a second time the 10<sup>th</sup> day of December, 2019.

**READ** a third time the 10<sup>th</sup> day of December, 2019.

**PUBLIC CONSULTATION** completed on the 14<sup>th</sup> day of January, 2020.

**ADOPTED** the                      day of                      .

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**PRESIDING MEMBER**

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**CORPORATE OFFICER**

**ATTACHMENT:** Statement 1, Statement 2 and Statement 3

## Statement 1

### Consolidated Financial Plan 2020-2024 (\$ in thousands)

	2020	2021	2022	2023	2024
<b>REVENUES</b>					
Revenues					
Development Fees					
Developer Contributed Assets	20,000	20,000	20,000	20,000	20,000
Developer Cost Charges	5,105	8,675	5,083	1,262	891
Parkland Acquisition	200	200	200	200	200
Contribution from Others	1,400	1,373	1,336	1,343	1,351
Development Fees Total	26,705	30,248	26,619	22,805	22,442
Property Taxes	91,675	96,729	101,782	107,109	112,724
Parcel Charges	3,337	3,442	3,552	3,665	3,782
Fees & Charges	46,940	49,376	51,978	54,792	57,822
Interest	2,413	2,428	2,443	2,458	2,473
Grants	7,174	6,074	6,081	5,331	5,331
Total Revenues	178,244	188,297	192,455	196,160	204,574
<b>EXPENDITURES</b>					
Operating Expenditures					
Debt & Interest Payments	2,391	2,559	2,447	2,340	3,056
Amortization	21,330	21,330	21,330	21,330	21,330
Other Expenditures	119,614	124,904	131,333	138,069	144,168
Total Expenditures	143,335	148,793	155,110	161,739	168,554
<b>ANNUAL SURPLUS</b>	34,909	39,504	37,345	34,421	36,020
Add Back: Amortization Expense (Surplus)	21,330	21,330	21,330	21,330	21,330
Less: Capital Expenditures	34,190	30,940	23,862	22,835	23,985
Less: Developer Contributed Capital	20,000	20,000	20,000	20,000	20,000
<b>CHANGE IN FINANCIAL POSITION</b>	2,049	9,894	14,813	12,916	13,365
<b>OTHER REVENUES</b>					
Add: Borrowing Proceeds	-	-	-	-	-
<b>OTHER EXPENDITURES</b>					
Less: Principal Payments on Debt	3,871	3,953	4,643	4,733	5,417
<b>TOTAL REVENUES LESS EXPENSES</b>	(1,822)	5,941	10,170	8,183	7,948
<b>INTERNAL TRANSFERS</b>					
Transfer From Reserve Funds					
Capital Works Reserve	382	350	150	150	150
Equipment Replacement Reserve	3,207	2,354	1,872	3,018	2,912
Fire Department Capital Reserve	119	136	195	254	313
Total Transfer From Reserve Funds	3,708	2,840	2,217	3,422	3,375
Less :Transfer To Reserve Funds					
Capital Works Reserve	2,518	999	2,335	2,029	4,809
Equipment Replacement Reserve	3,232	3,544	3,786	3,967	4,147
Fire Department Capital Reserve	873	1,020	1,172	1,325	1,664
Land Reserve	5	5	5	5	5
Total Transfer To Reserve Funds	6,628	5,568	7,298	7,326	10,625
Transfer From (To) Own Reserves	(565)	(1,761)	(1,785)	(1,955)	(1,355)
Transfer From (To) Surplus	5,307	(1,452)	(3,304)	(2,324)	657
Transfer From (To) Surplus & Own Reserves	4,742	(3,213)	(5,089)	(4,279)	(698)
<b>TOTAL INTERNAL TRANSFERS</b>	1,822	(5,941)	(10,170)	(8,183)	(7,948)
<b>BALANCED BUDGET</b>	-	-	-	-	-

## Statement 2

### Revenue and Property Tax Policy Disclosure

#### REVENUE DISCLOSURE

Revenue Proportions	2020		2021		2022		2023		2024	
	\$ ('000s)	%	\$ ('000s)	%	\$ ('000s)	%	\$ ('000s)	%	\$ ('000s)	%
<b>Revenues</b>										
Property Taxes	91,675	51.4	96,729	51.4	101,782	52.9	107,109	54.6	112,724	55.1
Parcel Charges	3,337	1.9	3,442	1.8	3,552	1.8	3,665	1.9	3,782	1.8
Fees & Charges	46,940	26.3	49,376	26.2	51,978	27.0	54,792	27.9	57,822	28.3
Borrowing Proceeds	-	-	-	-	-	-	-	-	-	-
Other Sources	36,292	20.4	38,750	20.6	35,143	18.3	30,594	15.6	30,246	14.8
<b>Total Revenues</b>	<b>178,244</b>	<b>100</b>	<b>188,297</b>	<b>100</b>	<b>192,455</b>	<b>100</b>	<b>196,160</b>	<b>100</b>	<b>204,574</b>	<b>100</b>
Other Sources include:										
Development Fees Total	26,705	15.0	30,248	16.1	26,619	13.8	22,805	11.6	22,442	11.0
Interest	2,413	1.4	2,428	1.3	2,443	1.3	2,458	1.3	2,473	1.2
Grants (Other Govts)	7,174	4.0	6,074	3.2	6,081	3.2	5,331	2.7	5,331	2.6
Property Sales	-	-	-	-	-	-	-	-	-	-
	<b>36,292</b>	<b>20.4</b>	<b>38,750</b>	<b>20.6</b>	<b>35,143</b>	<b>18.3</b>	<b>30,594</b>	<b>15.6</b>	<b>30,246</b>	<b>14.8</b>

#### OBJECTIVES & POLICIES

##### Property Tax Revenue

Property tax revenue is the City's primary revenue source, and one which is heavily reliant on the residential class. Diversification of the tax base and generation of non-tax revenue are ongoing objectives, outlined in Financial Sustainability Policy 5.52 section 6.

The Financial Plan includes property tax increases that are as listed below:

	2020	2021	2022	2023	2024
General Purpose	2.25%	2.25%	2.00%	2.00%	2.00%
Infrastructure Replacement	0.70%	0.70%	0.90%	0.90%	1.00%
Parks & Recreation	0.60%	0.60%	0.60%	0.60%	0.60%
Drainage	0.30%	0.30%	0.10%	0.10%	0.00%
<b>Total Property Tax Increase</b>	<b>3.85%</b>	<b>3.85%</b>	<b>3.60%</b>	<b>3.60%</b>	<b>3.60%</b>

The Tax increase in the first two years is higher than the Financial Plan Guidelines due to the ongoing funding required to support the Community Social Safety Initiative. The final property tax rate will be adopted in May. Management will explore options to achieve the 3.60% increase that was in the Financial Plan Guidelines. Additional information on the tax increases and the cost drivers can be found in the most recent Financial Plan Overview Report. Specific policies discussing the tax increases are included in the Financial Sustainability Plan and related policies which were adopted in 2004.

Property tax revenue includes property taxes as well as grants in lieu of property taxes.

##### Parcel Charges

Parcel charges are comprised of a recycling charge, a sewer charge and on some properties, a local area service or improvement charge. Parcel charges are a useful tool to charge all or a subset of properties for a fixed or variable amount to support services. Unlike property taxation the variable amount does not need to be related to property assessment value, but can be something that more accurately reflects the cost of the service.

## Statement 3

### Capital Expenditure Disclosure

#### Fees & Charges

Fees should be reviewed annually and updated if needed. In 2020, a consolidated fees and charges bylaw will be brought to Council for consideration. Some fees are used to offset the costs of providing specific services. The utility fees are reviewed annually with a view towards using rate stabilization practices to smooth out large fluctuations in rates, as set out in the Business Planning Guidelines.

#### Borrowing Proceeds

Debt is used when it makes sense, and with caution as it commits future cash flows to debt payments, restricting the ability to use these funds to provide other services. The source of the debt payments needs to be considered as does the justification for advancing the project. More information on previously approved borrowing can be found in the most recent Financial Plan Overview report.

#### Other Sources

This will vary greatly year to year as it includes:

- Development fees which fund capital projects from the DCC Reserve
- Contribution from others in relation to capital
- Grants which are sought from various agencies and may be leveraged with City funds

### PROPERTY TAX DISCLOSURE

The 2020 property tax revenue and updated rates will be included in a Financial Plan Amending Bylaw that precedes the Property Tax Rate Bylaw, as the 2020 property assessed values are not yet finalized. For information purposes the 2019 distribution is included.

#### Property Tax Revenue Distribution

Property Class	Taxation Revenue		Assessed Value		Tax Rate	Multiple
	('000s)		('000s)		(\$/1000)	(Rate/Res.Rate)
1 Residential	66,349	78.4%	23,423,181	92.4%	2.8326	1.0
2 Utility	731	0.9%	18,278	0.1%	40.0000	14.1
4 Major Industry	653	0.8%	31,591	0.1%	20.6674	7.3
5 Light Industry	3,275	3.9%	366,459	1.5%	8.9367	3.2
6 Business/Other	13,409	15.8%	1,500,444	5.9%	8.9367	3.2
8 Rec./ Non-Profit	63	0.1%	5,263	0.0%	12.0643	4.3
9 Farm	164	0.2%	4,657	0.0%	35.2285	12.4
Total	84,644	100%	25,349,873	100%		

## **Statement 3**

### **Capital Expenditure Disclosure**

#### **PROPERTY TAX DISCLOSURE**

##### Objectives & Policies

Property taxes are the City's largest source of revenue and are contained by efficient business practices. Annual business planning practices are the mechanism for resource allocation decisions.

The City's Financial Sustainability Policy section 6 discusses the necessity of diversifying the tax base. Development of employment-related properties is one method of diversification; therefore a key performance measurement in Strategic Economic Initiatives tracks the increased investment and development of non-residential properties.

A policy in the Financial Sustainability Plan that calls for stable tax increases and the adoption of the annual increase early in the prior year in the Business Planning Guidelines provides citizens with a more stable and predictable set of cost increases. In some cases costs are phased in over multiple years to stay within the set tax increases.

##### Property Tax Rates

It is policy to adjust property tax rates annually to negate the impact of fluctuations in the market values of properties. Tax rates are reduced to negate the market increases. Property tax increases are then applied at the same relative increase for all classes, unless legislation restricts the rates, as with Class 2, Utility.

The Business Class and Light Industry Class properties have the same tax rate and are treated as a composite class when setting the tax rates, as the types of businesses in each class are similar. In 2016, the increase was reduced from 3.15% to 1.85% to reduce the relative property tax burden for these properties.

A review was done on the Major Industry Class rates and the recommendation from the Audit and Finance Committee and Council was a 5% property tax reduction in both 2009 and 2010 to support additional investments in the subject property and to keep rates competitive. In 2014 and 2015, property taxes charged to major industrial class properties were reduced by \$70,000 in each year.

In reviewing tax rates to ensure competitiveness, absolute rates, tax multiples and overall tax burden are considered. The impact that assessed values have when comparing to other geographical areas must be considered in a comparison of tax rates.

In 2019 a review of the Farm Class properties revealed that the rates are relatively high compared to other municipalities. Reductions will be applied to the farm rates to make them close to the average.

##### Permissive Tax Exemptions

Council has set policies around the use of permissive tax exemptions. These are Council Policies 5.19 through 5.24. These policies discuss Churches, Community Halls, Heritage Sites, Homes for the Care of Children and the Relief of the Aged, the Poor, the Disabled and the Infirm, Municipal Recreational Services, Private Hospitals and Daycares, Private School and Youth Recreation Groups.



### Statement 3

#### Capital Expenditure Disclosure

The sole purpose of this statement is to meet legislative requirements and highlight the value of the DCC program; no other conclusions should be drawn from the figures as the information could be misconstrued. This disclosure is required under the Local Government Act s. 560 (2); capital costs attributable to projects to be partially funded by Development Cost Charges (DCC) must be included in the financial plan. The DCC program includes projects as far out as 2038 so the capital expenditures must be extended to match. Certain types of projects are not planned past the five year time horizon of the financial plan. Much less scrutiny is given to projects that are planned in years 2025 through 2039. Projects in these years typically exceed likely funding available.

### Capital Works Program for 2025 – 2039

(\$ in thousands)

Capital Works Program	364,713
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#### Source of Funding

##### Development Fees

Development Cost Charges	172,375
Parkland Acquisition Reserve	-
Contribution from Others	1,244
	173,619

##### Borrowing Proceeds

Grants	39,276
Transfer from Reserve Funds	20,477
Revenue Funds	131,341
	191,094

	364,713
--	---------

1200 *Staff Reports*

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** 2020 UBCM Age-friendly Communities Grant Program

**MEETING DATE:** January 14, 2020  
**FILE NO:** 01-0640-30-2020  
**MEETING:** Council

---

**EXECUTIVE SUMMARY:**

On behalf of the Age-friendly Committee, a sub-committee of the Maple Ridge and Pitt Meadows, Municipal Advisory Committee on Accessibility and Inclusiveness (MACAI), this report seeks Council approval to submit the attached 2020 Age-friendly Communities Grant Program application to the Union of British Columbia Municipalities (UBCM) to support the proposed initiative 'Aging Well in Maple Ridge'. This initiative includes education, resources, training and networking opportunities for community members who work with seniors.

**RECOMMENDATION:**

That staff be authorized to submit an application to the Union of British Columbia Municipalities 2020 Age-friendly Communities Grant Program for up to \$15,000 towards the 'Aging Well in Maple Ridge' Initiative.

**DISCUSSION:**

**a) Background Context:**

In December 2014, the City of Maple Ridge (CMR) received a grant from UBCM enabling the completion of the Age-friendly Action Plan. The plan included a number of specific recommendations to support our older population to age in place and was endorsed by Council in 2016 and led to the City's designation as an age-friendly community with BC Healthy Communities and the World Health Organization.

The proposed 'Aging Well in Maple Ridge' initiative will provide education and training workshops geared to employees of senior's facilities and programs in the community on a number of relevant issues including support programs for seniors such as housekeeping, meals, transportation, counselling, financial supports, dementia training and elder abuse. In addition, the initiative will also provide employees of senior's facilities and programs training on how to individually and collectively prepare for emergency events.

Although the Age-friendly Task Group is a joint committee of the City of Maple Ridge and City of Pitt Meadows, this application and initiative is specific to Maple Ridge. The City of Pitt Meadows also maintains age-friendly status and may choose to apply for UBCM grant funds for their own community.

**b) Desired Outcome:**

The desired outcome is to support our aging population to age in place by educating, training and building networks for employees of senior's facilities and programs and residents.

**c) Strategic Alignment:**

The plan aligns with the Age-friendly Implementation Plan and with Council's strategic priority of Community Safety.

**d) Citizen/Customer Implications:**

The entire community will benefit from the development and implementation of the 'Aging Well in Maple Ridge' Initiative, as it will provide seniors the education and training to feel safe and comfortable in their own living environment.

**e) Interdepartmental Implications:**

The 'Aging well in Maple Ridge' initiative will be seeking input and guidance from the City's Emergency Planning and Emergency Support Services team to review and deliver specific emergency preparedness training to employees of senior's facilities and programs and residents.

**f) Business Plan/Financial Implications:**

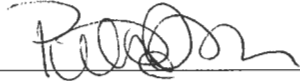
With Council's endorsement, the attached application would be submitted to the Age-friendly Communities Grant Program under Stream 2: Age-friendly Project, which offers a maximum grant of \$15,000. If our application is successful, the City would contribute an additional \$7,400 in-kind contribution (for meeting room space, marketing and overall grant management).

**g) Policy Implications:**

A component of the grant funding will be used to research and evaluate Emergency Management and Preparedness for the 55+ populations; recommendations regarding mass sheltering may stem from this work and could affect the current Emergency Management and Preparedness Policy.

## CONCLUSION:

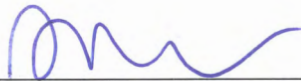
The 'Aging Well in Maple Ridge' initiative is a key deliverable of the Age-friendly Action Plan. This UBCM grant would fund the development of education programs, resources, training and networking opportunities among employees of senior's facilities and programs and residents to better support seniors to connect to the community, remain socially engaged, live independently, age in place and be better prepared for emergency events.




Prepared by: **Petra Frederick**  
Recreation Coordinator, Community Engagement



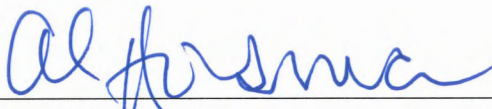
Reviewed by: **Tony Cotroneo**  
Recreation Manager, Community Engagement



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



Approved by: **David Boag,**  
General Manager, Parks, Recreation & Culture



Concurrence: **Al Horsman**  
Chief Administrative Officer

## Attachments:

- (A) 2020 UBCM Age-friendly Community Grant program application
- (B) 2020 UBCM Age-friendly Community Grant Summary

# Age-friendly Communities

## 2020 Application Form for Stream 2

### Age-friendly Projects

Please complete and return the application form by January 17, 2020. All questions are required to be answered by typing directly in this form. If you have any questions, contact [lgps@ubcm.ca](mailto:lgps@ubcm.ca) or (250) 952-9177.

<b>SECTION 1: Applicant Information</b>	<b>AP -</b> <span style="float: right;"><i>(for administrative use only)</i></span>
Local Government: City of Maple Ridge	Complete Mailing Address: 11995 Haney Place, Maple Ridge, BC, V2X 6A9
Contact Person: Tony Cotroneo	Position: Recreation Manager, Youth, Seniors & Neighbourhood Services
Phone: (604) 467-7392	E-mail: <a href="mailto:tcotroneo@mapleridge.ca">tcotroneo@mapleridge.ca</a>

\*Contact person must be an authorized representative of the applicant

<b>SECTION 2: Project Information</b>		
<p><b>1. Project Information</b></p> <p>A. Project Title: Aging Well in Maple Ridge</p> <p>B. Proposed start and end dates. Start: April 1, 2020    End: March 30, 2021</p> <p>C. Total proposed project budget: 32,100</p> <p>D. Total proposed grant request: 15,000</p> <p>E. Have you applied for, or received, funding for this project from any other sources? No</p>		
<p><b>2. Proposed Focus Areas.</b> Please indicate which age-friendly components will be the primary focus of the proposed project:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Outdoor spaces and buildings  <input type="checkbox"/> Transportation (including traffic safety)  <input type="checkbox"/> Housing  <input checked="" type="checkbox"/> Respect and social inclusion </td> <td style="width: 50%; vertical-align: top;"> <input checked="" type="checkbox"/> Social well-being and participation  <input checked="" type="checkbox"/> Communications and information  <input type="checkbox"/> Community engagement and employment  <input checked="" type="checkbox"/> Community support and health and wellness services </td> </tr> </table>	<input type="checkbox"/> Outdoor spaces and buildings <input type="checkbox"/> Transportation (including traffic safety) <input type="checkbox"/> Housing <input checked="" type="checkbox"/> Respect and social inclusion	<input checked="" type="checkbox"/> Social well-being and participation <input checked="" type="checkbox"/> Communications and information <input type="checkbox"/> Community engagement and employment <input checked="" type="checkbox"/> Community support and health and wellness services
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<p><b>3. Confirmation of Age-friendly Plan or Assessment.</b> As outlined in the <i>Program &amp; Application Guide</i>, in order to be eligible for Stream 2, applicants must have a completed age-friendly assessment or action plan, or demonstrate that their Official Community Plan, Integrated Sustainability Community Plan, or equivalent, is inclusive of age-friendly planning principles.</p>		

Please outline how your local government meets this requirement and attach completed plans, and/or assessments, or excerpts from higher-level plans, with the application form.

The City of Maple Ridge (CMR) received the Age-friendly Community designation in 2016 through the BC Healthy Communities Society and BC Minister of Health, following several years of work. We are proud to say Age-friendly planning in Maple Ridge has been a collaborative process with older adults driving the initiative through the participation of our local seniors planning table, the Maple Ridge, Pitt Meadows, Katzie, Seniors Network and other organizations that share a similar mandate such as Community Services; Fraser Health; and the Ridge Meadows Seniors Society.

In December 2017, CMR Council endorsed the Municipal Advisory Committee on Accessibility and Inclusiveness, Age-friendly sub-committee. The sub-committee reports to Council and in 2018, developed the CMR Age-friendly Implementation Strategy, a 10-year plan that will see the initial recommendations identified in the Age-friendly Communities Assessment and Action Plan implemented. Council endorsed the Age-friendly Implementation Strategy in June of 2018 and since this endorsement, the Age-friendly sub-committee has been working to implement and complete many of the strategies within the plan. Current work includes a Dementia Friendly Community project, a Seniors' Transportation initiative and seniors' online mapping application.

This year, the City of Maple Ridge was awarded membership in the World Health Organization's Global Network for Age-friendly Cities and Communities.

- 4. Age-friendly Recognition.** Many BC communities have already completed steps required to be recognized as an age-friendly community. In addition to Question 3 above, please indicate if your community has completed the following:

- ☒ Established an age-friendly advisory or steering committee that includes the active participation of older adults. An existing committee can also take on this mandate.
- ☒ Passed a council or board resolution to actively support, promote, and work towards becoming an age-friendly community. As an alternative, local governments may have chosen to commit to being age-friendly through specific goals, objectives, or policies in an official community plan or strategic plan.
- ☒ Conducted an age-friendly assessment in consultation with older adults.
- ☒ Developed and published an action plan.

Can the Ministry of Health contact you to discuss completing Age-friendly Community recognition?

- ☒ Yes      ☐ No

- 5. Proposed Activities.** Please describe the specific activities you plan to undertake. Refer to Section 5 of the *Program & Application Guide* for eligible activities under Stream 2.

As our population ages, there are a growing number of seniors living in their own homes without the support of family or friends.

According to the 2013/2014 My Health My Community Survey, seniors in Maple Ridge are significantly less likely to report four or more people to confide in than other communities in the Fraser Health region (37% vs. 44%). Research shows the strength of our social connections and relationships in our communities is vital to our physical and mental health. Isolation and a lack of

support can negatively impact physical and mental health and result in increased use of the health care system.

Furthermore, social support networks can affect how a senior handles emergencies. Statistics Canada reports that seniors are less likely to have large social support networks to turn to in an emergency (Emergency Preparedness in Canada, 2014). Accessed from <https://www150.statcan.gc.ca/n1/pub/85-002-x/2015001/article/14234-eng.htm>

In multi-unit housing developments, the building manager can be a key resource to help ensure the health and safety of the residents.

**6. Program Goals & Objectives.** How will the proposed project meet the goals of the 2020 Age-friendly Communities program? How will this make your community more age-friendly?

The Aging Well in Maple Ridge project will provide coordinated community support for seniors to help them live longer in their own homes with the goals of:

Increase community accessibility by improving housing supports.

Foster injury prevention and community safety by offering Seniors Emergency Preparedness workshops to residents and building managers and supporting building managers to create emergency preparedness plans.

Provide seniors and building managers with education and resources in support of preventing elder abuse.

Support persons with dementia by educating building managers about available resources and referral processes.

Improve quality of life for seniors living in their own homes in Maple Ridge by increasing their feelings of well-being through connectedness to the community.

Review City Emergency Preparedness procedures for senior/vulnerable populations.

**7. Intended Outcomes, Deliverables & Impacts.** What will your project achieve? What will be the specific deliverables? List any policies, practices, plans, or documents that will be developed or amended as a result of your project.

The project will achieve the following outcomes:

Seniors will have better access to community resources and social supports they need to live well in their own homes for longer.

Directories of services for seniors will be promoted widely both in-person and online.

Building managers will be better equipped to support seniors in maintaining their rental housing.

Seniors will be empowered to build personal emergency kits and be self-sufficient for up to three days.

The following deliverables will be achieved:

An Information Guide for Building Managers with Senior Residents

Two education workshops for Building Managers of multi-unit seniors' housing developments in Maple Ridge on community resources to support their residents and emergency preparedness planning.

An email communications list of building managers of seniors' housing developments to facilitate sharing information about public education workshops, supports and resources in the community.



An inventory of a list of buildings where vulnerable citizens reside in partnership with Fire Department.

Impacts:

The community will experience a decrease in hospital emergency room visits and repeat hospital stays because building managers will be better connected and equipped to support residents with community services.

Seniors will experience more housing security and fewer will be evicted because building managers will be better equipped to recognize early warning signs and can help connect seniors with community resources.

Seniors will be engaged in their community by the community.

Seniors will report a stronger sense of community belonging.

Isolated seniors will meet and socialize with others in their community.

Seniors in the community will experience increased health and well-being.

Seniors will be better equipped to sustain their independence in the event of an emergency.

## **8. Community Partners & Participation by Seniors**

- A. All applicants are encouraged to work with their regional Health Authority office. How will the proposed planning activities include your health authority?

A Fraser Health Community Health Specialist actively participates on the Age-friendly Community Task Group along with a Healthy Built Environment Specialist. These individuals are supporting this application with research on similar projects in other communities and consulting additional staff from the Health Authority as needed.

- B. List all confirmed partners (e.g. school districts, First Nations or Indigenous organizations, seniors, senior-serving organizations, community organizations, and other local governments) that will directly participate in the proposed planning activities and the specific role they will play.

City of Maple Ridge: Municipal Advisory Committee on Accessibility and Inclusiveness, Age-friendly Sub Committee;

\* City of Maple Ridge Parks, Recreation & Culture Department; Project Management, Grant Management

\* Maple Ridge, Pitt Meadows, Katzie, Seniors Network: Chair, Age-friendly Task Group; Staff support for project

\* Fraser Health: Age-friendly Task Group member, Research and Knowledge brokering;

\* Alzheimer's Society of BC - Dementia Friendly Community Task Group member and resource (as needed).

\* Ridge Meadows Seniors Society; Age-friendly Task Group members, support work to connect with programs and resources

\* Fraser River Indigenous Society; consultation basis for support reaching urban indigenous population

City of Maple Ridge Emergency Support Services (ESS); consultation for supporting vulnerable pop.

C. Describe any direct participation by seniors in the proposed activities.

City staff work closely with the local seniors planning table, the Maple Ridge, Pitt Meadows, Katzie, Seniors Network to identify initiatives to improve the health and well-being of local seniors.

The need for increased supports for building managers in Maple Ridge was identified by local residents (many of whom were seniors) during the community consultation process for the Age-friendly Community Initiative in 2015. This work was further highlighted in the City's Age-friendly Implementation Plan adopted in 2018 and research completed for the Dementia Friendly Community Initiative in 2018 and 2019.

The Age-friendly Community Task Group is a sub-committee of the Municipal Advisory Committee on Accessibility and Inclusiveness and includes representation from Fraser Health; Maple Ridge, Pitt Meadows and Katzie, Seniors Network (seniors planning table) as well as five older adult community members with diverse abilities. The Dementia Friendly Task Group is involved in this project and includes representation from the Alzheimer Society of BC as well as persons with dementia and their caregivers.

**9. Evaluation.** How will the project be evaluated (performance measures and/or benchmarks be used to measure outcomes)? How will this information be used?

Number of seniors involved in workshops

Number of building managers involved

Development of a Building Manager Resource Booklet

Inventory of buildings with vulnerable residents

**10. Sustainability.** How will the proposed project be sustained after grant funding?

The newly developed communications networks between building managers and the community will be sustained by the Seniors Network. The Network hosts ongoing public education workshops and once the resources are in place can continue to support building managers.

**11. Support from BC Healthy Communities (BCHC) Society.** Applicants approved under the 2020 Age-friendly Communities grant program may be eligible to apply for project or planning support services from BCHC Society.

BCHC offers a range of process, planning, and policy supports to local governments. Examples of the kinds of supports that are available to help advance age-friendly initiatives include: engagement strategies, evaluation and monitoring processes, facilitated community planning processes, health and equity lens-focused planning and analysis, multi-sectoral collaboration/partnership development, needs assessments, policy analysis/policy integration, and strategic planning.

Would you be interested in additional information to learn more about possible supports from BCHC Society?

☒ Yes      ☐ No

If yes, please indicate which supports BCHC offers would be most beneficial for your proposed project.

**12. Additional Information.** Please share any other information you think may help support your submission.

### SECTION 3: Required Attachments

Please submit the following with your application:

- ☐ Council/Board Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management;
- ☐ Detailed budget.

Submit the completed Application Form and all required attachments as an e-mail attachment to [lgps@ubcm.ca](mailto:lgps@ubcm.ca) and note "2020 Age-friendly" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

### SECTION 4: Signature

Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC and BCHC Society.

Name:

Title:

Signature:

Date:

**UBCM AGE FRIENDLY PROJECT GRANT 2020 - Aging Well in Maple Ridge**

**PROJECT BUDGET - City of Maple Ridge**

Item	UBCM Grant Request	Applicant Contribution: In Kind	TOTAL Project Expenses
Grant Management: Coordination, Facilitation services (Steering Committee, events, research etc.)	\$ 8,500.00	\$ -	\$ 8,500.00
Business Manager Financial Monitoring - Recreation Manager Planning and Coordination Support	\$ -	\$ 3,900.00	\$ 3,900.00
Dialogue Workshops - Information gathering (ESS, key building managers, fire, police, EMS etc.)	\$ 1,500.00	\$ -	\$ 1,500.00
City Promotions (design and updates)		\$ 1,500.00	\$ 1,500.00
Supplies and Hosting Event Workshops (for building managers)	\$ 2,500.00		\$ 2,500.00
Meeting Room Rentals		\$ 2,000.00	\$ 2,000.00
Print Material and/or Resources for Landlords/ participants	\$ 2,500.00	\$ -	\$ 2,500.00
Fraser Health - In Kind	\$ -	\$ 3,600.00	\$ 3,600.00
Maple Ridge, Pitt Meadows, Katzie, Seniors Network - In Kind	\$ -	\$ 4,000.00	\$ 4,000.00
<b>Sub Totals</b>	<b>UBCM Grant</b>	<b>In Kind</b>	<b>Total Project Exp</b>
PRC - In Kind		\$ 7,400.00	\$ 7,400.00
Fraser Health - In Kind		\$ 3,600.00	\$ 3,600.00
Maple Ridge, Pitt Meadows, Katzie, Seniors Network - In Kind		\$ 4,000.00	\$ 4,000.00
UBCM Grant Requested Amount	\$ 15,000.00	\$ -	\$ 15,000.00
<b>Totals</b>	<b>UBCM Grant</b>	<b>In Kind</b>	<b>Total Project Exp</b>
	\$ 15,000.00	\$ 15,000.00	\$ 30,000.00