

***COUNCIL WORKSHOP AGENDA
January 23, 2018
6:00 p.m.
Blaney Room, 1st Floor, City Hall***

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

1. *ADOPTION OF THE AGENDA*

2. *ADOPTION OF MINUTES*

2.1 Minutes of the January 9, 2018 Council Workshop Meeting

3. *PRESENTATIONS AT THE REQUEST OF COUNCIL*

4. *MAYOR AND COUNCILLORS' REPORTS*

5. *UNFINISHED AND NEW BUSINESS*

5.1 Annual Update – Economic Development

Staff report dated January 23, 2018 providing the Economic Development 2018-2022 Business Plan

5.2 2018 Property Assessment Review

Staff report dated January 23, 2018 providing information on 2018 property assessments provided by BC Assessment.

5.3 YMCA Partnership Proposal

Staff report dated January 23, 2018 recommending that staff facilitate a conversation with School District No. 42 and the YMCA to explore a partnership with the City of Maple Ridge for the operation of the Albion Community Centre.

6. *CORRESPONDENCE*

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

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

Once direction is given the appropriate response will be sent.

6.1 YWCA Metro Vancouver

Letter dated December 7, 2017 from Janet Austin, CEO, YWCA Metro Vancouver providing information on plans to expand affordable housing for single mothers throughout the region.

6.2 District of Sicamous – Prevention of Quagga and Zebra Mussels

Letter dated November 29, 2017 from Terry Rysz, Mayor, District of Sicamous requesting support for a request to the Minister of Environment and Climate Change Strategy for funding to increase awareness and education for the threat of Quagga and Zebra mussels into BC Lakes

6.3 District of West Kelowna – Tax Revenue from the Sale of Cannabis

Letter dated December 13, 2017 from Doug Findlater, Mayor, District of West Kelowna, requesting support for a formal agreement that 50% of the Provincial share of the cannabis tax sharing formula be provided to local governments.

6.4 District of Kent – Cannabis Sales Revenue Sharing

Letter dated January 16, 2018 from John Van Laerhoven, Mayor, District of Kent, requesting support for a formal agreement that 50% of the Provincial share of the cannabis tax sharing formula be provided to local governments.

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

Links to member associations:

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

8. ***MATTERS DEEMED EXPEDIENT***

9. ***ADJOURNMENT***

Checked by: _____

Date: _____

COUNCIL WORKSHOP MINUTES

January 9, 2018

The Minutes of the City Council Workshop held on January 9, 2018 at 6:00 p.m. in the Blaney Room of City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
F. Quinn, General Manager Public Works and Development Services
C. Nolan, Interim Director of Finance
L. Benson, Corporate Officer

ABSENT

Councillor G Robson

Other Staff as Required

D. Pollock, Municipal Engineer
R. MacNair, Manager of Bylaw and Licensing Services
Lino Siracusa, Manager of Economic Development

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

1. *ADOPTION OF THE AGENDA*

R/2018-001

It was moved and seconded

That the agenda for the January 9, 2018 Council Workshop Meeting be amended as follows:

- **Addition of Item 5.5 Appointment of Corporate Officer and Item 5.6 Resolutions for Possible Submission to the Federation of Canadian Municipalities as per the addendum dated January 5, 2018; and**
- **Discussion of 4.0 Mayor's and Councillors' Reports near the end of the meeting**
- **Referral of Item 5.5 Appointment of Corporate Officer to a Closed Council Meeting; and further**

That the agenda as amended be approved.

CARRIED

2. ***MINUTES***

2.1 **Minutes of the December 12, 2017 Special Council Workshop Meeting**

R/2018-002

It was moved and seconded

That the minutes of the Special Council Workshop Meeting of December 12, 2017 be adopted as circulated.

CARRIED

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

Note: Item 4 was dealt with following Item 5.6

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

Councillor Duncan

Councillor Duncan advised on a decision by School District No. 42 to end a partnership with the Ridge Meadows Recycling Society and to move from multi-stream recycling to single stream recycling. She requested that staff provide further information on that decision.

Councillor Bell

Councillor Bell attended a meeting of the Arts Council. She provided background information on Curtis Pendleton, the new Executive Director.

Councillor Masse

Councillor Masse met with the local physicians' group and a doctor who is interested in moving to Maple Ridge. He applauded the work of the local physicians' group to encourage more family physicians to move to Maple Ridge. He provided clarification on a report referring to development cost charges.

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

5.1 **Mobility Pricing**

5.1.1 **Mobility Pricing Independent Commission**

Staff report dated January 9, 2018 providing information on mobility pricing and the Mobility Pricing Independent Commission established by the Mayors' Council and TransLink.

The Municipal Engineer introduced the topic.

5.1.2 **Presentation by the Mobility Pricing Independent Commission**

- Daniel Firth, Executive Director, Mobility Pricing Independent Commission
- Allan P. Seckel, Chair, Mobility Pricing Independent Commission
- Vincent Gonslaves, Communications and Engagement, Mobility Pricing Independent Commission Staff
- Graham McCargar, President, MC Freight Systems, Commission Member, Mobility Pricing Independent Commission

Mr. Seckel introduced the members of the Commission attending the meeting. He provided information on the process to appoint members to the Commission and outlined issues the Commission was asked to look at which include the reduction of traffic congestion, promotion of fairness around tolling and providing affordable transportation choices and the support for investment in transit infrastructure for the future.

Mr. Firth gave a PowerPoint presentation providing the following information:

- Background on the study on the issues of reducing congestion
- Definition of mobility pricing
- Examples of how decongestion charging works in other cities of the world
- Lessons learned from international experience
- Timeline and phases for completion of the Commission's work
- Anticipated outcomes
- Results of polling and public feedback
- Stakeholders engaged in the process and how information was disseminated to the public
- Participation breakdown
- Engagement questions asked in Phase One

Mr. Firth put forward the following questions for Council consideration and feedback:

- What are you hearing from members of your community about congestion or general transportation challenges in Maple Ridge?
- How is congestion impacting Maple Ridge?
- If mobility pricing were implemented, what information would you need to ensure it was fair for the residents of Maple Ridge?

Note: Councillor Duncan left the meeting at 7:15 p.m.

5.2 Business Plan Presentation – Engineering Department

Staff report dated November 21, 2017 providing the Engineering Department 2018-2022 Business Plan.

The Municipal Engineer presented a PowerPoint which included the following information:

- Organizational flow chart for the Engineering Department
- Review of work done in 2017
- Project highlights
- 2017 Found Milestones
- 2018 Priorities
- Budget for 2018

5.3 Active Transportation Advisory Committee/ Bicycling on Sidewalks and Speed Limits in Town Centre

Staff report dated November 21, 2017 recommending amendments to Highway and Traffic Bylaw No. 6704-2009 and the reduction of the speed limit on 224 Street from Lougheed Highway to Dewdney Trunk Road.

The Municipal Engineer gave a PowerPoint presentation which included the following information:

- Considerations and recommendations of the Active Transportation Advisory Committee pertaining to bicycling on sidewalks
- Considerations and recommendations of the Active Transportation Advisory Committee pertaining to speed limits in the town centre

5.3.1

R/2018-003

It was moved and seconded

That Highway and Traffic Bylaw No. 6704-2009 be amended to exclude bicycles on sidewalks along:

- **224 Street, from North Avenue to 122 Avenue**
- **Dewdney Trunk Road, from 222 Street to 227 Street**
- **Lougheed Highway, from 222 Street to 227 Street**
- **Edge Street, from McIntosh Avenue to Dewdney Trunk Road**

CARRIED

Councillor Speirs - OPPOSED

5.3.2

MAIN MOTION

R/2018-004

It was moved and seconded

That the speed limit on 224 Street from Lougheed Highway to Dewdney Trunk Road be reduced from 50 km/h to 30 km/h.

AMENDMENT TO MAIN MOTION

R/2018-005

It was moved and seconded

That the motion be amended to remove the text “Lougheed Highway to Dewdney Trunk Road” and replace it with the text “122 Avenue to North Avenue”

AMENDMENT CARRIED

MAIN MOTION AS AMENDED

R/2018-006

It was moved and seconded

That the speed limit on 224 Street from 122 Avenue to North Avenue be reduced from 50 km/h to 30 km/h.

DEFERRAL

R/2018-007

It was moved and seconded

That the motion to reduce the speed limit on 224 Street from 122 Avenue to North Avenue from 50 km/h to 30 km/h be deferred.

CARRIED

5.4 Zoning Restrictions for Cannabis Sales

Staff report dated January 9, 2018 recommending that a Zoning Bylaw amendment to prohibit the sale of cannabis in any zone be prepared.

The Manager of Bylaw and Licensing Services reviewed the report.

R/2018-008

It was moved and seconded

That City of Maple Ridge staff begin the preparation of a Zoning Bylaw amendment in the form of a bylaw as attached in Appendix III of the staff report dated January 9, 2018 to prohibit the sale of cannabis in any zone.

CARRIED

Councillor Speirs - OPPOSED

Note: Item 5.5 was moved into a Closed Council Meeting on consensus of Council.

5.5 Appointment of Corporate Officer

5.6 Resolutions for Submission to the Federation of Canadian Municipalities ("FCM")

Discussion of resolutions put forward to the Lower Mainland Local Government Association and the Union of British Columbia Municipalities by Councillor Duncan and Councillor Speirs.

The Chief Administrative Officer introduced the topic.

Note: Councillor Duncan joined the meeting via GoToMeeting at 8:55 p.m.

Councillor Speirs advised on the process of submitting resolutions to the Federation of Canadian Municipalities. He provided information specific to his resolution on non-compostable produce sticker labels. Councillor Duncan provided information specific to her resolutions on ending discriminatory insurance coverage and protocols to respond to student drug overdose on secondary school grounds.

5.6.1

R/2018-009

It was moved and seconded

That the 2017 resolutions submitted to the Lower Mainland Local Government Association and the Union of British Columbia Municipalities titled “Ending Discriminatory Insurance Coverage”, “Protocols to Respond to Student Drug Overdose on Secondary School Grounds” and “Non-compostable Produce Sticker Labels” be forwarded to the Federation of Canadian Municipalities.

Note: Mayor Read left the meeting at 9:03 p.m. Councillor Masse assumed the Chair.

Note: The majority of Council agreed to vote separately on the items in the resolution.

5.6.2

R/2018-010

It was moved and seconded

That the resolution titled “Non-compostable Produce Sticker Labels” be forwarded to the Federation of Canadian Municipalities.

CARRIED

Councillor Shymkiw - OPPOSED

5.6.3

R/2018-011

It was moved and seconded

That the resolution titled “Ending Discriminatory Insurance Coverage” be forwarded to the Federation of Canadian Municipalities.

CARRIED

Councillor Shymkiw – OPPOSED

5.6.4

R/2018-012

It was moved and seconded

That the resolution titled “Protocols to Respond to Student Drug Overdose on Secondary School Grounds” be forwarded to the Federation of Canadian Municipalities.

CARRIED

Councillor Masse, Councillor Shymkiw - OPPOSED

Note: Item 4 was dealt with following Item 5.6

6. ***CORRESPONDENCE***

6.1 **Upcoming Events**

Date: January 17, 2018 RBC Dominion Securities Open House – 11980 227 Street,
Time: 3:30 p.m. Maple Ridge (above Meridian Farm Market)
Organizer: RBC Dominion Securities

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

8. ***MATTERS DEEMED EXPEDIENT*** – Nil

MOTION TO MOVE INTO A CLOSED COUNCIL MEETING

R/2018-013

It was moved and seconded

That the meeting be closed to the public pursuant to Sections 90 (1) and 90 (2) of the Community Charter as the subject matter being considered relates to the following:

Section 90(1)(a) Personal information about an identifiable individual who is being considered for a position as an officer and an employee of the municipality.

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

9. ***ADJOURNMENT*** - 9:23 p.m.

N. Read, Mayor

Certified Correct

L Benson, Corporate Officer

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: January 23, 2018
MEETING: Workshop
SUBJECT: Annual Update: Economic Development

EXECUTIVE SUMMARY:

In recognition of the fact that 2018 is the last year of the current Council term and Council has heard from all departments a number of times, a schedule for receiving business and financial plan presentations over the next several months was adopted by Council on October 24, 2017.

The attachment to this report is the Economic Development Department's 2018-2022 business plan. Lino Siracusa, Manager of Economic Development, will provide a short presentation and will then answer any questions Council may have.

RECOMMENDATION(S):

Receive for information only.

"Original signed by Lino Siracusa"

Prepared by: **Lino Siracusa, BA, MBA**
Manager Economic Development

"Original signed by Paul Gill"

Concurrence: **Paul Gill, CPA, CGA**
Chief Administrative Officer

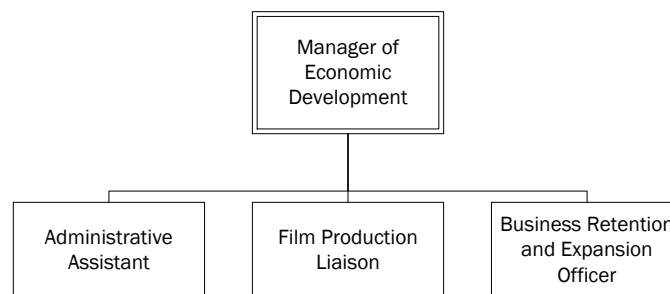
City of Maple Ridge
Office of the Chief Administrative Officer – Economic Development
Business Plan 2018 – 2022

Departmental Overview

The mission of the Economic Development Department is, to build the most liveable, and sustainable community in Metro Vancouver, where citizens have opportunities for economic growth and where their children make their future homes. We do this by bringing people, ideas and money together to stimulate action. We provide investment attraction, business retention and expansion programs, as well as film production liaison services. We work with local business associations such as Downtown Maple Ridge Business Improvement Association and the Chamber of Commerce, and provincial and federal government agencies involved in business and economic development. We also provide administrative support and staff liaison to the Economic Development Committee to Council, and its related task force groups. The Economic Development office also engages in a basic level of tourism marketing for the City.

The total expenditure budget for this department is \$506,000.

Organization Chart



Full-Time Equivalent Staff = 4

Strategic Alignment

- Economic Development works with all departments and leads /supports work relating to section 6 of OCP, and other OCP, master plan and local initiatives where employment matters are involved and or liaison with business is required.

Business Perspective/Environmental Scan

- The Canadian economy has seen modest growth over the past year with the Conference Board of Canada predicting that BC's Real GDP will expand by 2.2 per cent in 2018. Statistics Canada reported BC's unemployment rate was 5.3% in July 2017, while the national unemployment rate dropped to 6.3%.
- The housing sector has been a significant contributor to growth in BC, and is a significant component of the local economy. The Real Estate Board of Greater Vancouver (REBGV) expects to move towards a more "balanced" market in 2018; the 15% foreign home buyer tax and tightened mortgage qualification rules should moderate price increases. The REBGV reported an 8.2 percent decrease in year-over-year sales in July 2017, and a 24 % decrease in sales compared to June 2017. As well, the Bank of Canada has recently moved to raise interest rates which could further dampen the real estate market.

Business Perspective/Environmental Scan – cont'd

- Maple Ridge has been one of the fastest growing communities in Metro Vancouver. As a result of this growth, the City has seen an increased level of activity in residential construction. Looking forward, this growth is expected to continue with a number of significant residential and commercial developmental proposed for the Town Centre.
- The recent elimination of bridge tolls will add to encourage investment, residential and visitor growth as the cost of access to and from Maple Ridge is reduced.
- Metro Vancouver continues to experience a shortage of available industrial land, particularly a lack of large, well-situated land for port and distribution businesses. It is anticipated that most of the current inventory will be fully developed within the next decade. Maple Ridge has also experienced strong demand for industrial land and most of the well-located, fully serviced land in Maple Ridge is now in use. This limits the City's ability to attract new industry or accommodate growth of existing businesses in the short-term.
- Provincially, the film and tourism sectors remain strong and these two sectors continue to offer opportunities for job growth in Maple Ridge.
- The legalization of marijuana will create opportunities for businesses in this sector, for which Maple Ridge might be well positioned. However significant related social and regulatory issues must be considered and addressed to mitigate potential adverse community impacts.
- There are a number of unpredictable factors that could affect future economic growth and employment in Maple Ridge. Maple Ridge continues have a number of viable forestry companies and businesses that rely on exporting to the USA. Accordingly, the renegotiation of NAFTA, the expiration the softwood lumber agreement with the USA, and rising interest rates that have recently weakened the Canadian dollar, may all have an impact.

Ongoing Deliverables

- Continue to deliver business retention programs to support local businesses. Engage with 100 local businesses through programs and strategies (e.g. Mayor's Business Walks /partner with DMRBIA to visit businesses in town centre), support home-based business through new by-law. Undertake surveys to systematically collect information to determine on going needs of business.
- Actively pursue key investments in the Town Centre, in employment areas and neighbourhood commercial areas and investment attraction for selected business and enterprises e.g. post-secondary education, hotel, conference facilities, brand retail and food service, light manufacturing, technology and agri-business.
- Respond to inquiries from existing businesses or potential new business ensuring a high standard of customer service, timely response and effective facilitation and coordination with Development Services and other departments as required. Anticipate 200 business inquiries annually.
- Continue to support the EDC and its related Task Forces on Tourism, Technology and Home-based Business.
- Continue to support the Commercial and Industrial Strategy Implementation plan with emphasis on attracting new investment by identifying new or upgrading existing lands.
- Continue to encourage town centre revitalization efforts, creative and social animation, effective façade improvement program, to create a sense of place and a destination.
- Continue to build positive relations with business and property owners, business groups (eg. Chamber of Commerce, DMRBIA, Rotary Clubs etc), and the Metro Vancouver development industry to promote and position Maple Ridge to take advantage of emerging opportunities.
- Support creative pursuits and enhance creative enterprises such as the Film industry. Process film applications, and coordinate the facilitation of filming in Maple Ridge. Continuously improve

Ongoing Deliverables, cont'd

- processes to enhance efficiency for all stakeholders and maximize benefits to the community. The volume of filming is reaching levels which are difficult for staff to sustain.
- Continue to provide basic tourism marketing as part of economic development, including the delivery of on-line tourism info, support social-media tourism platforms, participate in regional tourism programs (e.g. Circle Farms and Scenic 7 tours), and offer Maple Ridge specific tourism brochures at City locations.
- Continue to support the City's interests relating to the Pitt Meadows Regional Airport.
- Continue to support the City's interests in developing a telecommunication presence particularly in fibre optics.
- Support the City's real estate initiatives to enhance economic development and quality of life for residents in general.

Found Milestones

Action Item	Status or Outcome	Origin: Council Resolution, Operational Adaptation
Investigate organizing an Innovation Days event as proposed by the Technology Task Force, and the MP for Maple Ridge.	<ul style="list-style-type: none"> ▪ The Tech Task Force is considering several ideas that can involve government, education and business to highlight Innovation in Maple Ridge. A plan will be prepared for an event and brought to Council for endorsement 	Tech Task Force, IT and MP's office
Prepare a presentation for Community Court and deliver the presentation at a meeting with Provincial Government officials	<ul style="list-style-type: none"> ▪ Maple Ridge overview presentation completed and presented 	Council Request
Prepare a Project Brief for presentation to the Federal Government for a proposed Civic and Cultural facility	<ul style="list-style-type: none"> ▪ Project Brief prepared to support the Mayor's presentation to the Prime Minister 	Council Request
Coordinate with the 5 year renewal of the DMRBIA bylaw and participate on the BIA façade improvement selection committee	<ul style="list-style-type: none"> ▪ By-laws prepared and adopted by Council, façade improvement grants allocated 	Council Request
Together with IT and Permits and Licencing develop a geographically based application to identify Maple Ridge businesses	<ul style="list-style-type: none"> ▪ Business Finder tool developed and is available for the public to access from the City' web pages 	Open Government
Together with HR participated in the Black Press Job Fair and trade show at the Langley Events Centre	<ul style="list-style-type: none"> ▪ Successful representation of Maple Ridge to prospective employees and raising profile of the City 	Operational Adaptation
Conduct two tourism fora on the subjects of Adventure Tourism and Cultural Tourism	<ul style="list-style-type: none"> ▪ The events were held in the summer and were well attended 	Operational Adaptation for recruitment

Prior Years' Deliverables

Action Item	Status or Outcome	% Complete (and ETA if not 100%)
Update the Home Occupation by-law to support implementation of the Commercial Industrial strategy	<ul style="list-style-type: none"> The Home-based Businesses (HBB) Task Force has provided input to Planning to update Home Occupation Bylaw, which is being considered by Council. 	Q1 2018 80%
Business outreach in Albion Industrial to support implementation of Commercial Industrial strategy	<ul style="list-style-type: none"> Report on Albion businesses was presented to Council and follow up actions are being addressed 	Complete
Support development of an engaging urban environment to enhance creativity and social interaction in the town centre, delivering on a town centre animation plan	<ul style="list-style-type: none"> Food truck RFP called and food program established Busker program established in partnership with the MRBIA Chameleon Café built a new street patio Additional patios and animation activities will be pursued in 2018 as an on-going deliverable. 	Complete
Bring tourism marketing initiatives in house and explore preparation of a tourism strategy	<ul style="list-style-type: none"> A basic tourism program has been established in-house and will be an on-going business item See tourism strategy below 	Complete
Undertake an efficiency review of the filming process including fees and charges	<ul style="list-style-type: none"> Report has been completed and endorsed by Council 	Complete
Branding – Hire a branding consultant, initiate phase 1 of a branding refresh by undertaking research on the City's value proposition and brand recognition and bring a report to CMT, and investigate the use of city sub-brands	<ul style="list-style-type: none"> Final Branding report was completed and reviewed with CMT. The final Branding report was brought to Council who directed that an implantation plan be prepared for Council's consideration. 	Complete
Complete the branding review and coordinate a strategy for the implementation of key recommendations arising from the branding review	<ul style="list-style-type: none"> The branding implementation plan report was brought to Council who directed to NOT pursue the implementation of the branding refresh at this time. 	Complete
Develop a regular Economic Update Communique for Council, and other regular reporting tools	<ul style="list-style-type: none"> Regular reporting in MRTW A report will be developed to provide activity statistics on a quarterly 	Q2 2018 50%
Complete a Tourism Strategy that enhances quality of life for residents, and supports efforts to attract skilled professionals and entrepreneurs to move to Maple Ridge and tourists to visit. This will include engagement of hotels to implement a hotel room tax to support funding needs. Undertake hotel /AirBnB feasibility study to assess the potential for accommodations services.	<ul style="list-style-type: none"> Draft Tourism Strategy is complete and was brought to Council. Council endorsed the Strategy and directed staff to continue to engage with the Hotel operators and tourism stakeholders including First Nations to develop a strategy all can support A revised strategy will be brought back to Council (see incremental package) Hotel /AirBnB feasibility study underway and will be brought to Council 	Q4 2017 80% Q1 2018 80% Q1 2018 80%

Action Item	Status or Outcome	% Complete (and ETA if not 100%)
Real Estate Strategy – Investigate options on how the City can more effectively manage its real estate assets to provide long-term benefits for Maple Ridge and prepare a Municipal Property Strategy, which includes a review of Municipal Parking facilities	<ul style="list-style-type: none"> An inventory of City owned property has been completed. Consultant hired to undertake the Real Estate Strategy Options. Economic Development is providing support to Admin Department who is leading this project 	Q2 2018 10%
Pitt Meadows Airport – Better align the YPK with the City's objectives for the communities and the airport by supporting implementation of a new PMAS Constitution and Bylaws, selection of Maple Ridge and expert directors, and coordinating with the Board Airport Management on the preparation of the Airport Master Plan	<ul style="list-style-type: none"> New Constitution and Bylaws endorsed by Council and adopted by the PMAS. Temporary Board of Directors in place, Board of Directors working on a vision for the YPK Continued involvement from Economic Development will be provided as required as on-going deliverable 	Complete Complete

New Deliverables for 2018

Action Item	Lead	ETA
Complete a tourism strategy that enhances quality of life for residents, and supports efforts to attract skilled professionals and entrepreneurs to move to Maple Ridge and tourists to visit. <ul style="list-style-type: none"> Pending support by the hotels sector, prepare a by-law to support the implementation of the MRDT Pending Council endorsement of the Tourism Strategy, by the hotel sector and Council, prepare an implementation plan for the Tourism Strategy. Should the hotel sector not be supportive prepare an alternative funding model (see Incremental Package) 	Econ Dev Parks Rec & Culture	Q4
Pending completion of the Hotel Feasibility Study prepare a strategy to engage hotel development in Maple Ridge and approach selected prospects.	Econ Dev	Q4
Support creation of a complete community, by enhancing opportunities for youth to pursue post-secondary education. Develop and implement a strategy to persuade education providers to offer courses locally, with a long-term goal of building a campus in Maple Ridge.	Econ Dev EDC	Q4
Plan and deliver a multi-faceted Innovation Day(s) event that will include participants and activities for Business, Education and Government (see BP for EDC which includes an Incremental Package)	Econ Dev Tech Task Force, PRC, IT MP and MLA offices	Q2
Support creative activities by implement new filming guidelines or processes to mitigate conflicts with business and the public, including contracting for an on-site Film Liaison to be provided at the cost of the production.	Econ Dev Finance	Q1
Build an engaging urban environment to enhance creativity and social interaction in the town centre, by encouraging other restaurants to add a street patio in the Town Centre area.	Econ Dev Engineering	Q3

Action Item	Lead	ETA
Investigate Enterprise CRM and Community Engagement tools for corporate use	IT Business Solutions team supporting Planning, Econ Dev and Corporate Planning	Q3
Real Estate Strategy – Support the review of Real Estate Options for the City and collaborate on a report to Council for further direction	Administration Econ Dev	Q2
Support work relating to the legalization of Marijuana	Bylaw, Planning Econ Dev	Q4

Measures/Outcomes

Completion of projects in timeframes identified, and positive economic growth.

Operating Budget

Proposed Financial Plan 2018 – 2022 Office of the Chief Administrative Officer – Economic Development

All \$ values in 000's (thousands)	Adopted 2017	Proposed 2018	Proposed Changes		2019	Proposed 2020	2021	2022
			\$	%				
Revenues								
Contributions from Others	264	270	6	3%	277	284	291	298
Permits	5	5	-	0%	5	5	5	5
Sale of Services	10	10	-	0%	10	10	10	10
	279	285	-	0%	292	299	306	313
Expenditures								
Advertising	74	74	-	89%	74	74	74	74
Committee Costs	2	2	-	0%	2	2	2	2
Conferences & Meetings	10	10	-	0%	10	10	10	10
Cost of Goods Sold	2	2	-	0%	2	2	2	2
Grants & Donations	289	295	6	2%	277	284	291	298
Memberships	4	4	-	0%	4	4	4	4
Miscellaneous	1	1	-	0%	1	1	1	1
Salaries	397	401	4	1%	410	420	431	442
Supplies	2	2	-	0%	2	2	2	2
	781	791	10	1%	782	799	817	835
Totals	502	506	4	1%	490	500	511	522

Proposed Changes or Remarks – None

Incremental Packages – Tourism Coordination

Capital Budget – None

Information Technology

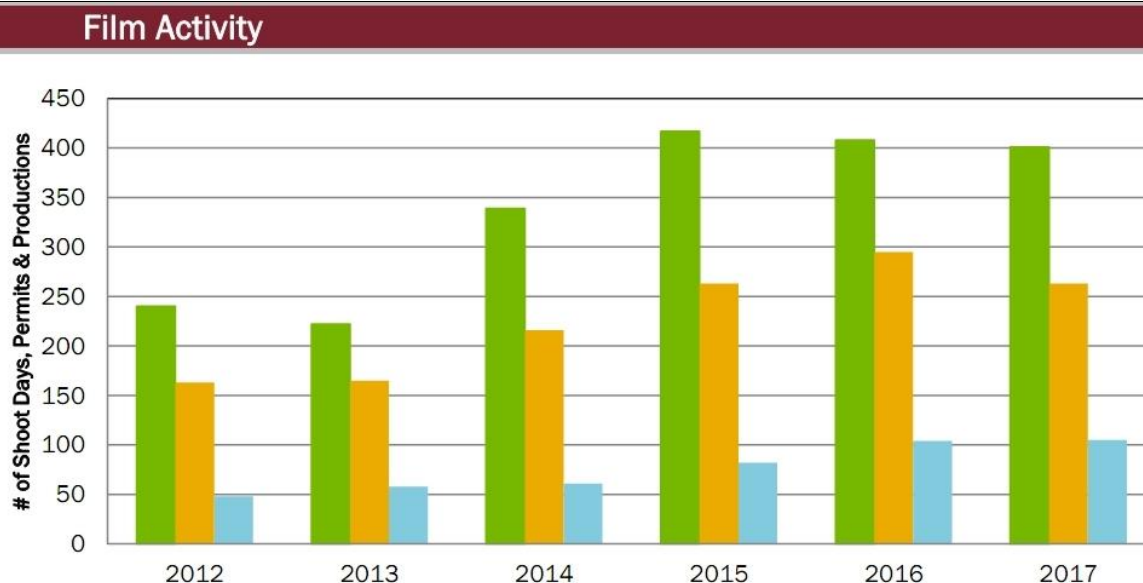
The Economic Development department requires a Client Relationship Management System to better manage our projects and relations with clients. IT will include this system in their plan.

Performance Measures/Indicators

The City tracks our performance in a number of ways. Some of the measures are tracked using Performance Reporting Scorecards which appear in the City's performance system. The scorecards for this area are listed below. Full scorecards can be found under the Scorecards tab in your binder.

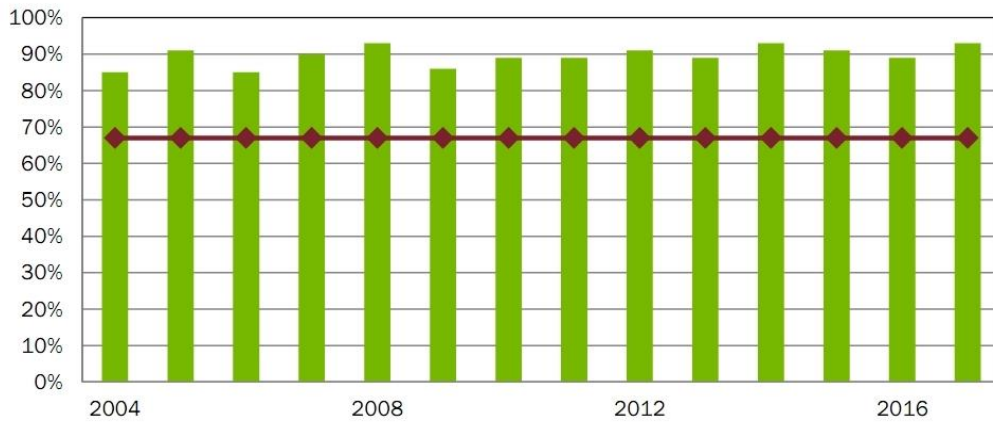
To access the “live” scorecard, visit www.mapleridge.ca/787 and use the Scorecard Lookup tool.

Code	Scorecard (on following pages)	Why this Scorecard is important to this department:
ED01	Attract Film Productions	Indicates economic value to the community



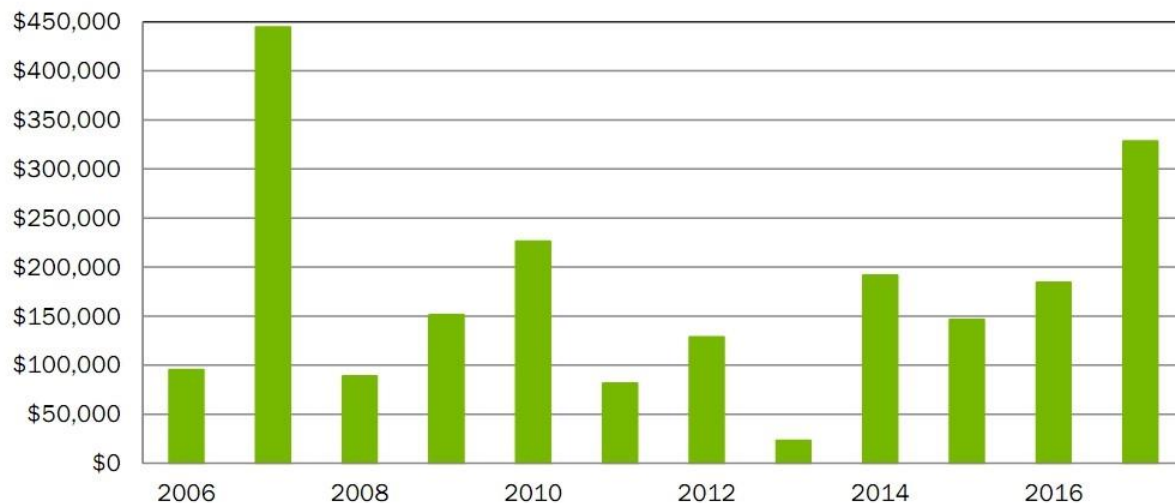
	2012	2013	2014	2015	2016	2017
Shoot Days	240	222	339	417	408	401
Permits	163	165	216	263	295	263
Productions	48	58	61	82	104	105
Permit & Licence Revenue	\$81,325	\$48,419	\$105,774	\$148,370	\$81,761	\$139,819
Economic Impact	\$2.40M	\$2.22M	\$3.39M	\$4.17M	\$4.08M	\$4.01M

Business Licence Renewals



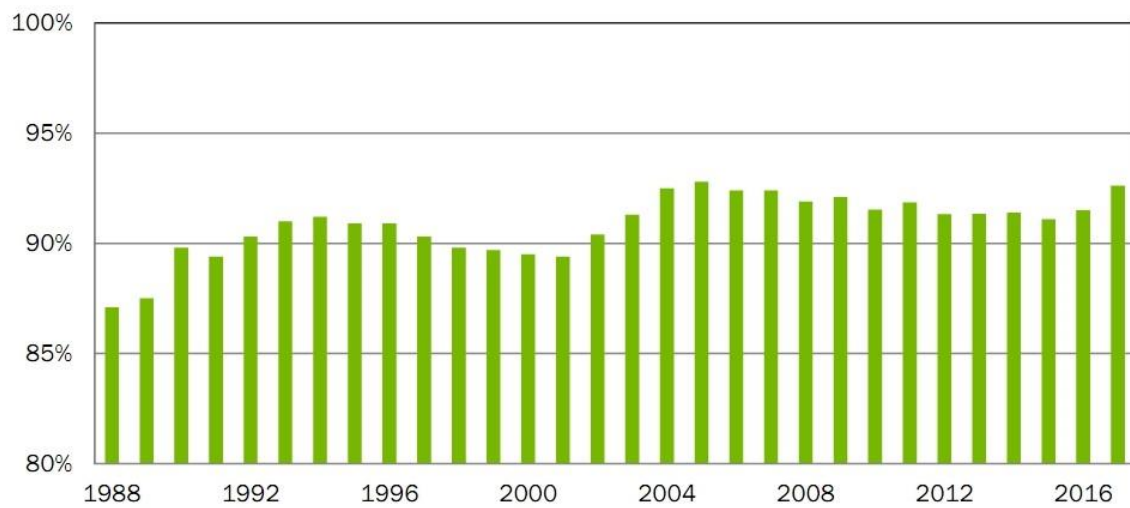
	2012	2013	2014	2015	2016	2017
Target	67%	67%	67%	67%	67%	67%
Business Licence Renewals						
% Renewed	91%	89%	93%	91%	89%	93%
Number of Business Licences issued:						
Commercial	1,541	1,586	1,669	1,621	1,706	1,717
Home Based	1,441	1,448	1,483	1,492	1,499	1,431
Non-Resident	1,290	1,243	1,143	1,158	1,196	984
Total Revenue	\$ 567,276	\$ 567,231	\$ 613,769	\$ 666,605	\$ 650,408	In Progress

New Commercial Tax Revenue



	2012	2013	2014	2015	2016	2017
Commercial Tax						
New Revenue \$	\$ 128,954	\$ 23,300	\$ 191,729	\$ 146,598	\$ 184,543	\$ 328,644

Residential Tax Assessment Base



	2012	2013	2014	2015	2016	2017
Actual						
% Residential Tax Base	91.3%	91.4%	91.1%	92%	92%	93%

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: Jan. 23, 2018
MEETING: Workshop
SUBJECT: 2018 Property Assessment Review

EXECUTIVE SUMMARY:

Property assessment information for 2018 was received from BC Assessment on January 02, 2018. This information is preliminary as property owners have the opportunity to appeal their assessments until January 31, 2018. The purpose of this report is to give Council a sense of the assessments for 2018 based on the information currently available.

RECOMMENDATION:

For information only

DISCUSSION:

2018 Property Assessments

For the purpose of valuation, BC Assessment bases 2018 property assessments on market conditions as at July 1, 2017.

The changes in the assessment roll are generally comprised of two components:

1. Market value fluctuations
2. Real growth due to new construction

For taxation purposes, properties in Maple Ridge are classified into seven classifications which are Residential, Utilities, Major Industry, Light Industry, Business and Other, Recreational/Non-Profit, and Farm Land. Where the term Commercial is used in this report it refers to a combination of Light Industry, Business and Other. The majority (92.7%) of Maple Ridge's taxable assessed value is in the Residential Class.

The real estate market in 2017 saw market values in the Residential Class increase by an average 15%. Single family residences increased 13% while strata townhomes, rural properties and strata apartments saw higher increases of 20%, 21% and 30% respectively.

Commercial classes experienced an average increase of around 16%. Of note, a small subset of commercial properties in the Kanaka Business Park increased 30% or higher.

Decisions concerning the municipal budget are made independent of market value fluctuations. As in past years, municipal tax rates will be:

- I. adjusted to offset average market value increases/decreases in each class
- II. increased based on the tax increase included in the approved financial plan

As a result, properties that experience market value changes above the average for their class will experience higher than average tax increases and properties that experience value changes below the average will experience lower than average tax increases. It is therefore critical for property owners to keep in mind that their own tax experience will vary based on the assessment change for their specific property in relation to the overall averages for their property class. Local governments do not have the legislative authority to smooth tax increases among properties.

To better demonstrate this variability from property to property, we have been tracking the municipal taxes assessed against a sample of properties for a number of years and the data from that analysis is attached in Appendix "A".

While the impact to the average home, increasing in assessed value by 15%, amounts to a municipal tax increase of around 3.5%, there is significant variation around this average. The sample property in Whonnock (Sample 3) increased in value by 21% and, as that is above the average increase, will experience a higher than average increase in municipal taxes whereas the sample property in West Maple Ridge (Sample 6), which saw an increase in assessed value of only 9.5%, will experience a minimal municipal tax increase if any. This variation in tax impact is the direct result of the assessment changes experienced by each individual property. As discussed earlier, as stratas have had a much larger than average increase in assessment, they will also experience a higher than average tax increase.

For this reason it is important that property owners review their assessment notices closely and refer any questions or concerns to BC Assessment. Property owners who believe their assessments to be incorrect have until January 31 to appeal to BC Assessment for a review. Property taxes are based on final assessed values and cannot be appealed.

The second major component of the change in the assessment roll is due to new construction. Overall new construction in 2017 increased the 2018 assessment base by approximately 2.5%, with the majority being in the Residential Class. A number of properties that were exempt from a portion of taxes under the Town Centre Investment Incentive Program (TCIIP) will now be fully taxable adding an additional .12% to the assessment base. This is in line with our financial plan. As the information is preliminary, we will monitor this area to see if further modifications are required to the financial plan.

NEIGHBOURHOOD ANALYSIS

The following is a brief look at the effects of growth on the assessments of various neighbourhoods throughout the City to give Council a sense of how these changes impact individual areas.

Residential Properties:

Of the total assessment base in Maple Ridge, approximately 93% is attributable to the residential class. While the total growth factor in the Residential Class is just over 2%, specific neighbourhoods continue to contribute to the bulk of that increase.

Residential Properties (continued)

<u>Neighbourhood</u>	<u>Growth Contribution to Assessment Base</u>	<u>% of Total Growth</u>
Silver Valley/Fern Cres	\$ 75,928,850	15%
Cottonwood/Albion	\$ 57,187,000	12%
Kanaka	\$ 41,139,700	8%
232 nd to 264 th / 108 th to 128 th	\$ 23,738,258	5%
Laity	\$22,891,900	5%
Strata Units	\$ 165,157,100	33%
All other neighbourhoods	\$ 107,591,076	22%

Though the average market value in the Residential Class increased by about 15%, the change in assessed value for specific areas, varies.

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	19.3%	58.4%	12.1%	10.2%
		↑ Class average 2018		

The following information provides a sense of the impact of assessment changes experienced in specific neighbourhoods.

Haney Residential

Boundaries: S – Lougheed; W – Burnett and 224; N – 124A, 125, 128; E – 234 and 235

This area is made up of mostly single family homes which are 30 years or older. New construction in this area is limited. The neighbourhood represents 10% of the City's overall residential inventory. The average home in this area, valued at \$659,020 in 2017 and paying \$2,202 in municipal taxes, has seen an increase in value of 12%, under the city wide average of 15%, and will experience a general purposes tax increase of around 1 %.

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	11.9%	83.9%	3.7%	0.5%
		↑ Class average 2018		

Residential Properties (continued)

Cottonwood/Albion

Boundaries: S - Kanaka Way and 128; W - Cottonwood Dr; N - DTR; E - 240

This area, comprised mostly of single family homes, represents 7% of the City's overall residential inventory and was the 2nd largest growth contributor in 2017 at 12% of overall growth.

The average home here, valued at \$716,804 in 2017 and paying \$2,395 in municipal taxes, has increased in value by 11% and the municipal tax increase will be around 1%.

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	22.9%	70.7%	2.0%	4.4%
↑ Class average 2018				

Kanaka Creek

Boundaries: S, SW - Lougheed; N - Kanaka Way and 128; E - 248

This area, comprised mostly of single family homes, continues to develop and was this year the 3rd highest contributor to the overall residential growth at 8%. It represents approximately 9% of the City's overall residential inventory.

The average home in this area, valued at \$719,525 in 2017 and paying \$2,404 in municipal taxes, has increased in value by 12.8% and as a result will experience a general purpose tax increase around 1.5%

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	28.6%	62.5%	3.9%	5.0%
↑ Class average 2018				

Residential Properties (continued)

Silver Valley and Fern Cres.

Boundaries: S – 128; N – Silver Valley Rd; W – Marc Rd. & 224; E – 264

This area now makes up approximately 9% of the City's overall residential inventory and, at 15% of the overall growth, was the largest growth contributor in 2017. It is comprised of mostly single family homes some of which are on large lots and acreages.

The average home here, valued at \$1,100,645 in 2017 and paying \$3,677 in municipal taxes, increased in value by 12.9% and the municipal tax increase will be just over 1.5%.

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	53.6%	31.9%	4.0%	10.5%
↑ Class average 2018				

Whonnock and Ruskin

Boundaries: S – Lougheed; N – 132; W – 248; E – 287

This established rural neighbourhood is made up of large residential lots and acreages of which 2% continue to enjoy farm status.

The average home in this area was valued at \$819,809 in 2017 and paid \$2,739 in municipal taxes, is now assessed at \$982,878, an increase of 21% which, being higher than the City average of 15%, will result in a general purposes tax increase just below 9%.

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	17.8%	47.7%	26.7%	7.8%
↑ Class average 2018				

Residential Properties (continued)

Strata Townhouses

There are 4,532 properties in Maple Ridge which are classed as residential strata townhouses, an increase of 261 from last year. Market value for these types of properties experienced an average increase of 20%.

The average townhouse assessed in 2017 at \$394,012 and paying \$1,316 in municipal taxes now has an average assessment of \$470,590 and will experience a tax increase around 7.5%.

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	12.0%	63.1%	16.9%	8.0%
		↑ Class average 2018		

Strata Apartments

The number of Strata Apartments has increased by 86 properties this year and now totals 3,354. The TCIP, which spurred growth in this sector in 2014 and 2015, has expired for most of these units and, as a result, deferred growth of \$23M is being recognized this year. The average market value for these types of units has increased by 30%.

The average apartment, which was assessed in 2017 at \$230,143 and paid \$770 in municipal taxes, is now assessed at \$295,859 and will see a tax increase in municipal taxes close to 16%.

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	2.8%	8.4%	37.6%	51.2%
		↑ Class average 2018		

Business Class and Light Industry Class

Of the just over 31,000 properties in Maple Ridge, 4% of them fall into the Business and Light Industry Classes. Combined growth recognized in 2017 in these two classes is 1.4%. Largest contributor to this growth was the \$7.8M from further development at the Kanaka industrial park. Other noteworthy contributions were the result of \$1.9M from development and reclassification to Business class from Residential for new venture in Whonnock, \$1.4M from commercial development at 120th Ave and 248th St. and \$1.4M from commercial development at 227th St and Dewdney.

The total commercial sector growth contribution to the assessment base for 2018 is just over \$19M. The average market value increase in the Business and Light Industry Classes is around 16%.

Business Class and Light Industry Class (continued)

<i>Business & Light Industry Class Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	45.9%	30.2%	14.9%	9.0%
		↑ Class average 2018		

The following information is intended to give an idea of what is occurring in some of the more concentrated areas for these classes.

Maple Meadows Industrial Park

This area represents 20% of Business Class properties. These are mostly commercial strata units and some warehousing facilities. Of the 298 commercial properties in the park, 107 are classed Light Industry. These 107 properties account for 55% of all Light Industry properties in Maple Ridge and represent 45% of the Light Industry assessment base. The majority of properties in the park increased in assessment by 10% or less which is considerably less than the City average and, as result, tax increases for most properties here will also be below the City average.

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	73.8%	19.8%	3.4%	3.0%
		↑ Class average 2018		

Albion Industrial

This area represents 4% of Business Class folios and 16% of Light Industry Class folios and accounts for approximately 10% of the taxable commercial assessment base. The average increase was close to the City average which will result in a tax increase close to the City average.

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	4.2%	83.3%	9.7%	2.8%
		↑ Class average 2018		

Business Class and Light Industry Class Properties (continued)

Lougheed and Dewdney Trunk Commercial, West of 207 Street

These two commercial corridors represent 9% of Business Class folios in number and account for 24.5% of total Business Class assessments. The average market increase in this area is 14% and most properties will therefore experience close to the average tax increase.

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	41.2%	31.4%	26.5%	0.9%
		↑ Class average 2018		

Kanaka & Webster's Corner Business Parks

These two business parks started development in 2010 and continue to grow. They represent 8% of Commercial folios and account for 3% of total Business Class assessments. The assessment increases experienced by these two areas is quite different. Most properties in the Webster's Corner Business Park see an increase in assessed value around the average for the City and will therefore see the average tax increase. However the majority of properties in Kanaka Business Park increased in assessed value above 30% which means their tax increase will be higher than average. BC Assessment sent out letters to owners of these properties in December to advise them of the above average increase to allow ample time for owners to review their assessments and appeal if they feel they do not accurately reflect their value.

Kanaka

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	-	4.3%	2.1%	93.6%
		↑ Class average 2018		

Webster's Corner

<i>Percentage of Change in Assessment</i>				
	10% or Less	10.1% to 20%	20.1% to 30%	30.1%+
% of properties	-	97.3%	2.7%	-
		↑ Class average 2018		

CONCLUSIONS:

Though the assessment information is preliminary, it does give an indication of how assessments have changed since the last valuation. While the average assessment change for Residential is 15% and Commercial Classes is 16%, there is some variability around this average. As a result, the property tax impact to individual properties will vary, depending on how their experience relates to the average for their property class.

Property owners with concerns have until January 31 to contact BC Assessment to appeal their assessments. A revised roll incorporating any changes due to appeals or corrections will be made available to us in early April.

“Original signed by C.K. Lee”

Prepared by: C.K. Lee
Assist. Manager of Revenue & Collections

“Original signed by Silvia Rutledge”

Prepared by: Silvia Rutledge
Manager of Revenue & Collections

“Original signed by Trevor Thompson”

Approved by: Trevor Thompson, CPA, CGA
Interim Director of Finance

“Original signed by Paul Gill”

Concurrence: Paul Gill, BBA, CPA, CGA
Chief Administrative Officer

The following appendix is attached hereto:
Appendix A – Sample Tax Properties

Appendix A - Sample Tax Properties (History of Assessed Values and Taxation)

Assessed Values

Location	2013	2014	2015	2016	2017	2018
1 Silver Valley	810,000	784,000	797,000	876,000	1,172,000	1,347,000
2 Albion/Kanaka	507,000	504,000	505,000	554,000	742,000	832,000
3 Whonnock	532,000	535,300	521,000	558,300	753,100	910,300
4 Central MR	407,000	395,700	439,500	415,600	577,500	664,000
5 Central MR- strata	222,000	222,000	213,800	217,000	286,000	334,000
6 West MR	597,000	639,000	654,000	705,000	979,000	1,072,000
7 Lower Hammond	197,700	214,700	242,900	270,000	393,500	474,300
8 Upper Hammond	429,000	439,000	506,000	560,000	727,000	819,000
Total	3,701,700	3,733,700	3,879,200	4,155,900	5,630,100	6,452,600

Change in Assessed Values

Location	2013	2014	2015	2016	2017	2018
1 Silver Valley	-0.7%	-3.2%	1.7%	9.9%	33.8%	14.9%
2 Albion/Kanaka	-6.8%	-0.6%	0.2%	9.7%	33.9%	12.1%
3 Whonnock	0.0%	0.6%	-2.7%	7.2%	34.9%	20.9%
4 Central MR	-3.1%	-2.8%	11.1%	-5.4%	39.0%	15.0%
5 Central MR- strata	-3.1%	0.0%	-3.7%	1.5%	31.8%	16.8%
6 West MR	0.0%	7.0%	2.3%	7.8%	38.9%	9.5%
7 Lower Hammond	-9.8%	8.6%	13.1%	11.2%	45.7%	20.5%
8 Upper Hammond	0.0%	2.3%	15.3%	10.7%	29.8%	12.7%
Total	-2.2%	0.86%	3.90%	7.13%	35.47%	14.61%

Taxation (Municipal General/Drainage/Parks)

Location	2013	2014	2015	2016	2017	2018
1 Silver Valley	3,469	3,499	3,564	3,833	3,916	4,051
2 Albion/Kanaka	2,172	2,249	2,258	2,424	2,479	2,502
3 Whonnock	2,279	2,389	2,330	2,443	2,516	2,737
4 Central MR	1,743	1,766	1,965	1,819	1,930	1,997
5 Central MR- strata	951	991	956	950	956	1,004
6 West MR	2,557	2,852	2,924	3,085	3,271	3,224
7 Lower Hammond	847	958	1,086	1,182	1,315	1,426
8 Upper Hammond	1,838	1,959	2,262	2,451	2,429	2,463
Total	15,856	16,663	17,345	18,187	18,812	19,404

Change in Taxation (Municipal General/Drainage/Parks)

Location	2013	2014	2015	2016	2017	2018
1 Silver Valley	4.0%	0.9%	1.9%	7.5%	2.2%	3.4%
2 Albion/Kanaka	-2.3%	3.5%	0.4%	7.4%	2.3%	0.9%
3 Whonnock	4.9%	4.8%	-2.5%	4.8%	3.0%	8.8%
4 Central MR	1.6%	1.3%	11.3%	-7.4%	6.1%	3.5%
5 Central MR- strata	1.6%	4.2%	-3.5%	-0.6%	0.6%	5.0%
6 West MR	4.8%	11.5%	2.5%	5.5%	6.0%	-1.4%
7 Lower Hammond	-5.5%	13.1%	13.4%	8.8%	11.3%	8.4%
8 Upper Hammond	4.8%	6.6%	15.5%	8.4%	-0.9%	1.4%
Total	2.5%	5.1%	4.1%	4.9%	3.4%	3.1%

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: YMCA Partnership Proposal

MEETING DATE: January 23, 2018
FILE NO: 01-0640-30-MR/2018
MEETING: Workshop

EXECUTIVE SUMMARY:

At Council Workshop on July 4, 2017, Council directed staff to meet with the YMCA of Greater Vancouver to discuss opportunities for partnerships in Maple Ridge, specifically the Albion Community Centre. Staff met with YMCA staff representatives a number of times, and the YMCA has now provided the City with a Letter of Intent (Attachment 1) and draft Memorandum of Understanding (MOU) (Attachment 2) signifying their interest in proceeding with discussions regarding operation of the Albion Community Centre. Please note that the attached MOU is a draft intended as a starting point for further discussion and negotiation between the City of Maple Ridge and the YMCA.

In the meantime, the design of the Albion Community Centre is underway based on community consultation processes conducted in 2016 and 2017 and in partnership with School District No. 42 (SD42). Proceeding with the design of this facility will not compromise potential negotiations with the YMCA.

If Council wants to proceed with exploring a partnership with the YMCA as described in the attached documents, the recommended next step is to consult with SD42. The City has committed to a partnership with the School District that includes land acquisition, a joint park/school site, operating agreements and joint use of the elementary school and community centre. The intent of the partnership and co-location project with SD42 is to leverage an opportunity to collaborate with SD42 to provide needed services to a growing neighbourhood using a model that will generate service and capital efficiencies.

RECOMMENDATION:

That staff facilitate a conversation with School District No. 42 and the YMCA to explore the feasibility of a tri-party relationship with the City of Maple Ridge for the operation of the Albion Community Centre on a joint park/school site.

DISCUSSION:

a) Background Context:

The City has worked in partnership with SD42 since 2015 to develop a concept for a neighbourhood hub that includes an elementary school, neighbourhood learning centre, community centre, a sports field and park amenities. In addition, the City entered into a

Memorandum of Understanding with SD42 regarding the proposed acquisition of property at 104 Avenue in Albion. In 2016, the City executed a Joint Development and Planning Agreement that sets out the conditions for a joint planning process for the Elementary School and Community Centre, which began with a joint public consultation process early in 2016. A second community-wide consultation took place in 2016/2017 for a number of proposed community facilities including the Albion Community Centre. Following the above, Council expressed interest in exploring a partnership agreement with the YMCA regarding the operation of the Albion Community Centre.

Staff has met with the YMCA on a number of occasions, and the YMCA has confirmed its interest in working with the City on the Albion Community Centre project by providing the City with a draft MOU, typical of its other operating agreements, that provides an indication of the framework for an Operating Agreement with the City. The MOU sets conditions and principles intended to guide interaction, negotiation and coordination between the City and the YMCA. It also outlines the key components that the YMCA would like to see reflected in an operating agreement.

In the current proposal from the YMCA, the City will:

- provide 100% of the capital costs estimated at \$10,000,000, noting that the YMCA will not have legal title to the facility and/or lands;
- be responsible for ongoing building infrastructure repair and replacement which includes all major capital equipment and repair, but does not include program equipment;
- provide an as-needed annual subsidy of up to \$700,000 for facility operations for each of the first ten years, which is slightly more than the current estimate of operating costs for this facility.
- The YMCA has indicated they require use of the adjacent SD42 gymnasium to implement their program.

The YMCA will:

- operate the facility under the brand of the YMCA of Greater Vancouver;
- be responsible for all operating costs and retain operating revenues;
- have access to, on an as-needed basis, an operational subsidy of up to \$700,000 from the City for each of the first 10 years of operations;
- consider the feasibility of raising its furniture, fixtures, and equipment costs through fundraising and/or financing;
- be responsible for the programming and operation of the facility in consultation with the City;
- work in conjunction with the City to develop the programs and facility design to meet community demands.

At this point, the MOU should be considered as a proposal from the YMCA. If Council is interested in proceeding with these discussions, details will be refined and brought back to Council for approval. Based on this draft proposal, the City would not realize operational savings for the first 10 years of service if the YMCA requires the full operational subsidy, but may save the City from having to equip the building if the YMCA deems this to be feasible.

If Council wishes to proceed, staff recommends that the next step include discussions with SD42 and the YMCA regarding the potential for a tri-party relationship for the joint park/school site and operation of the Albion Community Centre, particularly as the YMCA has indicated a strong interest in accessing the school facility.

b) Desired Outcome:

Given the existing agreement with SD42 the desired outcome is to ensure that the operating model for the Albion Community Centre aligns with the SD42/City of Maple Ridge Master Agreement and the Albion Joint Planning and Development Agreement.

c) Strategic Alignment:

To date, this project aligns with the Strategic Facilities Plan produced in 2015 by the Board of Education for School District 42 (Maple Ridge and Pitt Meadows), with the Parks, Recreation and Cultural Master Plan, and with the Master Agreement on the Cooperation for the Joint Use of Public Facilities and Coordination of Services. The project is also consistent with the City's Official Community and Albion Area Plans and reflects information gathered through two community engagement processes.

d) Citizen/Customer Implications:

Should the YMCA take on operation of the Albion Community Centre, they would bring their own programming strategy to the facility which would differ from the programming needs that the community identified through the community consultation processes.

e) Business Plan/Financial Implications:

The operating model proposed by the YMCA would require a similar level of funding from the City as is currently anticipated. The planned cost to construct the Albion Community Centre is unchanged at \$10,000,000, and the operating cost was originally estimated to be \$600,000 per annum.

f) Alternative:

If Council does not wish to pursue a partnership with the YMCA for the operation of the Albion Community Centre at this time, staff could explore other potential partnership opportunities with the YMCA to continue to strengthen this relationship. In this event, staff would continue to work with SD42 on a joint operating model that maximizes community access to the Albion Elementary School, Neighbourhood Learning Centre and Albion Community Centre and garners operational efficiencies.

CONCLUSIONS:

At this time, staff will continue with the detailed design process based on earlier public consultation and the Joint Development Agreement with the School District. Moving forward with the design will not compromise negotiations with the YMCA, although they are interested in being involved in the process if a partnership agreement is established. The City's architect for this project is scheduled to attend an upcoming Council Workshop to gather Council's comments regarding the design of the Albion Community Centre.

"Original signed by Danielle Pope for:"

Prepared by: Don Cramb, Senior Recreation Manager

"Original signed by Wendy McCormick"

Approved by: Wendy McCormick, Director of Recreation & Community Services

"Original signed by Kelly Swift"

Approved by: Kelly Swift, MBA, BGS,
General Manager: Parks, Recreation & Culture

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA, Chief Administrative Officer

:wmc

Attachments:

- (1) Albion Letter of Intent YMCA
- (2) Albion Memorandum of Understanding YMCA



YMCA of Greater Vancouver

5055 Joyce Street
Vancouver, BC V5R 6B2
604.681.9622
vanymca.org

29th November, 2017

Mr Don Cramb
Senior Recreation Manager
11995 Haney Place
Maple Ridge, BC
V2X 6A9

Dear Don,

The YMCA of Greater Vancouver would like to present this letter of intent to signify our interest in a partnership with the City of Maple Ridge to bring a centre of community to Albion.

The City of Maple Ridge and the YMCA recognize the importance of recreation, sport and culture in our communities and the associated need to develop the appropriate facilities to promote participation in these activities by our citizens.

The attached draft of the Memorandum of Understanding ("MOU") outlines some of the conditions and principles previously discussed and is intended to begin a process to set out the principles that will guide interactions and coordination between the City and the YMCA while both the parties investigate their due diligence necessary to consider the potential for developing, implementing and possibly operating a facility. This will allow us to make an informed decision to partner in the promotion of participation in recreation, sport and culture in Maple Ridge.

Once we have agreed on the conditions of the MOU, the YMCA seek approval by a motion of both the City Maple Ridge Council and the YMCA of Greater Vancouver Board or Directors. The approved motions would enable us to enter into an Agreement in Principle as a next step.

Please feel free to contact me if you have any questions. We are looking forward to our next discussion.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Craig Sheather'.

Craig Sheather
Chief Operating Officer
YMCA of Greater Vancouver

MEMORANDUM OF UNDERSTANDING

**CITY OF MAPLE RIDGE
("Maple Ridge")**

And

**YMCA OF GREATER VANCOUVER
("YMCA")**

I. BACKGROUND

1. Maple Ridge and YMCA recognize the importance of recreation, sport and culture in our communities and the associated need to develop appropriate facilities to promote participation in recreation, sport, and cultural activities by our citizens.
2. Maple Ridge and the YMCA are committed to ensuring equity in the provision and access to programs and services at facilities that promote participation in recreation, sport and cultural activities.
3. This Memorandum of Understanding ("MOU") is intended to set out the principles that will guide interactions and coordination between the Maple Ridge and the YMCA while the parties investigate their due diligence necessary to consider the potential for developing, implementing and possibly operating a facility and make an informed decision to partner in the promotion of participation in recreation, sport and culture in Maple Ridge.

II. PRINCIPLES

COMMUNITY INVOLVEMENT

4. Maple Ridge and the YMCA believe it is important that the community be involved in the planning, implementation and operation of the facility and its programs. Community input will be sought on an ongoing basis. This input may be sought by either party at any time, and may be collated and evaluated independently or in collaboration between the parties.

DESIGN AND CONSTRUCTION

5. Both parties will have an equal opportunity to provide input into the development of designs, timelines for completion, financial obligations and similar related matters in connection with the development, implementation and operation of the facility.
6. Both parties agree that the facility will be approximately 20,000 sq\ft single story construction.

7. Both parties agree that the facility will promote active living, community connection, and an emphasis on healthy families.

PROGRAM COOPERATION

8. Both parties understand the facility will be successful only if the YMCA is successful. Maple Ridge also accepts that the YMCA's success will be achieved by operating in a financially sustainable manner, and to the extent possible, within its range of membership models. The parties understand and agree that programs will be open to general public admission and course-based registration as warranted.
9. The parties will take reasonable steps to ensure that all programs operating by the YMCA at the facility, or as outreach programs and programs operated by the Maple Ridge Department of Parks, Recreation and Culture do so in a non-competitive and complementary manner.
10. Maple Ridge and the YMCA will work collaboratively to ensure the YMCA's role as a facility operator is viewed by Maple Ridge residents as part of the continuum of services provided in collaboration with Maple Ridge and other service providers.
11. It is anticipated that other YMCA programs and services will evolve over time and supplement those programs and services offered at the facility. These may include (among others) childcare, community outreach programs and employment services to youth and newcomers.

III. YMCA RESPONSIBILITIES

1. It is currently anticipated that the YMCA will be responsible for none of the capital costs of design and construction of the facility, including the cost of land and offsite upgrades to infrastructure, dependent upon project feasibility and scope.
2. The YMCA will consider the feasibility of raising its furniture, fixtures, and equipment costs through fundraising and/or financing.
3. The YMCA will operate the facility, will be responsible for all costs of operation, and be entitled to all operational revenues.
4. The YMCA will have access to, on an as needed basis, operational subsidy of up to \$700,000 from Maple Ridge for each of the first 10 years of operations; these conditions will be outlined in a future Financial Subsidy Agreement.
5. The YMCA will operate under the YMCA of Greater Vancouver.
6. The YMCA will be responsible for the programming and operation of the facility but must meet the requirements of their obligation to Maple Ridge.
7. To ensure successful management of the facility, the YMCA will work in conjunction with Maple Ridge to develop the programs and facility design to meet community demands.

IV. MAPLE RIDGE RESPONSIBILITIES

1. It is currently anticipated that Maple Ridge will provide 100% of the capital costs estimated at \$10,000,000 of the design and construction of the facility including land and offsite upgrades to infrastructure, dependent upon project feasibility and scope. It is understood that the YMCA will not have legal title to the Facility and/or lands and Maple Ridge will be responsible for all deferred maintenance costs as per mutually agreed industry best practice and standards.
2. Maple Ridge will make provision for an as needed annual subsidy of up to \$700,000 for facility operations for each of the first ten years as outlined in a future Facility Subsidy Agreement.

V. FUTURE AGREEMENT

1. Maple Ridge and the YMCA will work collaboratively towards an agreement that will give both parties a satisfactory degree of profile for fundraising initiatives. Beneficial ownership of the Facility will rest with Maple Ridge.
2. Flexibility will be built into all future agreements to permit both parties to deal with future trends, goals and opportunities to work collaboratively on community priorities.

Term

3. This MOU shall be in effect when executed by both parties and will remain in effect until replaced by an Agreement in Principle and conclude with binding legal agreements related to design, construction and operation of the facility, which agreements will likely include:
 - a. Facility Operating Agreement
 - b. City Financial Subsidy Agreement

VI. OTHER MATTERS

1. Amendment

The Parties agree that the terms of this MOU may only be amended with the prior written agreement of both parties.

2. Notice

Any notices under this MOU are to be submitted to:

City of Maple Ridge

Don Cramb, Senior Recreation Manager
11995 Haney Place,
Maple Ridge, BC V2X 6A9

YMCA of Greater Vancouver

Craig Sheather, COO
5055 Joyce Street,
Vancouver BC V6E 3Z3

3. Legal Rights:

No legal rights or contractual obligations are created between the parties by the execution of this MOU.

Acknowledged and Agreed

CITY OF MAPLE RIDGE

Wendy McCormick
General Manger - Parks, Recreation & Culture
11995 Haney Place
Maple Ridge, BC V2X 6A9

Dated:

YMCA of Greater Vancouver

Steve Butz
President and CEO
5055 Joyce Street,
Vancouver BC V6E 3Z3

Dated:



December 7, 2017

Mayor Read and Council
City of Maple Ridge
11995 Haney Place
Maple Ridge, BC V2X 6A9

Dear Mayor Read and Council,

I am writing to request an opportunity for the YWCA Metro Vancouver to present to City Council regarding our plans to expand affordable housing for single mothers throughout the region. We're keen to explore whether there might be opportunities to develop new housing in Maple Ridge, consistent with municipal objectives.

Founded in 1897, the YWCA is one of Metro Vancouver's largest and most diversified non-profit organizations. In 2016 we served over 45,000 individuals through 45 programs offered in 58 locations throughout Metro Vancouver. Our mission is "to touch lives and build better futures for women and their families through advocacy and integrated services that foster economic independence, wellness and equal opportunities."

The goals of our holistic, integrated programs are to lift women and families out of poverty, provide the best start for children and create new opportunities for education, employment and leadership. Our core services are targeted towards improving the lives of single mothers and their children through housing, child care, employment programs and support services.

The YWCA currently operates ten housing communities, with two additional projects currently in development. These projects provided safe, affordable housing for low-income single mothers and their dependent children in Vancouver, North Vancouver, Langley, Surrey and Coquitlam. We are pleased to offer a range of housing options in different locations, including: transition housing for women who have left abusive relationships; supportive housing for pregnant women and new mothers with substance use issues; and safe and affordable long-term housing for women and children living in poverty.

Our community development model ensures residents have access to holistic services to improve their quality of their lives, including:

- Single Mothers' Support Groups;
- employment programs and education bursaries;
- Presents of Peace holiday hampers;
- bus tickets and emergency food vouchers; and
- mentorship programs.

The YWCA is currently supporting the citizens of Maple Ridge through our Single Mothers' Support Group offered at the Maple Ridge Family Education and Support Centre. We are familiar with the issues and challenges facing single mothers in Maple Ridge and hope to offer additional services that would benefit your community.

We would be delighted to share further details of our housing operations and plans, and would be very pleased to present to City Council at your convenience. Should this meet your approval, Amanda Frith will be delighted to make the necessary arrangements. She can be reached at afirth@ywcavan.org or phone at 604-895-5772.

Yours truly,

A handwritten signature in black ink, appearing to read 'Janet Austin', with a large loop at the end of the last name.

Janet Austin
CEO

District of Sicamous

446 Main Street
PO Box 219
Sicamous, BC
VOE 2V0

T: 250 836 2477
F: 250 836 4314
E: info@sicamous.ca
sicamous.ca



November 29, 2017

Honourable George Heyman
Minister of Environment and Climate Change Strategy
Via E-mail: ENV.Minister@gov.bc.ca
PO Box 9047 Stn Prov Govt
Rm 112, Parliament Buildings
Victoria, BC V8W9E2

Re: Prevention of Quagga and Zebra Mussels

Dear Honourable Heyman,

On behalf of the District of Sicamous we write to express our concern about the threat of Quagga and Zebra mussels. Sicamous submitted a resolution at UBCM that was endorsed requesting more funding from the Provincial Government to increase awareness and Education for the threat of Quagga and Zebra mussels into BC Lakes.

The effects to ALL BC Lakes would be devastating:

- Zebra and quagga mussels filter water to the point where food sources such as plankton are removed, altering food webs. This also causes clearer water, allowing sunlight to penetrate deeper, increasing growth of aquatic vegetation. One mussel can produce one million mussels per year.
- Impact fish and wildlife by increasing toxic algal blooms.
- Large colonies affect spawning areas, impacting the survival of fish eggs.
- Affects recreational activities by cutting swimmers feet as a result of their sharp shell
- Non-reversible once infested with mussels, all BC Lakes will be contaminated and there is currently no solution to destroy them.
- Cost to British Columbia will be Billions, to government, taxpayers and businesses if mussels manage to get into our eco-system
- Eco-system compromised, water intakes plugged, fish destroyed, beaches destroyed
- No long-term research provided on drinking water quality
- Negative tourism impact

Solutions:

- Guard the borders - cost British Columbia Millions to guard the borders 24/7 365 days per year to prevent infestation or Boat border crossing hours, that work.
- Train border patrols - this is a serious issue, they must collect the correct information from boaters (of all kinds such as zodiacs, blow up paddle boards)

- More conservation officers, with more authority
- This is no longer a campaign, it should now be a department of the government with funding to continue prevention
- This is no longer a provincial problem, it is a federal problem, lakes that are contaminated in Canada should not be allowed to let boats leave without inspection to prevent contaminating other lakes.
- Transport Canada should now prevent float planes from hopping provinces and states
- Education – Major Media campaign announcing BC's commitment to keep our waters pristine. TV, Billboards, News paper, social media
- All Municipalities and Regional Districts should run a banner on their website home pages – "British Columbia is Committed to keeping their lakes Quagga and Zebra Mussel free. Please respect our Lakes and boarder crossing patrols, STOP at the boat inspection stations". This should have a link to a website explaining the seriousness of this issue, and explain fines for breaking the law by transporting invasive species.
- All British Columbia tourism sites should also announce and run the banner on their sites. Tourism will stay healthy if BC lakes stays healthy.
- Boaters registration, should include education
- Immediate allocations of funds dedicated to research, to enable BC biologists to work on a solution with Manitoba & US studies research groups. Let's work on removing them, together.
- Collaborate with infested US bordering Lakes on research and prevention of cross contamination.
- Collaborate with Alberta and Saskatchewan to stay mussel free

Funding:

BC government will find the funds (billions) if we lose the battle against mussels, as we'll need to manage the problem. This is how can we help fund the prevention now (millions):

- Out of province user pay at all BC boat ramps
- Lake passes for BC boaters
- All fines are allocated back to the program
- Boat registration increase some funding back to project

Thank you for your consideration of this issue.

Regards,



Terry Rysz, Mayor
DISTRICT OF SICAMOUS

Cc: Mark Zarcharias, Deputy Minister (via email: DM.ENV@gov.bc.ca)
Wendy Booth, UBCM President (via email: wndbooth@gmail.com)
UBCM Members (via emails)



Office of the Mayor

2760 Cameron Road, West Kelowna, British Columbia V1Z 2T6

Tel (778) 797.2210 Fax (778) 797.1001

December 13, 2017

Dear Local Governments of British Columbia,

With cannabis sales becoming legal in 2018, there must be a formal agreement that will divide the tax revenue on cannabis sales in a fair and equitable manner. Current discussions regarding revenue sharing involve the Federal and Provincial governments with no inclusion of local governments. Ultimately, the legalization will entail additional costs for local governments both in social and policing costs. A Federation of Canadian Municipalities (FCM) paper is stating that the impact may affect policing, fire services, building codes, city planning, municipal licensing and standards, public health, social services, communications, law, etc.

City of West Kelowna Mayor and Council is requesting your support, by writing to the Province to lobby them to agree to 50% of the provincial share of the cannabis tax sharing formula be provided to local governments. This is an adequate and equitable share to help support costs and services incurred by local governments.

Thank you for your consideration.

Sincerely, on behalf of Council,

A handwritten signature in black ink, appearing to read "Doug Findlater", is written over a light blue circular background.

Doug Findlater
Mayor



7170 Cheam Avenue
P.O. Box 70
Agassiz, British Columbia
Canada V0M 1A0

Tel: (604) 796-2235
Fax: (604) 796-9854
Web: www.district.kent.bc.ca

January 16, 2018

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Parliament Buildings
Victoria, B.C. V8V 1X4

Dear Minister Robinson:

RE: Cannabis Sales Revenue Sharing

A letter dated March 16, 2017 (copy attached) was sent from the Union of B.C. Municipalities (UBCM) to The Honourable Suzanne Anton, Minister of Justice and Attorney General, in regards to concerns related to the legalization of marijuana in Canada. Of particular interest, the letter expressed the concerns of B.C. municipalities that marijuana taxation revenue be fairly distributed among all orders of government, including local governments. As it is very troubling that there has been no apparent progress in this regard, I am writing on behalf of the District of Kent Council today to personally reiterate that increased costs and responsibilities related to marijuana legalization without any confirmed source of additional funding will place a huge burden on local governments.

With the legalization of cannabis sales now imminent, the need for a formal agreement that will divide the tax revenue on cannabis sales in a fair and equitable manner is critical for municipalities. From our perspective, smaller municipalities with limited funding opportunities available for new responsibilities will be particularly impacted by these changes. The legalization will result in additional costs for local governments in social and policing costs. A Federation of Canadian Municipalities (FCM) paper is stating that that the impact may affect policing, fire services, building codes, city planning, municipal licencing and standards, public health, social services, and communications.

Current discussions regarding revenue sharing involve the Federal and Provincial governments with no inclusion of local governments. Therefore, we implore you to address this matter soon and present a formal funding agreement for B.C. municipalities. Fifty percent (50%) of the provincial share of the cannabis tax sharing formula being provided to local governments is suggested as an adequate and equitable share to support costs and services incurred by local governments.

Thank you for your time and consideration to this matter of urgent concern to all B.C. municipalities.

A handwritten signature in black ink, appearing to read "J. Van Laerhoven".

John Van Laerhoven
Mayor

cc: The Honourable David Eby, Attorney General
UBCM Municipalities

March 16, 2017



The Honourable Suzanne Anton
Minister of Justice and Attorney General
Room 232, Parliament Buildings
Victoria, B.C. V8V 1X4

RE: Legalization of Marijuana

Dear Minister,

I write to you today regarding local government concerns related to the legalization of marijuana in Canada. BC local governments have adopted resolutions requesting direct involvement in the process to establish a regulatory approach to marijuana, and that marijuana taxation revenue be fairly distributed among all orders of government, including local governments. I would like to request a meeting at your convenience to discuss these issues, and other local government concerns that we may address through collaborative solutions.

To this point, UBCM has not been presented with an opportunity to directly engage in meaningful discussion with the provincial government regarding a framework for legal access to marijuana, and in particular a marijuana distribution framework. With federal legislation expected in the near future, it is important that local governments and the Province begin discussion on how to best prepare for the ensuing changes.

Potential costs and responsibilities related to marijuana legalization without any confirmed source of additional funding could place a large burden on local governments, who may bear substantial enforcement and oversight costs, and at this point only receive 8-10% of overall taxation revenue. Previous experience with medical marijuana has shown that, without funding, local governments face difficulties in enforcing laws, leading to the unregulated environment that exists today. As such, UBCM would greatly appreciate an opportunity to discuss the concerns of BC local governments as they pertain to marijuana legalization. Bhar Sihota, UBCM Policy Analyst, may be reached at (604) 270-8226 Ext. 114 or bsihota@ubcm.ca to arrange a meeting.

We look forward to partnering with you in the development of an effective regulatory framework for legal access to marijuana.

Sincerely,

A handwritten signature in dark ink, appearing to read "Murry Krause".

Murry Krause
President, Union of BC Municipalities

cc: *The Honourable Peter Fassbender, Minister of Community, Sport, Cultural Development, and Minister Responsible for TransLink*