

COUNCIL MEETING AGENDA

July 25, 2017

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

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

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

300 ***APPROVAL OF THE AGENDA***

400 ***ADOPTION AND RECEIPT OF MINUTES***

401 Minutes of the Regular Council Meeting of July 11, 2017

500 ***PRESENTATIONS AT THE REQUEST OF COUNCIL***

600 ***DELEGATIONS***

700 ***ITEMS ON CONSENT***

701 ***Minutes***

701.1 Minutes of Meetings of Committees and Commissions of Council

- Environmental Advisory Committee – June 14, 2017

702 **Reports**

702.1 **Disbursements for the month ended June 30, 2017**

Staff report dated July 25, 2017 recommending that the disbursements for the month ended June 30, 2017 be received for information.

702.2 **2017 Council Expenses**

Staff report dated July 25, 2017 providing an update on Council expenses to the end of June 2017.

702.3 **Maple Ridge-Pitt Meadows Arts Council – Bylaw Amendment Update**

Staff report dated July 25, 2017 providing information on proposed changes to the bylaws of the Maple Ridge and Pitt Meadows Arts Council Society.

703 **Correspondence**

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

800 ***UNFINISHED BUSINESS***

900 ***CORRESPONDENCE***

1000 ***BYLAWS***

Note: Items 1001 to 1006 are from the July 18, 2017 Public Hearing

Bylaws for Third Reading

- 1001 **2016-219-RZ, 12258 228 Street**
Maple Ridge Zone Amending Bylaw No. 7261-2016
To rezone from RS-1 (One Family Urban Residential) to R-3
(Special Amenity Residential District) to permit a future 3 lot subdivision
Third reading

- 1002 **2016-223-RZ, 20434 Chigwell Street**
 Maple Ridge Zone Amending Bylaw No. 7273-2016
 To rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit a future 2 lot subdivision
 Third reading
- 1003 **2016-240-RZ, 22638 119 Avenue and 22633 Selkirk Avenue**
- 1003.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7342-2017**
 To amend Schedule “B” of the Official Community Plan from Medium and High-Rise Apartment to Town Centre Commercial
 Third reading
- 1003.2 **Maple Ridge Zone Amending Bylaw No. 7262-2016**
 To rezone from RS-1 (One Family Urban Residential) to C-3 (Town Centre Commercial) to permit the future construction of three mixed use commercial residential six storey buildings
 Third reading
- 1004 **2014-106-RZ, 23882 Dewdney Trunk Road**
 Maple Ridge Zone Amending Bylaw No. 7125-2014
 To rezone from RS-1b (One Family Urban [Medium Density] Residential) to R-2 (Urban Residential District) to permit a future subdivision of approximately 11 lots
 Third reading
- 1005 **2016-352-RZ, 23004 Dewdney Trunk Road**
- 1005.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7288-2016**
 To amend Schedule “B” of the Official Community Plan from Urban Residential to Commercial
- 1005.2 **Maple Ridge Zone Amending Bylaw No. 7289-2016**
 To rezone from RS-1 (One Family Urban Residential) to C-2 (Community Commercial) to permit a future medical clinic and pharmacy with two rental units above
 Third reading

1006 2016-448-CP, Area 1: 256 Street Lands, Area 2: Lougheed Lands

**1006.1 Maple Ridge Official Community Plan Amending Bylaw No. 7299-2016
(Area 1: 256th Street Lands)**

To re-designate the properties identified as Area 1: 256th Street Lands from Suburban Residential, Rural Resource, and Institutional to Conservation, Industrial, Park, Estate Suburban Residential, Suburban Residential, Industrial Reserve and Rural Resource and to introduce a new Industrial Reserve land use designation for the Official Community Plan

Third reading

**1006.2 Maple Ridge Official Community Plan Amending Bylaw No. 7335-2017
(Area 2: Lougheed Lands)**

To re-designate the properties identified as Area 2: Lougheed Lands from Suburban Residential to Industrial (Business Park category), Commercial and Rural Residential, to expand the Albion Industrial Area for an Industrial (Business Park category) future, to re-designate four parcels located near 240 Street and the Lougheed Highway to Commercial and to identify that certain residential properties along River Road, south of the Lougheed Highway, are to be re-designated to Rural Residential

Third reading

Bylaws for Adoption

**1007 2011-089-RZ, 22325 St. Anne Avenue
Maple Ridge Heritage Designation and Revitalization and Tax Exemption
Agreement Amending Bylaw No. 7306-2016**

Staff report dated July 25, 2017 recommending adoption

To extend the completion date for the conservation of the existing heritage building, (Morse-Turnock Residence)

Adoption

1008 2013-107-RZ, 24009, 24005, 24075 Fern Crescent

Staff report dated July 25, 2017 recommending adoption

1008.1 Maple Ridge Official Community Plan Amending Bylaw No. 7088-2014

~~To adjust conservation designation boundaries~~

To adjust Silver Valley Area Plan boundaries

Adoption

1008.2 Maple Ridge Zone Amending Bylaw No. 7053-2014

To rezone from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RS-1b (One Family Urban [Medium Density] Residential), RS-1 (One Family Urban Residential) and R-2 (Urban Residential District) to permit subdivision into 14 R-2 zoned lots, 17 RS-1b zoned lots and 3 RS-1 zoned lots, for a total of 34 lots, not less than 315 m²

Adoption

- 1009 **2016-034-RZ, 12358 216 Street
Maple Ridge Zone Amending Bylaw No. 7247-2016**
Staff report dated July 25, 2017 recommending adoption
To rezone from RS-1 (One Family Urban Residential) to RS-1b (One Family
[Medium Density] Urban Residential) to permit the subdivision into two lots
not less than 557 m².

1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

- 1101 **2017-281-CP/RZ, 21428, 21460, 21472 Dewdney Trunk Road
RS-1 to P-6**

Staff report dated July 25, 2017 recommending that Maple Ridge Official
Community Plan Amending Bylaw No. 7357-2017 to designation three
subject properties from Urban Residential to Institutional to allow for the
expansion of the Maple Ridge Cemetery be given first reading and that Maple
Ridge Zone Amending Bylaw No. 7360-2017 to rezone 21472 Dewdney
Trunk Lane from RS-1 (One Family Urban Residential) to P-6 (Civic
Institutional) be given first reading and that the applicant provide further
information as described on Schedule C of the Development Procedures
Bylaw No. 5879-1999.
- 1102 **2017-230-RZ, 11814 220 Street, RS-1 to P-2**

Staff report dated July 25, 2017 recommending that Maple Ridge Zone
Amending Bylaw No. 7354-2017 to rezone from RS-1 (One Family Urban
Residential) to P-2 (Special Institutional) to allow for a Private Hospital Use,
which permit a proposed licensed Community Care Facility to enable the care
of 13 elderly citizens be given first reading and that the applicant provide
further information as described on Schedules A, C and E of the
Development Procedures Bylaw No. 5879-1999
- 1103 **2017-145-RZ, 11655 Burnett Street, RS-1 and C-3 to RM-2**

Staff report dated July 25, 2017 recommending that Maple Ridge Zone
Amending Bylaw No. 7352-2017 to rezone from RS-1 (One Family Urban
Residential) and C-3 (Town Centre Commercial) to RM-2 (Medium Density
Apartment Residential) to permit a five storey, 36 unit condominium building
be given first reading and that the applicant provide further information as
described on Schedules A, C, D, E and F of the Development Procedures
Bylaw No. 5879-1999.

1104 2016-320-RZ, 11295 and 11307 Maple Crescent, C-3 to M-3

Staff report dated July 25, 2017 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7356-2017 to allow a site specific text amendment to include the M-3 (Business Park) zone as a site specific permitted zone under the Infill General Employment, Hammond Area Plan Land Use Designation be given first reading and second readings and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7274-2016 to rezone from C-3 (Town Centre Commercial) to M-3 (Business Park) to permit construction of a mini-warehouse be given second reading and be forwarded to Public Hearing.

1105 2016-052-RZ, 22260 & 22292 122 Avenue, 12159 & 12167 223 Street, Housing Agreement Bylaw

Staff report dated July 25, 2017 recommending that 22260 & 22292 122 Avenue, 12159 & 12167 223 Street Housing Agreement Bylaw No. 7359-2017 to allow the City to enter into a Housing Agreement to secure new dwelling units as rental housing in perpetuity be given first, second and third reading.

1106 2013-107-DVP, 24009, 24005 and 24075 Fern Crescent

Staff report dated July 25, 2017 recommending that the Corporate Officer be authorized to sign and seal 2013-107-DVP to reduce the road right-of-way width for a Through Local Street – Silver Valley .

1107 2016-232-DP, 24009, 24005 and 24075 Fern Crescent, Wildfire Development Permit

Staff report dated July 25, 2017 recommending that the Corporate Officer be authorized to sign and seal 2016-232-DP to allow a 34 family lot subdivision in the Horse Hamlet of Silver Valley Area Plan within the Wildfire Development Permit Area

1108 2016-034-DVP, 12358 216 Street

Staff report dated July 25, 2017 recommending that the Corporate Officer be authorized to sign and seal 2016-034-DVP to reduce the front width of proposed lot 2 in conjunction with a rezoning and subdivision application to subdivide into two lots.

1109 2017-062-DVP, 24197 Fern Crescent

Staff report dated July 25, 2017 recommending that the Corporate Officer be authorized to sign and seal 2016-062-DVP to reduce the front setback requirement for a single family dwelling to allow the dwelling to remain after subdivision of property.

1110 Ruskin Private Fire Suppression System

Staff report dated July 25, 2017 recommending that the Corporate Officer be authorized to prepare and sign an agreement between the City of Maple Ridge and the owner identified as Stave River Fire suppression Systems Ltd. for inspection, operation, maintenance, liability, insurance and encroachment of the existing private hydrant system servicing the Ruskin Industrial Area.

1111 Award of Contract RFP-EN17-28: Engineering Design Services for Abernethy Way (224 Street to 232 Street)

Staff report dated July 25, 2017 recommending that Contract RFP-EN17-28: Engineering Design Services for Abernethy Way (224 Street to 232 Street) be awarded to Aplin & Martin Consultants Ltd., that a contingency be approved for unforeseen items, that the Financial Plan be amended to fund the project from Development Cost Charges and the Drainage Reserve and that the Corporate Officer be authorized to execute the Client/ Consultant agreement.

1112 Award of Contract ITT-EN17-38: 263 Street Pump Station Replacement

Staff report dated July 25, 2017 recommending that Contract ITT-EN17-38: 263 Street Pump Station Replacement be awarded to Drake Excavating (2016) Ltd., that a project contingency be approved to address potential variations in field conditions, that the Corporate Officer be authorized to execute the contract, that the Financial Plan be amended to fund the project from Development Cost Charges and the Capital Water Fund and that the existing budget for the Stantec Consulting Ltd. contract for Engineering Design Services for 263 Street Water Pump Station Replacement be increased.

Financial and Corporate Services (including Fire and Police)

1131 SHAW Wi-Fi Proposal

Staff report dated July 25, 2017 recommending that negotiations with Shaw Communications to prepare a Preliminary Wi-Fi Service Agreement be resumed.

1132 2018-2022 Business & Financial Planning Guidelines

Staff report dated July 25, 2017 recommending that the 2018-2022 Business & Financial Planning Guidelines be approved.

Parks, Recreation & Culture

1151 Artist in Residence – Contract Extensions

Staff report dated July 25, 2017 recommending that the Artist in Residence contracts for Kat Wahamaa and Robi Smith be extended to November 30, 2018.

1152 Maple Ridge Leisure Centre Pool Systems and Pool Change Room and Lobby Cost Updates

Staff report dated July 25, 2017 recommending that staff be directed to move forward with a Request for Proposals for the construction of the Maple Ridge Leisure Centre pool system renovations as well as the pool change room and lobby renovations.

1153 Albion Community Centre – Design Contract Award

Staff report dated July 25, 2017 recommending that the Architectural Design Services contract for the Albion Community Centre be awarded to Craven Huston Powers Architects, that a contingency be established and that Corporate Officer be authorized to execute the contract.

Administration

1171

Other Committee Issues

1191

1200 ***STAFF REPORTS***

1300 ***OTHER MATTERS DEEMED EXPEDIENT***

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

1500 ***QUESTIONS FROM THE PUBLIC***

1600 ***ADJOURNMENT***

QUESTION PERIOD

The purpose of the 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 Question Period 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.

Mayor and Council at mayorandcouncil@mapleridge.ca.

Checked by: _____
Date: _____

401 Minutes of Regular and Special Council Meetings

City of Maple Ridge

COUNCIL MEETING MINUTES

July 11, 2017

The Minutes of the City Council Meeting held on , 2017 at 7:02 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.

PRESENT

Elected Officials

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

Appointed Staff

E.C. Swabey, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
P. Gill, General Manager Corporate and Financial Services
F. Quinn, General Manager Public Works and Development Services
C. Goddard, Acting Director of Planning
L. Darcus, Manager of Legislative Services
A. Gaunt, Confidential Secretary

Other staff as required

D. Cramb, Senior Recreation Manager
D. Hall, Planner 2
C. Chan, Planner 1
B. Elliott, Manager of Community Planning

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

The meeting was live streamed and recorded by the City of Maple Ridge

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

The following are amendments to the agenda:

Addition of Item 602 Haney Neptunes Aquatic Club, Jim Baxter
Addition of Item 801 2014-003-CU, 19975, 19989, 19997 Dunn Avenue
Withdrawal of Item 1102 at the request of the applicant
Item 1152 will be dealt with following Item 700

300 ***APPROVAL OF THE AGENDA***

R/2017-289

It was moved and seconded

That the agenda for the July 11, 2017 Council Meeting be approved as amended.

CARRIED

400 ***ADOPTION AND RECEIPT OF MINUTES***

401 Minutes of the Regular Council Meeting of June 23, 2017, the Special Council Meeting of June 27, 2017 and the Regular Council Meeting of June 27, 2017

R/2017-290

It was moved and seconded

That the minutes of the June 23, 2017, the Special Council Meeting of June 27, 2017 and the Regular Council Meeting of June 27, 2017 be adopted as circulated.

CARRIED

402 Minutes of the Public Hearing of June 20, 2017

R/2017-291

It was moved and seconded

That the minutes of the Public Hearing of June 20, 2017 be adopted as circulated.

CARRIED

500 ***PRESENTATIONS AT THE REQUEST OF COUNCIL*** – Nil

600 ***DELEGATIONS***

601 **Maple Ridge, Pitt Meadows and Katzie, Seniors Network**

- Heather Treleaven, Coordinator

Ms. Treleaven gave a PowerPoint presentation providing information on the Maple Ridge, Pitt Meadows and Katzie, Seniors Network. She introduced the partners and organizations within the Seniors Network, highlighted major achievements, funding successes and the Network's focus for the future.

602 **Haney Neptunes Aquatic Club**

- Jim Baxter, President

Mr. Baxter spoke in response to a decision made by Council at the July 11, 2017 Council Workshop to not pursue an outdoor pool. He expressed that the outdoor pool originally suggested by the Haney Neptunes could fit onto the site in Hammond and provided reasons as to why he felt the decision to not pursue an outdoor pool should be revisited.

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Development Agreements Committee – June 27, 2017 and July 5, 2017

701.2 Minutes of Meetings of Committees and Commissions of Council

- Active Transportation Advisory Committee – May 31, 2017
- Community Heritage Commission – May 2, 2017

702 **Reports**

702.1 **2017 Business Class Property Taxation**

Staff report dated July 11, 2017 providing information on the municipal portion of the tax rate assessed to Business Class properties across lower mainland properties.

702.2 **2017 Major Industry Class Property Taxation**

Staff report dated July 11, 2017 comparing the City of Maple Ridge's current Major Industry Class municipal tax rate in 2017 to other municipalities in the area.

703 **Correspondence**

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

From the June 13, 2017 Closed Council Meeting

- 04.01 Discussions with Lisa Beare, MLA, Maple Ridge-Pitt Meadows and Bob D'Eith, MLA, Maple Ridge-Mission - Press Release
- 04.03 Licence to Occupy Portion of Sidewalk and On-Street Parking Space - Chameleon Café – 11965 224 Street
- 04.04 Fortis BC Community Giving 2017 Nominations

From the June 27, 2017 Closed Council Meeting

- 04.03 Press Release only re: a Memorandum of Understanding with Present Occupants of the St. Anne's Lands

R/2017-292

It was moved and seconded

That Items 701.1, 701.2, 702.1, 702.2 and 704 on the "Items for Consent" agenda be received into the record.

CARRIED

Note: Item 1152 was dealt with following Item 700 Items on Consent

1152 Parks, Recreation and Cultural Facilities – Public Engagement Final Report

Staff report dated July 11, 2017 requesting direction on which Parks, Recreation and Culture Concept Bundles to proceed with and that a borrowing bylaw be prepared to include the items selected.

The General Manager of Parks, Recreation and Cultural Services introduced the topic. She highlighted the chart providing information on population growth and facility progress and referred to the consultation process carried out.

The Senior Recreation Manager gave a PowerPoint presentation providing the following information:

- Key learnings of the 2017 Community Consultation
- Criteria which can be used when considering new facilities
- Information and feedback provided by stakeholder groups on concepts

- Visuals of the projects listed in the staff report including Maple Ridge Civic Centre, Multi-Use Wellness Facility, Ice Facilities expansion at Planet Ice, 5000 Capacity Stadium and Sports Field, various Community Centres (Albion Community Center, Silver Valley Gathering Places, Hammond Community Centre Renovation, Whonnock Lake – RCKC Facility Renovation)

The General Manager of Parks, Recreation and Cultural Services stated that an example meant to demonstrate capacity, includes upgrades to the leisure centre and sports fields as has been discussed has been attached the report.

The General Manager of Corporate and Financial Services provided an explanation on how the funding model will work.

1152

R/2017-293

It was moved and seconded

That any future alternate approval process separate out questions by projects.

CARRIED

1152.1

R/2017-294

It was moved and seconded

That staff be directed to proceed with the Maple Ridge Civic and Cultural Facility, including a youth wellness facility.

DEFEATED

Councillor Bell, Councillor Masse, Councillor Robson,
Councillor Shymkiw - OPPOSED

1152.1.1

R/2017-295

It was moved and seconded

That a report be provided on the capital needs of the Youth Mental Wellness Facility and possible space available location for post-secondary.

CARRIED

1152.3
R/2017-296

It was moved and seconded

That staff be directed to proceed with the Multi-use Wellness Facility with an aquatic facility and one ice pad.

DEFEATED

Councillor Bell, Councillor Masse, Councillor Shymkiw,
Councillor Robson - OPPOSED

Councillor Robson put forward a motion to direct staff to have a conversation with Myrtha Pools on whether or not an outdoor pool can be built in a timely fashion. It was the consensus of Council that a motion directing staff to not pursue an outdoor pool had been carried.

The Manager of Legislative Services advised that a motion which has been voted on and carried cannot be brought back for reconsideration by a Council member who did not vote or did not vote on the prevailing side.

Councillor Shymkiw moved to bring the original motion pertaining to an outdoor pool back for reconsideration.

1152.3.1
R/2017-297

It was moved and seconded

That the motion carried at the July 4, 2017 Council Workshop Meeting stating "That staff do not pursue an outdoor pool" be reconsidered at the July 18, 2017 Council Workshop Meeting.

CARRIED

Mayor Read, Councillor Duncan and Councillor Speirs - OPPOSED

1152.3.2
R/2017-298

It was moved and seconded

That staff provide a report on options in achieving an indoor running track (appropriate for seniors) in Maple Ridge.

CARRIED

Mayor Read, Councillor Duncan and Councillor Speirs - OPPOSED

1152.4

Main motion

R/2017-299

It was moved and seconded

That staff be directed to proceed with the conversion of the existing curling club ice pad to an NHL size rink, and the addition of a fourth ice pad attached to the Planet Ice complex.

Amendment to the main motion

R/2017-300

It was moved and seconded

That the text “conversion of the existing curling club ice pad to an NHL size rink and” be removed from the main motion.

CARRIED

Councillor Duncan – OPPOSED

Motion as amended

R/2017-301

It was moved and seconded

That staff be directed to proceed with the addition of a fourth ice pad attached to the Planet Ice complex.

CARRIED

Councillor Duncan - OPPOSED

1152.5

Main motion

R/2017-302

It was moved and seconded

That staff be directed to proceed with a 5,000 seat Stadium and renovations to the Maple Ridge Secondary School Track.

Amendment to the motion

R/2017-303

It was moved and seconded

That the text “a 5,000 seat Stadium and” be removed.

CARRIED

Councillor Duncan - OPPOSED

Main motion as amended

R/2017-304

It was moved and seconded

That staff be directed to proceed with renovations to the Maple Ridge Secondary School Track.

CARRIED

1152.6.1

R/2017-305

It was moved and seconded

That staff be directed to proceed with the Albion Community Centre.

CARRIED

1152.6.2

R/2017-306

It was moved and seconded

That staff be directed to proceed with Silver Valley gathering places project.

CARRIED

1152.6.3

R/2017-307

It was moved and seconded

That staff be directed to proceed with the Hammond Community Centre Renovation.

CARRIED

1152.6.4

R/2017-308

It was moved and seconded

That staff be directed to proceed with the Whonnock Lake Community Centre – Ridge Canoe and Kayak Club renovation.

CARRIED

1152.7

R/2017-309

It was moved and seconded

That staff be directed to bring back a funding model to include items selected which are as follows:

- The addition of a fourth ice pad attached to the Planet Ice complex.
- Renovations to the Maple Ridge Secondary School Track.
- The Albion Community Centre.
- Silver Valley gathering places project.
- The Hammond Community Centre Renovation.
- The Whonnock Lake Community Centre – Ridge Canoe and Kayak Club renovation.

CARRIED

800 ***UNFINISHED BUSINESS***

801 **2014-003-CU, 19975, 19989, 19997 Dunn Avenue**

Maple Ridge Official Community Plan Amending Bylaw No. 7064-2014

Staff report dated June 27, 2017 recommending adoption

To provide a Temporary Use Permit to temporarily allow vehicle inventory storage on the three subject properties zoned RS-3 (One Family Rural Residential)

Adopt

R/2017-310

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2014-003-CU respecting the properties located at 19975, 19989, and 19997 Dunn Avenue.

CARRIED

900 ***CORRESPONDENCE*** – Nil

1000 ***BYLAWS***

Bylaws for Adoption

- 1001 **2017-115-RZ, 10181 247 Street**
Maple Ridge Zone Amending Bylaw No. 7321-2017
Staff report dated July 11, 2017 recommending adoption
To rezone from R-1 (Residential District) to RS-1b (One Family Urban
[Medium Density] Residential) to rectify the split-zoning that currently
applies to the subject property (this is not creating a new lot)
Adoption

R/2017-311

It was moved and seconded

That Bylaw No. 7321-2017 be adopted.

CARRIED

- 1002 **Maple Ridge and Pitt Meadows Municipal Advisory Committee on**
Accessibility and Inclusiveness Bylaw No. 7344-2017
To establish a committee to advise Council on the enhancement of
accessibility and inclusivity for present and future citizens of Maple Ridge
and Pitt Meadows
Adoption

R/2017-312

It was moved and seconded

That Bylaw No. 7344-2017 be adopted.

CARRIED

1100 ***COMMITTEE REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

- 1101 **Addendum Report, 2016-100-AL, Cell Tower, 25762 Dewdney Trunk Road**

Staff report dated July 11, 2017 recommending that Application 2016-100-AL for non-farm use in the Agricultural Land Reserve to allow for a cell phone tower be authorized to proceed to the Agricultural Land Commission.

R/2017-313

It was moved and seconded

That Application 2016-100-AL be authorized to proceed to the Agricultural Land Commission and further;

If the application is approved by the Agricultural Land Commission, that staff be directed to acknowledge satisfactory completion of the Public Notification process by Cypress Land Services on behalf of TELUS, noting that there were numerous objections to the proposed cellular communications tower for this location.

DEFEATED

Mayor Read, Councillor Bell, Councillor Duncan, Councillor Masse, Councillor Robson, Councillor Shymkiw, Councillor Speirs – OPPOSED

Note: Item 1102 was withdrawn at the request of the applicant.

1102 **2017-198-AL, 21587 128 Avenue, Application to Exclude Land from the Agricultural Land Reserve**

1103 **2017-221-RZ, 22032 119 Avenue, RS-1 to RT-2**

Staff report dated July 11, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7355-2017 to rezone from RS-1 (One Family Urban Residential) to RT-2 (Ground-Oriented Residential Infill) to support the development of a triplex residential building be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

R/2017-314

It was moved and seconded

That Bylaw No. 7355-2017 be given first reading; and

That the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879–1999.

CARRIED

1104 **Adoption of Corporate Asset Management Policy 9.13**

Staff report dated July 11, 2017 recommending that Corporate Asset Management Policy 9.13 be adopted.

R/2017-315

It was moved and seconded

That Corporate Asset Management Policy 9.13 be adopted.

CARRIED

Financial and Corporate Services (including Fire and Police)

1131 Development Cost Charges Imposition Bylaw

Staff report dated July 11, 2017 recommending that Maple Ridge Development Cost Charges Imposition Bylaw No. 7320-2017 be given first reading and that the proposed stakeholder consultation process outlined in the staff presentation dated July 4, 2017 be endorsed.

R/2017-316

It was moved and seconded

That Bylaw No. 7320-2017 be given first reading; and further

That the proposed stakeholder consultation process, as outlined in the July 4, 2017 staff presentation, be endorsed.

CARRIED

Councillor Shymkiw - OPPOSED

Community Development and Recreation Service

1151 Construction and Operating Agreements for Synthetic Fields on School District No. 42 Property

Staff report dated July 11, 2017 recommending that the construction and operating agreements templates be approved and that the Corporate Officer be authorized to execute the agreements once final terms have been completed.

R/2017-317

It was moved and seconded

That the construction and operating agreement templates dated June 27, 2017 be approved; and

That the Corporate Officer be authorized to execute the agreements once staff has completed the final terms.

CARRIED

Note: Item 1152 was dealt with following Item 700 Items on Consent

1152 **Parks, Recreation and Cultural Facilities – Public Engagement Final Report**

Administration – Nil

Other Committee Issues – Nil

1200 **STAFF REPORTS** – Nil

1300 **OTHER MATTERS DEEMED EXPEDIENT** – Nil

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

1500 **QUESTIONS FROM THE PUBLIC**

Bert Woldring

Mr. Woldring expressed his opinion on the current tent city in Maple Ridge. He referred to a press release which pertained to the tent city and asked where he could find that. He stated he also has a press release related to social services and distributed that document to Council.

John McKenzie

Mr. McKenzie asked if the City still holds a huge debt. The General Manager of Corporate and Financial Services provided clarification on the existing debt held by the City. Mr. McKenzie asked how additional projects will be managed. The General Manager of Corporate and Financial Services provided a further explanation on the management of additional projects.

Harald Mischke

Mr. Mischke expressed concern with the current number of forest fires burning in the interior to the province. He referred to the forest surrounding the City of Maple Ridge and suggested that Council should consider having a plan to fight wildfires.

1600 *ADJOURNMENT* – 10:03 p.m.

Certified Correct

N. Read, Mayor

L. Darcus, Corporate Officer

700 *ITEMS ON CONSENT*

701.1 Minutes of Meetings of Committees and Commissions of Council

City of Maple Ridge
ENVIRONMENTAL ADVISORY COMMITTEE
MEETING MINUTES

The Minutes of the Regular Meeting of the Environmental Advisory Committee, held in the Council Chambers, at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Wednesday, June 14, 2017 at 7:00 pm

COMMITTEE MEMBERS PRESENT

VOTING MEMBERS

Betty von Hardenberg	TAPS Rep
David Neufeld	Environmental Professional
Dennis Kinsey, Vice-Chair	Member at Large
Gerry Pinel	CEED Centre Rep
Janice Jarvis	Environmental Professional
Jackie Campbell	KEEPS Rep – Alternate
Kim Day	Ridge Meadows Recycling Society - Alternate
Klaus von Hardenberg	TAPS Rep – Alternate
Leanne Koehn, Chair	Ridge Meadows Recycling Society
Terryl Plotnikoff	Member at Large

GUESTS

Alexandra Tudose	Manager, Energy & Environmental Sustainability SD 42 SD 42 Energy & Environmental Sustainability Program Presentation
Mike Pym	Planner, City of Maple Ridge Soil Deposit Bylaw Update Presentation

STAFF MEMBERS PRESENT

Rodney Stott	Staff Liaison / Environmental Planner
Sunny Schiller	Committee Clerk

REGRETS/ABSENTS

VOTING MEMBERS

Councillor Masse	Council Liaison
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NON-VOTING MEMBERS

Ashley Doyle	Kwantlen First Nation
MP Dan Ruimy	Member of Parliament
Pam McCotter	Katzie First Nation

1. CALL TO ORDER AND INTRODUCTIONS

There being a quorum present, the Chair called the meeting to order at 7:04 pm and introductions were made.

2. AGENDA ADOPTION

R17-008

It was moved and seconded

That the agenda dated June 14, 2017 be adopted.

CARRIED

3. MINUTE APPROVAL

R17-009

It was moved and seconded

That the minutes dated March 15, 2017 be corrected to attribute the Roundtable comment regarding "A Plastic Ocean" to Dennis Kinsey and be approved as corrected.

CARRIED

4. DELEGATIONS

4.1 Alexandra Tudose, Manager, Energy & Environmental Sustainability, SD 42

Alexandra Tudose explained her role as the Manager of Energy & Environmental Sustainability for School District 42. The role was created a few years ago to support the reduction of energy related costs and carbon emissions for the district. Ms. Tudose shared details of some projects she is working on including student engagement and an organics pilot program in schools. Areas for cooperation between EAC and the SD 42 Manager of Energy & Environmental Sustainability were discussed.

4.2 Mike Pym, Planner, Development and Environmental Services – Soil Deposit Bylaw Presentation

Planner Mike Pym provided information on the public consultation carried out during fall 2016 and spring 2017 and shared details of the draft proposed bylaw.

5. NEW & UNFINISHED BUSINESS

5.1 Report to Council - EMS Strategies Implementation Recommendations - Update

The Staff Liaison reported on the status of the report to Council on the short term priorities. A draft will be shared with EAC soon for review and feedback. Details of plans to present the report to Council were shared.

5.2 BCIT Tree / Forest Asset Inventory Project

The Staff Liaison shared information on a project between the City and BCIT to carry out a natural asset inventory. A grant has been obtained to carry out a tree inventory in Maple Ridge. The benefits of this inventory were explained.

6. CORRESPONDENCE

6.1 Invitation to participate in GETIFest 2017 – Gerry Pinel, CEED Centre Rep

Gerry Pinel shared plans for GETIFest 2017 and invited the EAC to formally participate. This year's theme is "Sustainable Community".

7. ROUNDTABLE

David Neufeld – enjoyed the presentations and is glad to see the Soil Deposit Bylaw getting updated.

Terryl Plotnikoff – happy to see increased financial penalties proposed for violations of the soil deposit bylaw. Reported on a school fundraising project.

Jackie Campbell – happy to get caught up on the work of the group and enjoyed the speakers.

Janice Jarvis – happy to see the work done on the Soil Deposit bylaw (and the tree bylaw).

Betty von Hardenberg – provided an update on the Tantalus Medical Marijuana facility and impacts being felt by the neighbourhood.

Klaus von Hardenberg – shared experiences with soil deposits in his neighbourhood.

Dennis Kinsey - would like to see more information sharing regarding fines issued for municipal environmental violations.

Rodney Stott – shared his experiences with positive changes over the last ten years in terms of the development of municipal bylaws.

Leanne Koehn – summer tours for the public coming up at the Recycling Depot. Recycling Depot summer students will be surveying apartment residents and taking up the Plastic Free July challenge. Ms. Koehn shared that plans are already underway for next years Earth Day. The theme of Earth Day 2018 is “DIY”. “Repair Cafes” are being planned as lead up activities.

Note: Dennis Kinsey left 9:08 pm.

Gerry Pinel is working with an organization out of Vancouver to explore the idea of developing a tiny home community in Maple Ridge. A presentation on the topic will be made to Council on June 27, 2017.

8. QUESTION PERIOD - Nil

9. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 9:13 pm.


Chair

/ss



City of Maple Ridge

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** July 25, 2017
FROM: Chief Administrative Officer **MEETING:** Council
SUBJECT: Disbursements for the month ended June 30, 2017

EXECUTIVE SUMMARY:

The disbursements summary for the past period is attached for information. All voucher payments are approved by the Mayor or Acting Mayor and a Finance Manager. Council authorizes the disbursements listing through Council resolution. Expenditure details are available by request through the Finance Department.

RECOMMENDATION:

That the disbursements as listed below for the month ended June 30, 2017 be received for information only.

GENERAL	\$ 11,954,352
PAYROLL	\$ 1,760,443
PURCHASE CARD	\$ <u>89,805</u>
	\$ <u>13,804,600</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.

b) Community Communications:

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

• B & B Contracting – 128 Ave road & drainage improvements	\$	436,497
• City of Pitt Meadows – 2016 cost share	\$	219,084
• Fraser Valley Regional Library – 2 nd quarter member assessment	\$	679,690
• G.V. Water District – water consumption Mar 1 – 28/17	\$	429,834
• G.V. Water District – water consumption Mar 29 – May 2/17	\$	568,098
• PW Trenchless Construction – sanitary sewer replacement	\$	635,706
• RCMP – Receiver General – RCMP contract Jan 1 – Mar 31/17	\$	3,783,318
• Ridge Meadows Recycling Society – monthly contract for recycling	\$	203,709
• Timbro Contracting – Silver Valley reservoir – Rock Ridge reservoir	\$	191,106

d) Policy Implications:

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

The disbursements for the month ended June 30, 2017 have been reviewed and are in order.

Original signed by G'Ann Rygg

Prepared by: **G'Ann Rygg**
Accounting Clerk II

Original signed by Trevor Thompson

Approved by: **Trevor Thompson, BBA, CPA, CGA**
Manager of Financial Planning

Original signed by Paul Gill

Approved by: **Paul Gill, BBA, CPA, CGA**
GM – Corporate & Financial Services

Original signed by Frank Quinn, Acting CAO

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

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - JUNE 2017

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>	
0946235 BC Ltd	Roadside mowing		39,533
B & B Contracting Ltd	128 Avenue road & drainage improvements (216 St to 224 St)		436,497
BC Hydro	Electricity		145,781
BC SPCA	Contract payment - Jun		29,190
BDO Canada LLP	2016 financial statement audit		30,167
Boileau Electric & Pole Ltd	Maintenance: Antenna pole repairs	179	
	Banners	1,275	
	Conduit repairs	1,086	
	Fairgrounds	256	
	Hammond Community Centre	551	
	Hammond Park	289	
	Memorial Park	535	
	Operations	464	
	Repairs due to MVA	2,059	
	Street lights	1,139	
	Telosky Park	432	
	Telosky Tennis Courts	1,234	
	Traffic signals	208	
	Randy Herman Building renovations	5,355	
	Street light pole replacement	4,781	
	Traffic intersection inspections & repairs	9,078	28,921
CUPE Local 622	Dues - pay periods 17/12 & 17/13		39,823
Chevron Canada Ltd	Gasoline & diesel fuel		80,938
City Of Pitt Meadows	Community Police cost share 2016	1,671	
	ESS response	76	
	Field revenue quarter 1 2017	1,600	
	Park & Recreation cost share 2016	121,212	
	RCMP cost share 2016	96,201	220,760
Cobing Building Solutions	Electrical/Mechanical Maintenance:		
	City Hall	5,739	
	Davidson Pool	110	
	Firehalls	6,536	
	Leisure Centre	10,192	
	Library	1,259	
	Maple Ridge Museum	261	
	Operations	2,120	
	Randy Herman Building	179	
	RCMP	8,124	
	Rental house	173	
	Thornhill Hall	592	
	Whonnock Lake Community Centre	1,058	36,343
Corix Water Products	Waterworks supplies		16,263
Downtown Maple Ridge Business	Balance of BIA funding		131,800
First Call Hydrovacing Inc	Safe excavation service around utility work sites		16,506
Fitness Edge	Contracted service provider - fitness classes & programs		25,380
Fleet Services Installation	Convert standard truck to emergency response vehicle		18,957
Fort Fabrication & Welding Ltd	Recycle trucks body addition & changes		17,446
Fraser Valley Regional Library	2nd quarter member assessment		679,690
Frazer Excavation Ltd	Roadworks material hauling		15,012
Fred Surridge Ltd	Waterworks supplies		35,689
Golden Ears Alarm Systems	Security monitoring & repairs	1,458	
	Security system upgrade for Operations storage area	18,832	20,290
Golden Ears Winter Club	Rental revenue & summer operation agreement - Apr & May		28,973

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
Gotraffic Management Inc	Traffic control		51,490
Greater Vanc Water District	Water consumption Mar 1 - 28/17	429,384	
	Water consumption Mar 29 - May 2/17	568,098	
	Barnston pump station	25,748	1,023,230
Guillevin International Inc	Firefighter equipment	5,633	
	Firefighter protective wear	6,240	
	Operations electrical supplies	5,277	
	Works yard inventory	845	17,995
Hallmark Facility Services Inc	Janitorial services & supplies:		
	City Hall	5,333	
	Firehalls	4,643	
	Library	8,307	
	Operations	4,151	
	Randy Herman Building	4,861	
	RCMP	4,151	
	Whonnock Lake Community Centre	788	32,234
Honeymoon Bay Holdings Ltd	Tax refund for payment made in error		25,000
Hongs Nursery	Moss hanging baskets		16,162
Horizon Landscape Contractors	Grass cutting - Apr	10,589	
	Waste bag collection - Feb, Mar & Apr	10,805	
	Weeding - Hampstead	975	22,369
Image Painting & Restoration	Painting & restoration services:		
	Fairgrounds	1,890	
	Hammond Pool	6,930	
	Leisure Centre	977	
	Memorial Gardens	1,785	
	Randy Herman Building	7,140	
	Whonnock Lake Community Centre	5,670	24,392
Industra Construction Corp	McNutt Road reservoir expansion		112,795
Infinite Roadmarking Ltd	Pavement marking program		68,428
Interprovincial Traffic Serv	Traffic Intersection UPS batteries & reflective sheeting		19,096
Jent Construction Ltd.	Security refund		23,000
Karton, Michael	Security refund		15,000
Lafarge Canada Inc	Roadworks material		37,443
MacLean Homes (Edge) Ltd.	Security refund		81,988
Manulife Financial	Employer/employee remittance		295,759
Maple Ridge & PM Arts Council	Arts Centre contract payment	54,167	
	Program revenue May	26,486	
	Theatre rental	45	80,698
McElhanney Consulting Services	232nd Street Sidewalk - 132 Ave to Silver Valley Road		15,927
Meadowridge School Society	Security refund		68,300
Medical Services Plan	Employee medical & health premiums		83,400
Morningstar Homes Ltd	Security refund		18,000
Municipal Pension Plan BC	Employer/employee remittance		462,677
Open Storage Solutions Inc	Maintenance contract	16,797	
	Backup tapes	2,206	19,003
Pacific Flow Control Ltd	McNutt Road reservoir expansion	19,608	
	Waterworks supplies	10,083	29,691
Pacific Surrey Construction	Curbside chipping program		22,154
Paul Bunyan Tree Services	Tree maintenance & damaged tree removal		24,764
Plan Group Inc	Network cabling at Randy Herman Building		18,296
PW Trenchless Construction Inc	Sanitary sewer replacement on River Road (Kanaka Creek - McKay Ave)		635,706
RCMP -Receiver General For Cda	RCMP contract Jan 1 - Mar 31/17	3,783,318	
	Fingerprint searches	800	3,784,118
Receiver General For Canada	Employer/Employee remittance PP17/11 & PP17/12		778,902
RG Arenas (Maple Ridge) Ltd	Ice rental Apr & May	103,560	
	Curling rink operating expenses Apr & May	4,456	108,016

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>		<u>AMOUNT</u>
Ricoh Canada Inc	Laserfiche renewal	85,940	
	Permit scanning	<u>5,775</u>	91,715
Ridge Meadows Recycling Society	Monthly contract for recycling	203,709	
	Weekly recycling	292	
	Litter pickup contract	990	
	Recycling station pickup	330	
	Curbside chipping program	1,660	
	Toilet rebate program	<u>325</u>	207,306
Rogers	Cellular devices May & Jun		21,164
Sanscorp Products Ltd	Roadworks material		18,947
Stewart McDannold Stuart	Professional fees		45,477
Summit Hill Developments Ltd	Security refund		18,000
Timbro Contracting	Silver Valley reservoir - Rock Ridge reservoir - tank 2		191,106
Urban Lumberjack Tree Services	Curbside chipping program		21,919
Warrington PCI Management	Advance for Tower common costs plus expenses		114,522
Workers Compensation Board BC	2nd quarter remittance		<u>131,966</u>
Disbursements In Excess \$15,000			10,972,113
Disbursements Under \$15,000			<u>982,239</u>
Total Payee Disbursements			11,954,352
Payroll	PP17/12 & PP17/13		1,760,443
Purchase Cards - Payment			<u>89,805</u>
Total Disbursements June 2017			<u><u>13,804,600</u></u>

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2017 Council Expenses

MEETING DATE: July 25, 2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY

In keeping with Council's commitment to transparency in local government, the attached Schedule lists Council expenses to the end of June 2017. The expenses included on the schedule are those required to be reported in the annual Statement of Financial Information and are available on our website.

RECOMMENDATION:

Receive for information

Discussion

The expenses included in the attached schedule are those reported in the annual Statement of Financial Information (SOFI), including those incurred under Policy 3.07 "Council Training, Conferences and Association Building". The budget for Council includes the provision noted in Policy 3.07 as well as a separate budget for cell phone and iPad usage. The amounts on the attached Schedule are those recorded prior to the preparation of this report and are subject to change.

"original signed by Paula Melvin"

Prepared by: Paula Melvin
Executive Assistant, Corporate Administration

"original signed by Paul Gill"

Approved by: Paul Gill, CPA, CGA
GM, Corporate and Financial Services

"original signed by Ted Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Bell, Corisa						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	Portable electronic device charges (e.g. Ipad)				4.28	
March	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May	Portable electronic device charges (e.g. Ipad)				17.12	
June						
July						
August						
September						
October						
November						
December						
		-	-	-	34.24	34.24
Duncan, Kiersten						
January	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
February	Cell phone charges				42.80	
	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Cell phone charges				43.10	
	Portable electronic device charges (e.g. Ipad)				4.28	
	High Ground Conference	528.48				
April	Cell phone charges				114.67	
	Portable electronic device charges (e.g. Ipad)				8.56	
May	Lower Mainland Local Government Association (LMLGA) Conference	939.30				
	Cell phone charges				42.96	
	Portable electronic device charges (e.g. Ipad)				34.24	
June	Cell phone charges				43.10	
	Federation of Canadian Municipalities (FCM) Conference	1,138.99				
July						
August						
September						
October						
November						
December						
		2,606.77	110.00	-	385.07	3,101.84

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Masse, Bob						
January						
February						
March	Ridge Meadows Chamber Business Excellence Awards		125.00			
April						
May	Maple Ridge Community Foundation Citizen of the Year Award		125.00			
June						
July						
August						
September						
October						
November						
December						
		-	250.00	-	-	250.00
Read, Nicole						
January	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				17.12	
February	Cell phone charges				42.80	
	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				17.12	
March	Cell phone charges				44.97	
	Ridge Meadows Chamber Business Excellence Awards		125.00			
	Portable electronic device charges (e.g. Ipad)				17.12	
April	Cell phone charges				48.83	
	Portable electronic device charges (e.g. Ipad)				8.56	
May	Cell phone charges				43.85	
	Portable electronic device charges (e.g. Ipad)				17.12	
June	Cell phone charges				52.31	
July						
August						
September						
October	National Conference on Ending Homelessness	1,149.25				
November						
December						
		1,149.25	235.00	-	352.60	1,736.85

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Robson, Gordy						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Ridge Meadows Chamber Business Excellence Awards		125.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May	Lower Mainland Local Government Association (LMLGA) Conference	908.70				
	Maple Ridge Community Foundation Citizen of the Year Award		125.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
June						
July						
August						
September						
October						
November						
December						
		908.70	360.00	-	21.40	1,290.10
Shymkiw, Tyler						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				17.12	
March	Attendance at meetings - parking			9.52		
	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May	Maple Ridge Community Foundation Citizen of the Year Award		125.00			
	Portable electronic device charges (e.g. Ipad)				34.24	
June						
July						
August						
September						
October						
November						
December						
		-	235.00	9.52	64.20	308.72

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Speirs, Craig						
January	Cell phone charges				42.96	
	Portable electronic device charges (e.g. Ipad)				8.56	
February	Cell phone charges				48.29	
	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				8.56	
March	Cell phone charges				42.80	
	Ridge Meadows Chamber Business Excellence Awards		125.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
	High Ground Conference	240.31				
April	Cell phone charges				41.87	
	Haney Farmers Market Fundraiser		35.00			
	Ridge Meadows Multi Cultural Society Inaugural Gala		50.00			
	Portable electronic device charges (e.g. Ipad)				34.24	
May	Maple Ridge Community Foundation Citizen of the Year Award		125.00			
	Cell phone charges				42.80	
	Lower Mainland Local Government Association (LMLGA) Conference	975.73				
	Portable electronic device charges (e.g. Ipad)				51.36	
June	Cell phone charges				51.41	
	Federation of Canadian Municipalities (FCM) Conference	1,058.40				
July						
August						
September						
October						
November						
December						
		2,274.44	445.00	-	377.13	3,096.57
TOTALS		6,939.16	1,635.00	9.52	1,234.64	9,818.32

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Maple Ridge-Pitt Meadows Arts Council – Bylaw Amendment Update

MEETING DATE: July 25, 2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

The Maple Ridge and Pitt Meadows Arts Council Board of Directors is preparing to propose a change to their society's bylaws to update language and make minor amendments. Under the Operating Agreement with the City, Schedule F, Section 9, the Arts Council is obligated to provide advance notice of any constitution or bylaw changes before it goes to their membership. In order to comply with this requirement they have asked that staff share the proposed changes with Council. Staff have reviewed the proposed changes and found that they are consistent with City's terms and conditions in the operating agreement.

RECOMMENDATION:

No resolution required.

DISCUSSION:

a) Background Context:

The Maple Ridge and Pitt Meadows Arts Council Society operates the ACT Arts Centre under lease and operating agreements with the City. The Arts Council board has reviewed their bylaws and have found a few minor amendments and an update to one clause to simplify the language. The current clauses and proposed amendments are attached in detail and summarized as follows:

Article 4 Clarification made in this clause that it is the current President who remains on the board for a one year period as Past President at the end of his/her term.

Article 7f A minor grammatical change was made in this sentence.

Article 17 Simplification of language around liaisons to reflect the Society's intention to add other community group representatives as they deem appropriate from time to time and to generalize the municipal liaisons to accommodate changes in civic structures and support. The Operating Agreement will provide specific details instead of the Society's bylaws and constitution.

All of these amendments meet the City's requirements in that they provide clarity and efficiencies. Schedule F, section 9 of the operating agreement between the Society and City states:

That any changes to the Constitution or Bylaws of the Society be provided to the City in advance of such changes being brought forward to the membership for consideration and adoption.

b) Desired Outcome:

To ensure that Council is kept informed regarding any constitution and/or bylaw changes, and that the proposed changes meet the terms and conditions set out in the Operating Agreement with the Society.

c) Strategic Alignment:

To support independence by citizens and community groups in the delivery of parks, recreation and cultural services.

CONCLUSIONS:

The Maple Ridge and Pitt Meadows Arts Council will make some changes to their bylaws to clarify, simplify and amend some of the clauses. A revised copy of their Society's Constitution and Bylaws will be filed with the City once the changes are approved at their upcoming Annual General Meeting.

"Original signed by Yvonne Chui"

Prepared by: Yvonne Chui, Recreation Manager Arts & Community Services

"Original signed by Danielle Pope" for

Reviewed by: Wendy McCormick, Director Recreation & Community Services

"Original signed by Kelly Swift"

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

"Original signed by Frank Quinn" for

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

:yc

Attachment – Arts Council Proposed Bylaw Changes 2017

**‘SOCIETIES ACT’ CONSTITUTION AND BY-LAWS
OF
MAPLE RIDGE PITT MEADOWS ARTS COUNCIL**
(Article 1 = name of Society)

ARTICLE 2 - PURPOSES

The purpose of this Society shall be to increase and broaden the opportunities for citizens to enjoy and to participate in cultural activities, and shall include the following activities:

1. To provide for the coordination and provision of visual, literary and performing arts opportunities for the benefit of residents of the region.
2. To stimulate and encourage the development of cultural projects and activities.
3. To render service to all participating groups.
4. To act as a clearinghouse for information on cultural projects and activities.
5. To foster interest and pride in the cultural heritage of this community.
6. To enlist public interest and promote public understanding of cultural groups to the community.
7. To bring to the attention of civic, provincial and federal authorities the cultural needs of this community.
8. To provide scholarships to students pursuing education in the arts to students in the School District 42 catchment area.

MAPLE RIDGE PITT MEADOWS ARTS COUNCIL

SCHEDULE A BYLAWS

ARTICLE 1 – MEMBERSHIP

- a) A person, group or business subscribing to the objects of the Society and engaged in or interested in cultural activities may apply to the directors for membership in the Society and on acceptance by the directors and on payment of the annual dues set forth, shall be a member. Renewals of memberships which are continuing, without a break in membership of more than one year, shall not require acceptance of the directors.
- b) All members are in good standing except a member who has failed to pay the current annual membership fees or any other subscription or debt due and owing by the member to the Society and the member is not in good standing so long as the debt remains unpaid.
- c) A person, group or business shall cease to be a member of the Society:
 - i) by delivering their resignation in writing to the secretary of the Society or by mailing or delivering it to the address of the Society, or
 - ii) on their death or in the case of a group, business, society or corporation on dissolution, or
 - iii) by being expelled, or
 - iv) by failing to pay the annual membership fees
- d) A member may be expelled by a special resolution of the members passed at a general meeting or by a majority vote of the Board of Directors.
- e) Every member shall uphold the constitution and comply with these by-laws.
- f) After being admitted, a member is entitled to a copy of the constitution and bylaws upon paying the sum not exceeding \$1.00.

ARTICLE 2 – FEES

Annual fees for all classes of membership in the Maple Ridge Pitt Meadows Arts Council shall be determined from time to time by the Board of Directors.

ARTICLE 3 – FISCAL YEAR

The Fiscal Year of the Maple Ridge Pitt Meadows Arts Council shall end on the 30th day of June each year.

ARTICLE 4 – OFFICERS AND DIRECTORS

There shall be a maximum of twelve elected Directors of the Society. In the event that the **Past** President is at the end of their elected term, they may remain on the board in the position of Past President for a one year period. The maximum term served by any Director of the Society shall be six consecutive years. The Executive Committee of the Society shall be: Past President, President, Vice-president, Secretary and Treasurer.

ARTICLE 5 – ELECTION OF OFFICERS AND DIRECTORS

- a) A nominating Committee comprised of a minimum of three members of the society, the Chair of which shall be a member of the Board of Directors, shall be appointed by the Board a minimum of one hundred and twenty days prior to each Annual General Meeting and such Nominating Committee shall present the nominations for Directors to the membership for election at the Annual General Meeting. The Nominating Committee may submit a report of recommendations of Directors to be elected.
- b) The Nomination Committee shall issue a call for nominations from the members a minimum of 60 days prior to the Annual General Meeting. Nominations must be presented to the Nominating Committee 45 days in advance of the Annual General Meeting. Nominations must be made in writing on the form designated for this purpose which shall be signed by the nominee indicating the nominee's acceptance and eligibility for the position of director. No nominations shall be accepted from the floor at the Annual General Meeting.
- c) No salaried employee, nor any member of the family of such employee of the Society shall be eligible to election as Director for the duration of such employee's employment with the Society, nor for a period of two years thereafter, nor shall any member of the family of a Director become eligible to be elected a Director during the term of office of such Director.
- d) For the purposes of the foregoing, "family member" shall be defined as: father, mother, siblings, children, husband, wife, common law partner, same sex partner, grandparents, grandchildren, stepparents, stepchildren, stepbrothers or sisters or step grandparents or step grandchildren.
- e) Subject to the foregoing, the Directors of the Society shall be elected from and by the membership of the Society at the Annual General Meeting. The Directors of the Society shall each be elected for a three-year term. The three-year terms shall be staggered so that each year four directors are elected. At each succeeding Annual General Meeting, four directors shall be elected for a three-year term. Whenever a Director's position has been vacated midterm it will be specified upon election of a new Director what length of term is being filled.
- f) The Directors shall elect the Executive Committee each year immediately following the Annual General Meeting by a majority vote.

ARTICLE 6 – REPLACEMENT AND REMOVAL OF OFFICERS

- a) Vacancies in offices and directorships may be appointed by the Directors as they occur and as the Directors' Committee shall deem fit until the next Annual General Meeting at which time the appointee will stand for election for the remainder of the term. The length of time of the appointment will not count towards the six consecutive term limit.
- b) The Society may by extraordinary resolution remove any officer or director before the expiration of his period of office and may by ordinary resolution appoint another member of the Society in his place. The extraordinary resolution shall be a resolution passed by a majority of not less than three-fourths of the members present at a General Meeting of the Society of which not less than fourteen days written notice has been given, stating the resolution to be presented.

ARTICLE 7 – DUTIES OF OFFICERS AND DIRECTORS

- a) The duties of the officers and directors of the Society shall be such as are ordinarily performed and discharged by the respective officers and directors.
- b) The Board of Directors shall be responsible for carrying on the business and activities of the Society.

- c) The President is the Chair and shall preside over all meetings of the Society and of the Directors unless the members or directors decide otherwise.
- d) The Vice President shall carry out the duties of the President during his/her absence
- e) The Board, in conjunction with the Executive Director and staff will have the responsibility to develop and maintain a strategic plan for the Society which must be available to the membership.
- f) The Board may ~~be~~ **by** resolution create committees for the purposes of conducting Society business. Such committees are to be chaired by a member of the Board but the membership may include members of the Society and other individuals as required. Committees shall operate in a manner consistent with that of the Board and meeting minutes shall be available to all of the Board for their information.

ARTICLE 8 – STAFF

- a) The Board of Directors will approve the hiring of the Executive Director and the Executive Director will be responsible for the hiring of additional staff.
- b) The Board of Directors will approve the remuneration budget established for employees.
- c) Staff who become members of the society will have non-voting status.

ARTICLE 9– MEETINGS

- a) The Annual General Meeting of the Society shall be held within 120 days from the fiscal year end, upon a date and at a time set by the Directors.
- b) Special General Meetings may be called by the Board of Directors at any time.
- c) At least fourteen days written notice of all Annual and General Meetings of the Council shall be given the members, specifying the time and place of such meeting.
- d) At all General Meetings of the Society each individual member in good standing who is personally present, shall be entitled to one vote; and a delegated representative if personally present, of each Organization Member in good standing shall be entitled to one vote. A member in good standing is one who has paid their membership dues and been ratified by the Board.
- e) No business shall be transacted at any Annual or Special General Meeting unless a quorum consisting of 15 (fifteen) or one-third of the membership, whichever is less, in good standing shall be present.
- f) Meetings of the Board of Directors and of the Executive Committee shall be held on an agreed to schedule by the Board and from time to time at the call of the President.
- g) At least seven days notice shall be given of all meetings of the Board of Directors.
- h) No business shall be transacted at any meeting of the Board of Directors unless a quorum consisting of 50% of the members entitled to vote, shall be present.
- i) For purposes of conducting official business at any board meeting a Quorum shall consist of 50% of the Board members entitled to vote. Failing a quorum, ratification of any business will await the next meeting of the Board at which there is a quorum or be ratified through an e-mail circulation to all

members of the Board. E-mail ratifications shall allow a minimum of 48 hours for responses and the timelines must be specified in initial e-mail.

- j) A resolution in writing signed by all Directors or individual response by e-mail, and placed with the minutes of the Directors meetings is as valid and effective as if regularly passed at a meeting of Directors.
- k) If 10% of the members of the society in good standing request the calling of a Special General Meeting in writing, specifying therein the object for which such a meeting is called, the Board of Directors must call said meeting forthwith.
- l) If 5% of the members in good standing request in writing that a matter specified in their request be added to the agenda of the Annual General Meeting then the Board of Directors shall ensure the matter is added to the agenda of the Annual General Meeting
- m) Discussions at Board meetings shall be confidential within the Directors and the official spokesperson(s) for the Board is the President and the Executive Director or a delegate appointed by the Board.
- n) Accidental omission to give notice to, or the non-receipt of notice by, any of the members entitled to receive notice, does not invalidate proceedings at the meeting.

ARTICLE 10– MINUTES OF MEETINGS

Preparation and custody of minutes of proceedings of General Meetings of the Society, meetings of the Board of Directors, preparation and custody of other books, records and accounts, shall be the responsibility of the Secretary or Treasurer.

ARTICLE 11- REVENUE AND EXPENDITURE

- a) All funds raised by donations, raffles, lotteries, admission charges, and the sale of goods and services, or otherwise, by the Society or by any of its sections or committees, acting as such, shall be considered general funds of the Society, and subject to the accounting procedures approved by the Board of Directors.
- b) All funds expended by the Society or by any of its sections or committees acting as such, shall be considered general expenditures of the society, and be subjected to the approval of the Board of Directors and to the accounting procedures approved by the Board.
- c) Board members are Volunteers and as such are entitled to reasonable out of pocket expenses while conducting board business but are not entitled to any further compensation.

ARTICLE 12 - BORROWING OF MONEY

The Board of Directors may, upon a three-fourths majority vote, raise or borrow any sum or sums of money for the purpose of the Society either at one time, or from time to time, and at such rate of interest, and in such manner and form, and upon such security as shall be specified in such resolution; and for this purpose may mortgage, pledge, hypothecate and charge all or any part of the property of the Society now held or hereafter to be acquired; provided however that in no case shall debentures be issued by the Society without the sanction of an extraordinary resolution of the Society.

ARTICLE 13 – AUDITORS

The accounts of the Society shall as soon as practicable after the end of each fiscal year, be examined by an independent accountant, as appointed by the Board of Directors, and that accountant will prepare an annual financial statement in the form of an audited financial Report.

ARTICLE 14– INSPECTION

All books, accounts and records of the Society shall be open for inspection by the officers and directors at all reasonable times and for inspection by members of the Society in good standing upon application to the Board of Directors at such times and places as the Board of Directors shall deem fit.

ARTICLE 15 – AMENDMENTS

This Constitution may be added to, altered or amended by a two-thirds majority of the members present at any annual or General Meeting of the Society, provided that notice of such addition, alteration or amendment shall have been mailed to the members, in writing, at least twenty eight days prior to such a meeting.

ARTICLE 16 – SEAL

The Seal of the Society will be kept at the records office of the Society and shall be affixed when necessary in the presence of any two members of the Board of Directors.

ARTICLE 17 – MUNICIPAL LIASONS

There shall be one Municipal Council representative and one staff representative from each of the City of Maple Ridge and the City of Pitt Meadows as well as one Trustee representative from the Board of Education of School District 42 and one staff liaison from each of the City of Maple Ridge and the City of Pitt Meadows Parks and Leisure Services Commissions appointed as liaisons to the Board of Directors. Additional liaisons from other organizations may be appointed from time to time as deemed appropriate by the Board of Directors. All liaisons shall be non-voting members of the Board and shall not attend in camera meetings of the Board.

Liaisons from community and civic organizations are received from time to time as deemed appropriate by the Board of Directors and/or as outlined in agreements. All liaisons shall be non-voting members of the Board and shall not attend in camera meetings of the Board.

ARTICLE 18 – DISSOLUTION

That upon winding up or dissolution of the Society, the assets which remain after payment of all costs, charges and expenses which are properly incurred in the winding up shall be distributed to such, charitable arts organization or organizations registered under the provisions of the *Income Tax Act* (Canada) as may be determined by the members of the Society at the time of winding up or dissolution. This provision shall be unalterable.

1000 Bylaws

CITY OF MAPLE RIDGE

BYLAW NO. 7261-2016

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7261-2016."
2. That parcel or tract of land and premises known and described as:

Lot 4 Section 20 Township 12 New Westminster District Plan 13667

and outlined in heavy black line on Map No. 1684 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-3 (Special Amenity Residential District).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 26th day of July, 2016.

READ a second time the 13th day of June, 2017

PUBLIC HEARING held the 18th day of July, 2017

READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

SCALE 1:2,000

CITY OF MAPLE RIDGE

BYLAW NO. 7273-2016

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7273-2016."

2. That parcel or tract of land and premises known and described as:

Lot "A" District Lot 279 Group 1 New Westminster District Plan 114

and outlined in heavy black line on Map No. 1691 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-1 (Residential District).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 6th day of September, 2016.

READ a second time the 27th day of June, 2017.

PUBLIC HEARING held the 18th day of July, 2017

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

**CITY OF MAPLE RIDGE
BYLAW NO. 7342-2017**

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

WHEREAS Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed expedient to amend Schedule "B" to the Official Community Plan;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7342-2017."
2. Schedule "B" is hereby amended for that parcel or tract of land and premises known and described as:

Lot 2 District Lot 401 Group 1 New Westminster District Plan EPP65496
Lot 4 District Lot 401 Group 1 New Westminster District Plan EPP65496

and outlined in heavy black line on Map No. 948, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

3. Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

READ a first time the 13th day of June, 2017.

READ a second time the 13th day of June, 2017.

PUBLIC HEARING held the 18th day of July, 2017

READ a third time the day of , 20

ADOPTED the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER

CITY OF MAPLE RIDGE

BYLAW NO. 7262-2016

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7262-2016."
2. Those parcel (s) or tract (s) of land and premises known and described as:

Lot 13 Parcel "D" District Lot 401 Group 1 New Westminster District Plan 7997
Lot 14 District Lot 401 Group 1 New Westminster District Plan 7997
Lot 15 District Lot 401 Group 1 New Westminster District Plan 7997
Lot 16 District Lot 401 Group 1 New Westminster District Plan 7997
Lot 15 District Lot 401 Group 1 New Westminster District Plan 9190
Lot 16 District Lot 401 Group 1 New Westminster District Plan 9190
Lot 17 District Lot 401 Group 1 New Westminster District Plan 9190
Lot 18 District Lot 401 Group 1 New Westminster District Plan 9190
Lot 19 District Lot 401 Group 1 New Westminster District Plan 9190

and outlined in heavy black line on Map No. 1685 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to C-3 (Town Centre Commercial).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 26th day of July, 2016.

READ a second time the 13th day of June, 2017

PUBLIC HEARING held the 18th day of July, 2017

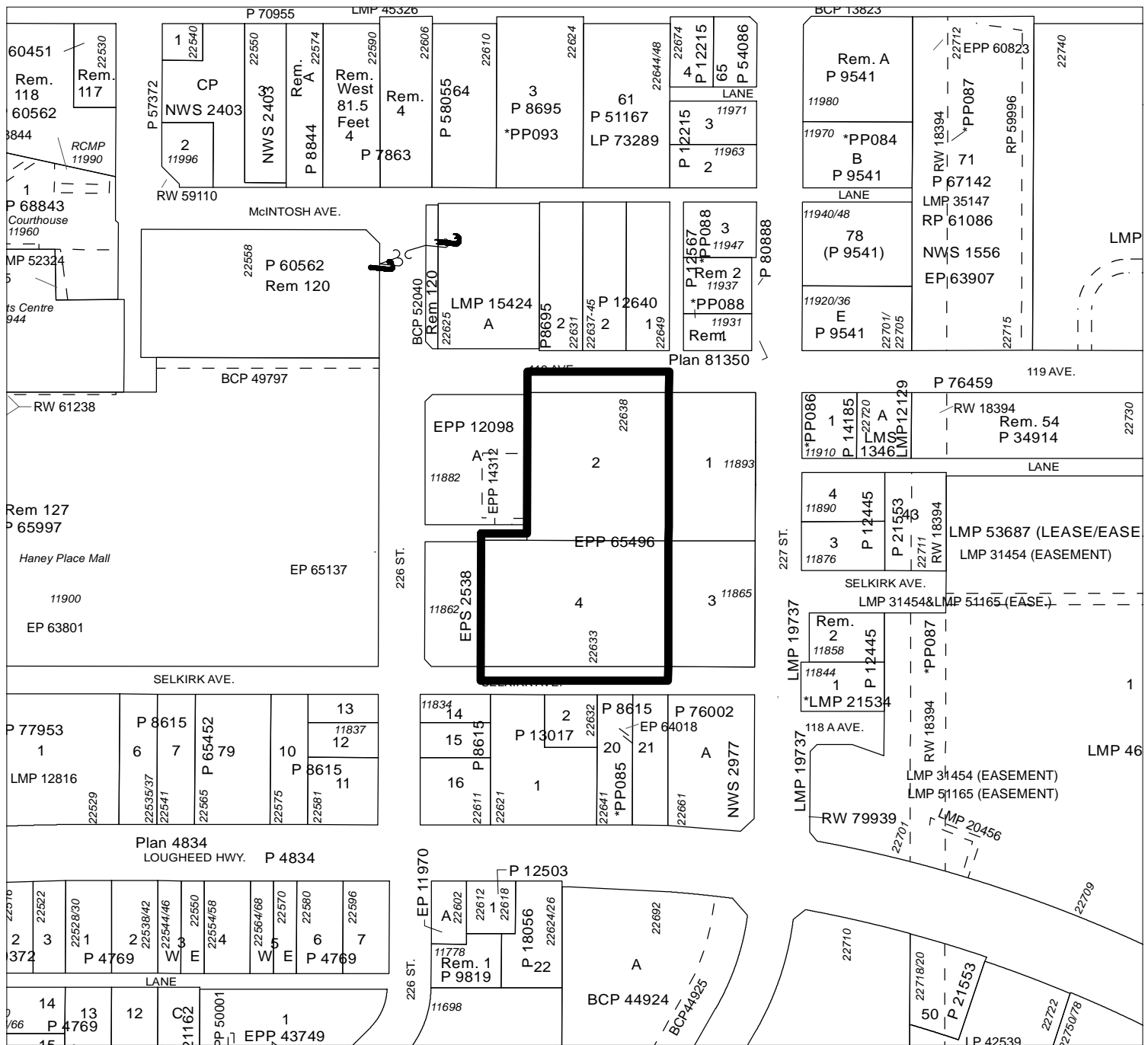
READ a third time the day of , 20

APPROVED by the Ministry of Transportation and Infrastructure this day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER **1003.2**



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7262-2016

Map No. 1685

From: RS-1 (One Family Urban Residential)

To: C-3 (Town Centre Commercial)



SCALE 1:2,500

CITY OF MAPLE RIDGE

BYLAW NO. 7125-2014

**A Bylaw to amend Map "A" forming part
of Zoning Bylaw No. 3510 - 1985 as amended**

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7125-2014."

2. That parcel or tract of land and premises known and described as:

Lot A Except: Part subdivided by Plan LMP1144 Section 16 Township 12 New
Westminster District Plan LMP806

and outlined in heavy black line on Map No. 1633 a copy of which is attached hereto
and forms part of this Bylaw, is hereby rezoned to R-2 (Urban Residential District).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached
thereto are hereby amended accordingly.

READ a first time the 27th day of January, 2015.

READ a second time the 27th day of June, 2017.

PUBLIC HEARING held the 18th day of July, 2017

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

CITY OF MAPLE RIDGE

BYLAW NO. 7288-2016

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

WHEREAS Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed expedient to amend Schedule "B" to the Official Community Plan;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7288-2016."
2. Schedule "B" is hereby amended for that parcel or tract of land and premises known and described as:

Parcel A (Reference Plan 7941) Lot 1 Except: Part dedicated Road Plan NWP87590;
Section 17 Township 12 New Westminster District Plan 3179

and outlined in heavy black line on Map No. 936, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

3. Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

READ a first time the 13th day of June, 2017

READ a second time the 13th day of June, 2017

PUBLIC HEARING held the 18th day of July, 2017

READ a third time the day of , 20

ADOPTED, the day of , 20 .

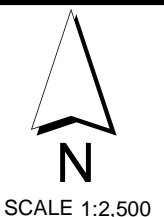
PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7288-2016
 Map No. 936
 From: Urban Residential
 To: Commercial



**CITY OF MAPLE RIDGE
BYLAW NO. 7289-2016**

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7289-2016."
2. That PART 7 COMMERCIAL ZONES, 702 COMMUNITY COMMERCIAL: C-2 2) PERMITTED ACCESSORY USES is amended by adding:

item e) one or two dwelling units
3. That PART 7 COMMERCIAL ZONES, 702 COMMUNITY COMMERCIAL: C-2 8) OTHER REGULATIONS a) is amended as follows:

a) A principal or accessory apartment use or one or two dwelling unit use shall:
4. That parcel or tract of land and premises known and described as:

Parcel A (Reference Plan 7941) Lot 1 Except: Part dedicated Road Plan NWP87590;
Section 17 Township 12 New Westminster District Plan 3179

and outlined in heavy black line on Map No. 1697 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to C-2 (Community Commercial).
5. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 25th day of October, 2016.

READ a second time the 13th day of June, 2017

PUBLIC HEARING held the 18th day of July, 2017

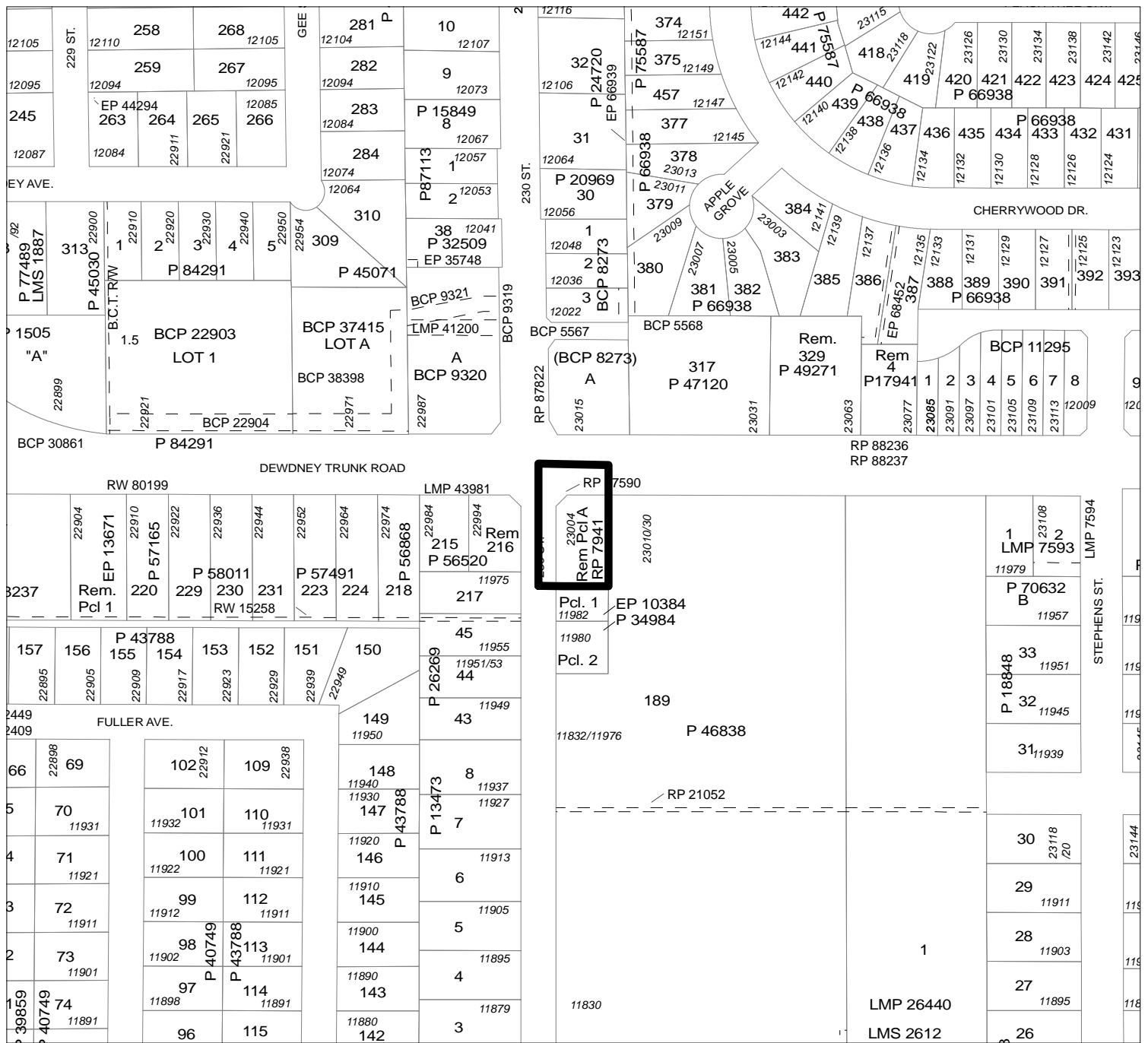
READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

1005.2



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7289-2016

Map No. 1697

From: RS-1 (One Family Urban Residential)

To: C-2 (Community Commercial)



SCALE 1:2,500

**CITY OF MAPLE RIDGE
BYLAW NO. 7299-2016**

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

WHEREAS Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed expedient to amend Schedule "A", "B" and "C" to the Official Community Plan;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7299-2016."
2. Schedule "A", Table of Contents is hereby amended as follows:

a) To add the following after 6.4.2 Business Parks:

"6.4.3 Industrial Reserve"

3. Schedule "A", Chapter 2, Growth Management sub-section 2.2 Land Use Designations is hereby amended as follows:

a) To add the following after 14. Urban Reserve and re-paginate the remaining pages of Chapter 2 in correct numerical order:

15. Industrial Reserve

The Industrial Reserve designation identifies land identified by the City for a long term industrial future.

4. Schedule "A", Chapter 6, Employment sub-section 6.4 Industrial Opportunities is hereby amended as follows:

a) To add the following after sub-section 6.4.2 Business Parks; renumber all subsequent policies and re-paginating the remaining pages of Chapter 6 in correct numerical order:

6.4.3 Industrial Reserve

Issues

- The Commercial and Industrial Strategy identifies that, in an effort to foster ongoing growth amongst the City's approximately 7,700 industry-based jobs, an additional

69-93 hectares (170-230 acres) of industrial land by 2040 would need to be redesignated.

- Identifying additional suitable employment lands is a priority for the City of Maple Ridge. The City prefers land that is relatively flat, serviceable by municipal services, and is strategically located near or accessible by a major transportation corridor.
- Gravel resources at the north end of 256th Street will need to be extracted before other employment uses may occur within the 256th Street Industrial Area.

Objective

- To preserve capacity for future employment uses, including local investment and job creation opportunities.

Policies

- 6-54 Maple Ridge will expand the 256th Street Industrial Area, generally located north of 128th and east / west of 256th Street, by retaining certain lands as Industrial Reserve in order to supply industrial lands for long term industrial uses while preserving such lands from competing uses.
- 6-55 The ongoing intensification of the lands designated Rural Resource, Industrial and Institutional in the 256th Street Industrial Area is encouraged prior to the redevelopment of lands identified as Industrial Reserve.
- 6-56 As well, prior to industrial development occurring on the Industrial Reserve designated land within the 256th Street Industrial Area, the following must have been fulfilled:
- a) A right-of-way and alignment option, potentially extending the 128th Avenue / Abernethy Way corridor or other alternative routes to the 256th Street Industrial Area, has been established to accommodate industrial traffic through the City, minimizing community and environmental impacts; and
 - b) A servicing analysis has been completed to identify any possible servicing impacts and, if required, approval of an extension to the Fraser Sewer Area by the Greater Vancouver Sewerage and Drainage District (GVS&DD) Board is achieved; and
 - c) Completion of a gravel supply assessment to identify gravel resources within the 256th Street Industrial Area; and
 - d) Council has determined that under policy 6-55 sufficient utilization of the land designated Rural Resource, Industrial and Institutional in the 256th Street Industrial Area has been achieved to warrant consideration of further industrial development.

- 6-57 Until Policy 6-56 has been satisfied, the minimum parcel size for subdivision of land designated Industrial Reserve is 4 hectares, noting that such advance subdivision is strongly discouraged unless the Issues and Objectives of Section 6.4.3 are advanced.
- 6-58 At the time when the Industrial Reserve designated lands will be considered for development, the following must have been satisfied prior to permitting industrial development:
- a) Completion of an OCP Amendment identifying the lands as 'Industrial' or 'Rural Resource' rather than 'Industrial Reserve'; and
 - b) Approval by the Metro Vancouver Board of an amended Regional Growth Strategy and Regional Context Statement identifying the lands regionally as 'Industrial' rather than 'Rural' is provided; and
 - c) Removal of identified gravel reserves, unless the subject property is identified in Figure 3 of the Official Community Plan, which identifies potential sources of gravel in the City, in which case gravel removal may take place prior to the need for the OCP Amendment outlined in 6-58(a).
- 6-59 While not a requirement of Policy 6-58, at the time when the Industrial Reserve designated land will be considered for development, the creation of a new zone that would permit general mixed employment uses may be warranted, in order to accommodate a mix of light industrial, institutional and heavy industrial zones.
- 6-60 Notwithstanding policies 6-56 and 6-58, Institutional proposals that align with existing zoning on 'Industrial Reserve' or 'Rural Resource' land, showing demonstrable benefits to the community, may be encouraged.
- 6-61 Prior to any development or industrial activities, the following must be fulfilled by the Owner or Applicant:
- a) Completion of environmental assessments to identify environmentally sensitive areas, ecosystems and the impact of development;
 - b) Completion of an agriculture impact assessment to minimize the impact of development on adjacent farm lands;
 - c) Completion of an aquifer groundwater management study; and
 - d) Completion of a noise attenuation study and plan to mitigate the impacts of development on nearby residential neighbourhoods.

4. Schedule "B" is hereby amended for that parcel or tract of land and premises known and described as:

Part Southwest $\frac{1}{4}$ Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan NWP41107

Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan LMP26779

Group 1 Lot 2 Section 25 Township Plan 12 New Westminster District Plan LMP26779

Part Southwest $\frac{1}{4}$ Lot 3 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Part Southwest $\frac{1}{4}$ Group 1 Lot 2 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Part Southwest $\frac{1}{4}$ Group 1 Lot 4 Section 25 Township Plan 12 New Westminster District Plan NWP41107

Part Southwest $\frac{1}{4}$ Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Parcel 1 Part Southwest $\frac{1}{4}$ Reference Plan 17316 of Parcel A Reference Plan 3015 Section 25 Township Plan 12 NWD

Parcel A Part Southwest $\frac{1}{4}$ Reference Plan 3015 Excluding Parcel 1 Reference Plan 17316 Section 25 Township Plan 12 NWD

Legal Subdivision 7 Group 1 Section 25 Township Plan 12 NWD (PID 013-301-748)

Group 1 Lot A Section 26 Township Plan 12 New Westminster District Plan NWP83431

Lot 22 Section 26 Township plan 12 New Westminster District Plan LMP25391

Lot A Section 26 Township Plan 12 New Westminster District Plan BCP45610

PID 000-947-261

Lots 1-5,8-11, and 13-51 Section 25 Township 12 New Westminster District Plan BCP42202 and four adjacent park parcels

Lots 1-3 Section 25 Township Plan 12 New Westminster District Plan BCP44861

and outlined in heavy black line on Map No. 926, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated as shown.

5. Schedule "C" is hereby amended for that parcel or tract of land and premises known and described as:

Part Southwest $\frac{1}{4}$ Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan NWP41107

Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan LMP26779

Group 1 Lot 2 Section 25 Township Plan 12 New Westminster District Plan LMP26779

Part Southwest $\frac{1}{4}$ Lot 3 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Part Southwest $\frac{1}{4}$ Group 1 Lot 2 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Part Southwest $\frac{1}{4}$ Group 1 Lot 4 Section 25 Township Plan 12 New Westminster District Plan NWP41107

Part Southwest $\frac{1}{4}$ Group 1 Lot 1 Section 25 Township Plan 12 New Westminster District Plan NWP70124

Parcel 1 Part Southwest ¼ Reference Plan 17316 of Parcel A Reference Plan 3015 Section 25 Township Plan 12 NWD

Parcel A Part Southwest ¼ Reference Plan 3015 Excluding Parcel 1 Reference Plan 17316 Section 25 Township Plan 12 NWD

Legal Subdivision 7 Group 1 Section 25 Township Plan 12 NWD (PID 013-301-748)

Group 1 Lot A Section 26 Township Plan 12 New Westminster District Plan NWP83431

Lot 22 Section 26 Township plan 12 New Westminster District Plan LMP25391

Lot A Section 26 Township Plan 12 New Westminster District Plan BCP45610

PID 000-947-261

Lots 1-5,8-11, and 13-51 Section 25 Township 12 New Westminster District Plan BCP42202 and four adjacent park parcels

Lots 1-3 Section 25 Township Plan 12 New Westminster District Plan BCP44861

and outlined in heavy black line on Map No. 927, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding Park and Conservation.

Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

READ a first time the 6th day of December, 2016.

READ a second time the 27th day of June, 2017.

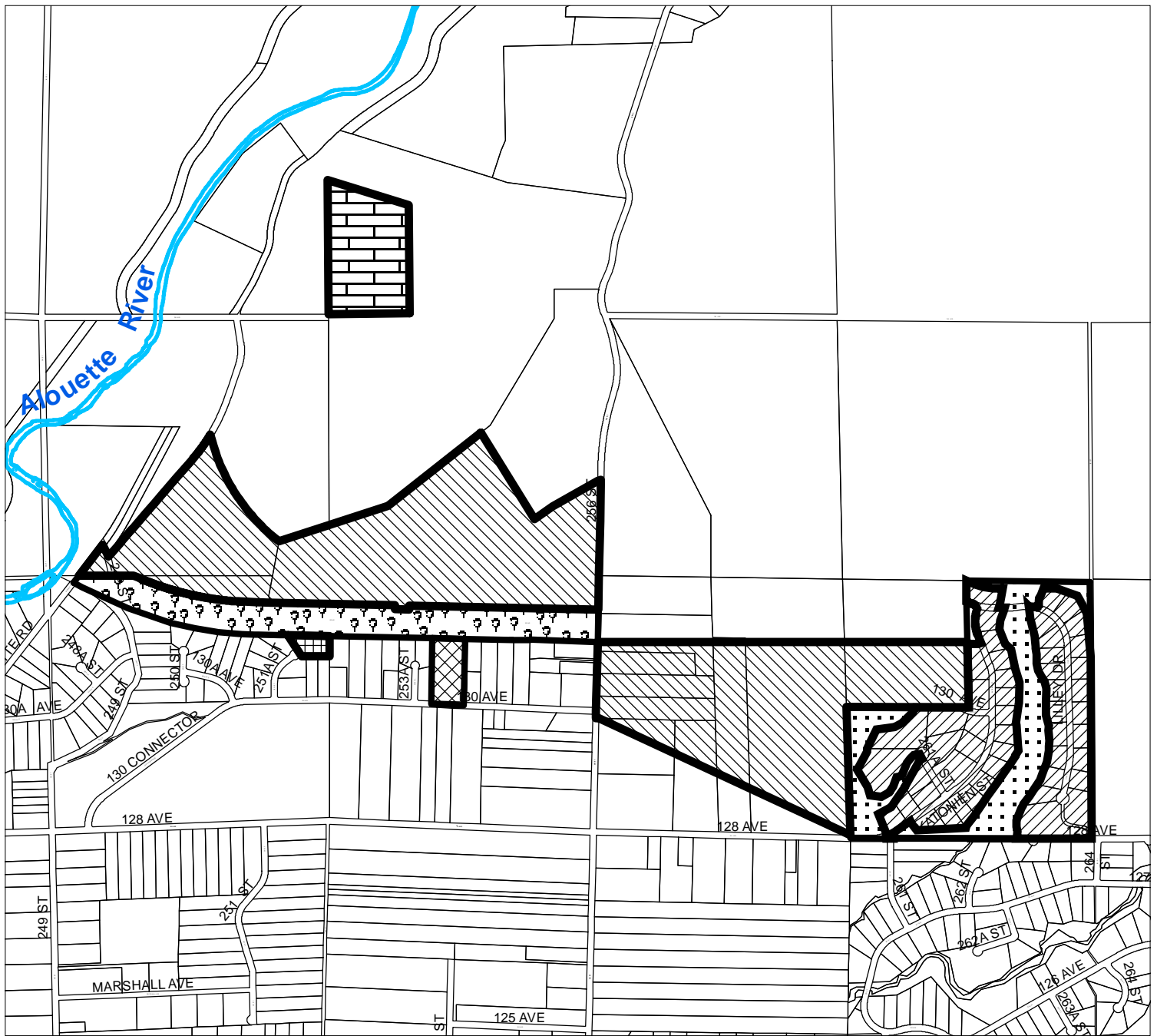
PUBLIC HEARING held the 18th day of July, 2017

READ a third time the day of , 20

ADOPTED the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER










MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

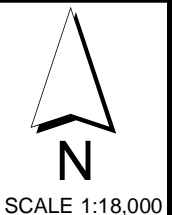
Bylaw No. 7299-2016

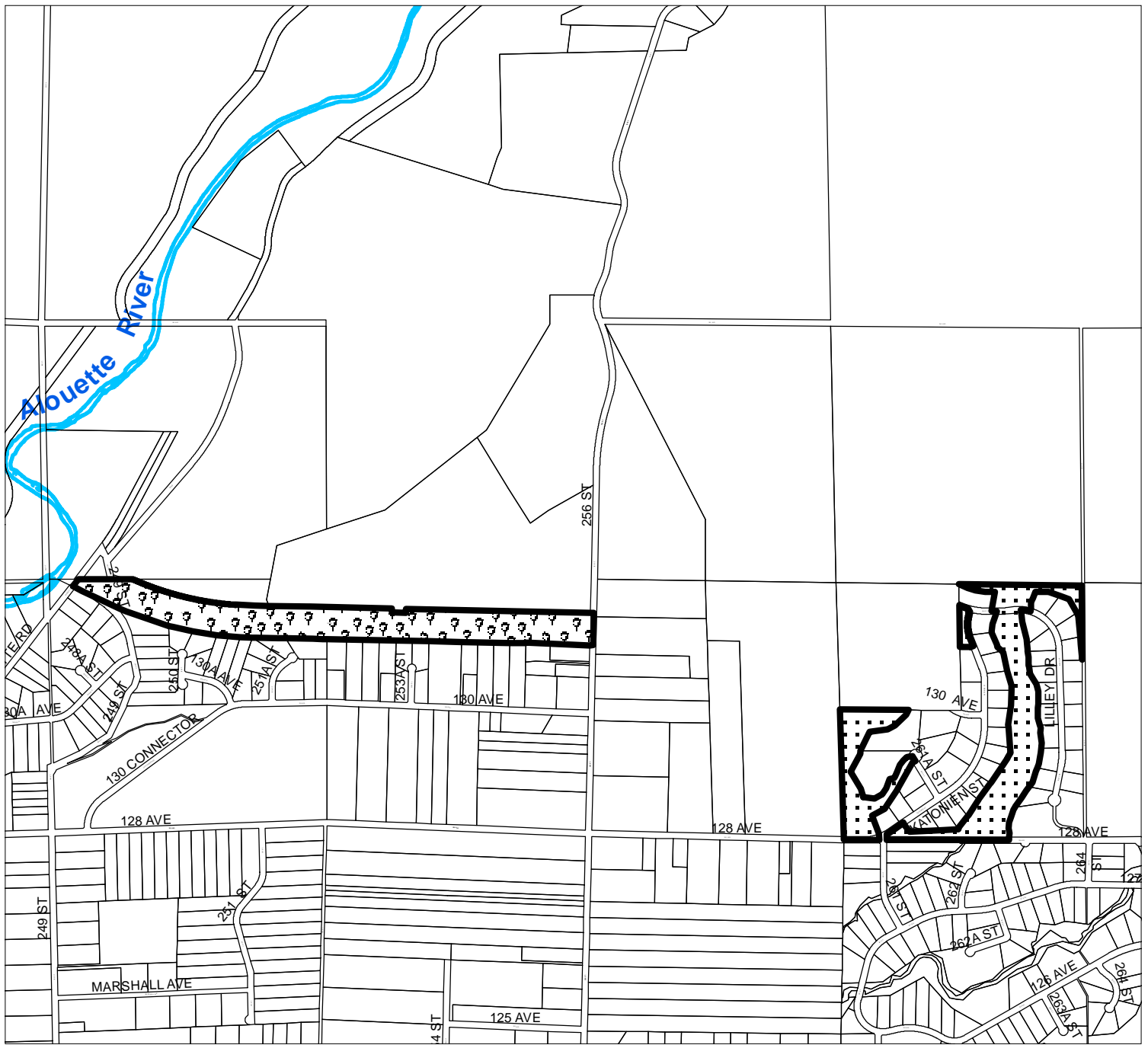
Map No. 926

Purpose: To Amend Schedule B

From: Institutional, Rural Resource, and Suburban Residential

To:	 Industrial	 Estate Suburban Residential	 Park
	 Industrial Reserve	 Suburban Residential	 Conservation
	 Rural Resource		

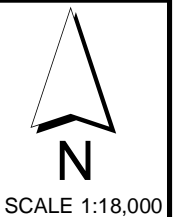




MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7299-2016
Map No. 927
Purpose: To Amend Schedule C as shown

 To Add to Park
 To Add To Conservation



**CITY OF MAPLE RIDGE
BYLAW NO. 7335-2017**

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

WHEREAS Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed expedient to amend Schedule "B" to the Official Community Plan;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7335-2017."
2. Schedule "B" is hereby amended for that parcel or tract of land and premises known and described as:

Lot 1 District Lot 407 New Westminster District Plan NWP 23833 Group 1 Except Plan 71204, LMP28055 & BCP5328

Lot 1 District Lot 407 New Westminster District Plan NWP6053 Group 1 Except Plan 48367 & LMP38502

Lot 8 District Lot 407 New Westminster District Plan NWP48367 Group 1 Except Plan LMP27793

Lot A District Lot 407 New Westminster District Plan NWP22477 Group 1

Lot 1 District Lot 407 New Westminster District Plan NWP6254 Group 1

Lot 2 District Lot 407 New Westminster District Plan NWP6254 Group 1

Lot 3 District Lot 407 New Westminster District Plan NWP6254 Group 1 Except Plan 71204 & LMP6676

District Lot 407 New Westminster District Plan 11208F Parcel B Group 1

Lot 1 District Lot 409 New Westminster District Plan NWP12820 Group 1 Except Plan LMP4241

Lot 2 District Lot 409 New Westminster District Plan NWP12920 Group 1 Except Plan LMP4770

Lot 3 District Lot 409 New Westminster District Plan NWP12820 Group 1 Except Plan LMP4241

Lot3 Except Plan LMP4241 (EP12245) District Lot 409 New Westminster District Plan NWP11584 Parcel A Group 1 Portion

District Lot 409 New Westminster District Group 1 Portion W 60.5 AC Except Plan 908, 4697, 5016, 11584 & 29062

Lot 1 District Lot 409 New Westminster District Plan NWP12328 Group 1 Except Plan 85847

Lot 2 District Lot 409 New Westminster District Plan NWP12328 Group 1 Except Plan HWY GAZ PL8131

Lot 3 District Lot 409 New Westminster District Plan NWP12328 Group 1 Except Plan HWY GAZETTED 341284 & LMP29047

Lot 4 District Lot 409 New Westminster District Plan NWP12328 Group 1 EXC PART 642 SQUARE METERS ON SRW PLAN LMP39422 & EXC PART 685.6 SQUARE METERS ON SRW PLAN EPP7181 (HWY GAZ 348109)

[illegible]

Lot 15 District Lot 409 New Westminster District Plan NWP37674 Group 1 Except Plan LMP37558
 Lot 16 District Lot 409 New Westminster District Plan NWP37674 Group 1 Except Plan LMP28324
 Lot 18 District Lot 409 New Westminster District Plan NWP66644 Group 1 Except Plan LMP28335
 Lot 19 District Lot 409 New Westminster District NWP66644 Group 1 Except Plan LMP38171
 Lot 20 District Lot 409 New Westminster District Plan NWP66644 Group 1 Except Plan LMP28349
 Group 1 MAIN TRACK MAPLE RIDGE 98.93 TO 106.26 MILE New Westminster District
 Group 1 REF PL 1503 District Lot 277 New Westminster District
 Group 1 FIBREOPTICS 98.93 TO 106.26 MILE New Westminster District
 Group 1 FIBREOPTICS 98.93 TO 106.26 MILE New Westminster District
 Group 1 FIBREOPTICS 98.93 TO 106.26 MILE New Westminster District
 Group 1 LIGHT GUIDE WEST OF LANGLEY IR NO 5 TO WEST MAPLE RIDGE BOUNDARY New Westminster District
 Group 1 FIBREOPTICS 98.93 TO 106.26 MILE New Westminster District
 Group 1 FIBREOPTICS 98.93 TO 106.26 MILE New Westminster District
 FIBREOPTICS 98.93 TO 106.26 MILE New Westminster District

and outlined in heavy black line on Map No. 946 and 947, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated as shown.

Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

READ a first time the 27th day of June, 2017.

READ a second time the 27th day of June, 2017.

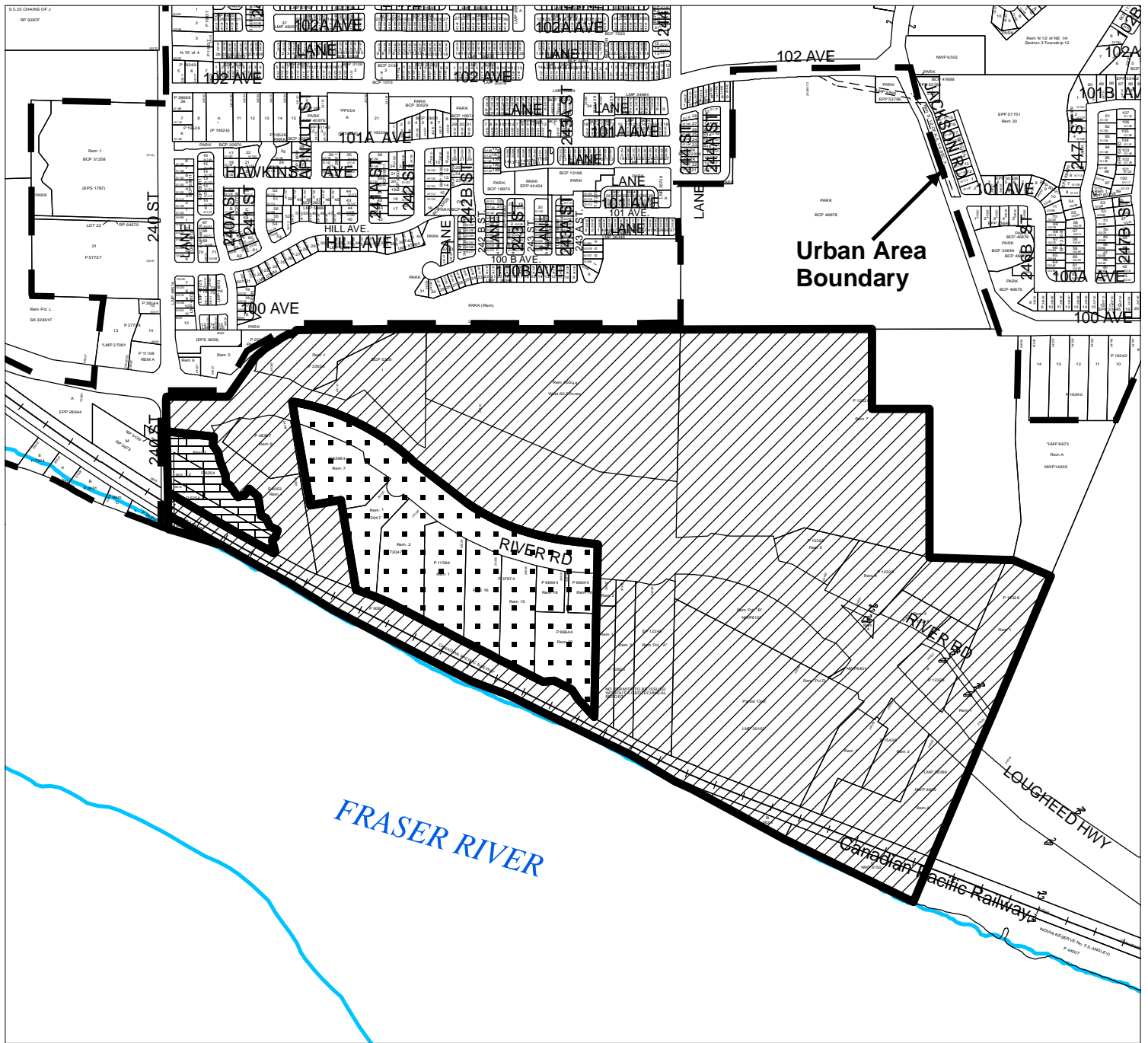
PUBLIC HEARING held the 18th day of July, 2017

READ a third time the day of , 20

ADOPTED the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7335-2017

Map No. 946

Purpose: To Amend Schedule B

From: Suburban Residential

To:  Rural Residential

 Commercial

 Industrial



--- Urban Area Boundary



SCALE 1:9,000

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Final Reading:
Maple Ridge Heritage Designation and Revitalization and Tax Exemption
Agreement Amending Bylaw No. 7306-2016
22325 St Anne Avenue

MEETING DATE: July 25, 2017
FILE NO: 2011-089-RZ
MEETING: COUNCIL

EXECUTIVE SUMMARY:

Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7306-2016 has been considered by Council and at Public Hearing and subsequently was granted Third Reading. The purpose of this bylaw is to amend the completion date in the original Heritage Revitalization Agreement for the conservation of the Morse/Turnock Residence.

Council granted first and second reading to Bylaw 7306-2016 on January 17, 2017. It was presented at Public Hearing on February 21, 2017, and Council granted third reading on February 28, 2017.

The Amendment Agreement has been updated for ownership and signed by the current owner. The Ministry of Transportation and Infrastructure (MOTI) has granted its approval thus allowing Council to grant Final Reading.

RECOMMENDATION:

That Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7306-2016 be adopted.

DISCUSSION:

a) Background Context:

Council considered this application at a Public Hearing held on February 21, 2017. On February 28, 2017, Council granted Third Reading for Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7306-2016. The purpose of this application is to amend the completion date for the conservation of the Morse/Turnock Residence. Because the site is within 800 metres of a controlled intersection, approval from the Ministry of Transportation and Infrastructure (MOTI) was the only stipulation before Council can grant final reading.

The Amendment Agreement has been signed and MOTI approval has been given, thus allowing Council to grant final reading.

CONCLUSION:

Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7306-2016 has been approved by the Ministry of Transportation and Infrastructure (MOTI); therefore, Council may grant final reading.

“Original signed by Adrian Kopystynski”

Prepared by: Adrian Kopystynski MCIP, RPP, MCAHP
Planner

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

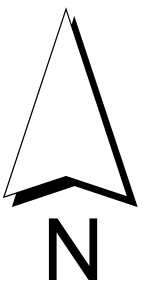
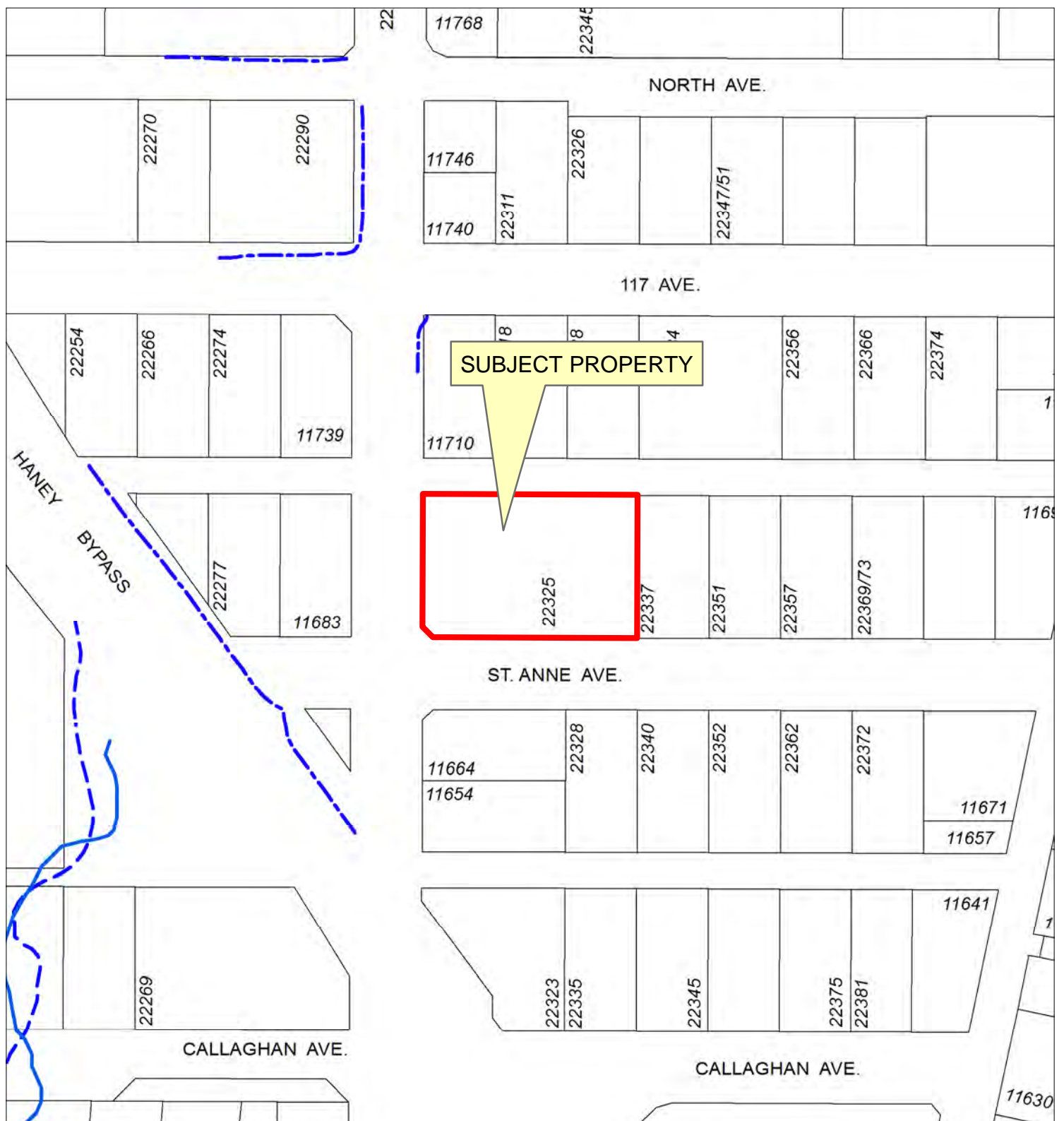
“Original signed by Frank Quinn” for

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:






Appendix A – Subject Map

Appendix B – Bylaw No. 7306-2016



Scale: 1:1,500

Legend

-  Stream
-  Indefinite Creek
-  River Centreline
-  River
-  Major Rivers & Lakes

22325 ST ANNE AVE



2015-287-DP
DATE: Dec 22, 2016

BY: JV

CITY OF MAPLE RIDGE

BYLAW NO. 7306-2016

A Bylaw to amend Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw No. 6913-2012

WHEREAS, the Owner of the land requests and consents to enter into an amendment of the heritage revitalization and tax exemption agreement attached to and forming part of Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw No. 6913-2012 ;

WHEREAS, it is deemed expedient to amend the heritage revitalization and tax exemption agreement attached to and forming part of Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Bylaw No. 6913-2012 as provided for in Appendix 1 to this amending bylaw (the “Amending Agreement”):

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

1. This bylaw may be cited as “Maple Ridge Heritage Designation and Revitalization and Tax Exemption Agreement Amending Bylaw No. 7306-2016”.
2. The City of Maple Ridge enters into the Heritage Revitalization and Tax Exemption Agreement (as amended by the “Amending Agreement”) with the registered owners of the properties located at 22325 St. Anne Avenue, Maple Ridge and legally described as:

PID: 029-774-071

LOT A District Lot 398 New Westminster District Plan EPP52747

(the “Property”).

3. The Mayor and Corporate Officer are authorized on behalf of the City of Maple Ridge to sign and seal the Amending Agreement in the form attached as Appendix “1” to this Bylaw.

READ a first time the 17th day of January, 2017.

READ a second time the 17th day of January, 2017.

PUBLIC HEARING held the 21st day of February, 2017.

READ a third time the 28th day of February, 2017.

APPROVED by the Minister of Transportation this 29th day of June, 2017.

ADOPTED the day of , 2017.

PRESIDING MEMBER

CORPORATE OFFICER

DESIGNATION AND HERITAGE REVITALIZATION AND TAX EXEMPTION AMENDING AGREEMENT

THIS AGREEMENT is evidence that in consideration of the sum of ten dollars (\$10.00) now paid by each party to the other and for other good and valuable consideration (the receipt of which each party hereby acknowledges) the Owners and the City each covenant with the other as follows:

Amendment

1. The Agreement is hereby amended by deleting and replacing Section 8 by the following:

Section 8. The Owners shall commence and complete all actions required for the completion of the Work in accordance with this Agreement within 30 months following the Effective Date.

Statutory Authority Retained

2. Nothing in this Amendment Agreement shall limit, impair, fetter or derogate from the statutory powers of the City, all of which powers may be exercised by the City from time to time and at any time to the fullest extent that the City is enabled.

Full Force and Effect

3. The City and the Owners hereby agree that the Agreement shall hereinafter be read and construed in conjunction with this Amending Agreement and be regarded as being amended only to the extent herein provided, that all the terms, covenants, provisos, conditions and provisions of the Agreement, as amended hereby, shall continue to be in full force and effect and that nothing herein contained shall operate or be construed to modify or otherwise affect the rights and obligations created by the Agreement as amended hereby.

No Waiver

4. No restrictions, requirements or other provisions of this Amending Agreement shall be deemed to have been waived by the City unless a written waiver signed by an officer of the City has first been obtained, and without limiting the generality of the foregoing, no condoning, excusing or overlooking by the City on previous occasions of any default, nor any previous written waiver, shall be taken to operate as a waiver by the City of any subsequent default or in any way defeat or affect the rights and remedies of the City.

Headings

5. The headings in this Amending Agreement are inserted for convenience only and shall not affect the interpretation of this Agreement or any of its provisions.

6. All restrictions, rights and liabilities herein imposed upon or given to the respective parties shall extend to and be binding upon their respective heirs, executors, administrators, successors and assigns.

Name

[Handwritten signature]

Ron Morin

Barrister & Solicitor

Address

Notary Public

15245 - 18 Avenue

Surrey, B.C., Canada V4A 1W9

Ph: 604-538-8887 Fax: 604-538-7431

Date _____

1034179 B.C. LTD.

by its authorized signatory

Joshua S. Hayne

Sukhdip Singh Hayre

The Corporate Seal of the CITY OF MAPLE RIDGE was hereunto affixed in the presence of:

Mayor:

Corporate Officer:

Date _____

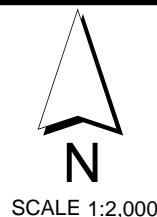
C/S



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7306-2016

Purpose: Heritage Revitalization Agreement



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Final Reading
Official Community Plan Amending Bylaw No. 7088-2014
Zone Amending Bylaw No. 7053-2014
24009, 24005, 24075 Fern Crescent

MEETING DATE: July 25, 2017
FILE NO: 2013-107-RZ
MEETING: COUNCIL

EXECUTIVE SUMMARY:

Official Community Plan Amending Bylaw No. 7088-2014 and Zone Amending Bylaw No. 7053-2014 have been considered by Council and at Public Hearing and subsequently were granted third reading for the subject properties located at 24009, 24005 and 24075 Fern Crescent (see Appendix A). The applicant has requested that final reading be granted. The purpose of the rezoning is to permit subdivision into 14 R-2 (Urban Residential District) zoned lots, 17 RS-1b (One Family Urban (Medium Density) Residential) zoned lots, and 3 RS-1 (One Family Urban Residential) zoned lots, for a total of 34 lots, not less than 315m² (see Appendix D).

Council granted first reading for Zone Amending Bylaw No. 7053-2014 on April 8, 2014. Council granted first and second reading for Official Community Plan Amending Bylaw No. 7088-2014 on July 22, 2014 and second reading for Zone Amending Bylaw No. 7053-2014 on July 22, 2014. This application was presented at Public Hearing on September 16, 2014, and Council granted third reading to Official Community Plan Amending Bylaw No. 7088-2014 (see Appendix B) on September 30, 2014 and third reading to Zone Amending Bylaw No. 7053-2014 (see Appendix C) on October 14, 2014. Council granted a first extension on October 13, 2015, and a second extension on September 20, 2016.

RECOMMENDATIONS:

1. That Official Community Plan Amending Bylaw No. 7088-2014 be adopted; and
2. That Zone Amending Bylaw No. 7053-2014 be adopted.

DISCUSSION:

a) Background Context:

Council considered this rezoning application at a Public Hearing held on September 16, 2014. Council granted third reading to Official Community Plan Amending Bylaw No. 7088-2014 on September 30, 2014 and Zone Amending Bylaw No. 7053-2014 on October 14, 2014 with the stipulation that the following conditions be addressed:

- i. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;

- ii. Amendment to Official Community Plan Schedule “A”, Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, and Figure 3D - Horse Hamlet;
- iii. Road dedication as required;
- iv. Consolidation of the development site;
- v. Registration of a Geotechnical Report as a Restrictive Covenant at the Land Title Office which addresses the suitability of the site for the proposed development;
- vi. Removal of the existing buildings;
- vii. An Engineer’s certification that adequate water quantity for domestic and fire protection purposes can be provided;
- viii. A disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks. If there is evidence, a site profile pursuant to the Waste Management Act must be provided in accordance with the regulations;
- ix. Pursuant to the *Contaminated Site Regulations of the Environmental Management Act*, the property owner will provide a Site Profile for the subject lands; and
- x. Construction of 128 Avenue to a standard acceptable by the City.

The following applies to the above:

- i. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the security has been provided;
- ii. Schedule “A”, Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, and Figure 3D - Horse Hamlet of the Official Community Plan will be amended upon adoption of the relevant bylaws;
- iii. Engineering has determined that Fern Crescent currently meets Municipal standards for road width; therefore, road dedication is not required;
- iv. Consolidation of the subject properties has been completed;
- v. Registration of a Geotechnical Report as a Restrictive Covenant has been completed;
- vi. All buildings on site have been removed;
- vii. Certification that adequate water quality for domestic and fire protection purposes has been provided;
- viii. A disclosure statement has been provided that indicates no underground storage fuel tanks exist on the subject properties;

- ix. A Site Profile for each of the subject properties has been provided, indicating that no known contamination exists; and
- x. The proposal for the construction of 128 Avenue is acceptable to the City and securities have been provided by the applicant under the Rezoning Servicing Agreement.

CONCLUSION:

As the applicant has met Council's conditions, it is recommended that final reading be given to Official Community Plan Amending Bylaw No. 7088-2014 and Zone Amending Bylaw No. 7053-2014.

"Original signed by Adam Rieu"

Prepared by: Adam Rieu
Planning Technician

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by Frank Quinn" for

Concurrence: E.C. Swabey
Chief Administrative Officer

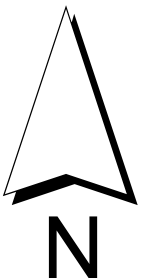
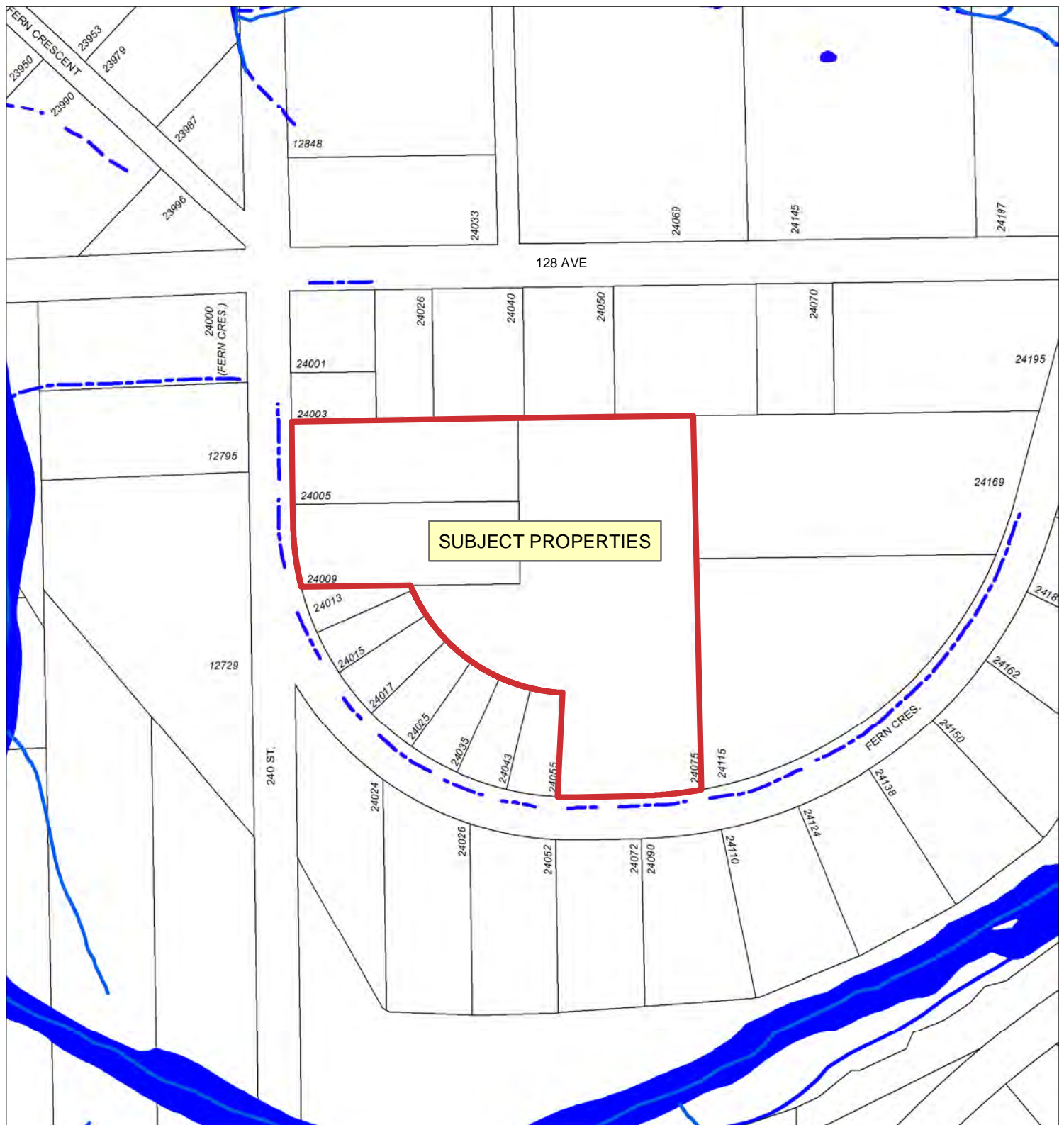
The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Official Community Plan Amending Bylaw No. 7088-2014









Appendix C – Zone Amending Bylaw No. 7053-2014

Appendix D – Subdivision Plan



Scale: 1:2,500

Legend

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

24005/09/75 FERN CRESCENT

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2013-107-RZ
DATE: Sep 23, 2015

BY: PC

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BYLAW NO. 7088-2014

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

WHEREAS Section 882 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed desirable to amend Figure 2 (Land Use Plan) and Figure 3D (Horse Hamlet) of the Silver Valley Area Plan;

NOW THEREFORE, the Municipal Council of the Corporation of the District of Maple Ridge, enacts as follows:

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7088-2014."
2. Amendment to Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, and Figure 3D - Horse Hamlet for that parcel or tract of land and premises known and described as:

North 126 Feet Parcel "A" (Reference Plan 13772) Lot 15 Section 22 Township 12 New Westminster District Plan 9364;

Parcel "A" (Reference Plan 13772) Lot 15 Except: North 126 Feet; Section 22 Township 12 New Westminster District Plan 9364;

Lot 30 Section 22 Township 12 New Westminster District Plan 24120

and outlined in heavy black line on Map No. 883, a copy of which is attached hereto and forms part of this Bylaw, is hereby re-designated to Low Density Urban; Low/Medium Density Residential and Medium Density Residential.

3. Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

READ A FIRST TIME the 22nd day of July, 2014.

READ A SECOND TIME the 22nd day of July, 2014.

PUBLIC HEARING HELD the 16th day of September, 2014.

READ A THIRD TIME the 30th day of September, 2014.

ADOPTED, the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BYLAW NO. 7053-2014

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

NOW THEREFORE, the Municipal Council of the Corporation of the District of Maple Ridge, enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7053-2014."

2. Those parcels or tracts of land and premises known and described as:

North 126 Feet Parcel "A" (Reference Plan 13772) Lot 15 Section 22 Township 12
New Westminster District Plan 9364;

Parcel "A" (Reference Plan 13772) Lot 15 Except: North 126 Feet, Section 22
Township 12 New Westminster District Plan 9364;

Lot 30 Section 22 Township 12 New Westminster District Plan 24120

and outlined in heavy black line on Map No. 1606 a copy of which is attached hereto
and forms part of this Bylaw, are hereby rezoned to RS-1 (One Family Urban
Residential), RS-1b (One Family Urban-Medium Density Residential), and R-2 (Urban
Residential District).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached
thereto are hereby amended accordingly.

READ a first time the 8th day of April, 2014.

READ a second time the 22nd day of July, 2014.

PUBLIC HEARING held the 16th day of September, 2014.

READ a third time the 14th day of October, 2014.

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER





MAPLE RIDGE ZONE AMENDING

Bylaw No. 7053-2014

Map No. 1606

From: RS-3 (One Family Rural Residential)
RS-2 (One Family Suburban Residential)

To:  RS-1b (One Family Urban (Medium Density) Residential)

 RS-1 (One Family Urban Residential)  R-2 (Urban Residential District)



— — Urban Area Boundary



SCALE 1:2,500

PARK

FERN CRESCENT



R-2 ZONING LOTS 6-19
FRONT YARD SETBACK IS 3.0m/5.5m garage
REAR YARD SETBACK IS 8.0m
SIDE YARD SETBACK IS 1.2m int./3.0m ext.

RS-1 ZONING LOTS 32-34
FRONT YARD SETBACK IS 7.5m
REAR YARD SETBACK IS 7.5m
SIDE YARD SETBACK IS 1.5m (3.5m int. sum)

RS-1b ZONING LOTS 1-5, 20-31
FRONT YARD SETBACK IS 6.0m
REAR YARD SETBACK IS 6.0m
SIDE YARD SETBACK IS 1.5m int./3.0m ext.

SKETCH PLAN SHOWING PROPOSED 34 LOT
SUBDIVISION FOR EPIC HOMES



Terra Pacific

Land Surveying Ltd

22371 St. Anne Avenue, Maple Ridge, BC
Phone: 604-463-2509 Fax: 604-463-4501

PAPER SIZE: 17" X 22"

DATE: MAY 4, 2017

SCALE 1 : 500



FILE: MR13-951sk_SUB_rev2

FERN CRESCENT

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	July 25, 2017
FROM:	Chief Administrative Officer	FILE NO:	2016-034-RZ
		MEETING:	COUNCIL
SUBJECT:	Final Reading: Zone Amending Bylaw No. 7247-2016 12358 216 Street		

EXECUTIVE SUMMARY:

Zoning Amending Bylaw No. 7247-2016 has been considered by Council and at Public Hearing and subsequently was granted Third Reading. The applicant has requested that Final Reading be granted. The purpose of the rezoning is to permit the subdivision into two lots not less than 557 m².

Council granted first reading for Zone Amending Bylaw No. 7247-2016 on May 24, 2016 and second reading on February 14, 2017. This application was presented at Public Hearing on March 21, 2017, and Council granted third reading on March 28, 2017.

RECOMMENDATION:

That Zone Amending Bylaw No. 7247-2016 be adopted.

DISCUSSION:

a) Background Context:

Council considered this rezoning application at a Public Hearing held on March 21, 2017. On March 28, 2017 Council granted Third Reading to Zone Amending Bylaw No. 7247-2016 with the stipulation that the following conditions be addressed:

- i) Registration of a Restrictive Covenant for Stormwater Management;
- ii) Removal of existing building;
- iii) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

The following applies to the above:

1. The Restrictive Covenant for Stormwater Management is going to be registered as a requirement for subdivision.
2. The application for demolition of the existing building has been submitted in the week of June 28, 2017.
3. A disclosure statement signed by a Professional Engineer has been received on July 7, 2017

CONCLUSION:

As the applicant has met Council's conditions, it is recommended that Final Reading be given to Zone Amending Bylaw No. 7247-2016.

"Original signed by Therese Melser"

Prepared by: Therese Melser
Planning Technician

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

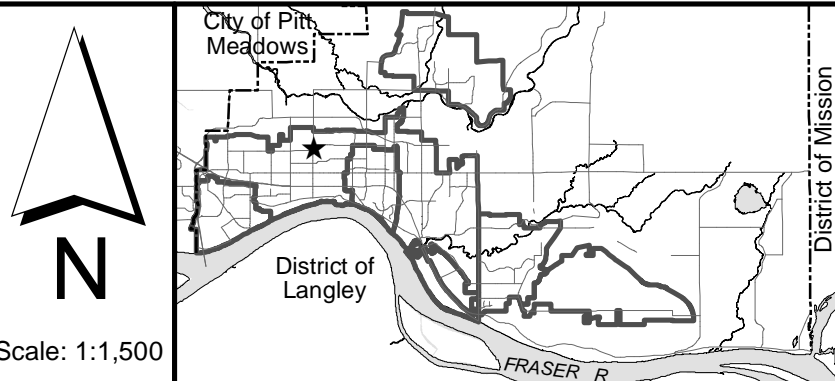
"Original signed by Frank Quinn" for

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Bylaw No.7247-2016
Appendix C – Subdivision Plan

APPENDIX A



12358 216 STREET

PLANNING DEPARTMENT



FILE: 2016-034-RZ

DATE: Feb 18, 2016

BY: PC

CITY OF MAPLE RIDGE

BYLAW NO. 7247-2016

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7247-2016."

2. That parcel or tract of land and premises known and described as:

Lot B District Lot 245 Group 1 New Westminster District Plan 74894

and outlined in heavy black line on Map No. 1675 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RS-1b (One Family Urban (Medium Density) Residential).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 24th day of May, 2016

READ a second time the 14th day of February, 2017

PUBLIC HEARING held the 21st day of March, 2017

READ a third time the 28th day of March, 2017

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

BC LAND SURVEYORS PROPOSED SUBDIVISION AND TOPOGRAPHICAL SURVEY PLAN OF LOT "B" DISTRICT LOT 245 GROUP 1 NWD PLAN 74894

PID : 007-796-986







CIVIC ADDRESS :

12358. - 216th STREET
MAPLE RIDGE, B.C.

ELEVATION DERIVATION

ELEVATIONS ARE GEODETIC DERIVED FROM
CITY OF MAPLE RIDGE CONTROL MONUMENT
No. 84H9993 ELEVATION=32.269m
DATUM CVD28CYRD 2005

LEGEND :

- STP  DENOTES STUMP OF TREE
- DTR  DENOTES DECIDUOUS TREE
- CTR  DENOTES CONIFEROUS TREE
- PP  DENOTES POWER POLE
- SN  DENOTES SIGN
- CB  DENOTES RECTANGULAR CATCH BASIN

Lot dimensions and clearances according to
Field Survey.

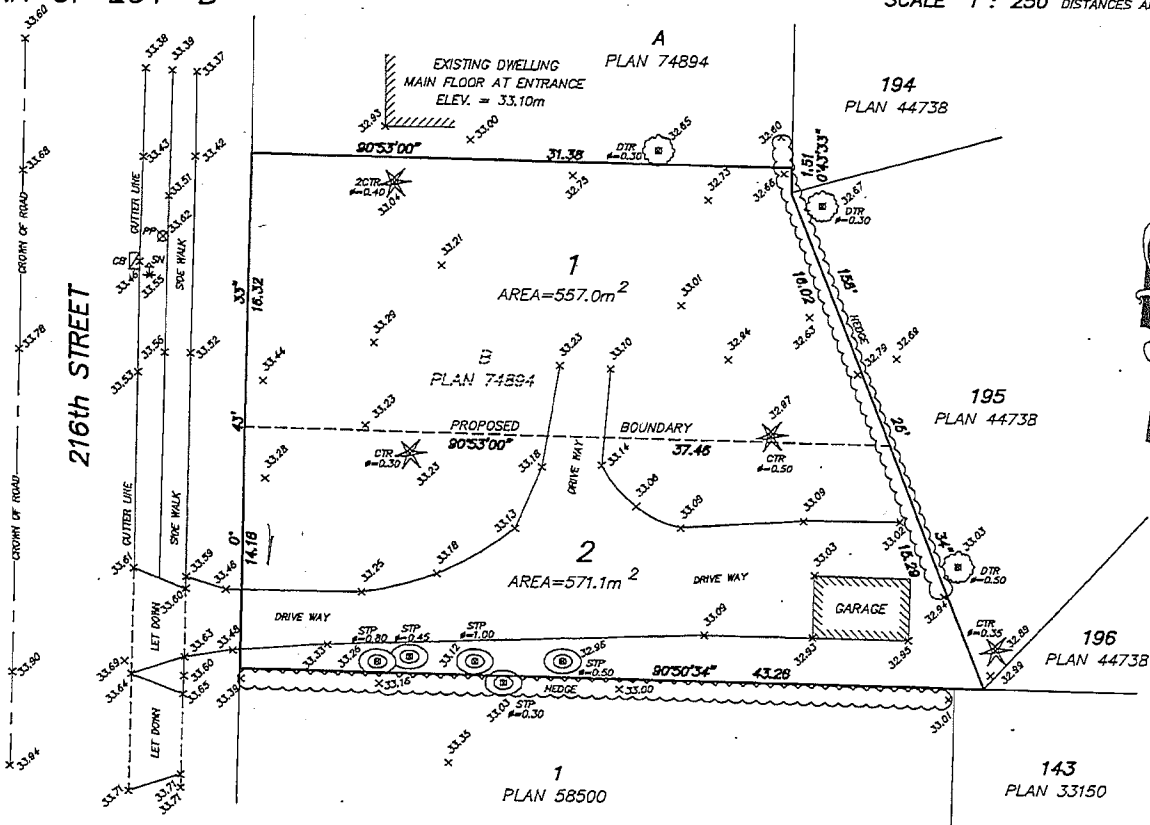
This plan does not show non-plan
charges, liens or interests.

This plan was prepared for inspection purposes and is
for the exclusive use of our client. The signatory
accepts no responsibility or liability for any damages
that may be suffered by a third party as a result of
any decisions made or actions taken based on this
document. This document shows the relative location
of the surveyed structures and features with respect to
the boundaries of the parcel described above. This
document shall not be used to define property lines or
property corners. All rights reserved. No person may
copy, reproduce, transmit or alter this document in
whole or in part without the consent of the signatory.

THIS TOPOGRAPHICAL SURVEY HAS BEEN PREPARED IN
ACCORDANCE WITH THE MANUAL OF STANDARD PRACTICE AND
IS CERTIFIED CORRECT THIS 18th DAY OF NOVEMBER, 2015.

B.C.L.S.

LAJHVOT S. GREWAL



NOTE:

Preliminary Layout, subject to approval.
Areas and Dimensions are subject to detailed
Legal Survey and calculations, and may vary.

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PROFESSIONAL LAND SURVEYORS
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FILE : 1510-060
DWG : 1510-060 TT-2

1100 *Reports and Recommendations*

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
OCP Amending Bylaw No. 7357-2017
Zone Amending Bylaw No. 7360-2017
21428, 21460, 21472, Dewdney Trunk Road

MEETING DATE: July 25, 2017
FILE NO: 2017-281-CP/RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to re-designate the three subject properties from Urban Residential to Institutional to allow for the expansion of the Maple Ridge Cemetery. Furthermore, the applicant has requested that one of the three properties, 21428 Dewdney Trunk Road, be rezoned from RS-1 (One Family Urban Residential) to P-6 (Civic Institutional) to accommodate the cemetery expansion in 2018.

The designation of the three properties for Institutional Use (cemetery) supports the future expansion of the Maple Ridge Cemetery as guided by the City's 2008 Cemetery Master Plan (CMP), adopted by Council on March 11, 2008 (R/08-128). As the cemetery is anticipated to be at full capacity for adult burial plots by the end of 2017, the first phase of expansion will be necessary to accommodate requests for new burials. For this reason, the western most subject property, 21428 Dewdney Trunk Road, is also being rezoned concurrently such that the development of cemetery grounds may begin as soon as the OCP amendment and rezoning processes are completed. The western most subject property is anticipated to provide capacity for a five to ten year timeframe.

The two other subject properties to the east are not being rezoned at this time. The middle of three properties, at 21460 Dewdney Trunk Road, is not owned by the City at this time. Through the OCP re-designation process, the applicant, the City's Parks, Recreation and Culture Department, wishes to obtain Council support for the cemetery expansion before possibly moving ahead with the acquisition and/or rezoning of the property it does not own.

To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

In respect of Section 475 of the *Local Government Act*, requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:

- i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
- ii. The Board of any Regional District that is adjacent to the area covered by the plan;
- iii. The Council of any municipality that is adjacent to the area covered by the plan;
- iv. First Nations;
- v. Boards of Education, Greater Boards and Improvements District Boards; and

vi. The Provincial and Federal Governments and their agencies.

and in that regard it is recommended that no additional consultation be required in respect of this matter beyond the early posting of the proposed Official Community Plan amendments on the City's website, together with an invitation to the public to comment, and;

That OCP Amending Bylaw No. 7357-2017 be given first reading;

That Zone Amending Bylaw No. 7360-2017 be given first reading; and,

That the applicant provide further information as described on Schedule C of the *Development Procedures Bylaw No. 5879-1999*.

DISCUSSION:

a) Background Context:

Applicant: City of Maple Ridge Parks, Recreation and Culture Department
Owner: City of Maple Ridge (21428 and 21472 Dewdney Trunk Road)
Private property owner (21460 Dewdney Trunk Road)

Legal Description: Lots 2, 3 and 4, District Lot 247, New Westminster Plan 8050

OCP:

Existing: Urban Residential

Proposed: Institutional

Zoning:

Existing: RS-1 (One Family Urban Residential)

Proposed: P-6 Civic Institutional for 21428 Dewdney Trunk Road only
No Change for 21460 and 21472 Dewdney Trunk Road

Surrounding Uses:

North: Use: Residential and Institutional
Zone: RM-1 (Townhouse Residential) and P-4 (Place of Worship Institutional)

South: Designation: Urban Residential and Institutional
Use: Maple Ridge Cemetery
Zone: RS-1 (One Family Urban Residential)

East: Designation: Institutional
Use: Single Family Dwellings
Zone: R-1 (Residential District)

West: Designation: Urban Residential
Use: Residential
Zone: RS-1 (One Family Urban Residential)
Designation: Urban Residential

Existing Use of Properties: Vacant
Proposed Use of Properties: Cemetery
Site Area: 1.219 ha (3.0 acres)
Access: 214 Street
Servicing requirement: Urban Standard

b) Site Characteristics:

The three subject properties located at 21428, 21460 and 21472 Dewdney Trunk Road are flat, rectangular lots with a total combined area of 1.2 hectares. The lots are currently vacant (see Appendix A and B).

The lots are surrounded to the north, west and east by residential uses. Townhouse developments are located across Dewdney Trunk Road to the north, while single family dwellings are located to the east and west. The existing Maple Ridge Cemetery is located to the south of the three subject properties.

c) Project Description:

The intent of this application is to re-designate the three subject properties to Institutional as identified for future cemetery expansion in the 2008 Cemetery Master Plan (2008 CMP) and to allow for the immediate expansion of the Cemetery on one subject property. The three subject properties were identified as suitable for the cemetery's expansion by the 2008 CMP, adopted on March 11, 2008 by Council (R/08-128). The 2008 CMP serves as the guiding policy document for the planning and management of the two cemeteries in Maple Ridge. Specifically in that Council Meeting:

It was moved and seconded that staff be authorized to move forward with the recommendations contained in [the Cemetery Master Plan] as and when the required funding becomes available to do so.

Maple Ridge's main cemetery, first established in 1878, is directly to the south of the three subject properties. The main cemetery has evolved to meet the needs of almost all burials that occur in Maple Ridge.

The subject properties are located within the Urban Area Boundary and currently designated Urban Residential. An OCP amendment to re-designate the site to Institutional is required to allow cemetery use. The rezoning of one of the three properties, 21428 Dewdney Trunk Road, to P-6 Civic Institutional is running concurrently with this re-designation application so that the City may be able to begin the development of cemetery grounds and services (e.g. laying out new burial grounds, landscaping, local access roads, maintenance facilities, onsite parking, etc.) as soon as the OCP amendment and rezoning processes complete.

A rezoning application for the other two subject properties is not required at this time and may be made subsequently, pending direction from Council regarding this OCP re-designation application.

The current application has been assessed to determine its compliance with the Official Community Plan (OCP) and relevant land use policies. An assessment of site servicing requirements, landscaping and landscape buffers, and access will be made prior to second reading.

d) Planning Analysis:

At this time, the applicant, Parks, Recreation and Culture Department, has confirmed that the current cemetery is nearing its capacity, and there are very few spaces left for burial (although cremation interment is still possible). Furthermore, the 2008 CMP highlights that demographic, burial and cremation trends point towards increased demand for cemetery services in the city over the next 15 years and possibly beyond. Increased population growth and migration to Maple Ridge

are contributing to this demand. While cremation rates will rise, they are not likely to increase significantly beyond current levels (approximately 85%). Therefore, there will continue to be demand for space for full depth (i.e. in ground) burial as well as to inter cremated remains. At its foundation, this application for the expansion of the cemetery will allow for cemetery services to continue to serve the near and midterm needs of Maple Ridge residents for a place for burial, interment, grieving, memorialization and commemoration that is closer to home.

Official Community Plan:

Section 4.2 of the OCP covers the Institutional Designation. The objective for institutionally designated properties is to meet community needs in the provision of accessible institutional facilities while minimizing potential conflicts.

The following policies should be considered in this application.

4-33 Large scale institutional Facilities [...] should:

- a) Be within the Urban Area Boundary*
- b) Be conveniently located near public transit;*
- c) Have direct access to a collector, arterial, TransLink major road or Provincial Highway;*
- d) Where considered necessary, require the completion of a transportation impact study;*
- e) Respect the neighbourhood context and natural features.*

The current application to expand the Maple Ridge Cemetery onto the subject properties respects Policy 4-33 a) to c) by the nature of its location. With respect to item d) a transportation impact study may be required prior to second reading.

With respect to item e) the subject properties are located within the Urban Residential area. They, and the existing cemetery, are surrounded principally by a range of residential housing forms ranging from single family dwellings to townhouse complexes. The cemetery's long history in this area (since 1878) and open spaces are a compatible and respectful land use type. In addition to its primary function, it is also an attractive and welcoming amenity and outdoor space for passive recreational activities such as walking, quiet contemplation, resting, reading, tai chi. Furthermore, the public expressed, during a public open house held as part of the development of the 2008 CMP, that these kinds of compatible recreational activities should be encouraged for the cemetery lands. Therefore, the cemetery use respects the neighbourhood context, as is an important element in the spectrum of open space and recreation opportunities in Maple Ridge.

4-34 Proposed expansion in the [...] size of existing Large Scale Institutional Facilities must be evaluated on their impacts to the adjacent neighbourhood, to the transportation network, to existing services and facilities, and to the surrounding community and its natural features.

The applicant is currently preparing a site plan for the subject properties, which will be reviewed prior to second reading. The site plan will be assessed in terms of potential impacts to the adjacent neighbourhood and transportation network. The applicant may be required to complete a traffic impact study based on the site plan. However, as previously mentioned, it is anticipated that the cemetery use will be a compatible amenity for the local neighbourhood, and go towards implementing some of the recommendations set out in the 2008 CMP (see discussion below).

2008 Cemetery Master Plan:

The current cemetery is setback approximately 100 metres from Dewdney Trunk Road. It is not easily seen from the main road, thereby reducing both its physical and visual accessibility. The expansion of the cemetery on the three subject properties adjacent to Dewdney Trunk Road would help to address these issues, strengthen its placemaking qualities, facilitate passive recreation, and provide greater natural surveillance, as contained in the 2008 CMP.

If the site had access and visual sight lines from Dewdney Trunk Road, it would be perceived as a more accessible open space [...]. This would address security issues such as theft and vandalism by creating better visibility. More exposure would also encourage passive recreation and would make finding the cemetery site easier for out of town visitors and members of the funeral entourage.

The 2008 CMP also recommends that cemetery lands should:

- Accommodate most of the short and medium term cemetery needs in one location;
- Be located in an attractive setting that can be designed and built to create a meaningful place of remembrance;
- Be situated on stable, free draining soils;
- Be readily accessible; and,
- Not be a detriment to the neighbourhood.

For these reasons, the 2008 CMP recommends that the subject properties are ideal for acquisition and cemetery expansion.

Zoning Bylaw:

The current application proposes to rezone only 21428 Dewdney Trunk Road from RS-1 (One Family Urban Residential) to P-6 (Civic Institutional) to permit the cemetery use. Cemetery use is anticipated to include few buildings and structures (e.g. maintenance shed, memorial walls or structures, columbaria, etc.). Therefore, significant issues with respect to the requirements of the P-6 zoning are not anticipated. Nonetheless, a full review of the site plan with respect to the Zoning Bylaw will be made prior to second reading. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

No development permits are required as part of this application, as institutional uses are not a designated Development Permit Area according to the Local Government Act.

Advisory Design Panel:

Review of this application by the Advisory Design Panel is not required.

Development Information Meeting:

A Development Information Meeting is required for this application. Prior to second reading, the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

e) Departmental and Organizational Implications:

In order to advance the current application, after First Reading, comments and input, will be sought from the various internal departments and external agencies listed below:

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) School District;
- f) Ministry of Transportation and Infrastructure;

The above list is intended to be indicative only and it may become necessary, as the application progresses, to liaise with agencies and/or departments not listed above.

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between First and Second Reading.

f) Early and Ongoing Consultation:

In respect of Section 475 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

g) Development Applications:

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

1. A complete Rezoning Application (Schedule C);

The above list is intended to be indicative only, other applications may be necessary as the assessment of the proposal progresses.

CONCLUSION:

The expansion of the cemetery on the three subject properties requires an OCP amendment to re-designate the three properties as Institutional. Justification to support the OCP amendment, namely that the cemetery is a compatible use in the local area, and has been set out by the 2008 Cemetery Master Plan previously adopted by Council, has been provided. Through this re-designation application of the three subject properties, the applicant wishes to obtain Council support for the cemetery expansion.

Furthermore, in order to allow the physical development of the cemetery on 21428 Dewdney Trunk Road to address the short term capacity needs of the current cemetery, a rezoning of this property is also under consideration at this time.

Therefore, it is recommended that Council grant first reading to this application subject to a full rezoning application being made and assessed prior to second reading.

It is also recommended that Council not require any further additional OCP consultation.

“Original signed by Chee Chan”

Prepared by: Chee Chan
Planner 1

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Frank Quinn” for

Concurrence: E.C. Swabey
Chief Administrative Officer

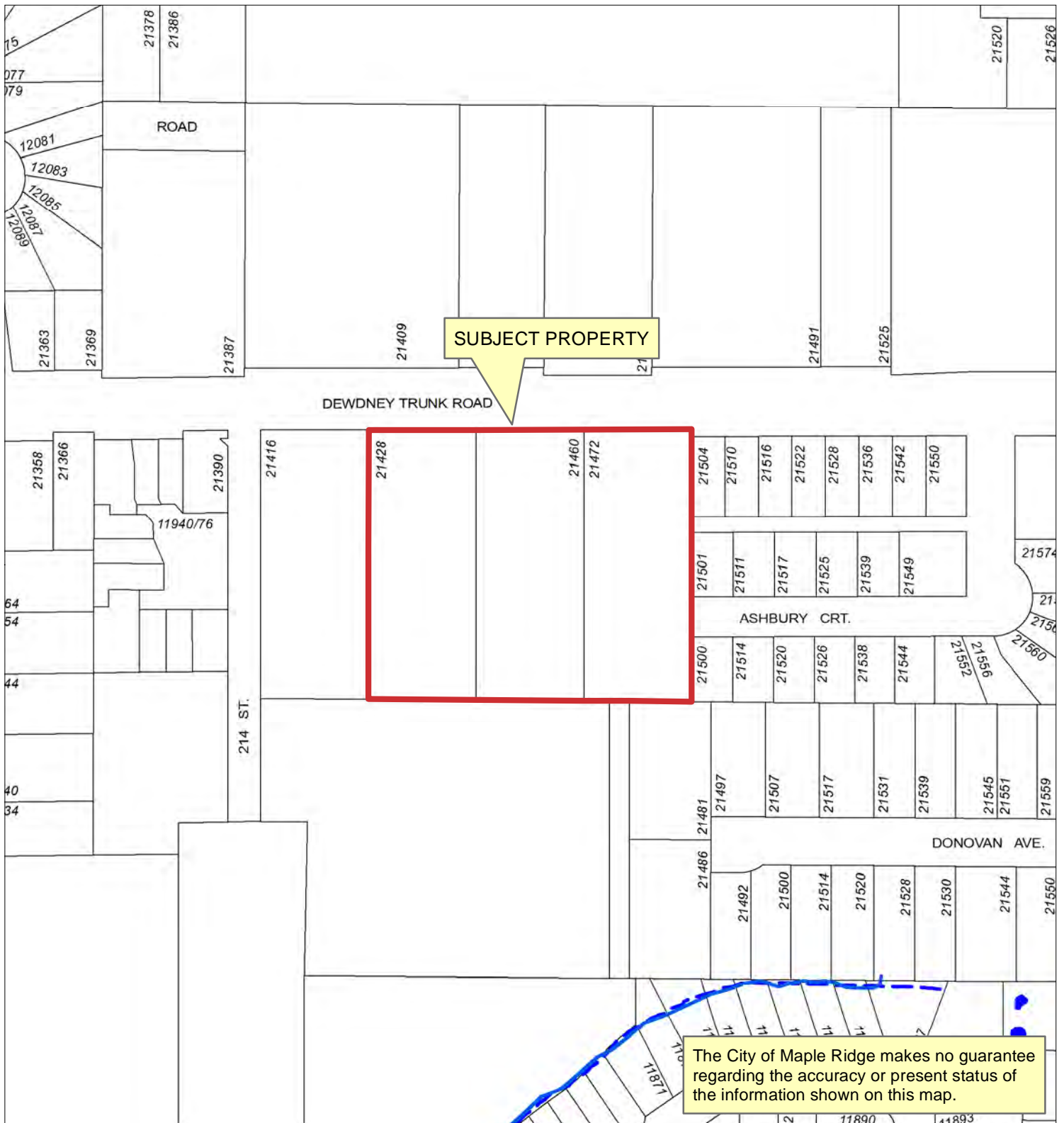
The following appendices are attached hereto:

Appendix A – Subject Map

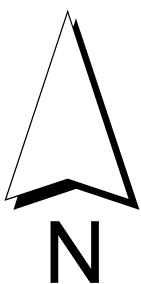
Appendix B – Ortho Map

Appendix C – OCP Amending Bylaw No. 7357-2017

Appendix D – Zone Amending Bylaw No. 7360-2017



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



Scale: 1:2,000

Legend

- Stream
- Indefinite Creek
- Lake or Reservoir

21428, 21460 & 21472
DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2017-281-CP
DATE: Jun 29, 2017

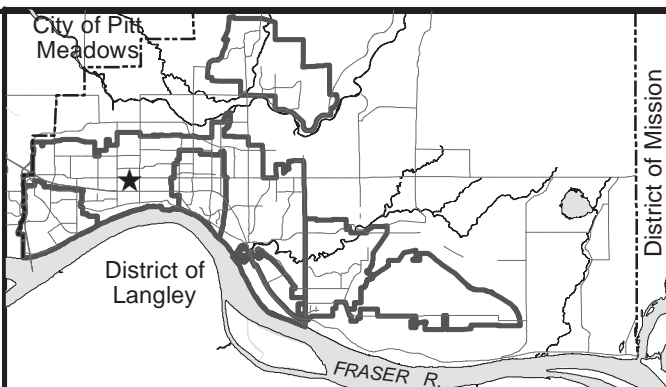
BY: LP



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



Scale: 1:2,000



21428, 21460 & 21472
DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



MAPLE RIDGE

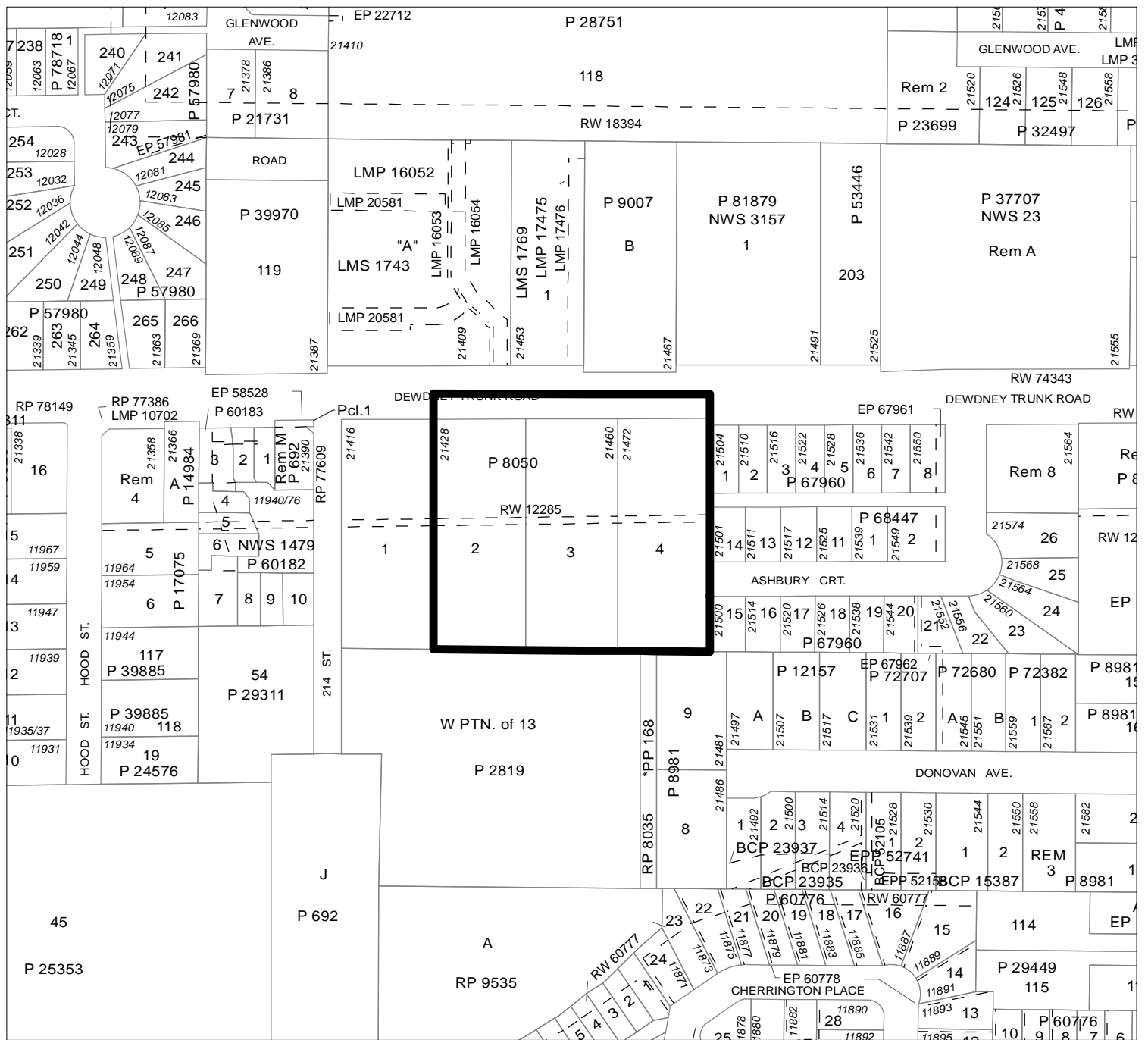
British Columbia

mapleridge.ca

FILE: 2017-281-CP
DATE: Jun 29, 2017

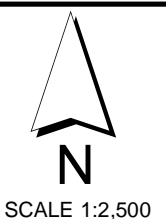
BY: LP

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7357-2017
 Map No. 951
 From: Urban Residential
 To: Institutional



APPENDIX D

**CITY OF MAPLE RIDGE
BYLAW NO. 7360-2017**

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7360-2017."
2. That parcel or tract of land and premises known and described as:

Lot 2 District Lot 247 Group 1 New Westminster District Plan 8050

and outlined in heavy black line on Map No. 1721 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to P-6 (Civic Institutional).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the _____ day of _____, 20_____

READ a second time the _____ day of _____, 20_____

PUBLIC HEARING held the day of , 20

READ a third time the _____ day of _____, 20_____

APPROVED by the Ministry of Transportation and Infrastructure this day of
 , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7354-2017
11814 220 Street

MEETING DATE: July 25, 2017
FILE NO: 2017-230-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 11814 220 Street, from RS-1 (One Family Urban Residential) to P-2 (Special Institutional). The P-2 (Special Institutional) zone allows for a Private Hospital Use, which will permit the proposed licensed Community Care Facility to enable the care of 13 elderly citizens. As this is proposed to be an Institutional use that will include a Housing Agreement, the Community Amenity Contribution Program will not apply.

Note that this application is separate from Zone Amending Bylaw No. 7339-2017 for regulating supportive recovery homes and other similar care facilities within Single Family zones. The subject Zone Amending Bylaw No. 7354-2017 is to rezone from the RS-1 (One Family Urban Residential) zone to the P-2 (Special Institutional) zone, as there will be more than 10 people in care.

To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

1. In respect of Section 475 of the *Local Government Act*, requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:
 - i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
 - ii. The Board of any Regional District that is adjacent to the area covered by the plan;
 - iii. The Council of any municipality that is adjacent to the area covered by the plan;
 - iv. First Nations;
 - v. Boards of Education, Greater Boards and Improvements District Boards; and
 - vi. The Provincial and Federal Governments and their agencies.

and in that regard it is recommended that no additional consultation be required in respect of this matter beyond the early posting of the proposed Official Community Plan amendments on the City's website, together with an invitation to the public to comment;

2. That Zone Amending Bylaw No. 7354-2017 be given first reading; and
3. That the applicant provide further information as described on Schedules A, C, and E of the Development Procedures Bylaw No. 5879-1999.

DISCUSSION:

a) Background Context:

Applicant: M. Dixon
Legal Description: Lot 8, District Lot 397, Group 1, New Westminster District Plan 11251

OCP:

Existing: Urban Residential
Proposed: Institutional

Zoning:

Existing: RS-1 (One Family Urban Residential)
Proposed: P-2 (Special Institutional)

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
South:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
East:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
West:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential

Existing Use of Property: Single Family Residential
Proposed Use of Property: Licensed Community Care Facility for Elderly Citizens
Site Area: 833 m² (0.2 acres)
Access: 220 Street
Servicing requirement: Urban Standard

b) Project Description:

The subject property, located at 11814 220 Street, is located on the north-east corner of the intersection of Lougheed Highway and 220 Street (see Appendices A and B). The property is currently occupied by a single-family home, and is currently designated *Urban Residential* and zoned RS-1 (One Family Urban Residential). The applicant is proposing to re-designate the property to *Institutional* and rezone it to P-2 (Special Institutional) to allow for a licensed Community Care Facility to enable the care for 13 elderly citizens.

The proposal is for a two-storey building with a basement, to permit a licensed Community Care Facility for the care of 13 elderly citizens who are non-ambulatory (i.e. bedridden).

The facility is proposed to be modelled on the Green House Project, which is an American trademark for care facilities that create an environment that looks and feels like a real home in order to achieve the best life possible. These homes are residential homes that can provide high levels of care for individuals who do not wish to be in a nursing home setting. Typical traits that Green House Project homes exhibit include (see <http://www.thegreenhouseproject.org/>):

- Autonomy – elderly citizens have their own private room and bathroom;
- Warmth – A warm living situation consists of a layout that encourages social activity, as well a furnishings and décor that provide comfort; and
- Green Living – Green House homes let in plenty of sunlight, and include plants, garden areas, and outdoor spaces.

At this time, the current application has been assessed to determine its compliance with the Official Community Plan (OCP) and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and a further report will be required prior to second reading. Such assessment may impact proposed lot boundaries and yields, OCP designations and Bylaw particulars, and may require application for further development permits.

c) Planning Analysis:

Official Community Plan:

The subject property is located within the Urban Area Boundary, just west of the Town Centre Area Plan, and is currently designated *Urban Residential – Major Corridor*. The *Urban Residential – Major Corridor* designation allows for ground-oriented housing forms such as single detached dwellings, garden suites, duplexes, triplexes, fourplexes, townhouses, apartments, or small lot intensive residential, subject to compliance with *Major Corridor Residential Infill* policies.

The applicant is intending to re-designate this property to *Institutional* to accommodate a licensed Community Care Facility for 13 elderly citizens. The *Institutional* designation applies to diverse uses that meet specific community needs. The re-designation for this development is supportable based on the following policies within the OCP:

- 3-28 *Maple Ridge will encourage partnerships with government and non-government agencies to support the creation of affordable, rental and special needs housing in the community.*
- 3-30 *Maple Ridge will consider density bonus as a means of encouraging the provision of affordable, rental and special needs housing, and amenities.*
- 3-32 *Maple Ridge supports the provision of affordable, rental and special needs housing throughout the District (City). Where appropriate, the provision of affordable, rental, and special needs housing will be a component of area plans.*
- 3-33 *Maple Ridge will encourage housing that incorporates “age-in-place” concepts and seniors housing designed to accommodate special needs.*
- 4-3 *Maple Ridge will assist the Fraser Health Region to plan for appropriate community health facilities and services for our changing and growing population.*
- 4-12 *Maple Ridge will encourage opportunities for decentralization and integration of community services at the community and neighbourhood level.*
- 4-23 *Maple Ridge encourages the development of seniors care facilities throughout the community that are conveniently located near transit and other services.*

- 4-33 *Large Scale Institutional Facilities such as public hospitals, congregate care facilities, and private hospitals should:*
- a) be within the Urban Area Boundary;*
 - b) be conveniently located near public transit;*
 - c) have direct access to a collector, arterial, TransLink major road or Provincial Highway as identified in the Maple Ridge Transportation plan;*
 - d) where considered necessary, require the completion of a transportation impact study; and*
 - e) respect the neighbourhood context and natural features.*

Housing Action Plan:

The City of Maple Ridge completed a Housing Action Plan (HAP) that supports and encourages the development of affordable housing in Maple Ridge. The HAP was endorsed by Council in September of 2014. In September of 2015, Council endorsed the HAP Implementation Framework which established short, medium, and long-term time horizons to put these actions into practice. Through the development of the HAP and the HAP Implementation Framework, housing for lower and middle income seniors was identified as a need, which is intensified by the growing number of seniors in the province and country-wide over the next several decades. Recognizing that municipalities are not providers of non-market housing for seniors and other groups, municipalities have tools such as policies, regulations, and advocacy to facilitate and encourage the development of non-market housing for this important segment of the population. Strategies in the HAP and HAP Implementation Framework facilitate the development of seniors' housing such as:

- *Strategy 1: Support the Development of a Mix of Housing Forms*
- *Strategy 4: Encourage New Rental Opportunities*
- *Strategy 9: Support the Non-Market Housing Sector*

Furthermore, there is a current initiative that has implications for this application. Staff were directed by Council to prepare a draft Zone Amending Bylaw to regulate Supportive Recovery Homes and other similar care facilities. The proposed Zone Amending Bylaw No. 7339-2017 was given first and second reading on June 6, 2017 and was forwarded to Public Hearing on June 20, 2017. The proposed Zone Amending Bylaw No. 7339-2017 includes a requirement for landowners, operators, and the City to enter into a Housing Agreement that requires certain criteria to be met to operate care facilities to protect the residents and the community.

Council has deferred third reading of the proposed Zone Amending Bylaw No. 7339-2017, pending staff working with local operators to revise the draft Housing Agreement template to better reflect operators' ability to provide the most appropriate resources for a given facility. Recognizing that the proposed Zone Amending Bylaw No. 7339-2017 has not been approved, staff recommend that this application be required to fulfill a similar set of requirements; namely that staff receive the necessary approvals from other levels of government regarding the licensing of this facility and that the developer be required to enter in a Housing Agreement.

Staff also recommend that, should the Zone Amending Bylaw No. 7339-2017 for Supportive Recovery Homes be approved prior to this application reaching Public Hearing, the Housing Agreement template established through the Supportive Recovery Homes process should be applied to this application.

Zoning Bylaw:

The current application proposes to rezone the subject property from RS-1 (One Family Urban Residential) to P-2 (Special Institutional) to permit a licensed Community Care Facility for 13 elderly citizens (see Appendix C). Any licensed care facility that contains more than 6 residents is subject to the City's Zoning Bylaw. Licensed Community Care facilities that contain up to 6 residents are exempt from zoning as per the *Community Care and Assisted Living Act*.

Section 903 of the Zoning Bylaw has the following requirements for Buildings and Structures for a Private Hospital Use:

(3) Buildings and Structures for a Private Hospital Use

(a) together with other buildings shall not exceed a lot coverage of 40%, except that:

- (i) the permitted maximum lot coverage for Parcel A, District Lot 278, Group 1, New Westminster District Reference Plan NWP88024 and Parcel B, District Lot 278, Group 1, New Westminster District Reference Plan NWP88024, shall not exceed 50% of the consolidated lot area (20581 Maple Crescent);*
- (ii) the permitted maximum total floor area for Lot 220 District Lot 245 Group 1. New Westminster District Plan 62886 shall not exceed 0.75 times the lot area (12032 216 Street).*

(b) shall not exceed a height of 11 metres;

(c) together shall not exceed a total floor area equal to 0.5 times the lot area, except that the permitted maximum total floor area for Parcel A, District Lot 278, Group 1, New Westminster District Reference Plan NWP88024 and Parcel B, District Lot 278, Group 1, New Westminster District Reference Plan NWP88024, shall not exceed 0.91 times the consolidated lot area (20581 Maple Crescent);

(d) shall be sited not less than 7.5 metres from all lot lines;

The proposed development is seeking a site specific text amendment to allow an increased density for a maximum floor space ratio of approximately 1.2 and an increased lot coverage to approximately 41%.

The proposed development will also require variances for parking and setbacks (see Appendix D). The following variances will be required:

- To reduce the interior side yard setback from 7.5m (24.6 ft.) to approximately 1.5m (4.9 ft.)
- To reduce the exterior side yard setback from 7.5m (24.6 ft.) to approximately 4.5m (14.8 ft.)
- The Off-Street Parking and Loading Bylaw requires 1 parking stall per 93m² (1,000 ft²) of gross floor area. Therefore, based on a total gross floor area of 996 m² (10,723 ft²), 11 parking stalls would be required. The applicant is requesting a variance down to 6 parking stalls. As the residents will be non-ambulatory (i.e. bedridden), resident parking will not be required. There will be staff providing 24 hour care at the facility, with four staff during the day shift, and three staff during the night shift. This will allow for 2

additional parking stalls during the day for visitors. A restrictive covenant limiting the uses on this site for residents who do not require a vehicle may be a condition of rezoning.

A Development Variance Permit application will be required and will be the subject of a future report to Council.

Development Permits:

A Form and Character Development Permit is not required for Institutional developments, however, a restrictive covenant governing the design of the building will be made a condition of rezoning. Additionally, the Provincial Authority (Fraser Health) has requirements for Community Care Facilities with respect to bedrooms, bathrooms, dining areas, designated work areas and outdoor activity areas, which will be required to be met in order to obtain their operating license.

Development Information Meeting:

A Development Information Meeting is required for this application. Prior to second reading, the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

d) Interdepartmental Implications:

In order to advance the current application, after first reading, comments and input, will be sought from the various internal departments and external agencies listed below:

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Licenses, Permits and Bylaws Department;
- e) School District;
- f) Ministry of Transportation and Infrastructure; and
- g) Canada Post.

The above list is intended to be indicative only and it may become necessary, as the application progresses, to liaise with agencies and/or departments not listed above.

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between first and second reading.

e) Early and Ongoing Consultation:

In respect of Section 475 of the *Local Government Act* for consultation during an OCP amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

f) Development Applications:

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

1. An OCP Application (Schedule A);
2. A complete Rezoning Application (Schedule C); and
3. A Development Variance Permit (Schedule E).

The above list is intended to be indicative only, other applications may be necessary as the assessment of the proposal progresses.

CONCLUSION:

The development proposal is not in compliance with the current OCP designation; however, justification has been provided to support an OCP amendment to re-designate the property from *Urban Residential – Major Corridor* to *Institutional*. It is, therefore, recommended that Council grant first reading, subject to additional information being provided and assessed prior to second reading. It is recommended that Council not require any further additional OCP consultation.

“Original signed by Michelle Baski”

Prepared by: Michelle Baski, ASCT, MA
Planner 1

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

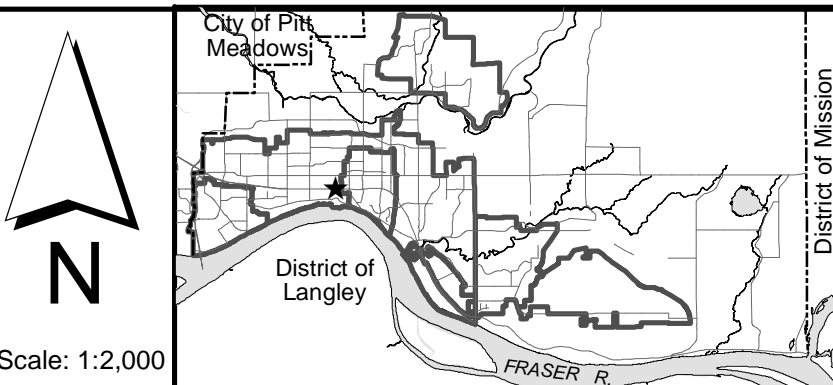
Approved by: Frank Quinn, MBA, P. Eng.
GM: Public Works & Development Services

“Original signed by Frank Quinn” for

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7354-2017
- Appendix D – Proposed Site Plan and Elevations



11814 220 STREET

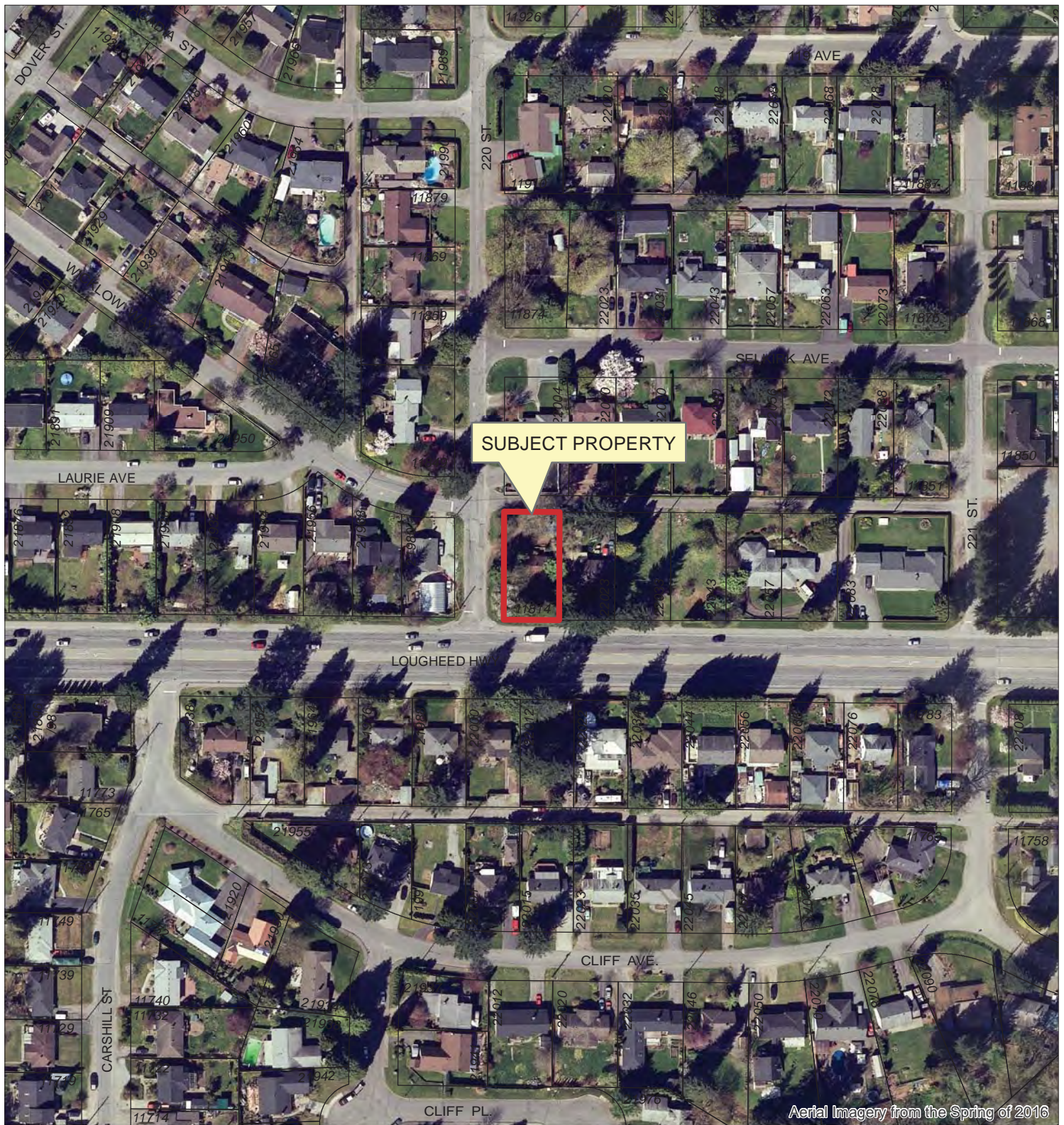
PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2017-230-RZ
DATE: Jul 14, 2017

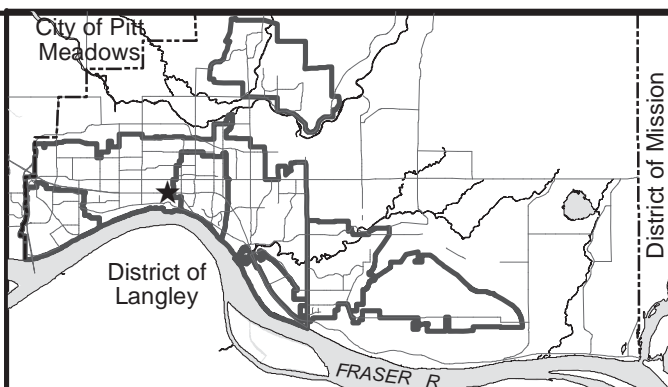
BY: PC



Aerial Imagery from the Spring of 2016



Scale: 1:2,000



11814 220 STREET

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2017-230-RZ
DATE: Jul 14, 2017

BY: PC

CITY OF MAPLE RIDGE

BYLAW NO. 7354-2017

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7354-2017."
2. That PART 9 INSTITUTIONAL ZONES, Section 903, REGULATIONS IN ADDITION TO THOSE IN SECTION 403 FOR THE SIZE, SHAPE AND SITING OF BUILDINGS AND STRUCTURES IN INSTITUTIONAL ZONES, (3) Buildings and Structures for a Private Hospital Use, be amended by replacing the existing points (a) (ii), and (c) with the following:

“(ii) the permitted maximum lot coverage for Lot 8, District Lot 397, Group 1, New Westminster District Plan 11251, shall not exceed 41%.”

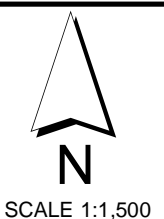
“(c) together shall not exceed a total floor space ratio equal to 0.5 times the net lot area, except that:

 - (i) the permitted maximum floor space ratio for Parcel A, District Lot 278, Group 1, New Westminster District Reference Plan NWP88024 and Parcel B, District Lot 278, Group 1, New Westminster District Reference Plan NWP88024, shall not exceed 0.91 times the consolidated lot area;
 - (ii) the permitted maximum floor space ratio for Lot 220 District Lot 245 Group 1, New Westminster District Plan 62886, shall not exceed 0.75 times the net lot area.
 - (iii) the permitted maximum floor space ratio for Lot 8, District Lot 397, Group 1, New Westminster District Plan 11251, shall not exceed 1.2 times the net lot area.”
3. That parcel or tract of land and premises known and described as:

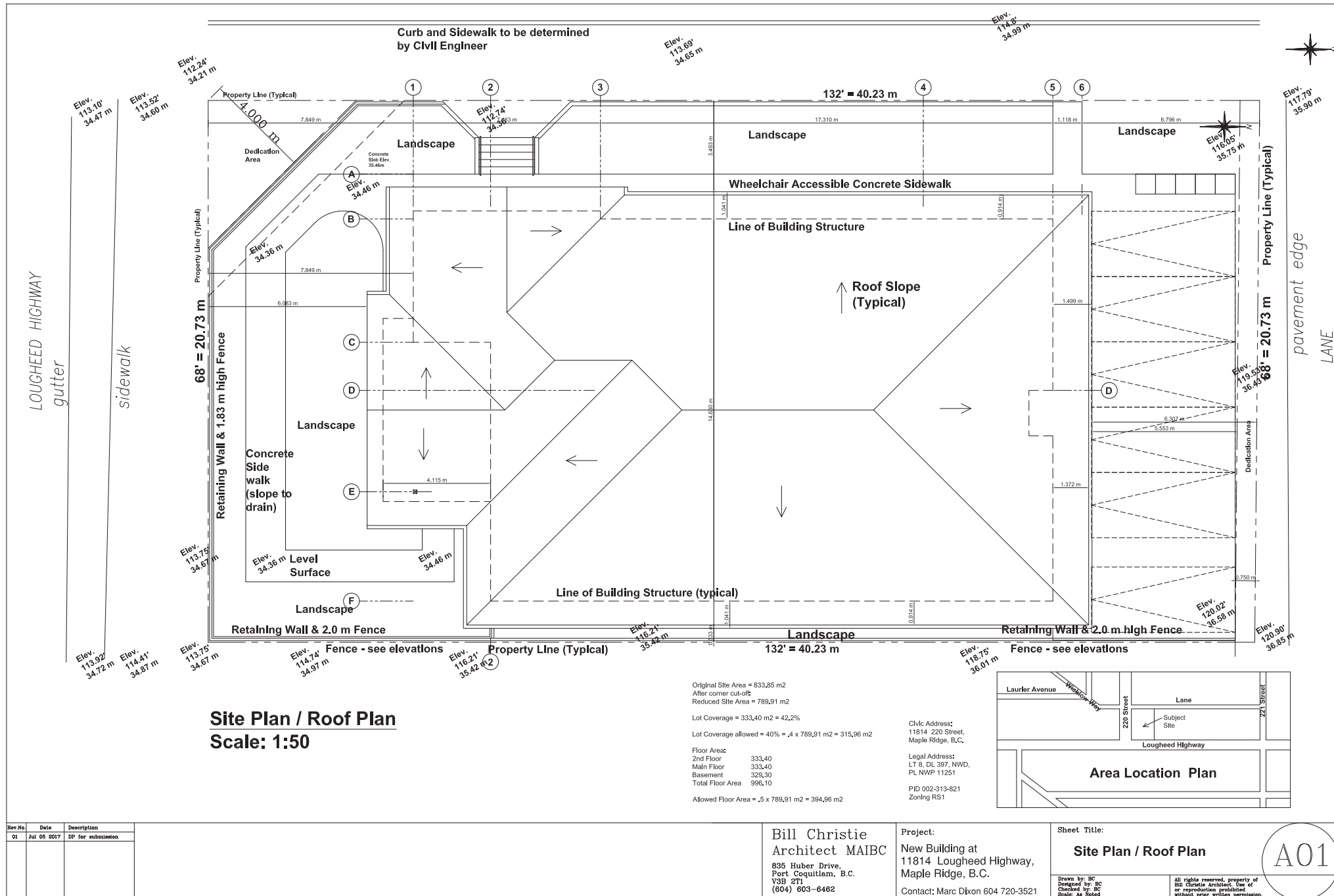
Lot 8 District Lot 397 Group 1 New Westminster District Plan 11251

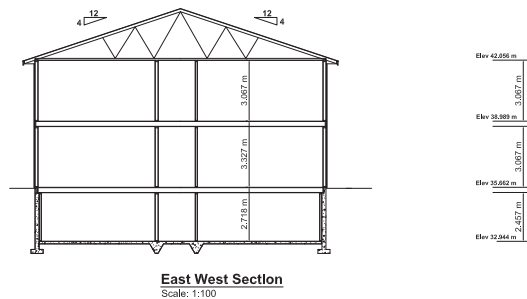
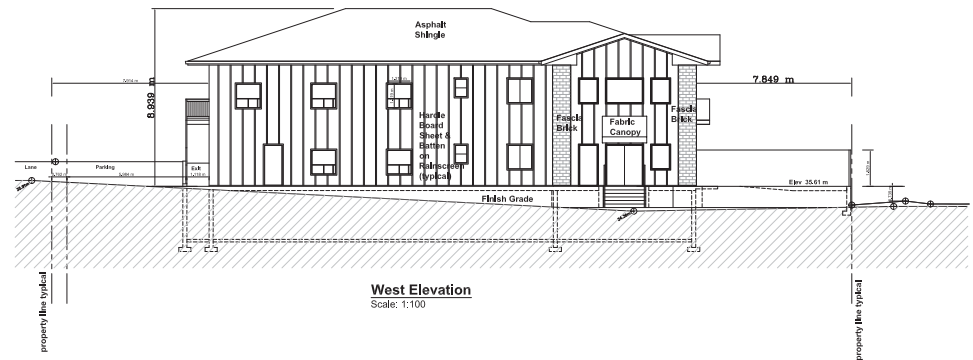
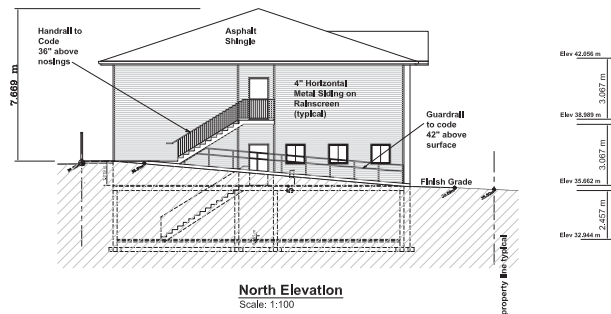
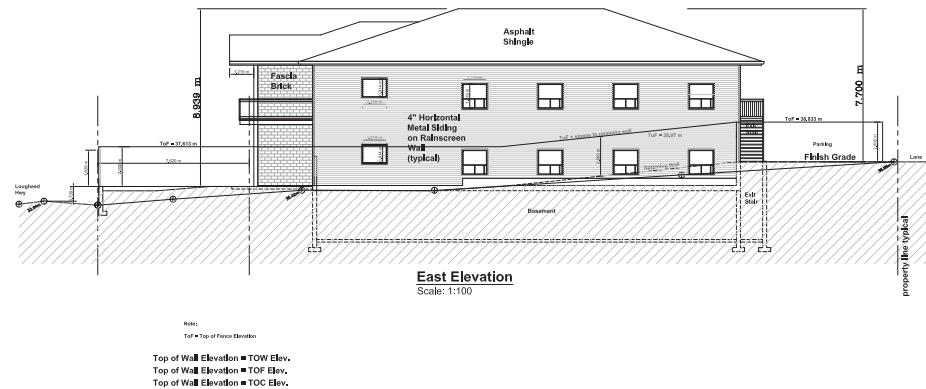
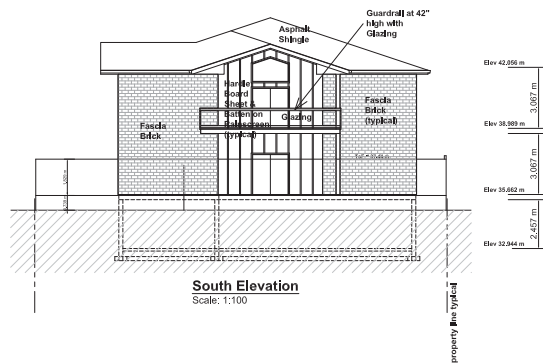
and outlined in heavy black line on Map No. 1718 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to P-2 (Special Institutional).
4. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

CORPORATE OFFICER



APPENDIX D





Rev.No.	Date	Description
01	Jul 05 2017	DP for submission

Bill Christie
Architect MAIBC
835 Huber Drive,
Port Coquitlam, B.C.
V3B 2T1
(604) 603-6462

Project:
New Building at
11814 Lougheed Highway,
Maple Ridge, B.C.
Contact: Marc Dixon 604 720-3521

Sheet Title:
Elevations

Drawn by: BC
Designed by: BC
Checked by: BC
Scale: As Noted

All rights reserved, property of
Bill Christie Architect. Use of
or reproduction prohibited
without prior written permission.

A06

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	July 25, 2017
FROM:	Chief Administrative Officer	FILE NO:	2017-145-RZ
		MEETING:	Council
SUBJECT:	First Reading Zone Amending Bylaw No. 7352-2017 11655 Burnett Street		

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property from RS-1 (One Family Urban Residential) and C-3 (Town Centre Commercial) to RM-2 (Medium Density Apartment Residential) to permit a five storey, 2,538 m² (27,319 ft²), 36 unit condominium building. The residential units are divided into 28 1-bedroom units and eight 2-bedroom units. No three bedroom, rental, affordable, seniors or special needs units are currently included in this project, amenities which have been provided in other recent applications around the Town Centre. 46 off-street parking spaces are located in two parking levels, which exceed the 44 spaces required by the *Off-Street Parking and Loading Bylaw's* reduced parking requirements for the Central Business District.

As part of this project, the applicant has requested the relaxation of certain requirements of the current RM-2 zone. Specifically, the applicant has requested an increase in height from four to five storeys and an increase in density from a floor space ratio (FSR) of 1.8 to 1.95. The project is exempt from the Community Amenity Contribution (CAC) Policy because it is located within the Town Centre Area. However, since the application is seeking a higher density, Council has the discretion, under Official Community Plan Policy 2-9, to collect a CAC/Density Bonus. Council may also grant the additional density in exchange for the provision of affordable, rental and special needs housing, as per OCP Policy 3-30. Council may also require that both policies be applied to this project.

The applicant has also requested the relaxation of all building setbacks from 7.5 m to 0 m. This is because the subject property's development potential is constrained by two watercourses. The applicant proposes to dedicate just under half of the existing property containing the watercourses for park conservation. This would make the residual lot small, the reason for which the applicant seeks a relaxation of all building setbacks. However, the proposed building still encroaches significantly into the 10 m and 5 m setbacks from the top of bank, where 15 m or 30 m setbacks would usually be required. The sufficiency of the dedicated park area and encroachments into the usual watercourse setbacks will be assessed prior to second reading.

There was a previous application on the same property for a four storey, 21 unit apartment building with a similar footprint that received third reading in 2011. That application was not completed. The current application is seeking similar relaxations except for increased density and building height to accommodate 15 additional units.

To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

1. In respect of Section 475 of the *Local Government Act*, requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:
 - i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
 - ii. The Board of any Regional District that is adjacent to the area covered by the plan;
 - iii. The Council of any municipality that is adjacent to the area covered by the plan;
 - iv. First Nations;
 - v. Boards of Education, Greater Boards and Improvements District Boards; and
 - vi. The Provincial and Federal Governments and their agencies.

and in that regard it is recommended that no additional consultation be required in respect of this matter beyond the early posting of the proposed Official Community Plan amendments on the City's website, together with an invitation to the public to comment, and;

2. That Zone Amending Bylaw No. 7352-2017 be given first reading; and,
3. That the applicant provide further information as described on Schedules (A, C, D, E and F) of the *Development Procedures Bylaw No. 5879-1999*, as well as the information outlined in this report.

DISCUSSION:

a) Background Context:

Applicant: Jinyong Yum
Owner: 1070838 BC Ltd.

Legal Description: Lot 10, Section 17, Township 12, NWP12197

OCP:
Existing: Low-Rise Apartment and Conservation
Proposed: No change in designation, change in map boundaries may be required.

Zoning:
Existing: RS-1 (One Family Urban Residential), C-3 (Town Centre Commercial)
Proposed: RM-2 (Medium Density Apartment Residential)

Surrounding Uses:

North:	Use:	Multi-Family Residential
	Zone:	RS-1 and C-3
	Designation:	Low-Rise Apartment and Conservation
South:	Use:	Single Family Residential
	Zone:	RS-1
	Designation:	Low-Rise Apartment and Conservation
East:	Use:	Single Family Residential
	Zone:	RS-1
	Designation:	Urban Residential

West:	Use:	Single Family Residential
	Zone:	RS-1
	Designation:	Ground-Oriented Multi-Family
Existing Use of Property:		Vacant (formerly a single family dwelling)
Proposed Use of Property:		Multi-Family Residential Building
Site Area:		0.235 ha (0.58 acres)
Access:		Burnett Street
Servicing requirement:		Urban Standard

b) Site Characteristics:

The subject property, located at 11655 Burnett Street, is a trapezoidal shaped lot (See Appendix A). The lot fronts Burnett Street where it intersects with Loughheed Highway. An existing house and outbuilding situated on the northeast corner of the lot was demolished and removed a few years ago, and the site is currently vacant. The northeast corner is largely flat, but the southern and western portions of the lot slope steeply down to Creek 33 and an unnamed tributary. The subject property is covered by trees and shrubs (see Appendix B).

The surrounding land uses are residential. Single family dwellings are found to the west, south and east, while a relatively new four storey apartment building is located to the north of the subject property.

c) Project Description:

The development proposal is for a five (5) storey, 36 unit apartment building divided into 28 1-bedroom and eight 2-bedroom units (see Appendix D). The residential floor area is approximately 2,538 m² (27,319 ft²), and the proposed floor space ratio (FSR) is 1.95.

While the existing lot is approximately 2,350 m² in size, the proposed development looks to dedicate up to 43 % (1,006 m²) of the lot area as park conservation to protect the top of bank, slopes and Creek 33 and an unnamed tributary. The resulting lot size, after conservation and road dedication, is challenging at approximately 1,300 m².

46 off-street parking spaces are proposed in two parking levels, which exceed the 44 spaces required by the City's *Off-Street Parking Bylaw 4350-1990*. Note that the reduced parking requirements for the Central Business District apply to the subject property. The project will also provide nine (9) long term and eleven (11) short term bicycle parking spaces in conformance with the bicycle parking requirements of the *Off-Street Parking and Loading Bylaw No. 4350-1990*.

Council granted third reading to a four storey, 21 unit apartment building on the subject property in October 2011 (application RZ-063-10). However, the previous applicant did not complete the application process, which was subsequently closed in November, 2014.

At this time the current application has been assessed to determine its compliance with the Official Community Plan (OCP) and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and a further report will be required prior to Second Reading. Such assessment may impact proposed lot boundaries and yields, OCP designations and Bylaw particulars, and may require application for further development permits.

d) Planning Analysis:

The following policies apply to this proposal:

Town Centre Area Plan:

The subject property is located at the southeastern edge of the South of Lougheed (SOLO) Precinct of the Town Centre Area Plan. The SOLO precinct supports mixed-use commercial and higher density residential development within its boundaries. This project, a mid-rise residential building, conforms to the intent of the SOLO precinct guidelines of the Town Centre Area Plan.

The proposed RM-2 (Medium Density Apartment Residential) zoning complies with the subject property's current designation of Low-Rise Apartment, which is intended to support the development of three to five storey apartment buildings. However, an Official Community Plan (OCP) amendment application to adjust conservation boundaries may be required. Recall that the proposed project seeks to dedicate almost half of the subject property for park conservation to protect watercourses. Similar measures were proposed in the previous 2010 application for the four storey apartment building which received third reading. The adequacy of the current application's proposed conservation area will be assessed prior to second reading. Any resulting change to the OCP's current conservation boundary would therefore require the OCP amendment application.

3-1 An increase in residential and commercial density is encouraged in the Town Centre [...] Land-use should include a mix of housing types catering to various demographics, including affordable and special needs housing, within walking distance to a broad mixture of uses, including shops, services, cultural facilities, and recreation.

This project increases the residential density by introducing up to 36 one and two bedroom units. They are located within walking distance to a range of shops, services, and transit in and around the Central Business District.

3-12 High density development that is four or more storeys in height may be required to include a shadow study in consideration of adjacent sites to address potential impacts on available daylight. Consideration should also be given to the privacy of residents in existing buildings.

An existing four storey apartment building to the north of the subject property will be impacted by the current project. The applicant will be required to provide a shadow study.

3-15 Concealed parking structures are encouraged in all commercial, mixed-use, multi-family uses... in the Town Centre. Below grade parking structures are particularly encouraged for Low-Rise, Medium, and High-Rise Apartment...buildings.

This project includes one at-grade concealed parking level, and one underground parking level. The level at-grade will potentially leave a large blank wall facing the street. The applicant will be asked to demonstrate how impacts of the above grade parking structure on the public realm will be mitigated by landscaping, plantings or residential amenity space design.

3-22 All Low-Rise Apartment developments should be a minimum of three (3) storeys and a maximum of five (5) storeys in height.

This project complies with the height range envisioned by the policy.

Official Community Plan:

As noted earlier in this report, the applicant is requesting an increase in density from a FSR of 1.8 to 1.95. The OCP has two policies which could be considered in relation to the additional density requested.

OCP Policy 2-9 states:

Community Amenity Contributions and density bonuses may also be considered at Council's discretion for all Official Community Plan and Zoning Bylaw amending applications that are seeking a higher density [...] to help provide a variety of amenities and facilities through the municipality;

while, OCP Policy 3-30 states:

Maple Ridge will consider density bonus as a means of encouraging the provision of affordable, rental and special needs housing, and amenities.

Notwithstanding the preceding paragraphs, the following OCP policies would also apply to this rezoning application, regardless of the request for increased density:

3-31 Maple Ridge supports the provision of rental accommodation and encourages the construction of rental units that vary in size and number of bedrooms.

The applicant is open to including rental units in the building, subject to negotiations with the City on the number and type of units prior to second reading.

3-32 Maple Ridge supports the provision of affordable, rental and special needs housing throughout the District.

The applicant has not included any affordable or special needs housing in this project.

3-33 Maple Ridge will encourage housing that incorporates "age-in-place" concepts and senior housing designed to accommodate special needs.

The applicant has not included any senior or special needs housing in this project.

It should be noted that the Planning Department is preparing an updated report on CACs and Density Bonusing, which includes an option to require CAC's for residential developments in the Town Centre. That report may inform how CAC's are applied to this project. Alternatively, Council may wish to direct the applicant to pay a CAC/Density Bonus and/or include rental, affordable, special needs housing units in recognition of higher density.

Housing Action Plan:

Maple Ridge's vision and commitment to towards housing is encompassed in this statement contained in the Maple Ridge Housing Action Plan (MRHAP):

"Access to safe, affordable, and appropriate housing that meets the diverse and changing needs of the community is a priority."

The current application will provide 36 new apartments in the Town Centre. However, it does not improve the diversity or choice of market rate, owner-occupied residential units as it only offers one and two bedroom units. As mentioned previously, it also does not address the need for rental,

affordable, special needs or age-in place housing at this time, which have been fulfilled other recent applications around the Town Centre Area. The applicant is open to providing rental units, subject to a negotiation with the City on the number and type of units (e.g. affordable, special needs, seniors) prior to second reading.

Zoning Bylaw:

The current application proposes to rezone the subject property located at 11655 Burnett Street from RS-1 (One Family Urban Residential), C-3 (Town Centre Commercial) to RM-2 (Medium Density Apartment Residential) to permit the five storey apartment building with a proposed floor space ratio (FSR) of 1.95, and front, rear and interior side setbacks of 0 m. The RM-2 zone currently allows for a four storey building with a maximum floor space ratio (FSR) of 1.8, and 7.5 m setbacks on all sides. A text amendment to the current RM-2 zone would be required to allow the higher 1.95 FSR on this site. The text amendment is included in the draft bylaw (see Appendix C).

Therefore, the applicant is requesting the following variances:

- Increase in height from 4 storeys to 5 storeys; and,
- Reduction of the front, rear and interior side setbacks from 7.5 m to 0 m (Note that the neighbouring apartment to the north also sought and obtained similar setbacks).

The increase in height and relaxation to the setback requirements will require a development variance permit.

The current application also proposes to dedicate just under half of the existing property for park conservation. Despite this dedication, the residual lot and reduced building setbacks would encroach significantly into the 15 m or 30 m setbacks from top of bank typically required for the protection of watercourses.

Note that in the previous application granted third reading by Council (RZ-063-10), the environmental mitigation measures to offset the requested setback variances were slightly more generous. Notably, a larger covenanted area was provided in the previous application to enhance water runoff quality, quantity and ecological habitat functions on the property. Therefore, the sufficiency of the dedicated park conservation area, will need to be assessed prior to second reading before the reduced setbacks can be supported. Consultation may also be required with the Ministry of Environment on the watercourse setbacks.

The current application is exempt from the Community Amenity Contribution (CAC) Policy because it is located in the town centre. However, as mentioned previously, Council may request a CAC or density bonus under OCP Policy 2-9 for applications requesting increased density.

Other variations to the requirements of the proposed RM-2 zone may also require a Development Variance Permit application. A full list of variances will be detailed in the second reading report.

Development Permits:

Pursuant to Section 8.9 of the OCP, a Watercourse Protection Development Permit application is required for all developments and building permits within 50 metres of the top of bank of all watercourses and wetlands. The purpose of the Watercourse Protection Development Permit is to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas.

Pursuant to Section 8.11 of the OCP, a Town Centre Development Permit application for the South of Loughheed Precinct is required for all multifamily residential, flexible mixed use and commercial development located in the Town Centre.

Advisory Design Panel:

The Town Centre Development Permit for the South of Loughheed Precinct must be reviewed by the Advisory Design Panel prior to second reading.

Development Information Meeting:

A Development Information Meeting is required for this application. Prior to second reading the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

e) Interdepartmental Implications:

In order to advance the current application, after first reading, comments and input, will be sought from the various internal departments and external agencies listed below:

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) Parks Department;
- f) School District;
- g) Ministry of Transportation and Infrastructure; and
- h) Ministry of Environment.

The above list is intended to be indicative only and it may become necessary, as the application progresses, to liaise with agencies and/or departments not listed above.

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between first and second reading.

f) Early and Ongoing Consultation:

In respect of Section 475 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

g) Development Applications:

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

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

5. A Watercourse Protection Development Permit Application (Schedule F);

The above list is intended to be indicative only, other applications may be necessary as the assessment of the proposal progresses.

CONCLUSION:

The development proposal is in compliance with the intent of the OCP land use designation. An amendment to the conservation boundary may be required. However, the project is currently lacking in terms of other OCP goals such as the provision of rental, affordable, seniors, or special needs housing..

Therefore, it is recommended that Council provide direction as to whether it will support the request for higher density and exercise its discretion on requiring a Community Amenity Contribution, Density Bonus, and/or provision of rental, affordable, senior and special needs housing in recognition of higher density.

It is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading. Notably, the sufficiency of proposed building design and dedicated park area must be assessed before reduced setbacks can be supported.

It is recommended that Council not require any further additional OCP consultation.

“Original signed by Chee Chan”

Prepared by: Chee Chan
Planner 1

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Frank Quinn” for

Concurrence: E.C. Swabey
Chief Administrative Officer

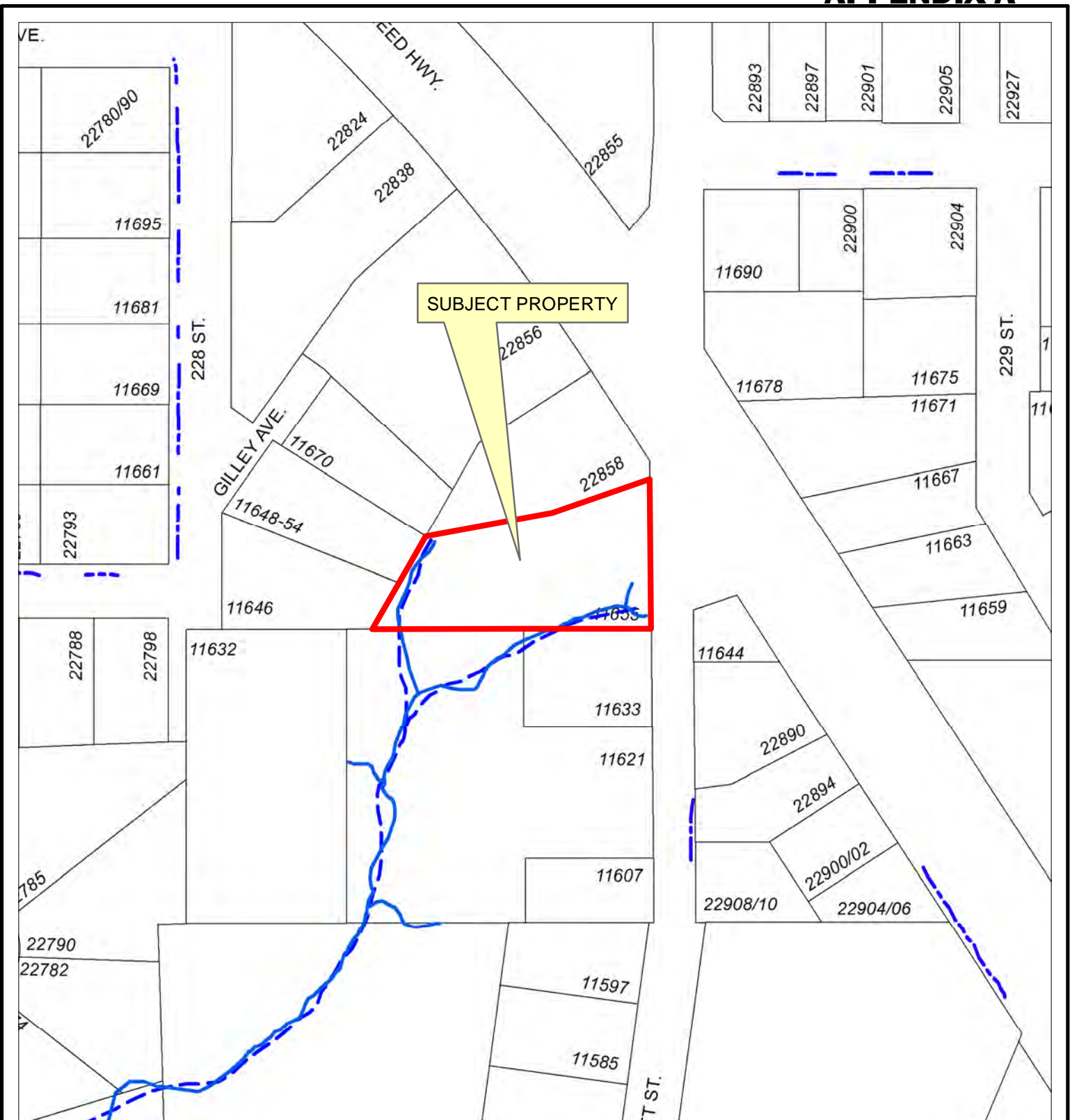
The following appendices are attached hereto:

Appendix A – Subject Map






Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7352-2017

Appendix D – Proposed Site Plan



Legend

-  Stream
-  Indefinite Creek
-  Marsh
-  River
-  Major Rivers & Lakes

11655 BURNETT STREET

PLANNING DEPARTMENT

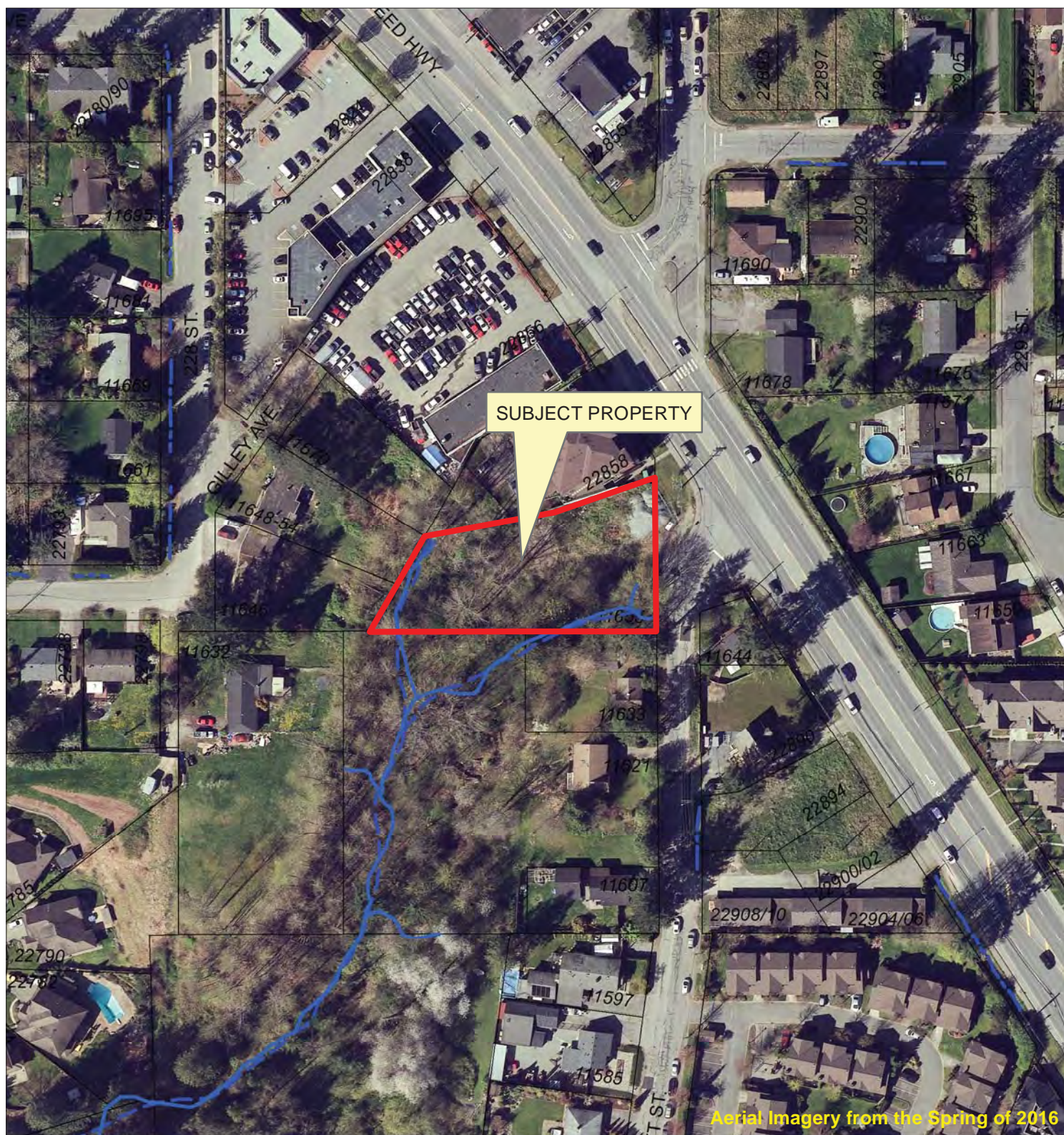


2017-145-RZ

DATE: Apr 19, 2017





BY: JV

Scale: 1:1,500



Scale: 1:1,500

Legend

-  Stream
-  River Centreline
-  River
-  Major Rivers & Lakes

11655 BURNETT STREET

PLANNING DEPARTMENT



2017-145-RZ
DATE: Apr 19, 2017

BY: JV

CITY OF MAPLE RIDGE

BYLAW NO. 7352-2017

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7352-2017."

2. That parcel or tract of land and premises known and described as:

Lot 10 Section 17 Township 12 New Westminster District Plan 12197

and outlined in heavy black line on Map No. 1717 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RM-2 (Medium Density Apartment Residential).

3. PART 6, RESIDENTIAL ZONES, SECTION 604, RM-2 MEDIUM DENSITY APARTMENT RESIDENTIAL DISTRICT is amended as follows:

i. SECTION 5, Density, is amended by adding the following after 5 f)

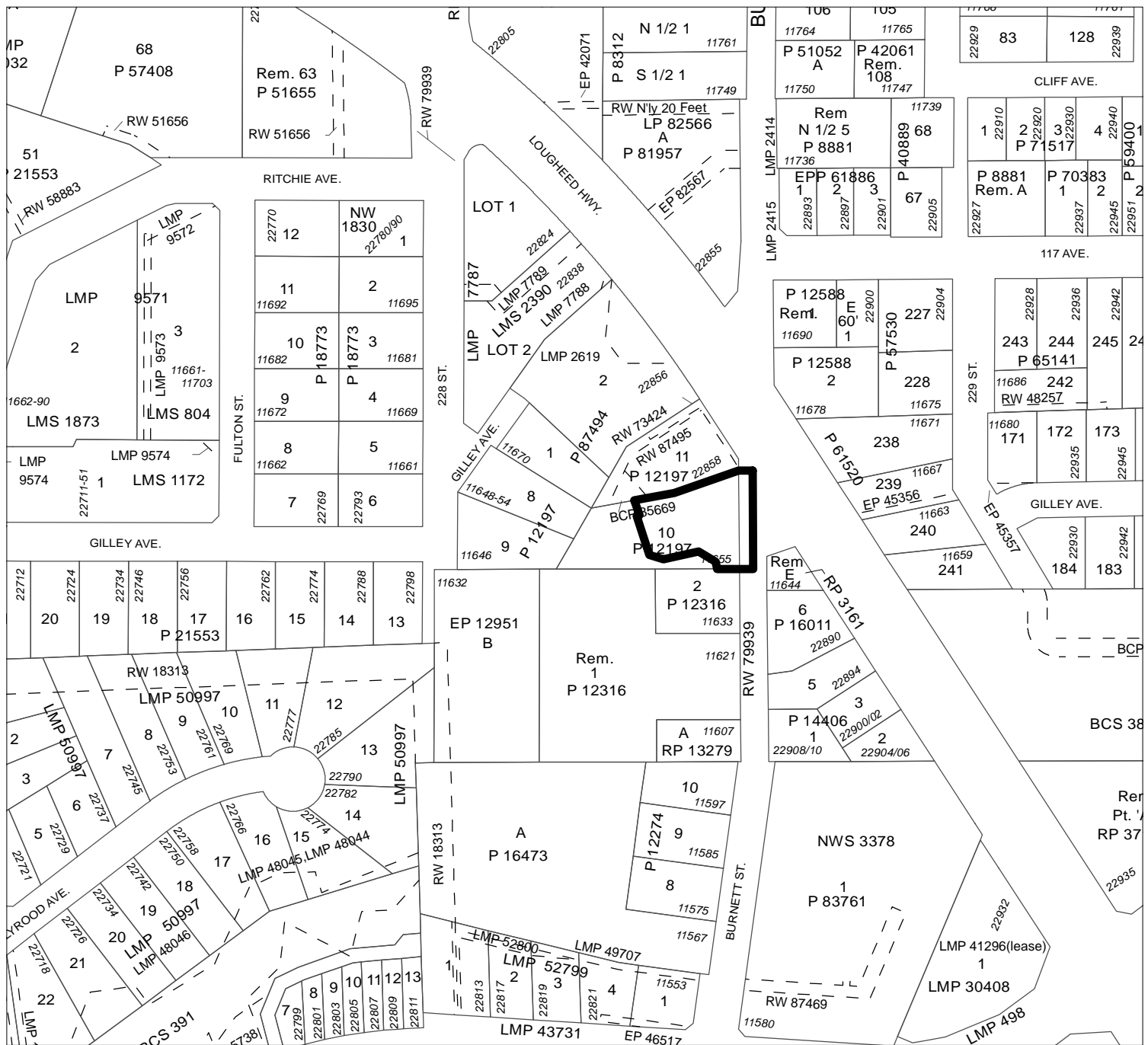
g) The maximum floor space ratio shall be 1.95 at the following location:

11655 Burnett Street

Lot 10 Section 17 Township 12 NWD Plan 12197

4. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

CORPORATE OFFICER



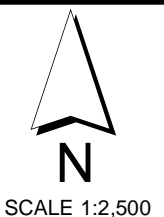
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7352-2017

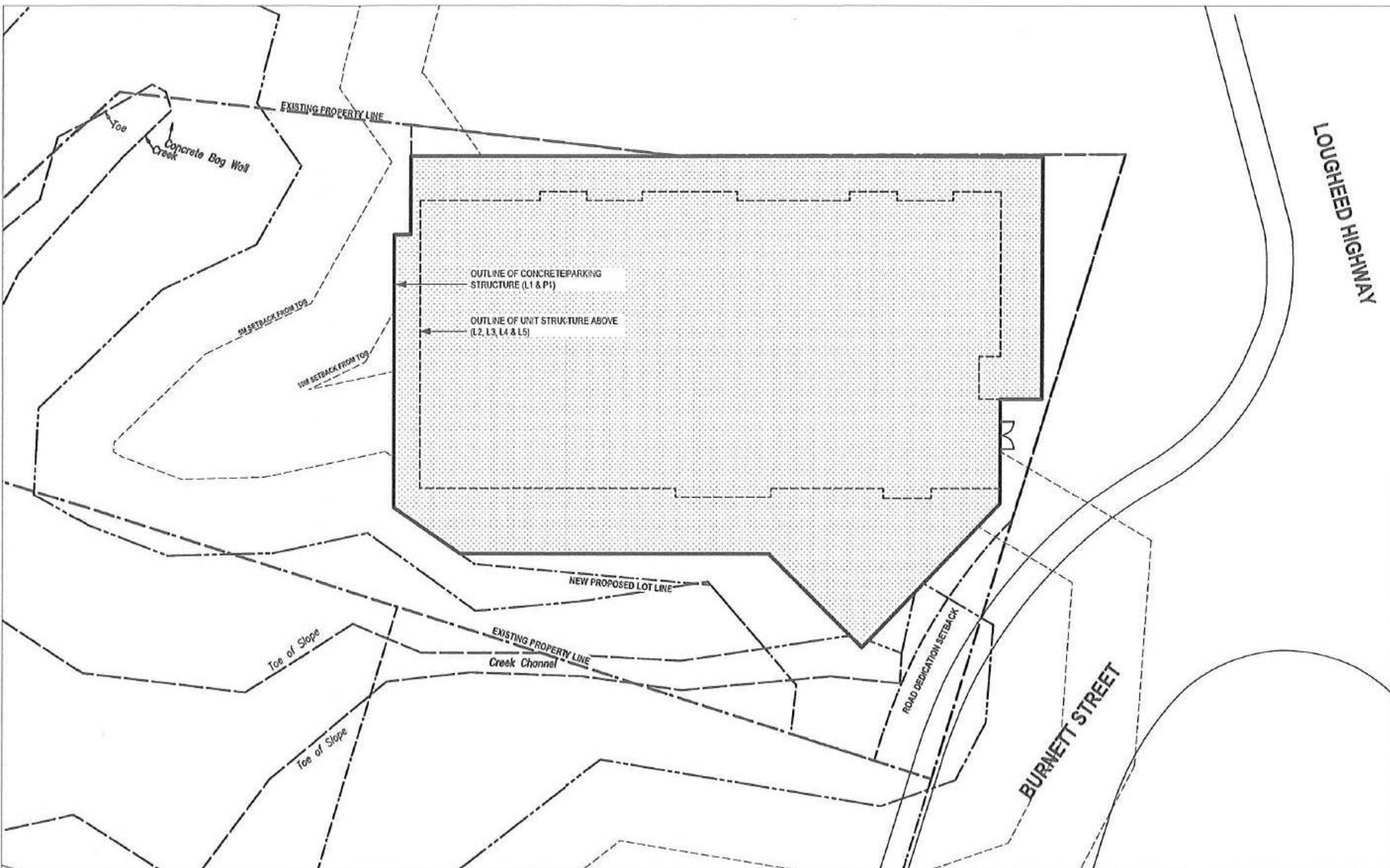
Map No. 1717

From: RS-1 (One Family Urban Residential), C-3 (Town Centre Commercial)

To: RM-2 (Medium Density Apartment Residential)



APPENDIX D



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7356-2017;
Second Reading
Zone Amending Bylaw No. 7274-2016;
11295 and 11307 Maple Crescent

MEETING DATE: July 25, 2017
FILE NO: 2016-320-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone portions of the subject properties located at 11295 Maple Crescent and 11307 Maple Crescent from C-3 (Town Centre Commercial) to M-3 (Business Park). The rezoning application would eliminate the split zoning on the subject properties to a singular zoning to permit the future construction of a Mini-Warehouse. Council granted first reading to Zone Amending Bylaw No. 7274-2016 to permit the rezoning of portions of the subject properties from C-3 (Town Centre Commercial) to M-3 (Business Park). Subsequent to Zone Amending Bylaw No. 7274-2016 being given first reading, the Hammond Area Plan has been adopted. The subject site has been designated Infill General Employment; and has M-6 as the only permitted zone in the Zoning Matrix. In light of this in order to rezone the subject properties from C-3 (Town Centre Commercial) to M-3 (Business Park) zone, a site specific text amendment is required to the Hammond Area Plan Zoning Matrix to include the M-3 (Business Park) zone as a site specific permitted zone.

Council granted first reading to Zone Amending Bylaw No. 7274-2016 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on September 12, 2016.

A site specific text amendment to Appendix A, Zoning Matrix, Section 2. Zoning Matrix, Hammond Area Plan, Official Community Plan, is proposed to include M-3 (Business Park) zone as a site specific permitted zone under the Infill General Employment, Hammond Area Plan Land Use Designation.

RECOMMENDATIONS:

- 1) That, in accordance with Section 475 of the *Local Government Act*, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7356-2017 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;

- 2) That, in accordance with Section 475 of the *Local Government Act*, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7356-2017 on the municipal website, and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 3) That Official Community Plan Amending Bylaw No. 7356-2017 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 4) That it be confirmed that Official Community Plan Amending Bylaw No. 7356-2017 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 5) That Official Community Plan Amending Bylaw No. 7356-2017 be given first and second readings and be forwarded to Public Hearing;
- 6) That Zone Amending Bylaw No. 7274-2016 be given second reading, and be forwarded to Public Hearing;
- 7) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Registration of a Restrictive Covenant for Tree Protection and Stormwater Management
 - iii) Road dedication as required;
 - iv) Consolidation of the subject properties;
 - v) Demolition of any existing structures and removal of any vehicles and shipping containers from the site;
 - vi) If the Director of Waste Management from the Ministry of Environment determines that a site investigation is required based on the submitted Site Profile, a rezoning, development, or development variance permit cannot be approved until a release is obtained for the subject properties;
 - vii) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject properties. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

DISCUSSION:

1) Background Context:

Applicant:	Prism Construction Ltd. (Amin Rawji)
Owner:	Mayfair Properties Ltd and Chelsea Properties Ltd.

Legal Description: Lot 1 District Lots 278 and 279 Group 1 New Westminster District Plan 60497; and Lot 573 District Lot 279 Group 1 New Westminster District Plan 114.

OCP:

Existing: Infill General Employment
Proposed: Infill General Employment

Zoning:

Existing: C-3 (Town Centre Commercial) and M-3 (Business Park)
Proposed: M-3 (Business Park)

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Infill General Employment
South:	Use:	Vacant
	Zone:	C-3 (Town Centre Commercial)
	Designation:	Infill General Employment
East:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Single-Family and Compact Residential
West:	Use:	Railway Tracks, Vacant, Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Infill General Employment

Existing Use of Property:	Outdoor Storage and Tow Yard
Proposed Use of Property:	Mini-Warehouse
Site Area:	0.481 ha (1.2 acres)
Access: Maple Crescent	Maple Crescent
Servicing: Urban Standard	Urban Standards
Previous OR Companion Applications:	2016-240-DP

2) Background:

Zone Amending Bylaw No. 7274-2016 was given First Reading by Council on September 20, 2016 to rezone portions of the subject property located at 11295 Maple Crescent and 11307 Maple Crescent from C-3 (Town Centre Commercial) to M-3 (Business Park) zone. Since, the first reading of Zone Amending Bylaw No. 7274-2016 occurred the Hammond Area Plan has been adopted. The Hammond Area Plan outlines in the Zoning Matrix that within the Infill General Employment Land Use Designation the only zone that is consistent is the M-6 (Hammond General Employment) zone. Keeping with the Hammond Area Plan, the M-3 (Business Park) zone will be included in the Zoning Matrix under the General Employment Land Use Designation on a site specific basis for the subject site.

3) Project Description:

The lands that are subject to this rezoning application are located in the Hammond Community specifically Upper Hammond Precinct. The lands are located between Maple Crescent to the north-east; Railway tracks to south-west; Lorne Avenue to the north-east and Ditton Street to the south-east.

The applicant is proposing to consolidate the subject properties to create one parcel. The applicant is proposing a mini-warehouse consisting of approximately 8,309 square meters of gross floor area over 3 floors. The following table details the breakdown of gross floor area per floor.

<u>Floor</u>	<u>Gross Floor Area</u>
Main	2,069 square meters
Second	3,120 square meters
Third	3,120 square meters

The building will be orientated towards Maple Crescent with the access point onto Maple Crescent being situated approximately mid block between Ditton Street and Lorne Avenue. The rear of building will face onto the railway track providing some noise attenuation to the residential homes on Maple Crescent. The back wall that faces onto the railway tracks has been treated with some visual relief. Due to the nature of the mini-warehousing and proximity to the railway tracks there are no unprotected openings.

The applicant has included landscaping along Maple Crescent; Ditton Street and Lorne Avenue. This landscaping included pedestrian linkages from the street to the structure. Along Maple Crescent Street, trees are required and have been proposed by the applicant.

4) Planning Analysis:

i) Official Community Plan:

The Hammond Area Plan, Section 3.0 Hammond Land Use Designations, Subsection 3.2.3 Infill General Employment designation is applied to underutilized lands adjacent to residential areas and the railway tracks in Precincts 2 (Upper Hammond). These lands are narrow and limited in potential. The intent of the Infill General Employment is to create opportunities for businesses that do not generate much vehicle traffic and have minimal need for parking. Additionally, this designation is limited to businesses that produce minimal noise, odor, or fumes and blend well into the nearby residential areas either through attractive building design or landscape screening. The M-3 (Business Park) zone uses fall within in these parameters.

The policies of the Infill General Employment that support the rezoning to M-3 (Business Park) are outlined below:

"3-39 Businesses in the Infill General Employment designation will be light industrial or business park uses that do not generate significant traffic, noise, fumes, or odors."

"3-40 Lands within the Infill General Employment designation are located in close proximity to residential areas and compatibility with adjacent uses is important. Incorporating the following elements into site and building design within the Infill General Employment designation is encouraged:

- a) *Block sizing is reflective of surrounding uses;*
- b) *Building forms are appropriately located on site and scaled in consideration of adjacent developments;*
- c) *Principal buildings within the Infill General Employment designation are Permitted to a maximum height of 3 storeys;*
- d) *Attractive landscaping, including fencing/screening, should be provided along the perimeter of the site;*
- e) *Outdoor storage and refuse. Recycling areas should be well-screened with attractive landscaping and fencing, particularly those visible to roadways and/or adjacent residential areas."*

"3-41 Integrate infill industrial developments with surrounding residential and non-residential activities through the use of appropriate transition of uses."

ii) Zoning Bylaw:

There are two (2) lots involved with this application that will be consolidated into one lot. The smallest lot (248m²), located at 11295 Maple Crescent is zoned RS-1(One Family Urban Residential) and will be developed in coordination with the larger neighbouring property 11307 Maple Crescent. The large lot 85% zoned M-3 (Business Park) (which allows the proposed mini-warehouse use.) with the remaining 15% being zoned C-3 (Town Centre Commercial). Therefore, the zoning application is essentially seeking to convert a small area of land to M-3 (Business Park) to accommodate the mini-warehouse use. The use change constitutes less than 320m² or a total lot area of 5,038m² or 6.4% of the combined site. Except for the variances being sought, a preliminary review of the proposed buildings and associated parking indicated that the proposal complies with applicable provisions of the Zoning Bylaw. (Appendix C)

iii) Off-Street Parking And Loading Bylaw:

"Maple Ridge Off-Street Parking and Loading Bylaw No. 4350-1990", requires 1 parking stall parking stall per 557m² of gross floor area for a Mini Warehouse use. The application, as proposed, is providing 16 parking stalls which complies with the Bylaw.

iv) Proposed Variances:

A Development Variance Permit application has been received for this project and involves the following relaxations (see Appendix D) to *Maple Ridge Zoning Bylaw No. 3510 -1985*,:

Part 806, Section 6 Siting, (c) requires 1.5 metres from an interior lot line this project is requesting from 1.5 metre that the interior lot line be reduced to 0.30 metres.

The variance will be the subject of a future Council report.

v) Development Permits:

Pursuant to the Hammond Area Plan and Section 8.13 Development Permit Area Guidelines, Section 4.0 Infill General Employment Development Permit an application is required to ensure that the current proposal meets the requirements of the Guidelines.

vi) Advisory Design Panel:

The Advisory Design Panel (ADP) reviewed the form and character of the proposed development and the landscaping plans at a meeting held on February 15, 2017. (see Appendix E and F)

The following comments were provided by ADP:

1. *Provide pedestrian crossing using a coloured and textured material across the driving entrance.*
2. *Provide a pedestrian connection between the two building entrances, with relocation of water feature if needed.*
3. *Provide details of the security fence and trellis.*
4. *Consider eliminating landscape islands under the building overhang and use or define parking spaces with different hardscape treatments.*
5. *Use three metre high conifer trees and use eight centimeter caliper oak trees.*
6. *Provide a landscape buffer to back of building in the form of trellis, lattice or green wall panel.*
7. *Clarify travel distance.*
8. *Vary parapet heights in combination with articulation of south west façade.*
9. *Provide details of architectural treatments for the back of the building.*

The ADP concerns have been addressed and are reflected in the current plans. A detailed description of how these items were incorporated into the final design will be included in a future development permit report to Council.

vii) Development Information Meeting:

Two Development Information Meetings were held; the first one was on May 22, 2017 at Open Door Church, 11391 Dartford Street, between 2:00p.m. and 4:00 p.m. with 2 people attending and the second one was on May 31, 2017 at Open Door Church, 11391 Dartford Street, between 6 p.m. and 8 p.m. with 5 people attended the meeting. Both of these Development Information Meetings were hosted by the applicant. The meetings were advertised in the Maple Ridge Pitt Meadows News and mailed out to the owners and residents of the property within 100 metres of the development site. A summary of the main comments and discussions with the attendees was provided by the applicant and include the following main points:

- That building a large storage facility is an excellent idea. Received from a resident living directly across Maple Crescent from the subject property. Also would like to see the first floor of the building being used for commercial/retail space.
- That the building as proposed does reference the Hammond Area heritage.

- A representative of HUB Cycling was happy with the incorporation of a sidewalk with the proposal. They would like to see a bike lane along Maple Crescent.
- A response was received from someone that was not satisfied with the dates or times of the meeting. In addition this respondent wanted Council to change the policy on how Development Information Meetings are conducted. They want it lead by staff with a larger staff present at the meeting. The same respondent was not happy with design of the building or landscaping.

The following are provided in response to the issues raised by the public:

- The current Hammond Area Plan does not support retail at this location.
- That a cycle lane has not been identified at this location.
- The Public Hearing process is the legislative framework for the public to provide their concerns or support to Council. The purpose of the Development Information Meeting is for the community to interact with the applicant.

5) Interdepartmental Implications:

i) Engineering Department:

The Engineering Department have advised that the following upgrades improvements will be required:

- The South side of Maple Crescent will need to be constructed to a urban collector road standard.
- The existing curb and gutter will need to be removed and replaced along the property frontages.
- Along the frontage of Maple Crescent sidewalk is required complete with curb returns to Lorne Avenue and Ditton Street. The sidewalks on Lorne Avenue and Ditton Street shall continue south up to the property line.
- There are services available to the property that the applicant's civil engineer will coordinate Engineering Department for connection or upgrading.
- Street Trees are required along Maple Crescent.

ii) Building Department:

The applicant is working with the Building Division to fulfill the onsite storm water management three tier Storm Water Management. This will be reflected in the Development Permit landscaping plans to the extent necessary.

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7356-2017, that second reading be given to Zone Amending Bylaw No. 7274-2016, and that application 2016-320-RZ be forwarded to Public Hearing.

“Original signed by Wendy Cooper”

Prepared by: Wendy Cooper, MCIP, RPP
Senior Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Frank Quinn” for

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7356-2017
Appendix D – Zone Amending Bylaw No. 7274-2016
Appendix E – Site Plan
Appendix F – Building Elevation Plans
Appendix G – Landscape Plan



Scale: 1:2,500

Legend

- Stream
- Indefinite Creek
- River
- Major Rivers & Lakes

11295 & 11307 Maple Crescent

PLANNING DEPARTMENT



British Columbia
mapleridge.ca

2016-320-RZ
DATE: Aug 29, 2016

BY: JV



Scale: 1:2,500

Legend

- Stream
- Indefinite Creek
- River
- Major Rivers & Lakes

11295 & 11307 Maple Crescent

PLANNING DEPARTMENT



mapleridge.ca

2016-320-RZ
DATE: Aug 29, 2016

BY: JV

APPENDIX C

**CITY OF MAPLE RIDGE
BYLAW NO. 7356-2017**

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

WHEREAS Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed expedient to amend Schedule "A" to the Official Community Plan;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7356-2017."
2. Schedule "A" of the Official Community Plan shall be amended as follows:
Chapter 10, Area Planning, Section 10.5 HAMMOND AREA PLAN is amended as follows:
APPENDIX A – ZONING MATRIX, Section 2. Zoning Matrix: Hammond Area Plan Land Use Designation, Infill General Employment, is amended by adding the following into the Zones Column: M-3 (Business Park) zone is only permitted for the properties located at Lot 573 District Lot 279 Group 1 New Westminster District Plan 114 and Lot 1 District Lots 278 and 279 Group 1 New Westminster District Plan 60497.
3. Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

READ a first time the _____ day of _____, 20_____

READ a second time the _____ day of _____, 20_____

PUBLIC HEARING held the day of , 20

READ a third time the _____ day of _____, 20_____

ADOPTED, the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER

APPENDIX D

CITY OF MAPLE RIDGE

BYLAW NO. 7274-2016

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7274-2016."

2. Those parcel (s) or tract (s) of land and premises known and described as:

Lot 1 District Lots 278 and 279 Group 1 New Westminster District Plan 60497;

Lot 573 Listrict Lot 279 Group 1 New Westminster District Plan 114;

and outlined in heavy black line on Map No. 1692 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to M-3 (Business Park).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 20th day of September, 2016.

READ a second time the _____ day of _____, 20_____

PUBLIC HEARING held the day of , 20

READ a third time the _____ day of _____, 20_____

ADOPTED, the day of , 20

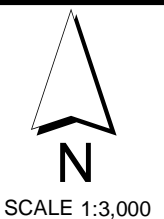
PRESIDING MEMBER

CORPORATE OFFICER

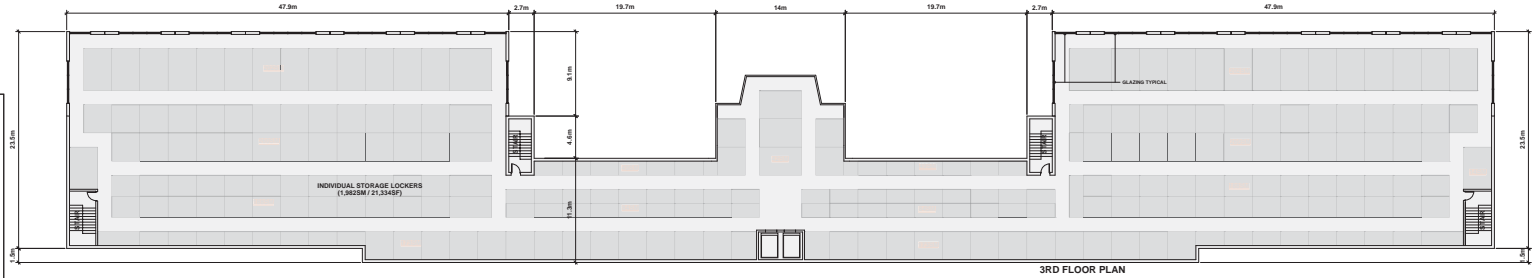
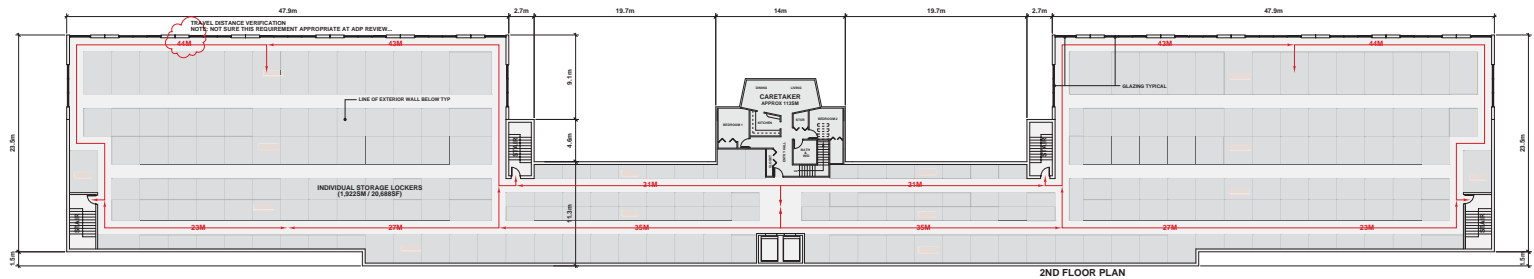
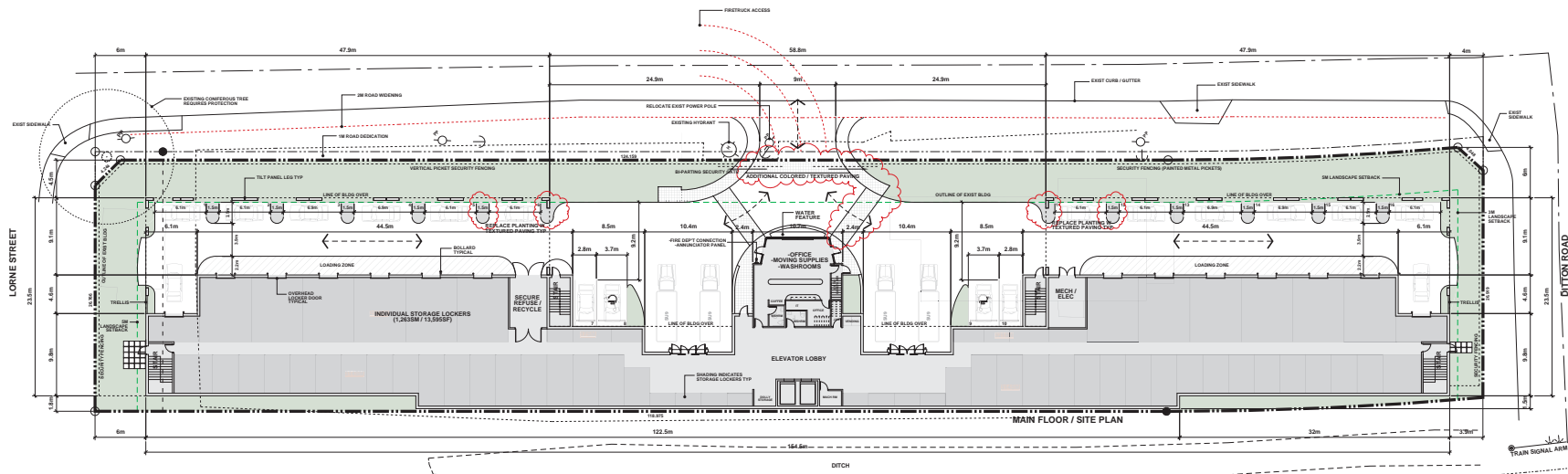


MAPLE RIDGE ZONE AMENDING

Bylaw No. 7274-2016
Map No. 1692
From: C-3 (Town Centre Commercial)
To: M-3 (Business Park)



APPENDIX E



Proposed New Facility for Mayfair Self Storage
11307 Maple Crescent, Maple Ridge, BC

DEVELOPMENT DATA SUMMARY SHEET

Legal Description: Consolidation of Lot 1 DL Lots 278 & 279 G1 NWD PL60497

Zoning: Based on M3 (Business Park Zone) limited to three storages

Principal Use: Personal Storage Facility

Lot area: Approximately 4891SM (to be confirmed by surveyor)

Building Area: Main Floor 2090SM, Second Floor 3120SM, Third Floor 3120SM, Gross Floor Area 8309SM

Site Coverage: Approximately 42%

Siting: Front Yard Setback (Lorne St) 6.0M, Rear Yard Setback (Ditton Rd) 3.0M, Interior Side Yard Setback (South P/L) 0.0M, Exterior Side Yard (Maple Crescent) 4.5M

Building Height: 13.8M

Landscape Screen: Maple Crescent 5.0M, Lorne Street 5.0M, Ditton Road 3.0M, South P/L 0.0M

Parking: One stall per 567SM+ 15 Required; 16 Provided

Loading: Two Fully-Glazed Entrances to Loading Elevator Lobby

REV	DATE	REMARKS
A	NOV17.16	DP SUBMISSION
B	JAN18.17	PRG 7, 8, & 9 DIMS
C	FEB22.17	DP RESUBMISSION PER ADP

SURVEY INFORMATION COURTESY MAYFAIR SELF STORAGE TEL: 604-276-8883	DATE: 12/15/2016 PROJECT: 11307 MAPLE CRES DRAWN BY: J. K. (JK)
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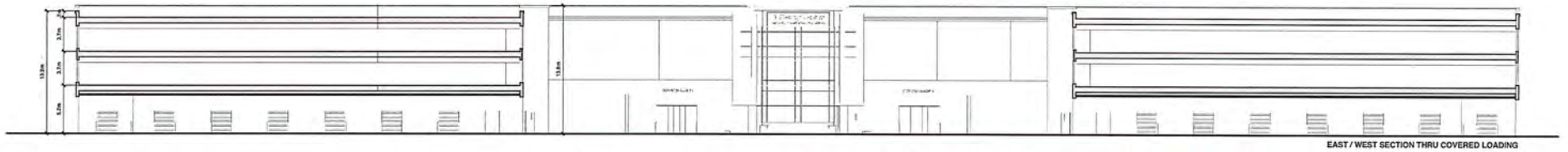
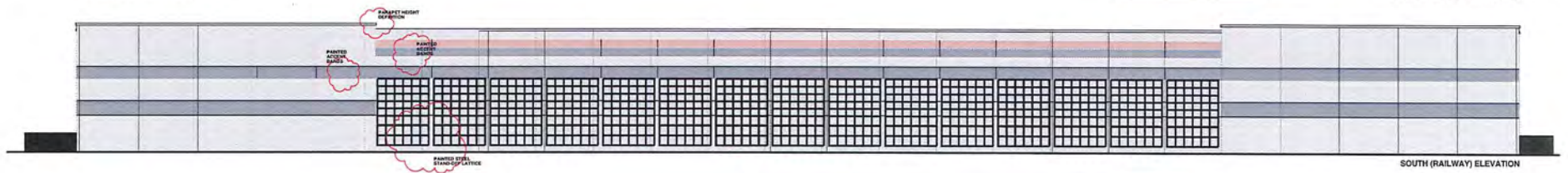
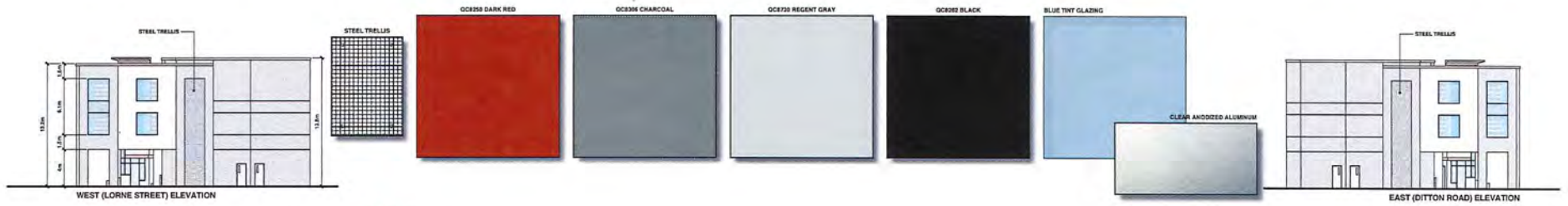
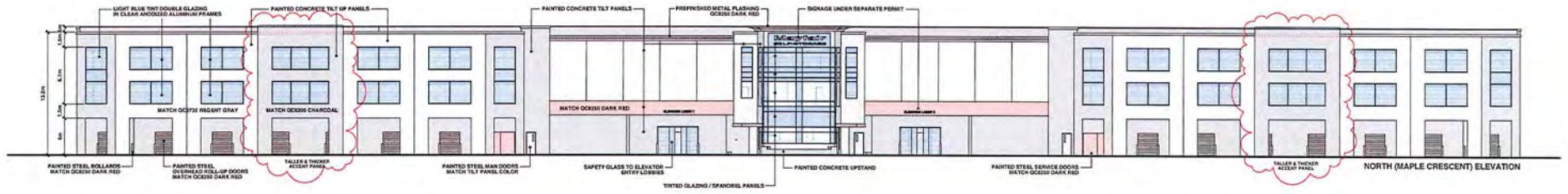
ARCHITECTURE & ENGINEERING
JULIE B. LEE, ARCHITECT
TEL: 604-276-8883
cda
cda design group
CDA DESIGN GROUP INC. (INCORPORATED)
A PARTIAL LIST OF OUR PREVIOUS WORKS


Written dimensions shall take precedence over noted dimensions. The General Contractor shall verify all dimensions. Written and/or verbal confirmation shall be provided with any work used in construction or "FOR CONSTRUCTION" ONLY. This drawing shall not be reproduced or altered without written consent of CDA Design Group.

PROPOSED DEVELOPMENT
11307 MAPLE CRESCENT
--
MAPLE RIDGE BC

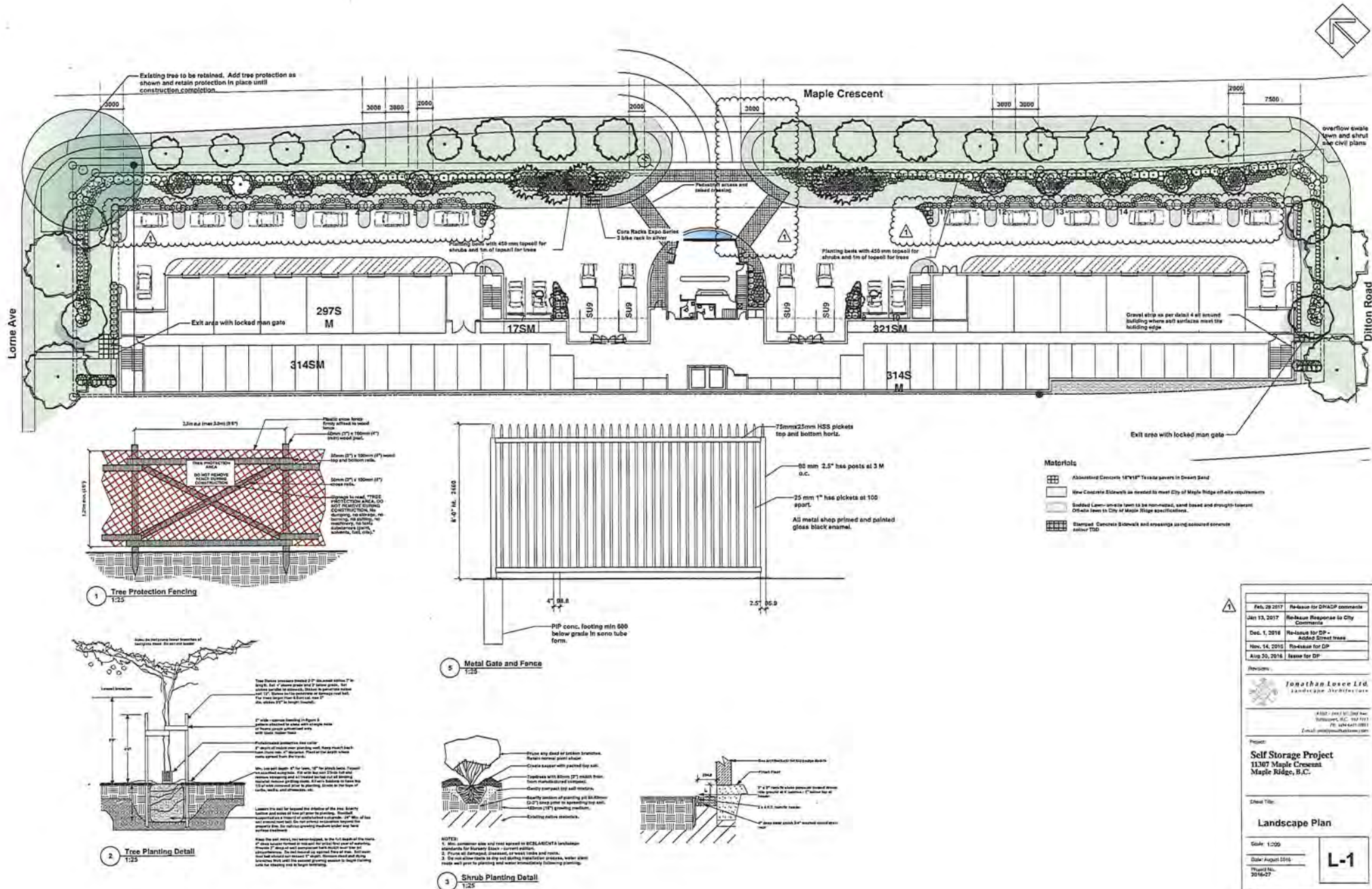
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DRAWN: JK	CHECKED: JK
SCALE: 1:250	FILE:
DRAWING NUMBER: A1	VERSION: C

APPENDIX F



	REV	DATE	REMARKS		ARCHITECTURE & INTERIORS 1000 WEST 10TH AVENUE VANCOUVER, BC, V6H 2Y6 TEL: 604 278 7200 FAX: 604 278 7201 CCA DESIGN GROUP 1000 WEST 10TH AVENUE, SUITE 200 VANCOUVER, BC, V6H 2Y6 TEL: 604 278 7200 FAX: 604 278 7201		PROPOSED DEVELOPMENT 11307 MAPLE CRESCENT -- MAPLE RIDGE BC	TOTAL: -ELEVATIONS / SECTIONS / EXTERIOR FINISHES DRAWN: JK CHECKED: JK SCALE: 1:200 FAX: DRAWING NUMBER: A3 VERSION: C
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	B							
	C							
	D							

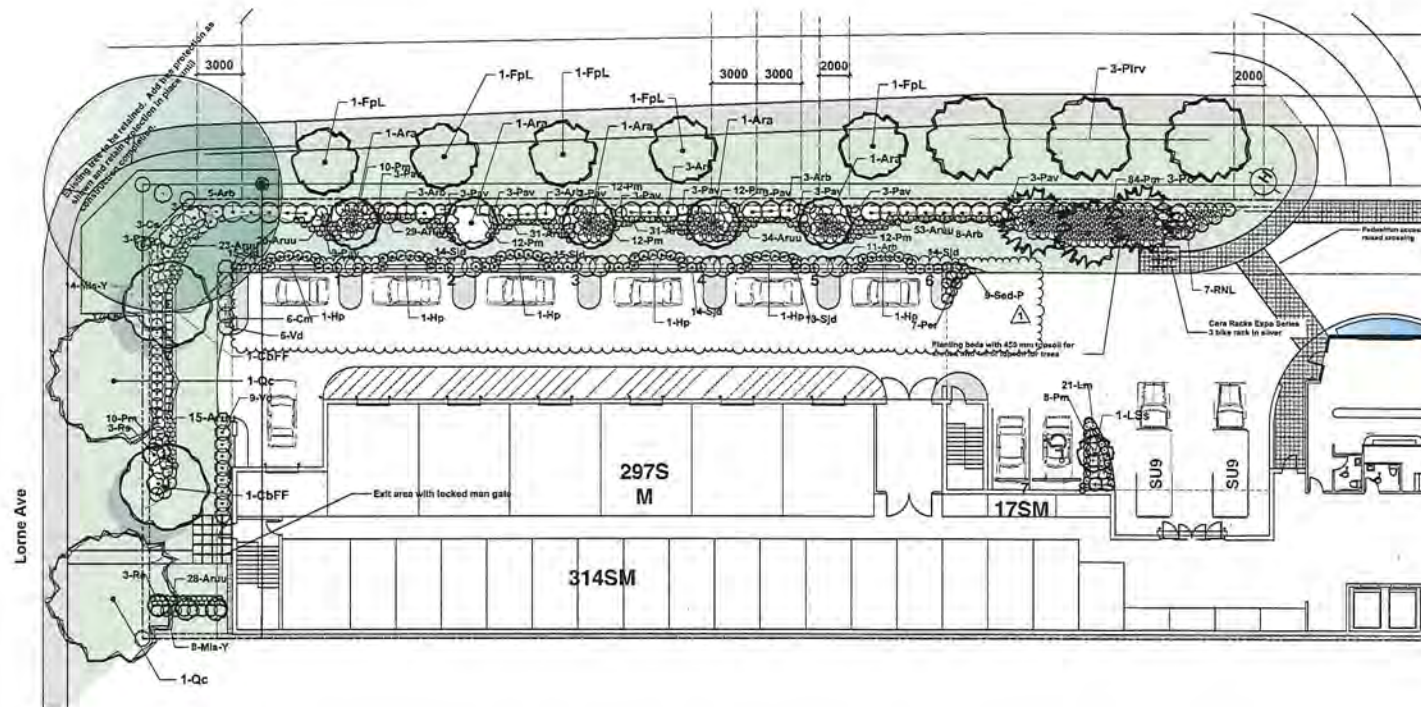
APPENDIX G



Feb. 28, 2017	Release for DRAP comments
Jan. 13, 2017	Release Response to City Comments
Dec. 1, 2016	Release for DP + Added Street trees
Nov. 14, 2016	Release for DP
Aug. 30, 2016	Issue for DP

Jonathan Lowe Ltd. Landscape Architecture 11307 - 101st Ave. S.E. Surrey, B.C. V3V 1Y1 Tel: 604-591-1881 Email: jon@jonlowe.com	Self Storage Project 11307 Maple Crescent Maple Ridge, B.C.
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Scale: 1:200 Date: August 2016 Project No.: 2016-27	L-1
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Feb. 23, 2017	Re-issue for DRVADP comments
Jan 13, 2017	Re-issue Responses to City Comments
Dec. 1, 2016	Re-issue for DP + Added Street trees
Nov. 14, 2016	Re-issue for DP
Aug 30, 2016	Issue for DP

Jonathan Love Ltd.
Landscape Architects

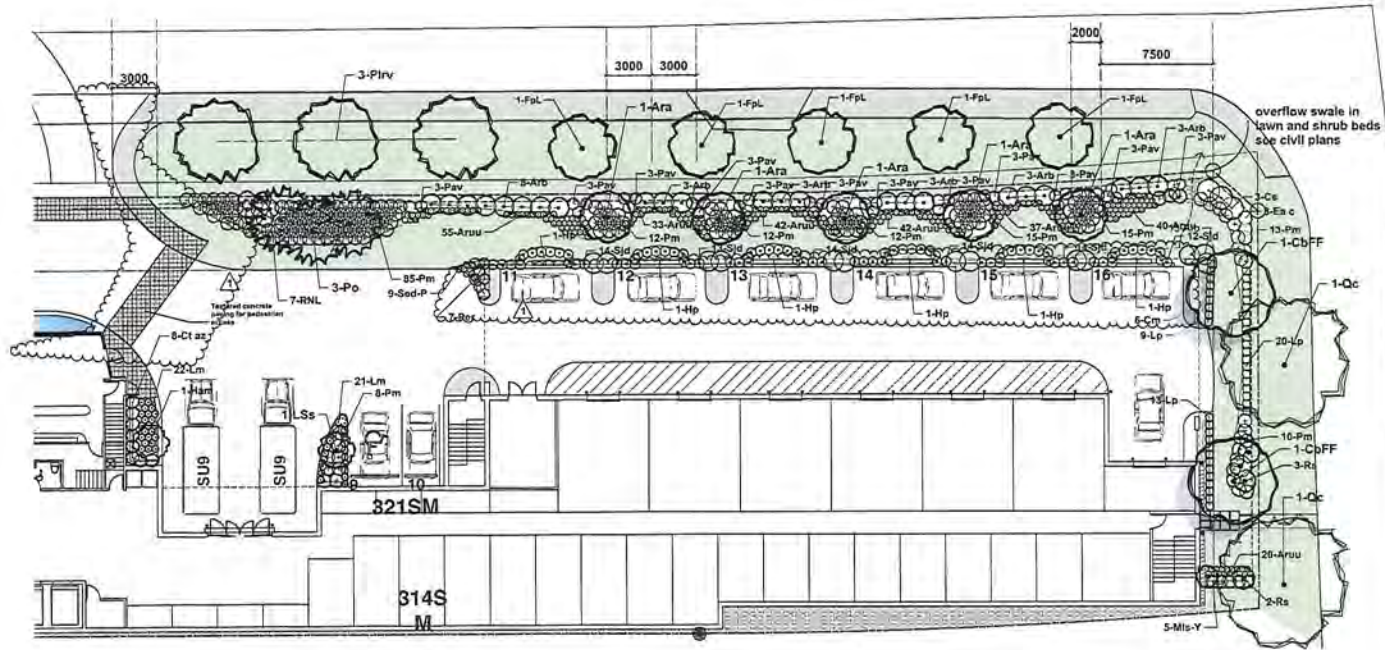
4103 - 1st St SE, Box 100
Vancouver, B.C. V6J 1P2
PH 604/681-1001
E-mail: info@hastingshospice.ca

Self Storage Project
11307 Maple Crescent
Maple Ridge, B.C.


Planting Plan West

Date: August 2016
 Project No.
 2016-07

L-2a

[illegible][illegible]

Feb. 28 2017	Re-issue for DRIADP comments
Jan 13, 2017	Re-Issue Response to City Comments
Dec. 1, 2016	Re-issue for GP - Added Street trees
Nov. 14, 2016	Re-issue for GP
Aug 30, 2016	Issue for GP



Jonathan Losee Ltd.
Landscapes Architecture

607 - 1st & 2nd Ave.
Vancouver, B.C. V6G 1A8
Ph: 604-681-1111
E-mail: conway@earthlink.net

Self Storage Project
11307 Maple Crescent
Maple Ridge, B.C.

David 18a

Planting Plan East

Dialer 1-100

May-August 1999

2

L-2a

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First, Second, and Third Reading
22260 & 22292 122 Avenue, 12159 & 12167 223 Street;
Housing Agreement Bylaw No. 7359-2017

MEETING DATE: July 25, 2017
FILE NO: 2016-052-RZ
MEETING: Council

EXECUTIVE SUMMARY:

The subject properties, located at 22260 & 22292 122 Avenue and 12159 & 12167 223 Street (see Appendix A), are subject to being rezoned to RM-2 (Medium Density Apartment Residential) under application 2016-052-RZ. A condition of the zoning application is that these new dwelling units are secured as rental housing in perpetuity.

To authorize the City to enter into a Housing Agreement, the attached authorizing bylaw (see Appendix B) is being brought forward to Council for first, second and third reading. A Public Hearing is not required. Once the other terms and conditions of application 2016-052-RZ are fulfilled by the applicant, this Housing Agreement bylaw will be brought forward for final reading at the same meeting as the final reading for Maple Ridge Zone Amending Bylaw No. 7244-2016.

RECOMMENDATIONS:

That 22260 & 22292 122 Avenue, 12159 & 12167 223 Street Housing Agreement Bylaw No. 7359-2017 be given first, second and third reading.

DISCUSSION:

a) Background Context:

Applicant: Ciccozzi Architecture Shannon Seefeldt
Owner: Viam Holdings Ltd.

Legal Description: Lot: 44, D.L.: 399, Plan: NWP41066, Lot: 48, D.L.: 399, Plan: NWP44211, Lot 1; D.L.: 399 NWD; Plan: NWP14397, Lot 2; D.L.: 399; NWD; Plan NWP14397

OCP:
Existing: APTL (Low-Rise Apartment) and Single Family
Proposed: Medium and High-Rise Apartment

Zoning:
Existing: LUC (Land Use Contracts) and RS-1 One Family Urban Residential
Proposed: RM-2 (Medium Density Apartment Residential)

Surrounding Uses:

North:	Use:	Apartment and Single Family uses
	Zone:	RM-2 Medium Density Apartment Residential, RM-5 Low Density Apartment Residential, and RS-1 One Family Urban Residential
South:	Designation:	Apartment and Ground Oriented Multi-Family
	Use:	Seniors apartment and congregate care
East:	Zone:	CD-1-00 (Seniors Apartment and Private Hospital)
	Designation:	Low Rise Apartment
West:	Use:	Urban Single Family Residential
	Zone:	RS-1 One Family Urban Residential
	Designation:	Ground Oriented Multi-Family
	Use:	Strata Lot Condominium
	Zone:	LUC (Land Use Contracts)
	Designation:	Low Rise Apartment

Existing Use of Property:	Vacant, Rental Apartment, and Single Family
Proposed Use of Property:	Rental Apartment
Site Area:	1.03 HA. (2.5 acres)
Access:	122 Avenue and 223 Street
Servicing requirement:	Urban Standard

b) Project Description:

Under Section 483 of the Local Government Act, the City may enter into Housing Agreements. These agreements may include terms and conditions agreed to by the City and a land owner regarding the occupancy of the housing units identified in such agreements, including the form of tenure of the housing units. Authorization to enter such agreements requires an authorizing bylaw.

The subject properties are being developed to accommodate multi-family development. A condition of the rezoning application is that these dwelling units would be rental units in perpetuity. This is consistent with Policy 3-32 of the Official Community Plan which states that *“Maple Ridge supports the provision of affordable, rental and special needs housing throughout the District.”*

The dwelling units to be constructed in this multi-family development are to be rental housing for perpetuity. The agreement to be authorized by this bylaw is appended with the authorizing bylaw to this report as Appendix B. It has been reviewed and accepted by the land owner.

In addition to the bylaw, the agreement will be registered as a restrictive covenant, and a notice of the Housing Agreement will be filed on Title by the City in the Land Title Office, in accordance with subsection 483 (5) of the Local Government Act.

CONCLUSION:

To allow this rezoning application to proceed, the applicant has agreed to enter into a Housing Agreement to allow for all dwelling units in this proposed multi-family structure to be secured as rental accommodation. Provision of this rental housing will meet a recognized community need.

The Local Government Act requires an authorizing bylaw for a municipality to enter into such Housing Agreements. Therefore, Council is required to consider granting first, second and third reading for the 22260 & 22292 122 Avenue, 12159 & 12167 223 Street Housing Agreement Bylaw No. 7359-2017. Final adoption would be considered by Council at a later date, concurrently with final reading for Zone Amending bylaw 7244-2016 and OCP Amending Bylaw 7243-2016.

“Original signed by Diana Hall”

Prepared by: Diana Hall
Planner

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

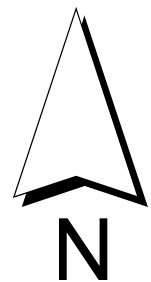
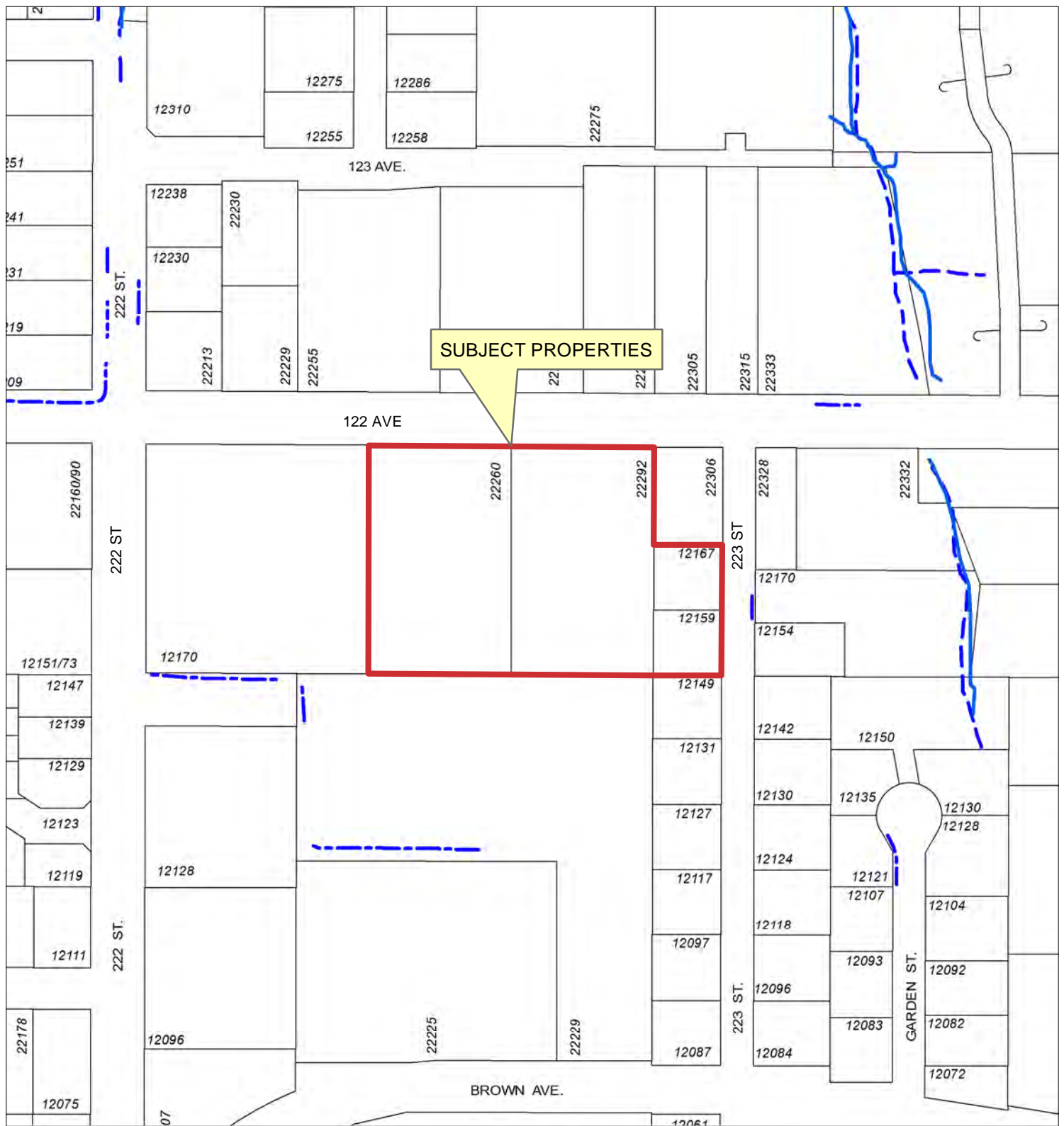
“Original signed by Frank Quinn” for

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – 22260 & 22292 122 Avenue, 12159 & 12167 223 Street Housing Agreement Bylaw No. 7359-2017



Scale: 1:2,000

Legend

- Stream
- Ditch Centreline
- Indefinite Creek

**22260/92 122 AVENUE &
12159/67 223 STREET**

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2016-052-RZ

DATE: Feb 29, 2016

BY: PC

CITY OF MAPLE RIDGE

BYLAW NO. 7359-2017

A Bylaw to authorize the City of Maple Ridge to enter into a Housing Agreement for 22260 & 22292 122 Avenue, 12159 & 12167 223 Street.

WHEREAS pursuant to Section 483 of the Local Government Act, as amended, Council may, by bylaw, enter into a housing agreement under that Section;

AND WHEREAS Council and Viam Holdings Limited wishes to enter into a housing agreement for the subject property at 22260 & 22292 122 Avenue, 12159 & 12167 223 Street;

NOW THEREFORE, the Municipal Council of the Corporation of the City of Maple Ridge, in open meeting assembled, **ENACTS AS FOLLOWS:**

This Bylaw may be cited as “22260 & 22292 122 Avenue, 12159 & 12167 223 Street Housing Agreement Bylaw No. 7359-2017

1. By this Bylaw Council authorizes the City to enter into a housing agreement with Viam Holdings Limited, in respect to the following land:

Lot 44 District Lot 399 Group 1 New Westminster District Plan 41066
 Lot 48 District Lot 399 Group 1 New Westminster District Plan 44211
 Lot 1 District Lot 399 Group 1 New Westminster District Plan 14397
 Lot 2 District Lot 399 Group 1 New Westminster District Plan 14397

2. The Mayor and Corporate Officer are authorized to execute the housing agreement and all incidental instruments on behalf of the City of Maple Ridge.
3. Schedule A, attached to this Bylaw, is incorporated into and forms part of this Bylaw.
4. This bylaw shall take effect as of the date of adoption hereof.

READ a first time the _____ day of _____, 2017.

READ a second time the _____ day of _____, 2017.

READ a third time the _____ day of _____, 2017.

ADOPTED, the day of , 2017.

PRESIDING MEMBER

CORPORATE OFFICER

TERMS OF INSTRUMENT - PART 2

**SECTION 219 COVENANT AND HOUSING AGREEMENT
(2016-052-RZ)**

BETWEEN:

VIAM HOLDINGS LTD., a company duly incorporated under the laws of the Province of British Columbia and having its offices at Suite 500, 856 Homer Street, in the City of Vancouver, in the Province of British Columbia V6B 2W5

(hereinafter called the “**Covenantor**”)

OF THE FIRST PART

AND:

CITY OF MAPLE RIDGE, a Municipal Corporation under the *Local Government Act*, Chapter 290 of the Revised Statutes of British Columbia, 1979, having its municipal offices at 11995 Haney Place, in the City of Maple Ridge, in the Province of British Columbia V2X 6A9

(hereinafter called the “**City**”)

OF THE SECOND PART

WHEREAS:

- A. The Covenantor is the registered owner of certain lands situated in the Municipality of Maple Ridge in the Province of British Columbia, and more particularly known and described as:

No PID
Lot 1
District Lot 399
Group 1
New Westminster District
Plan EPP65779
Except Part Dedicated Road on Plan EPP60995

(hereinafter called the “**Lands**”).

- B. The City is prepared to allow construction of a multi-family development for rental housing with 288 dwelling units.
- C. The Covenantor and the City wish to enter into this Agreement to restrict the use of housing units to be constructed on the Lands, on the terms and conditions of this Agreement, to have effect as both a covenant under section 219 of the *Land Title Act* (British Columbia) and a housing agreement under section 483 of the *Local Government Act* (British Columbia).
- D. The City has adopted a bylaw under section 483 of the *Local Government Act* (British Columbia) to authorize this Agreement as a housing agreement.

NOW THEREFORE in consideration of the premises and the covenants herein contained, the payment of the sum of One Dollar (\$1.00) paid by the City to the Covenantor, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree, pursuant to section 483 of the *Local Government Act* (British Columbia) and section 219 of the *Land Title Act* (British Columbia) as follows:

Definitions

1. In this Agreement:

- (a) **"Dwelling Units"** means all residential dwelling units located or to be located on the Lands whether those dwelling units are lots or parcels, or parts or portions thereof, into which ownership or right of possession or occupation of the Lands may be subdivided (hereinafter defined) and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan;
- (b) **"Lands"** means the land described in Item 2 of the General Instrument Part 1, including any buildings now or hereafter located on the aforementioned land, and any part or a portion of such land or building into which said land or building is or may at any time be subdivided;
- (c) **"Subdivide"** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act* (British Columbia) or the *Strata Property Act* (British Columbia), or otherwise, and includes the creation, conversion, organization or development of "cooperative interest" or "shared interest in land" as defined in the *Real Development Marketing Act* (British Columbia).

Use, Occupancy, Subdivision and No Separate Sale Restrictions

- 2. All Dwelling Units shall only be used to provide rental accommodation and shall remain as rental accommodation in perpetuity.
- 3. All Dwelling Units shall be rented only on a month to month basis or under a residential tenancy agreement having a fixed term not exceeding three years, including any rights of renewal.
- 4. No Dwelling Unit may be occupied except by an individual who occupies pursuant to a rental agreement that meets the requirements of section 3.
- 5. The Lands shall not be Subdivided, except by means of a strata plan under the *Strata Property Act* (British Columbia) that includes all of the Dwelling Units within a single strata lot.

Specific Performance

- 6. The Covenantor agrees that because of the public interest in ensuring that all of the matters described in this Agreement are complied with, the public interest strongly favours the award of a prohibitory or mandatory injunction, or an order for specific performance or other specific relief, by the Supreme Court of British Columbia at the instance of the City, in the event of an actual or threatened breach of this Agreement.

Notice of Housing Agreement

7. For clarity, the Covenantor acknowledges and agrees that:
- (a) this Agreement constitutes both a covenant under section 219 of the *Land Title Act* (British Columbia) and a Housing Agreement entered into under section 483 of the *Local Government Act* (British Columbia);
 - (b) the City is required to file a notice of Housing Agreement in the Land Title Office against title to the Lands; and
 - (c) once such a notice is filed, this Agreement binds all persons who acquire an interest in the Lands as a Housing Agreement under section 483 of the *Local Government Act*.

No Obligation to Enforce

8. The rights given to the City by this Agreement are permissive only and nothing in this Agreement imposes any legal duty of any kind on the City to anyone, or obliges the City to enforce this Agreement, to perform any act or to incur any expense in respect of this Agreement.

No Effect on Laws or Powers

9. This Agreement does not:
- (a) affect or limit the discretion, rights, duties, or powers of the City or the Approving Officer for the City under the common law or any statute, bylaw, or other enactment, nor does this Agreement date or give rise to, nor do the parties intend this Agreement to create any implied obligations concerning such discretionary rights, duties or powers;
 - (b) affect or limit the common law or any statute, bylaw or other enactment applying to the Lands; or
 - (c) relieve the owner from complying with any common law or any statute, regulation, bylaw or other enactment.

Indemnity

10. The Covenantor hereby releases the City, and indemnifies and saves the City harmless, from and against any and all actions, causes of actions, suits, claims (including claims for injurious affection), cost (including legal fees and disbursements), expenses, debts, demands, losses (including economic loss) and liabilities of whatsoever kind arising out of or in any way due or relating to the granting or existence of this Agreement, the restrictions or obligations contained in this Agreement or the performance or non-performance by the Covenantor of this Agreement that the City is or may become liable for, incur or suffer.

Priority

11. The Covenantor will do everything necessary, at the Covenantor's expense, to ensure that this Agreement is registered against title to the Lands in priority to all liens, charges and

encumbrances registered or pending registration against title to the Lands, save and except those specifically approved in writing by the City and those in favour of the City.

Waiver

12. An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Agreement does not operate as a waiver of any other breach of this Agreement.

Interpretation

13. In this Agreement:
- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
 - (b) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this Agreement;
 - (c) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - (d) the word "enactment" has the meaning given to it in the *Interpretation Act* (British Columbia) on the reference date of this Agreement;
 - (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replace, unless otherwise expressly provided;
 - (f) reference to "party" or the "parties" is a reference to a party, or the parties, to this Agreement and their respective successors, assigns, trustees, administrators and receivers;
 - (g) time is of the essence; and
 - (h) reference to a "day", "month" or "year" is a reference to a calendar day, calendar month, or calendar year unless otherwise expressly provided.

Further Acts

14. The Covenantor will do everything reasonably necessary to give effect to the intent of this Agreement, including execution of further instruments.

Severance

15. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

No Other Agreements

16. This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.

Enurement

17. This Agreement binds the parties to it and their respective successors, heirs, executors and administrators.

Deed and Contract

18. By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by this Agreement, the Covenantor and the City have executed the *Land Title Act* (British Columbia) Form C or D, as the case may be, attached to and forming part of this Agreement.

Schedule "B"
Statutory Declaration
CANADA

PROVINCE OF BRITISH COLUMBIA
IN THE MATTER OF A HOUSING AGREEMENT WITH
THE CITY OF MAPLE RIDGE and ("Housing Agreement")

TO WIT:

I, MARCELLO DE COTIIS of VANCOUVER, British Columbia, do solemnly declare that:
22292 122ND AVE, MAPLE RIDGE

1. I am the owner of 12159/1267 222RD ST (the "Multi-Family Development"), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of securing Rental tenure in perpetuity.
3. All Dwelling Units in the Multi-Family Development shall only be used to provided rental accommodation and shall remain as rental accommodation in perpetuity.
4. All Dwelling Units shall be rented only on a month to month basis or under a residential tenancy agreement having a fixed term not exceeding three years, including any rights of renewal.
5. No Dwelling Unit may be occupied except by an individual who occupies pursuant to a rental agreement.
6. I confirm that I will comply with all of the obligations of the Owner (as defined in the Housing Agreement) under the Housing Agreement.
7. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if make under oath and pursuant to the *Evidence Act* (British Columbia).
- 8.

DECLARED BEFORE ME at the City of Vancouver, British Columbia, this 14 day of July
[Signature]
A Commissioner for taking Affidavits for British Columbia

[Signature]
MARCELLO S. DE COTIIS

PATRICK BEECHINOR
Barrister & Solicitor
McCarthy Tétrault LLP
SUITE 2400 - 745 THURLOW STREET
VANCOUVER, B.C. V6E 0C5
DIRECT 604-643-7146

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	July 25, 2017
FROM:	Chief Administrative Officer	FILE NO:	2013-107-DVP
		MEETING:	COUNCIL
SUBJECT:	Development Variance Permit 24009, 24005 and 24075 Fern Crescent		

EXECUTIVE SUMMARY:

Development Variance Permit application 2013-107-DVP has been received in conjunction with a Rezoning, Subdivision and Wildfire Development Permit Application. The requested variance is to:

1. Reduce the road right-of-way width for a *Through Local Street – Silver Valley 3* in the Subdivision and Development Servicing Bylaw from 18.0 m (59 ft.) to 15.0 m (49 ft.).

Council will be considering final reading for rezoning application 2013-107-RZ on July 25, 2017.

It is recommended that Development Variance Permit 2013-107-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2013-107-DVP respecting properties located at 24009, 24005 and 24075 Fern Crescent.

DISCUSSION:

a) Background Context

Applicant: CIPE Homes Inc.

Legal Descriptions: North 126 Feet parcel "A" (Reference Plan 13772); Lot 15, Section 22, Township 12, NWD Plan 9364; Parcel "A" (Reference Plan 13772); Lot 15 Except North 126 feet; Section 22, Township 12, NWD Plan 9364; and Lot 30, Section 22, Township 12, NWD Plan 24120.

OCP:

Existing:	Low Density Residential; Low-Medium Density Residential and Medium Density Residential
Proposed:	Low Density Residential; Low-Medium Density Residential and Medium Density Residential

Zoning:

Existing:	RS-3 (One Family Rural Residential), and RS-2 (One Family Suburban Residential)
Proposed:	RS-1 (One Family Urban Residential), RS-1b (One Family Urban (Medium Density) Residential) and R-2 (Urban Residential District)

Surrounding Uses:

North:	Use:	Single Family Residential and vacant lots
	Zone:	RS-3 (One Family Rural Residential), and RS-2 (One Family Suburban Residential)
	Designation:	Neighbourhood Park and Medium-High Density Residential
South:	Use:	Single Family Residential and Fern Crescent
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential, Low-Medium Density Residential and Estate Suburban Residential
East:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential; Low-Medium Density Residential and Medium Density Residential
West:	Use:	Single Family Residential and Fern Crescent/240 th Street
	Zone:	RS-3 (One Family Rural Residential), and RS-2 (One Family Suburban Residential)
	Designation:	Low Density Residential, Low-Medium Density Residential and Estate Suburban Residential
Existing Use of Properties:		Single Family Residential
Proposed Use of Properties:		Single Family Residential
Consolidated Site Area:		2.34 ha (5.78 acres)
Access:		Fern Crescent/new internal roads
Servicing requirement:		Urban Standard
Companion Applications:		2013-107-SD; 2013-107-RZ; 2016-232-DP

b) Project Description:

The subject properties, located at 24005, 24009 and 24075 Fern Crescent (see Appendices A and B), are a combined 2.34 ha (5.78 acres) in size. The three properties are within the Horse Hamlet of the Silver Valley Area Plan, and are located south of 128 Avenue and east of Fern Crescent, within the 200 metres (2 minute walking) radius of the Horse Hamlet centre. The topography around the subject properties is fairly flat with gradual slope down from the north-east to the south-west corner.

The applicant is proposing a total of 34 single family lots, of which 14 lots will be rezoned to R-2 (Urban Residential District), 17 lots to be rezoned to RS-1b (One Family Urban (Medium Density) Residential), and 3 lots to be rezoned to RS-1 (One Family Urban Residential). Access to the proposed subdivision will be from Fern Crescent via a new 18.0 m (59 ft.) wide road right-of-way. The applicant is proposing a narrower 15.0 m (49 ft.) wide road right-of-way to be built along the northern portion of the development, the subject of this variance application (see Appendix C). A third internal road to the south is proposed and will meet the 18.0 m (59 ft.) road standard.

c) Variance Analysis:

The Subdivision and Development Services Bylaw establishes standards to regulate the subdivision and development servicing of land. A Development Variance Permit allows Council some flexibility in the approval process.

The requested variance and rationale for support is described below (see Appendix C):

1. *Subdivision and Development Servicing Bylaw No. 4800-1993, Schedule C – Required Right-of-Way Widths:*

- To reduce the road right-of-way width for a *Through Local Street – Silver Valley 3* from 18.0 m (59 ft.) to 15.0 m (49 ft.).

The reduction in road right-of-way width is supportable as all the necessary services can be accommodated within the proposed 15 m (49 ft.) road right-of-way and no parking will be permitted along the north side of the proposed road.

d) Citizen/Customer Implications:

In accordance with the *Development Procedures Bylaw No. 5879-1999*, notice of Council consideration of a resolution to issue a Development Variance Permit was mailed to all owners or tenants in occupation of all parcels, any parts of which are adjacent to the property that is subject to the permit.

CONCLUSION:

The proposed variance to reduce the road right-of-way width is supported as all the services can be accommodated within the proposed 15.0 m (49 ft.) right-of-way and no parking will be permitted along the north side of the proposed road.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2013-107-DVP.

“Original signed by Adam Rieu”

Prepared by: Adam Rieu
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by E.C. Swabey”

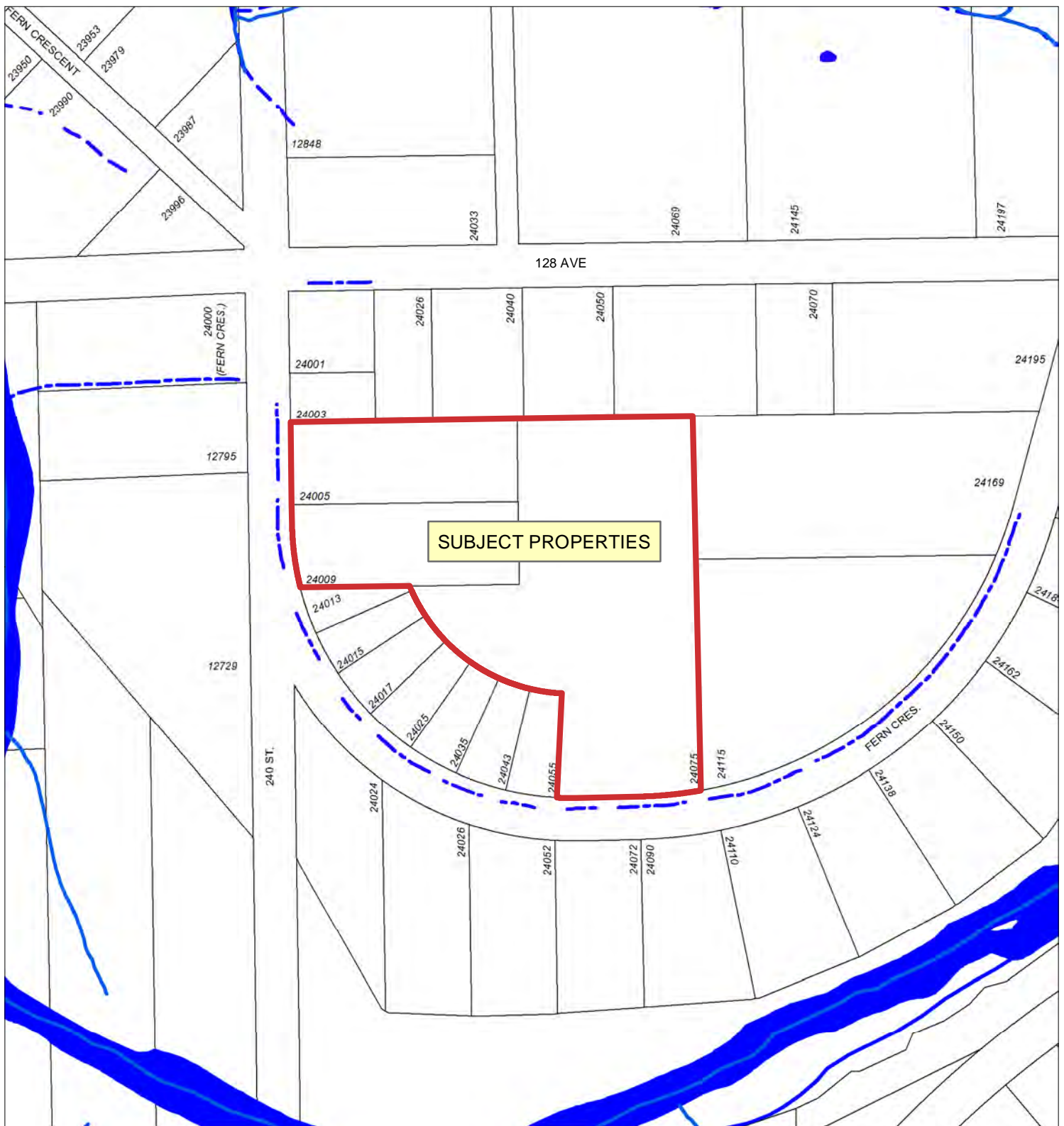
Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Subdivision Plan identifying proposed road width variance



SUBJECT PROPERTIES

Legend

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

24005/09/75 FERN CRESCENT

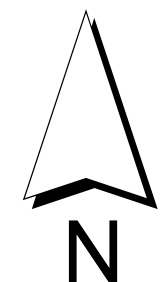
PLANNING DEPARTMENT



mapleridge.ca

FILE: 2013-107-RZ
DATE: Sep 23, 2015

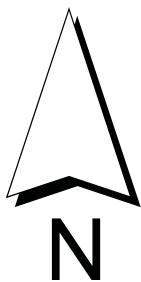
BY: PC



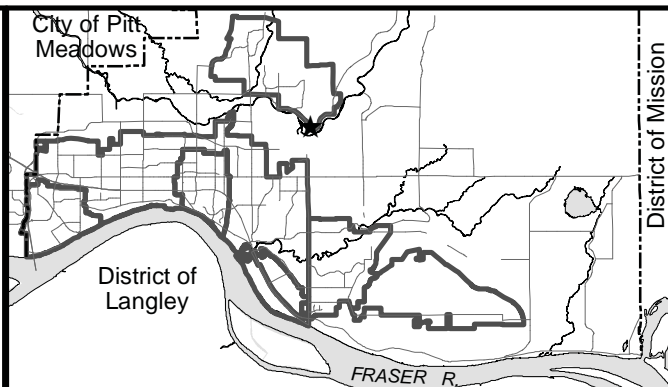
Scale: 1:2,500



City of Maple Ridge



Scale: 1:2,500



24005/09/75 FERN CRESCENT
(2011 IMAGERY)

PLANNING DEPARTMENT



mapleridge.ca

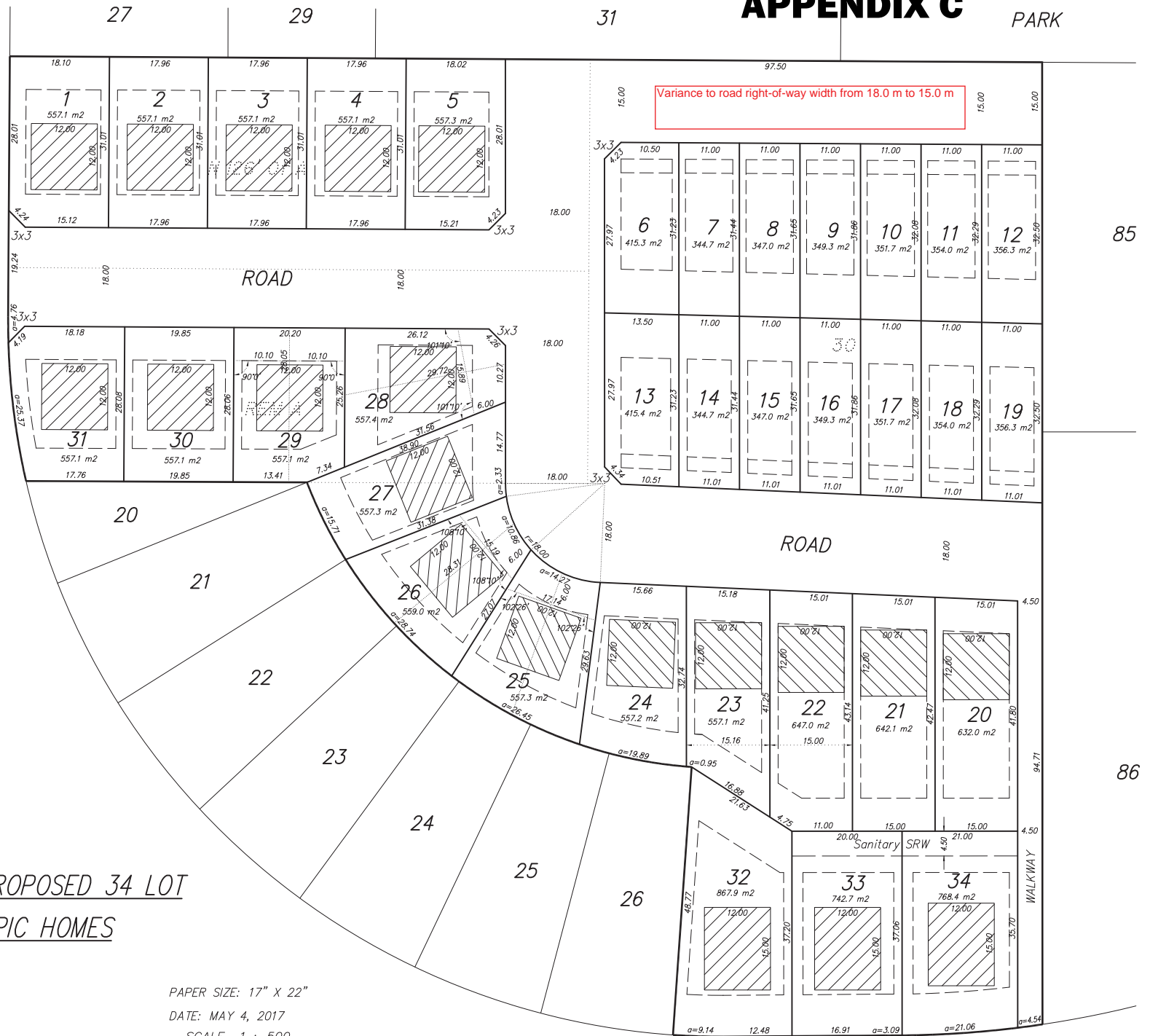
FILE: 2013-107-RZ
DATE: Sep 23, 2015

BY: PC

APPENDIX C

PARK

FERN CRESCENT



SKETCH PLAN SHOWING PROPOSED 34 LOT
SUBDIVISION FOR EPIC HOMES

PAPER SIZE: 17" X 22"

DATE: MAY 4, 2017

SCALE 1 : 500

FILE: MR13-951sk_SUB_rev2



Terra Pacific

Land Surveying Ltd

22371 St. Anne Avenue, Maple Ridge, BC
Phone: 604-463-2509 Fax: 604-463-4501

FERN CRESCENT

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Wildfire Development Permit
24009, 24005 and 24075 Fern Crescent

MEETING DATE: July 25, 2017
FILE NO: 2016-232-DP
MEETING: Council

EXECUTIVE SUMMARY:

Wildfire Development Permit application 2016-232-DP has been received in conjunction with a proposed 34 single family lot subdivision under the RS-1 (One Family Urban Residential), RS-1b (One Family Urban (Medium Density) Residential) and R-2 (Urban Residential District) zones, located in the Horse Hamlet of Silver Valley Area Plan. A Wildfire Development Permit (WFDP) is required because the subject properties are located within the Wildfire Development Permit area.

On January 17, 2017, Bylaw No. 7187-2015 was adopted which amended Sections 8.4 (Development Permit Area Exemptions) and 8.12 (Wildfire Development Permit Guidelines) of the Official Community Plan (OCP). This application has been reviewed in relation to the revised Key Guideline Concepts (Section 8.12.1) and Guidelines (Section 8.12.2), and in consideration of the *Home Owners FireSmart Manual (BC Forest Service Protection Program)*. Final rezoning of the subject property is proposed for the July 25, 2017 Council meeting.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2016-232-DP respecting property located at 24009, 24005 and 24075 Fern Crescent.

DISCUSSION:

a) Background Context:

Applicant: CIPE Homes Inc.

Legal Description: North 126 Feet parcel "A" (Reference Plan 13772); Lot 15, Section 22, Township 12, NWD Plan 9364; Parcel "A" (Reference Plan 13772); Lot 15 Except North 126 feet; Section 22, Township 12, NWD Plan 9364; and Lot 30, Section 22, Township 12, NWD Plan 24120.

OCP:
Existing: Low Density Residential; Low-Medium Density Residential and Medium Density Residential
Proposed: Low Density Residential; Low-Medium Density Residential and Medium Density Residential

Zoning:
Existing: RS-3 (One Family Rural Residential), and RS-2 (One Family Suburban Residential)

Proposed:		RS-1 (One Family Urban Residential), RS-1b (One Family Urban-Medium Density Residential) and R-2 (Urban Residential District)
Surrounding Uses:		
North:	Use:	Single Family Residential and vacant lots
	Zone:	RS-3 (One Family Rural Residential), and RS-2 (One Family Suburban Residential)
	Designation:	Neighbourhood Park and Medium-High Density Residential
South:	Use:	Single Family Residential and Fern Crescent
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential, Low-Medium Density Residential and Estate Suburban Residential
East:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential; Low-Medium Density Residential and Medium Density Residential
West:	Use:	Single Family Residential and Fern Crescent/240 th Street
	Zone:	RS-3 (One Family Rural Residential), and RS-2 (One Family Suburban Residential)
	Designation:	Low Density Residential, Low-Medium Density Residential and Estate Suburban Residential
Existing Use of Properties:		Single Family Residential
Proposed Use of Property:		Single Family Residential
Consolidated Site Area:		2.34 ha (5.78 acres)
Access:		Fern Crescent/new internal roads
Servicing requirement:		Urban Standard
Companion Applications:		2013-107-SD; 2013-107-RZ; 2013-107-DVP

b) Project Description:

The subject properties, located at 24005, 24009 and 24075 Fern Crescent, are a combined 2.34 ha (5.78 acres) in size. The three properties are located in the Horse Hamlet of the Silver Valley Area Plan and are located south of 128 Avenue and east of Fern Crescent, within the 200 metres (2 minute walking) radius of the Horse Hamlet centre. The topography around the subject properties is fairly flat with gradual slope down from the north-east to the south-west corner.

The applicant is proposing a total of 34 single family lots, of which 14 lots to be rezoned to R-2 (Urban Residential District), 17 lots to be rezoned to RS-1b (One Family Urban (Medium Density) Residential), and 3 lots to be rezoned to RS-1 (One Family Urban Residential). Access to the proposed subdivision is from Fern Crescent via new internal roads.

A Wildfire Hazard Assessment has been received from Diamond Head Consulting Ltd. and was prepared by a Registered Professional Forester qualified by training or experience in fire protection engineering, with at least two years of experience in fire protection engineering and with assessment and mitigation of wildfire hazards in British Columbia.

c) Planning Analysis:

The Wildfire Development Permit Area Guidelines are intended for the protection of life and property in designated areas that could be at risk for wildland fire and where this risk, in some cases, may be reasonably abated through implementation of appropriate precautionary measures.

A Wildfire Development Permit is required for all development and subdivision activity or building permits for areas within the Wildfire Development Permit area, as identified in the OCP. The Wildfire Development Permit Guidelines are to work in concert with all other regulations, guidelines and bylaws in effect.

This development respects the key guidelines as outlined in this section with comments provided by the Registered Professional Forester:

1. *Locate development on individual sites so that, when integrated with the use of mitigating construction techniques and landscape management practices, the risk of wildfire hazards is reduced;*

Structures will be located 8.0 m from the adjacent forest edges, as per the Zoning Bylaw. The forested areas beyond this point will be treated to reduce the fire behavior potential of high risk fuels, if permitted by neighbouring land owners. This treated interface area along with the use of fire resistant construction materials and fuel treatments will reduce the wildfire hazard.

2. *Mitigate wildfire impacts while respecting environmental conservation objectives and other hazards in the area;*

There are no significant environmental conservation areas or hazards on or adjacent to the subject properties.

3. *Ensure identified hazard areas are recognized and addressed within each stage of the land development process;*

All forested areas have been assessed and delineated into fuel types. Fire behavior potential of these areas has been analyzed and findings have driven the recommended fuel treatments. Recommendations for each stage of construction can be found in the Wildfire Development Permit Report.

4. *Manage the interface forest fuel components, including vegetation and structures, thereby increasing the probability of successful fire suppression, containment and minimize adverse impacts.*

This includes pruning of retained coniferous trees to 5.0 m, retaining fire resistant deciduous trees, and obtaining permission to prune conifers on neighbouring properties.

CONCLUSION:

On January 17, 2017, Bylaw No. 7187-2015 was adopted which amended Sections 8.4 (Development Permit Area Exemptions) and 8.12 (Wildfire Development Permit Guidelines) of the Official Community Plan (OCP). This application is consistent with the revised Key Guideline Concepts (Section 8.12.1) and Guidelines (Section 8.12.2), and in consideration of the *Home Owners FireSmart Manual (BC Forest Service Protection Program)*. Therefore, it is recommended that this Wildfire Development Permit 2016-232-DP be approved.

“Original signed by Adam Rieu”

Prepared by: Adam Rieu
Planning Technician

“Original signed by Michael Van Dop”

Approved by: Michael Van Dop
Deputy Fire Chief

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

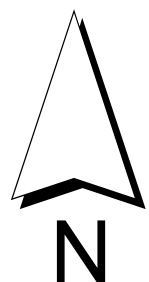
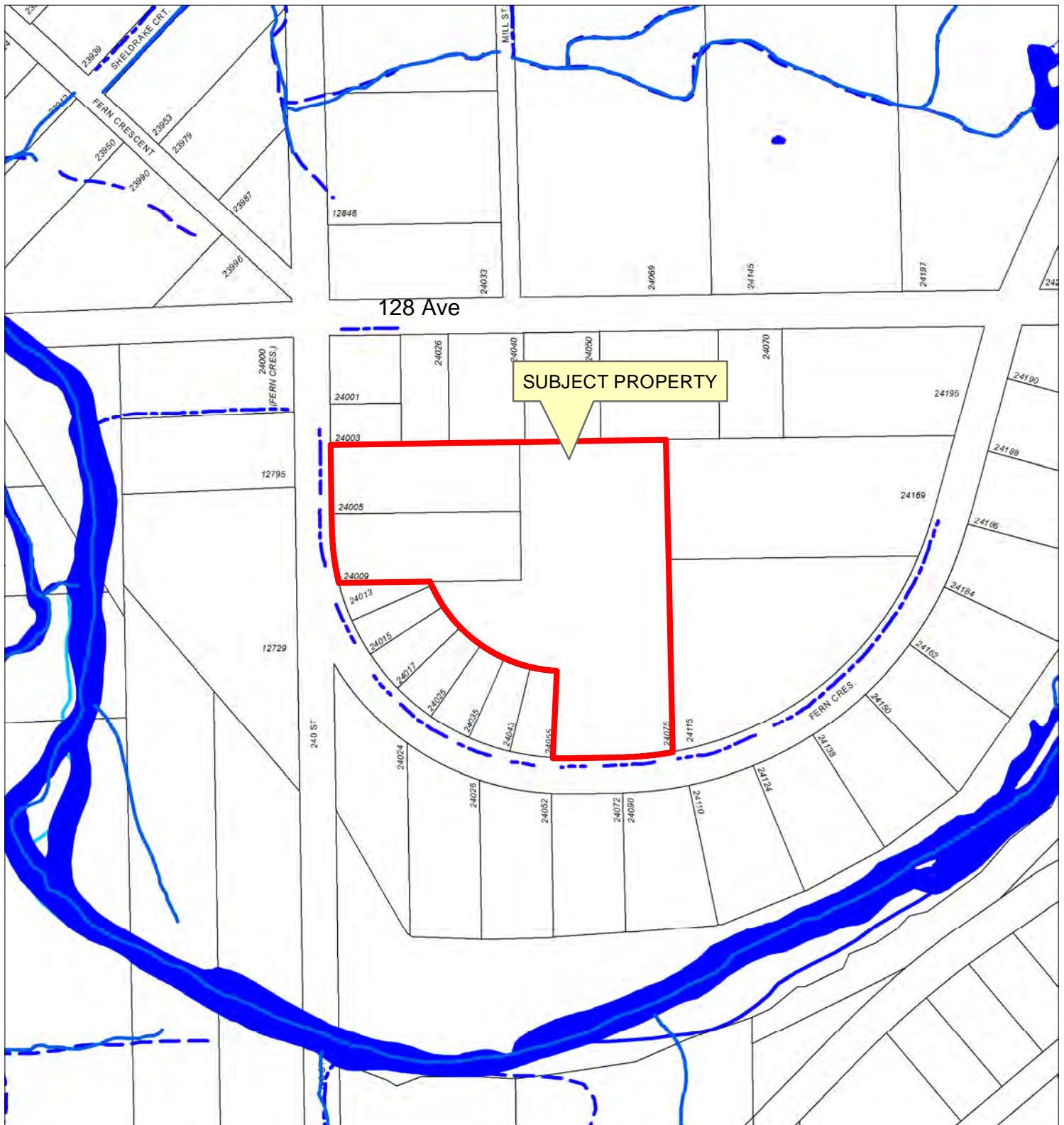
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by E.C. Swabey”

Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Subdivision Plan



Scale: 1:3,000

Legend

- Stream
- Indefinite Creek
- River
- Major Rivers & Lakes

24005/24009 & 24075 Fern Crescent

PLANNING DEPARTMENT



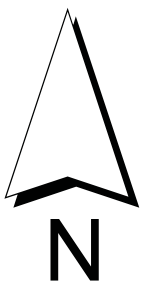
MAPLE RIDGE

British Columbia

mapleridge.ca

2016-232-DP
DATE: Jun 24, 2016

BY: JV



Scale: 1:2,500

Legend

- Stream
- - - Indefinite Creek
- River
- Major Rivers & Lakes

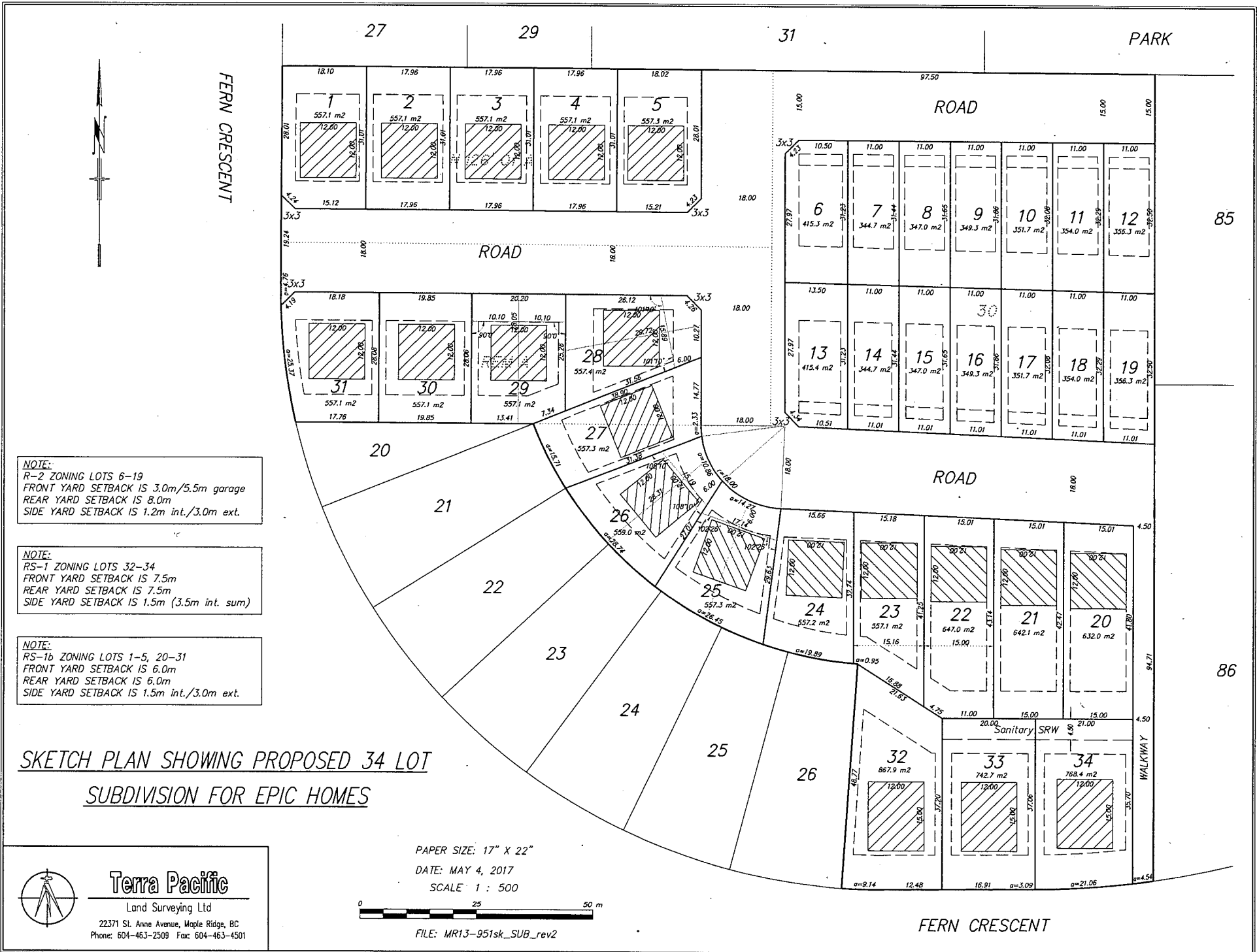
24005/24009 & 24075 FERN CRESCENT



2016-232-DP
DATE: Jul 12, 2017

BY: JV

APPENDIX C



City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	July 25, 2017
FROM:	Chief Administrative Officer	FILE NO:	2016-034-DVP
		MEETING:	Council
SUBJECT:	Development Variance Permit 12358 216 Street		

EXECUTIVE SUMMARY:

Development Variance Permit application (2016-034-DVP) has been received in conjunction with a rezoning and subdivision application to subdivide into two lots. The requested variance is to:

1. Reduce the front width of proposed lot 2, from the required 15m to 14.16m

Council will be considering final reading for rezoning application 2016-034-RZ on July 25, 2017.

It is recommended that Development Variance Permit 2016-034-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2016-034-DVP respecting property located at 12358 216 Street.

DISCUSSION:

a) Background Context

Applicant: G S Rakhra

Legal Description: Lot B, District Lot 245, Group 1, New Westminster
District Plan 74894

OCP :

Existing: RES (Urban Residential)

Zoning:

Existing: RS-1 (One Family Urban Residential)

Proposed: RS-1b (One Family Urban (Medium Density) Residential)

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation	Urban Residential

South:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
East:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
West:	Use:	Single Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential)
	Designation:	Urban Residential
Existing Use of Property:		Residential
Site Area:		0.113 ha (0.28 acres)
Access:		216 Street
Servicing:		Urban Standard
Concurrent Applications:		2016-034-RZ and 2016-034-SD

b) Project Description:

The current applications propose to rezone the subject property from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban (Medium Density) Residential), to permit future development into two Single Family residential lots, not less than 557m². Access for each lot is proposed to be from 216 Street. There is a residential building on the subject property, which requires removal as a condition of rezoning.

c) Variance Analysis:

The Zoning Bylaw establishes general minimum and maximum regulations for single family development. A Development Variance Permit allows Council some flexibility in the approval process.

The requested variances and rationale for support are described below (see Appendices B and C):

1. *Maple Ridge Zoning Bylaw No 3510 -1985, Schedule D Minimum Lot Area and Dimensions:*
To reduce the minimum width for the RS-1b zone, from 15m to 14.16m

The minimum area required for the proposed RS-1b (One Family Urban (Medium Density) Residential) zone is 557m². The subject property is 1130m² in area; therefore in theory two lots would be 565m² which is in compliance with the Zoning Bylaw regulations. The lot layout, however, is not rectangle, as the rear of the property is not in a 90 degree angle. Proposed lot 1 is the minimum of 557m², leaving proposed lot 2 571m² in area, but with a width of 14.16m. Since the area is exceeding the minimum requirement, there are no concerns regarding the potential building envelope. There are no known concerns relating this variance request from other departments. The requested variance is therefore supported.

In accordance with the *Development Procedures Bylaw No. 5879-1999*, notice of Council consideration of a resolution to issue a Development Variance Permit was mailed to all owners or tenants in occupation of all parcels, any parts of which are adjacent to the property that is subject to the permit.

CONCLUSION:

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2016-034-DVP.

“Original signed by Therese Melser”

Prepared by: Therese Melser
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

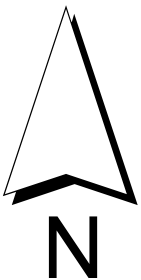
Approved by: Frank Quinn, MBA, P.Eng
GM: Public Works & Development Services

“Original signed by E.C. Swabey”

Concurrence: E.C. Swabey
Chief Administrative Officer





The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Proposed variance



Scale: 1:1,500

Legend

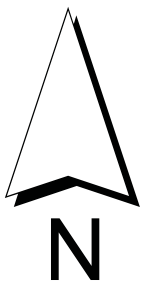
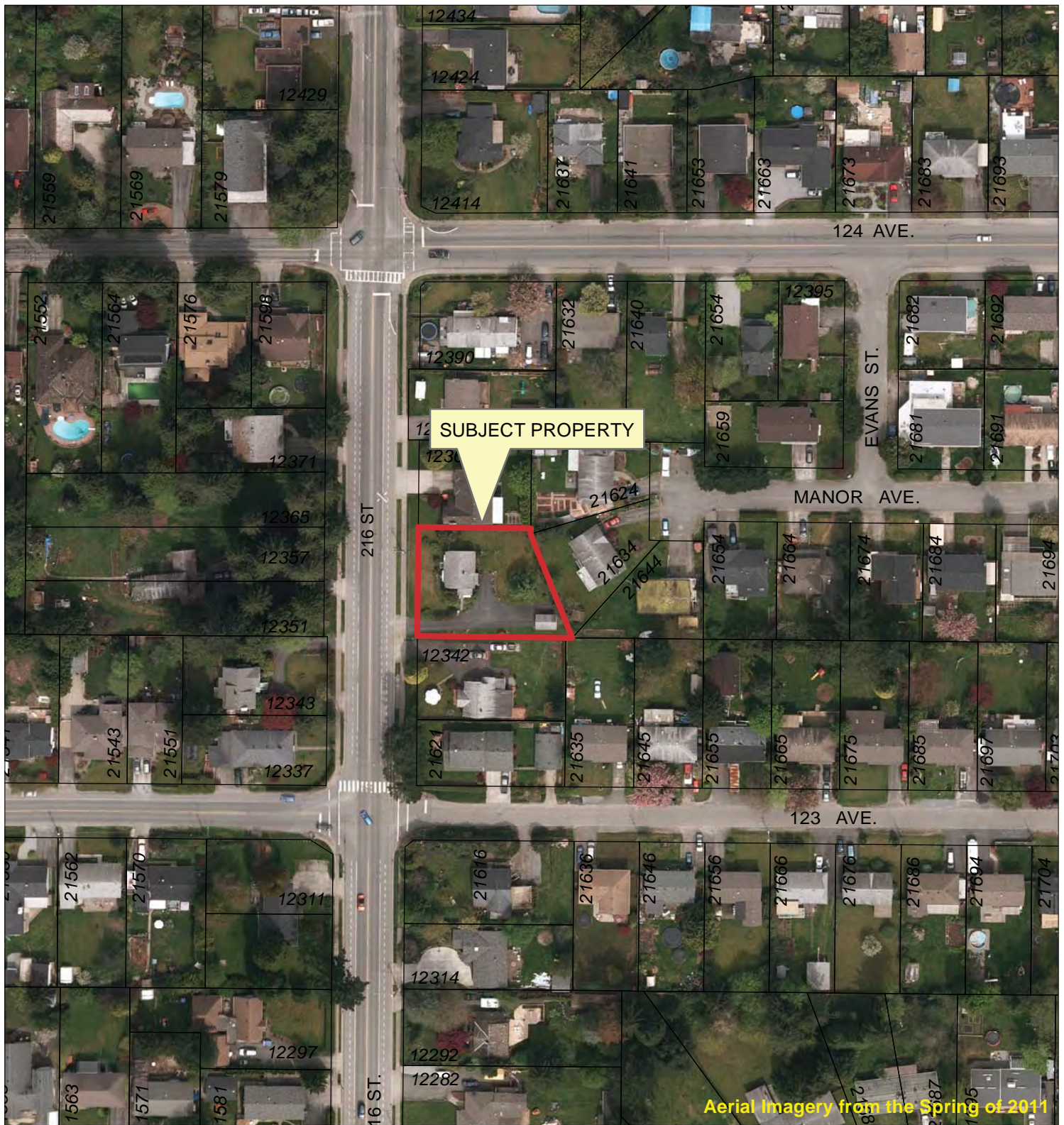
-  Stream
 Indefinite Creek
 River
 Major Rivers & Lakes

12358 216 St

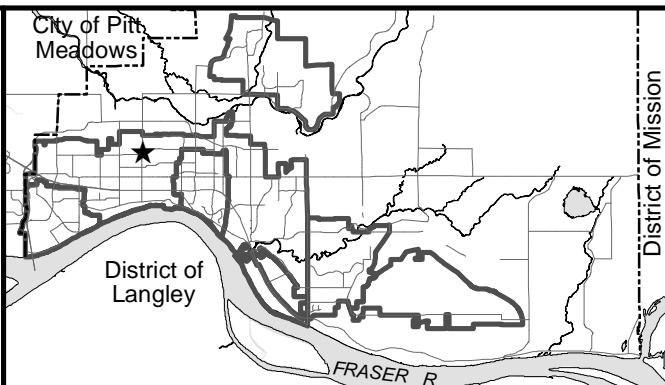


2016-034-VP
DATE: Sep 28, 2016

BY: JV



Scale: 1:1,500



12358 216 STREET

PLANNING DEPARTMENT

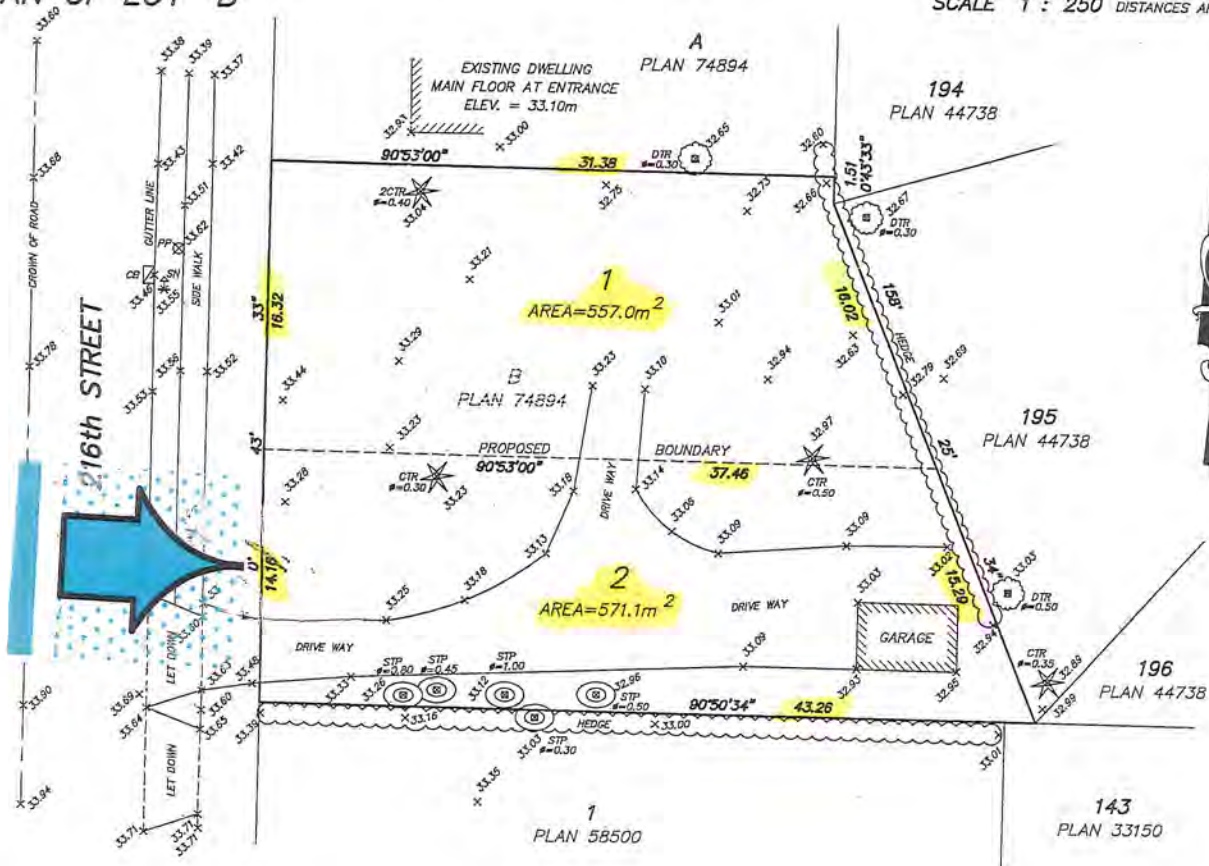


FILE: 2016-034-RZ

DATE: Feb 18, 2016

BY: PC

lot 2
width \Rightarrow VF



© GREWAL & ASSOCIATES
PROFESSIONAL LAND SURVEYORS
UNIT 204, 15299-68th AVENUE
SURREY, B.C. V3S 2C1
TEL: 604-597-8567
EMAIL: Office@GrewalSurveys.com
FILE : 1510-060
DWG : 1510-060 T1-2

City of Maple Ridge

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	July 25, 2017
FROM:	Chief Administrative Officer	FILE NO:	2017-062-DVP
		MEETING:	Council
SUBJECT:	Development Variance Permit 24197 Fern Crescent		

EXECUTIVE SUMMARY:

Development Variance Permit application (2017-062-DVP) has been received as a condition of a subdivision application (2017-062-SD) to reduce the front setback requirement for a single family dwelling at 24197 Fern Crescent. Road dedication, which is being required as part of the subdivision application, will render the siting of the existing single family dwelling non-conforming. This variance will allow the single family dwelling to remain after subdivision.

It is recommended that Development Variance Permit 2017-062-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2017-062-DVP respecting property located at 24197 Fern Crescent.

DISCUSSION:

a) Background Context

Applicant:	Joel G Lycan
Owner:	Joel G Lycan, Michelle L Lycan, Double Gold Holdings Ltd.

Legal Description:	Lot 27 Except: Firstly: Part on Plan with Bylaw Filed 36364; and Secondly: Part Subdivided by Plan 38264; Section 27, Township 12, NWP2622
--------------------	--

OCP :

Existing:	Conservation (CONSRV) Tourist Commercial (TCOMM)
Proposed:	No change

Zoning:

Existing:	RS-3 (One Family Rural Residential)
Proposed:	No change

Surrounding Uses:

North:	Use:	Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation	Conservation, Eco Clusters, Civic

South:	Use:	Residential
	Zone:	RS-3
	Designation:	Medium/High Density Residential, Estate Suburban Residential
East:	Use:	Residential
	Zone:	RS-3
	Designation:	Conservation, Estate Suburban Residential
West:	Use:	Residential
	Zone:	RS-3
	Designation:	Conservation, Tourist Commercial
Existing Use of Property:		
Proposed Use of Property:		Single Family Dwelling
Site Area:		No Change
Access:		1.739 ha (4.3 acres)
Servicing:		Fern Crescent
		Rural Standard

b) Project Description:

The applicant has applied to subdivide the subject property at 24197 Fern Crescent (see Appendices A and B). As part of this subdivision application, road dedication at the corner of 128 Avenue and Fern Crescent is required (see Appendix C). The existing single family dwelling at the southeast corner of the subject property conforms with the current zone siting requirement for a 7.5 m setback. However, after subdivision and road dedication, its siting, at 2.6 m from the new property line, will become non-conforming. Therefore, as a condition of subdivision, the applicant is applying for a variance to relax the setback requirements and avoid having to demolish or move the existing dwelling.

c) Variance Analysis:

The Zoning Bylaw establishes general minimum and maximum regulations for single family development. A Development Variance Permit allows Council some flexibility in the approval process.

The requested variances and rationale for support are described below (see Appendix C):

1. *Maple Ridge Zoning Bylaw No. 3510-1985, Part 6, Section 601, C. 3. (c) (i): To reduce the setback from the front lot line from 7.5 metres to 2.6 metres.*

This application was referred to the Licences, Permits and Bylaws Department, as well as Engineering Department. While the location of the dwelling will be in close proximity to the new intersection and property line after subdivision, it does not raise any safety or building code issues. It would also be a significant hardship for the property owner to have to move or demolish the existing home just to conform with zoning setback requirements after road dedication. For these reasons, the requested front setback reduction is supportable.

d) Citizen/Customer Implications:

In accordance with the *Development Procedures Bylaw No. 5879-1999*, notice of Council consideration of a resolution to issue a Development Variance Permit was mailed to all owners or tenants in occupation of all parcels, any parts of which are adjacent to the property that is subject to the permit.

CONCLUSION:

The proposed variance is supported because it is a condition of subdivision. It will allow the applicant to avoid demolishing or moving the existing dwelling following road dedication.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2017-062-DVP.

“Original signed by Chee Chan”

Prepared by: Chee Chan
Planner 1

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by E.C. Swabey”

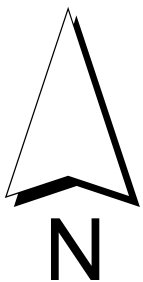
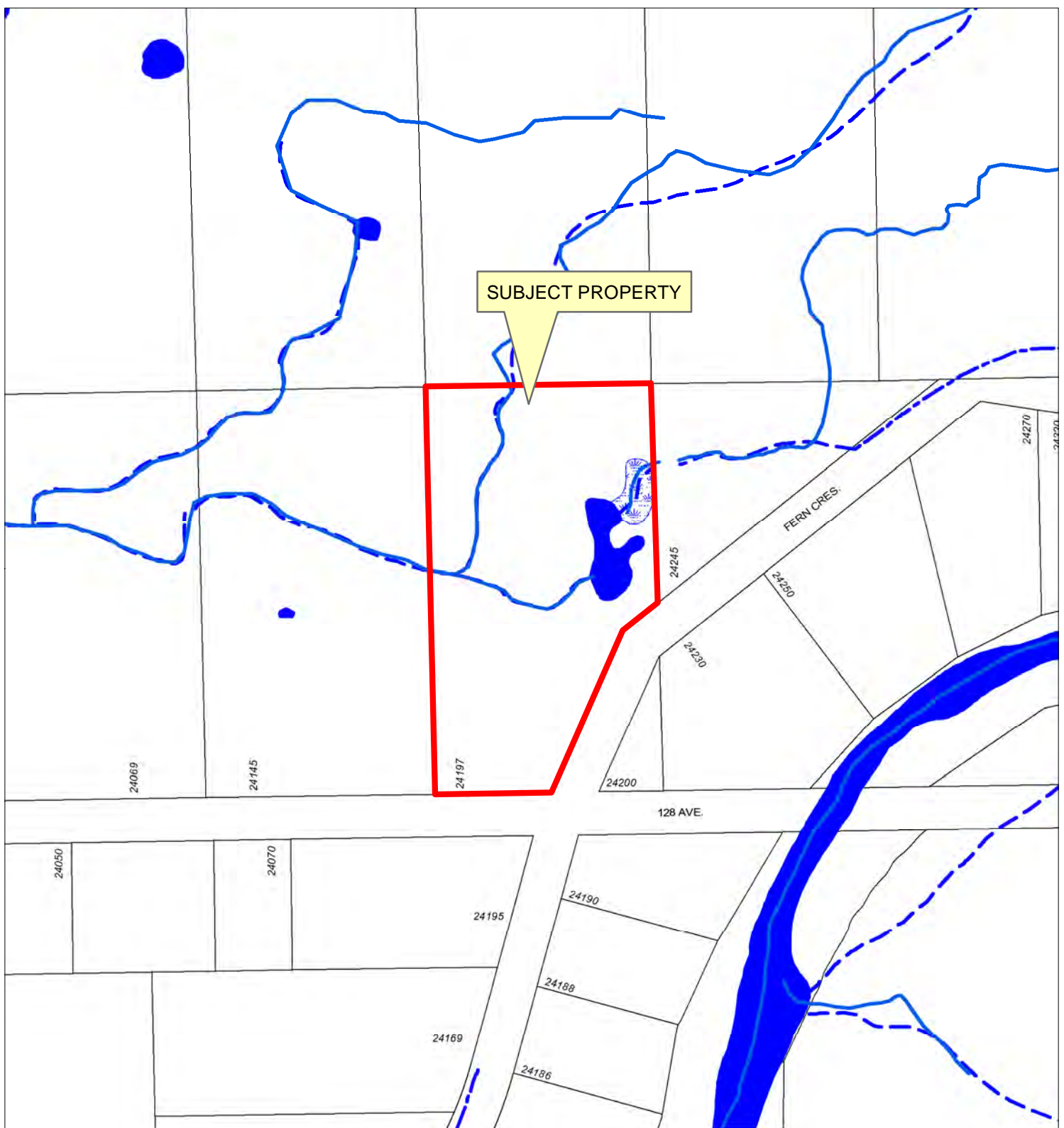
Concurrence: E.C. Swabey
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Site Plan Showing Variance



Scale: 1:2,500

Legend

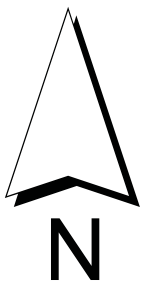
- Stream
- - - Indefinite Creek
- ▨ Marsh
- River
- Major Rivers & Lakes

24197 Fern Crescent



2017-062-SD
 DATE: Mar 2, 2017

BY: PC



Scale: 1:2,500

Legend

-  Stream
-  Marsh
-  River
-  Major Rivers & Lakes

24197 Fern Crescent

PLANNING DEPARTMENT



2017-062-SD
DATE: Mar 2, 2017

BY: PC

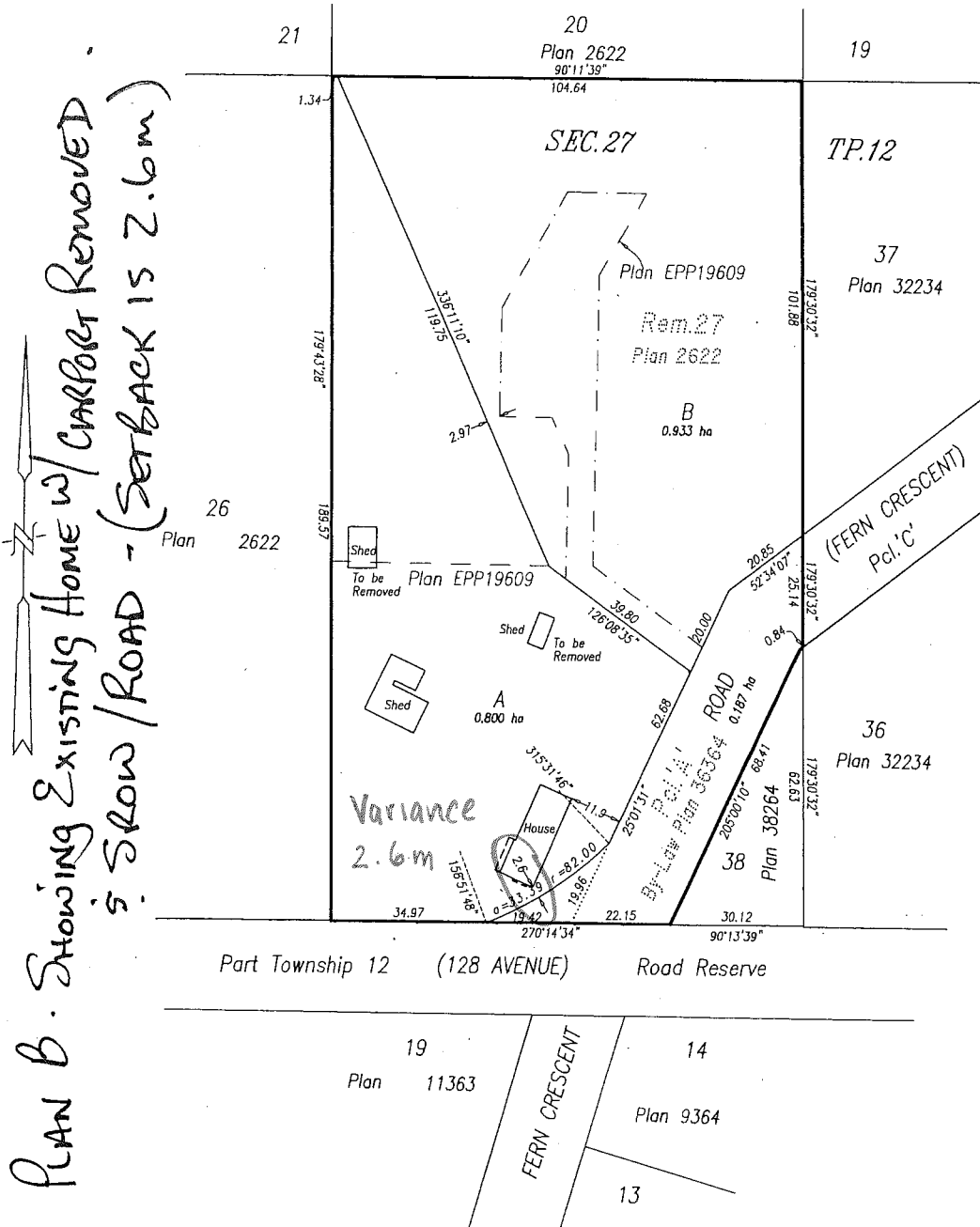
PROPOSED SUBDIVISION OF LOT 27 EXCEPT: PART ON BY-LAW PLAN 36364; AND OF PCL.'A' BY-LAW PLAN 36364; SEC.27 TP.12 N.W.D. PLAN 2622

B.C.G.S. 926.028

This plan lies within the
Greater Vancouver Regional District
City of Maple Ridge

Scale 1:1000

All distances are in metres except where otherwise noted



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Ruskin Private Fire Suppression System

MEETING DATE: July 25, 2017
FILE NO: 11-5600-01
MEETING: Council

EXECUTIVE SUMMARY:

The Ruskin Industrial Area, located at the City's eastern boundary north of the Lougheed Highway, includes several wood processing industries and has experienced multiple property fires over the years. The area is not serviced by City fire hydrants but in the 1990's a consortium of local companies (owners) including S&W Shake and Shingle Ltd., and Watkins Sawmills Ltd. installed a private dry hydrant system to enable a City fire engine to supply water for firefighting via drafting water from the Stave River.

While the City Fire Department was responding to a fire in 2011, the private dry hydrant system was found to be inoperable and highlighted the need for an operation and maintenance agreement to be in place between the City and the private owners of the system.

In addition, it was identified that a length of the private dry hydrant system is trespassing within the public road allowance. Due to existing constraints on the adjacent private property, relocating the main would be challenging and the owners have requested that the main be permitted to remain in the current location on the City road allowance.

Lastly, to incorporate sprinkler systems into the existing building structures the owners wish to pressurize the system. This will improve the safety of the buildings in the area as well as reduce the insurance premiums for the owner. Pressurizing the system continuously however creates a potential risk to public infrastructure if the main were to rupture or ongoing leaks were to undermine the road structures.

The City's legal counsel has identified that the City needs to formalize an agreement for the operation, maintenance and associated liability of the private hydrant system as well as permit the encroachments on the road allowance. The agreement would clearly identify that the private hydrant system will be used by the City's Fire Department when responding to fires in the Industrial Area, is to remain private, all maintenance is the responsibility of the owners and the City is to be indemnified against any damage that results from the use of the system. Within the agreement, the owners including Best Quality Cedar Products Ltd., Watkins Sawmills Ltd. and S&W Forest Products Ltd., will be represented by the Stave River Fire Suppression Systems Ltd. The agreement may be amended from time to time to include additional companies at the requested of the owners and as approved by the City.

RECOMMENDATION:

THAT the Corporate Officer be authorized to prepare and sign an agreement between the City and the owner identified as Stave River Fire Suppression Systems Ltd. for the inspection, operation, maintenance, liability, insurance and encroachment of the existing private hydrant system servicing the Ruskin Industrial Area.

DISCUSSION:

a) Background Context:

Located in south east corner of Maple Ridge the Ruskin Industrial Area is situated at 286 Street along the Lougheed Highway. The current industrial uses include large wood processing, manufacturing and storage facilities including Watkins Sawmills Limited.

The area is currently not serviced by the municipal water distribution system and the City does not have any plans to extend the water system into this area. Fire protection has been historically provided by the City through accessing and pumping directly from the Stave River via a statutory right-of-way registered on one of the properties for fire protection access. As a result of several fires, Watkins Sawmill Limited initiated a consortium of local companies installed a private dry hydrant system in the 1990's to enable the City Fire Department to pressurize the system from the Stave River and connect to the hydrants, reducing the amount of time it takes to action a fire once on scene. In August of 2011 a fire broke out in two structures and during the City Fire Department response it was discovered that the private dry hydrant system was inoperable. The investigation into the failure identified that the system had not been properly inspected or maintained by the owner, and that the mains had in fact been partially installed within the City road allowance.

Additional fires in the area between 2013 and 2015 have raised the concern of the owner and they have applied for building permits to install in-building sprinkler systems to improve fire protection in a few buildings in the area. Part of this solution requires that the existing system of mains be converted from dry to charged pressurized mains. An additional benefit realized as a result of pressurizing the system is that the City can utilize the existing hydrants more promptly, albeit limited to the capacity of the supplying fire pump. The systems existing provision to supply/augment water flow by way of drafting water from the Stave River by a fire engine will remain in place.

Pressurizing the existing system does pose a risk to City infrastructure. If there was a watermain break or any long-term leakage there could be localized damage to the road structure or other City infrastructure. Prior to pressurizing the system the owner will be responsible to confirm that the system meets Engineering standards. In addition, as this is a private system, the owner is responsible for the ongoing inspection, testing and maintenance of the system to ensure its integrity and in the event that the system fails, will be responsible for the repair to the City infrastructure.

Recognizing that the private system does partially trespass within the City road allowance and the lack of maintenance that has previously occurred, it was recommended through legal counsel that the City prepares an agreement; requiring the owners to maintain the system and indemnify the City of any responsibility for system failures or damage to both City and private property.

Within the agreement, the owners including Best Quality Cedar Products Ltd., Watkins Sawmills Ltd. and S&W Forest Products Ltd., will be represented by the Stave River Fire Suppression Systems Ltd. The agreement may be amended from time to time to include additional companies at the requested of the owners and as approved by the City.

If supported, staff will work with legal counsel to prepare an agreement which will include the following conditions:

1. Submit a set of record drawings of the existing system;
2. Complete a pressure test to the AWWA standards;
3. Complete an Engineering assessment of the system including the design, capacity, operation and maintenance plan;
4. Repair of any deficiencies identified;
5. Confirm the watermain alignment in the field and register an easement on City property;
6. Identify all hydrants in the field as private and non-potable water;
7. Prepare a legal agreement for the City to review including:
 - a. Exonerating the City from all liability from a system failure and the responsibilities for its normal operation and ongoing maintenance.
 - b. Liability insurance (with the city named as a third party) for any damages that may occur as a result of the system failure, its normal operation or ongoing maintenance to either the general public, City property or private property .
 - c. Clarifies private ownership of the system and requirement to maintain BC One Call membership.
 - d. Identify the inspection and maintenance process to be followed by the owner
 - e. Prepare an operational document including, pumps, watermain, valves and effective site drainage.
 - f. Confirmation with City prior to any modifications to the system including protection of any additional properties or structures.
 - g. That the City under no circumstances will take ownership of the main, any default on the agreement or failure to maintain the system, will result in the desolation of the agreement, abandoning of the fire protection system and notification to the insurance company that the properties have returned to a lower service standard consistent with no hydrants.
 - h. That the City maintains the unfettered right to use the system, without expense, for the benefit of all properties in the vicinity of the hydrant system, whether they are the owner or not, and whether it be for emergencies or training purposes.

Entering into an agreement between the City and the owners regarding the alignment of the private hydrant system, operation, maintenance, insurance and liability will clearly outline the responsibilities of the Owner and provides the City with indemnity from future legal action.

The proposed system will assist with safety onsite, facilitating the installation of in-building sprinkler systems as well as improve the Fire Department's confidence in the ability of the system to provide water to fight fires.

The existing access easement and infrastructure to allow Fire Department vehicles to access the Stave River will remain in place and serve as a back up to the pressurized hydrant system should it fail or if the scope of an emergency necessitates augmenting the system.

b) Desired Outcome:

The desired outcome is to improve fire protection and safety in the area, indemnify the City for any damages that may occur due to the inadequacy of the private hydrant system and identify the owners responsibility to maintain the existing fire suppression system, repair any damages that occurs to City property and legalize the existing trespasses on the City road right-of-way.

c) Citizen/Customer Implications:

Industrial properties will benefit from reduced insurance premiums when sprinklers are installed as well as increased employee safety and improved City Fire Department action times at fires.

d) Interdepartmental Implications:

The Engineering Department will review submissions from the owners as necessary to confirm the owners complies with the terms of the agreement.

The Fire Department has been solicited for input and will review the agreement prior to it being finalized.

e) Business Plan/Financial Implications:

Any operation and maintenance costs are the responsibility of the Owners.

f) Policy Implications:

The City's general approach is to require that private infrastructure be on private property, however when unusual or historic situation are identified the City has allowed access to a City road right-of-way allowance through an agreement with the owners.

g) Alternatives:

The alternative is to make the owners remove the trespass from the City property, re-install, and maintain the private system onsite.

CONCLUSIONS:

Entering into agreement with the owners for the operation, maintenance, insurance and liability of the system and permitting the encroachments on public property will provide a higher level of confidence in the existing private fire suppression to the area, as well as formalize the agreement for the City to operate the private system in the event of fire.

"Original signed by Stephen Judd"

Prepared by: **Stephen Judd, PEng.**
Manager of Infrastructure Development

"Original signed by David Pollock"

Reviewed by: **David Pollock, PEng.**
Municipal Engineer

"Original signed by Frank Quinn"

Approved by: **Frank Quinn, MBA, PEng.**
General Manager: Public Works & Development Services

"Original signed by Frank Quinn" for

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

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Award of Contract RFP-EN17-28:
Engineering Design Services for Abernethy Way (224 Street to 232 Street)

MEETING DATE: July 25, 2017
FILE NO: 11-5255-40-209
MEETING: Council

EXECUTIVE SUMMARY:

The 128 Avenue/Abernethy Way corridor is one of three primary east-west transportation corridors within the City of Maple Ridge and part of the TransLink Major Road Network. It is the northern corridor for Maple Ridge residents and is connected to 232 Street at its current eastern boundary and Lougheed Highway/Golden Ears Bridge at its western boundary. The City's 2014 Strategic Transportation Plan recommends widening Abernethy Way to four lanes between 224 Street and 232 Street with construction scheduled for 2020/2021. In the fall of this year, routing options for extension to 256 Street will be reviewed.

Abernethy Way (224 St – 232 St) is currently an urban two lane road with sidewalk, multi-use pathway, signalized intersections and street lighting but was constructed with the intent to widen to four lanes at some point. The City is proposing to upgrade Abernethy Way (224 St – 232 St) to a four lane arterial roadway standard with multi-use pathway, street lighting, while retaining the existing south side road structure, curbs and sidewalk. Upgrades also include culvert extensions/upgrades, relocations of existing traffic signal poles, intersection improvements, retaining walls, signage, pavement markings and storm drainage systems as required.

The City's Financial Plan includes the design of Abernethy Way widening to four lanes from 224 Street to 227 Street and from 227 Street to 232 Street in 2017 and 2018, respectively. The design phases were combined into one Request for Proposal (RFP) for Engineering Design Services for Abernethy Way (224 Street to 232 Street) in order to achieve magnitude of scale cost savings and ensure a consistent design to the corridor. The design is being completed well in advance of construction to allow sufficient time to obtain regulatory permits, approvals, updated cost estimates and undertake public consultation. Construction is planned for 2020 and 2021. Completing the design this year will have the project "shovel ready" in order to pursue grant opportunities.

The RFP for design services was sent out to five pre-qualified engineering consulting firms of which four responded to the RFP that closed on June 20, 2017. Following an detailed evaluation of the proposals submitted, it is recommended that the design services be awarded to Aplin & Martin Consultants Ltd.'s in the amount of \$344,702.00. Council approval is required to award the project to Aplin & Martin Consultants Ltd. (Aplin & Martin).

RECOMMENDATION:

THAT Contract RFP-EN17-28: Engineering Design Services for Abernethy Way (224 Street to 232 Street) be awarded to Aplin & Martin Consultants Ltd. in the amount of \$344,702.00 plus taxes; and

THAT a contingency of \$55,298.00 be approved for unforeseen items; and

THAT the Financial Plan be amended to fund this project from Development Cost Charges and the Drainage Reserve as identified in this report; and further

THAT the Corporate Officer be authorized to execute the Client/Consultant Agreement.

DISCUSSION:

a) Background Context:

The 128 Avenue/Abernethy Way corridor is one of three primary east-west transportation corridors within the City of Maple Ridge and part of the TransLink Major Road Network. It is the northern corridor for Maple Ridge residents and is connected to 232 Street at its current eastern boundary and Lougheed Highway/Golden Ears Bridge at its western boundary. The City's 2014 Strategic Transportation Plan recommends widening Abernethy Way to four lanes between 224 Street and 232 Street. The City will be studying routing options for extension to 240 Street and beyond to 256 Street this fall.

Abernethy Way (224 St – 232 St) is currently an urban two lane road with sidewalk, multi-use pathway, signalized intersections and street lighting but was constructed with the intent to widen to four lanes at some point. The City is proposing to upgrade Abernethy Way (224 St – 232 St) to a four lane arterial roadway standard with multi-use pathway, street lighting, while retaining the existing south side road structure curbs and sidewalk. Upgrades also include culvert extensions/upgrades, relocations of existing traffic signal poles, intersection improvements, retaining walls, signage, pavement markings and storm drainage systems as required.

The City's Financial Plan includes the design of Abernethy Way widening to four lanes from 224 Street to 227 Street and from 227 Street to 232 Street in 2017 and 2018, respectively. Construction is planned for 2020 and 2021. The design phases were combined into one RFP for Engineering Design Services for Abernethy Way (224 Street to 232 Street) in order to achieve magnitude of scale cost savings and ensure a consistent design to the corridor. The design is being completed well in advance of construction to allow sufficient time to obtain regulatory permits, approvals, updated cost estimates and undertake public consultation. It will also see the project "shovel ready" in advance of grant opportunities.

RFP Process and Evaluation

The RFP was sent out to five pre-qualified engineering consulting firms, four of which submitted proposals on the closing date of June 20, 2017.

All proposals were reviewed by an evaluation team in accordance with the evaluation criteria identified in the RFP. After detailed analysis, the evaluation team concluded that Aplin & Martin's proposal provides the best value to the City at a cost of \$344,702.00. The average fee of the proposals submitted was \$342,316.00.

b) Desired Outcome:

The desired outcome of this report is to obtain Council approval to proceed with the award of the contract to Aplin & Martin for the engineering design services.

c) Strategic Alignment:

The Abernethy Way Project supports the following key strategies identified in the City's Strategic Plan:

- Ensure that the transportation system is accessible to individuals of all ages and physical abilities.
- Continue to address long-term safety of the City's roadway network.
- Expand the network of cycling routes within the City.
- Provide attractive pedestrian facilities in key pedestrian areas and provide for safe facilities along corridors for growing areas.
- Ensure that the transportation system serves and supports growth plans within the City and work with the Ministry of Transportation and TransLink to support regional travel demands.
- Develop a transportation system that minimizes impacts on the air quality within the City by supporting walking, cycling and transit.

d) Citizen/Customer Implications:

The City will work with Aplin & Martin to determine the best design and construction solution, taking into account cost factors, traffic impacts, property impacts, environmental and archeological impacts, constructability, schedule and phasing of the work.

The design process will include a public consultation process to obtain feedback from all stakeholders and to mitigate concerns. A communications plan will also be developed in support of the design and construction phases.

e) Interdepartmental Implications:

Operations and Parks Department staff will be consulted during the detailed design process to provide input in the design elements.

f) Business Plan/Financial Implications:

Design of Abernethy Way (224 Street to 227 Street) is in the 2017 Capital Plan with an approved budget of \$250,000. Design of Abernethy Way (227 Street to 232 Street) is in the 2018 Capital Plan with a budget of \$250,000.

The design phases were combined into one RFP for Engineering Design Services for Abernethy Way (224 Street to 232 Street) in order to achieve magnitude of scale cost savings and apply a consistent design to the corridor. The combined engineering design services for Abernethy Way (224 Street to 232 Street) cost is \$400,000.00 which includes a contingency of \$55,298.00. The projects costs and funding breakdown is as follows:

Project Costs (224 Street to 232 Street)

Preliminary Design	\$209,848
Detailed Design	\$90,027
Engineer of Record Services	\$37,431
Provisional Items	\$7,396
Project Contingency	<u>\$55,298</u>
Total	\$400,000

Existing & Proposed Funding Sources

Project Name	LTC	Funding	Amount
Abernethy Way (224 to 227 Street) Design Ph. 1	014018.1	2017 Development Cost Charges 2017 General Capital Funding (GCF) 2017 Drainage Reserve	\$173,250 \$47,843 \$28,907
Abernethy Way (224 to 227 Street) Design Ph. 2	014018.2	*Proposed Development Cost Charges *Proposed Drainage Reserve	\$132,656 \$17,344
Unused portion from Abernethy Way (224 to 227 Street) Design Ph. 2	014018.2	2018 Development Cost Charges 2018 General Capital Funding 2018 Drainage Reserve	\$40,594 \$47,843 \$11,563
		Total	\$500,000

*This funding is being brought forward from 2018

The project is largely funded by Development Cost Charges with smaller Drainage and General Capital Funding components. The project expenditures include a project contingency that will only be utilized if required to address unforeseen issues throughout design. The Engineer of Record services budget will be reviewed at the time of Invitation to Tender awards.

CONCLUSIONS:

Aplin & Martin Consultants Ltd. has submitted a proposal for Engineering Design Services for Abernethy Way from 224 Street to 232 Street that provides the best value to the City. This report recommends approval to award the design services assignment to Aplin & Martin Consultants Ltd. in the amount of \$344,702.00. In addition it is recommended a contingency be established for unanticipated additional works in the amount of \$55,298.00. And further that the Financial Plan be amended to fund this project from Development Cost Charges and the Drainage Reserve.

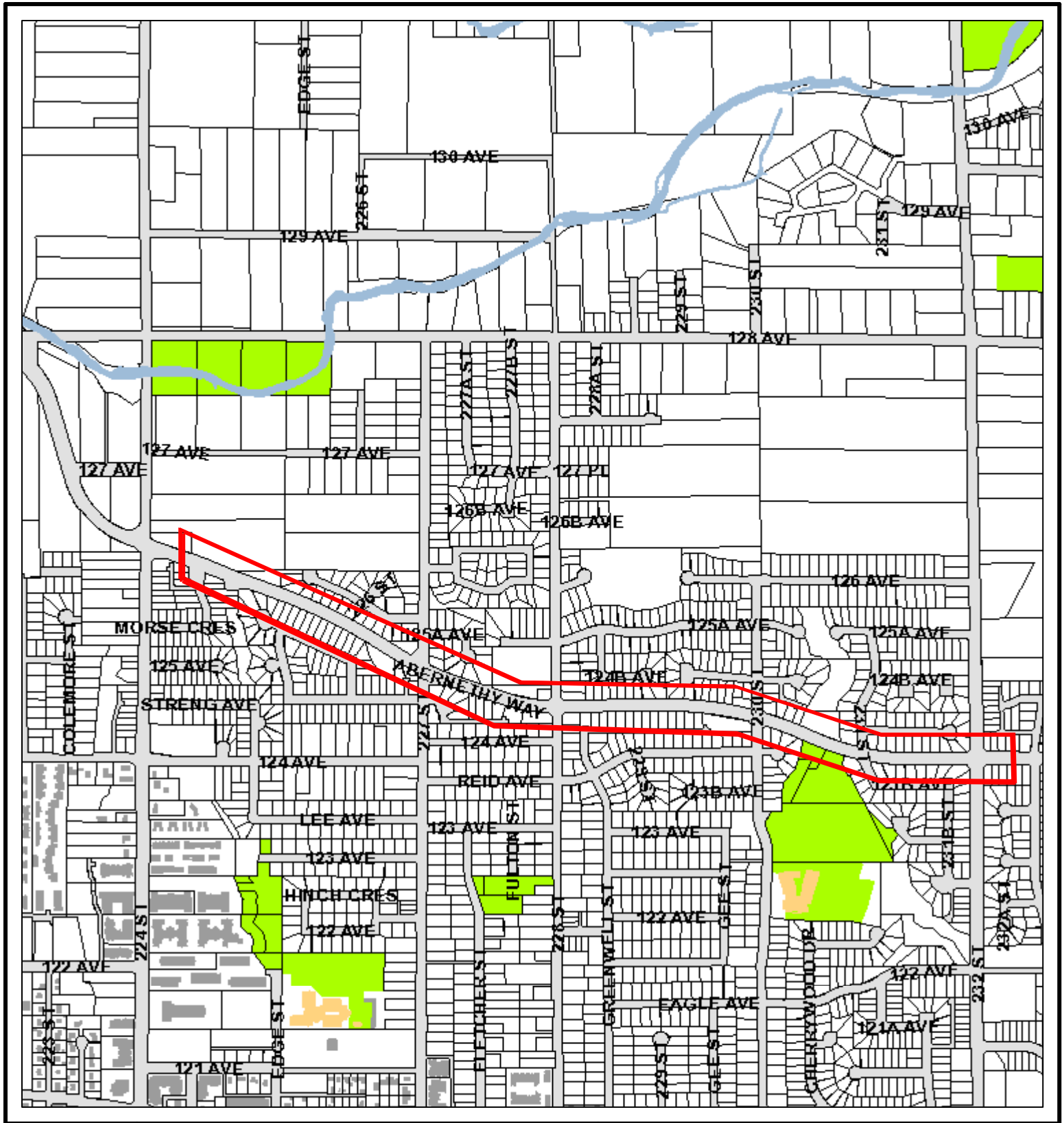
"Original signed by Jeff Boehmer"
Prepared by: **Jeff Boehmer, PEng.**
Manager of Design & Construction

"Original signed by Catherine Nolan" for
Financial **Trevor Thompson, BBA, CPA, CGA**
Concurrence: **Manager of Financial Planning**

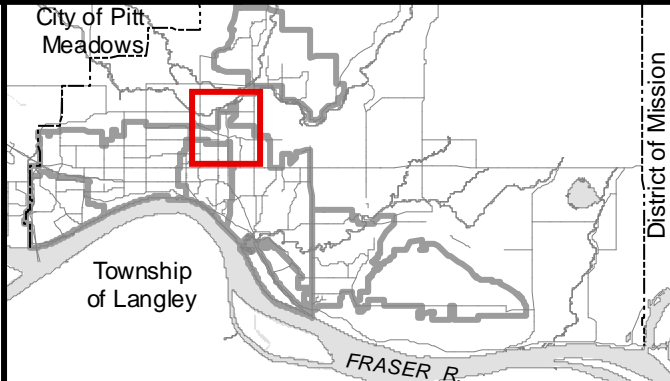
"Original signed by David Pollock"
Reviewed by: **David Pollock, PEng.**
Municipal Engineer

"Original signed by Frank Quinn"
Approved by: **Frank Quinn, MBA, PEng.**
General Manager: Public Works & Development Services

"Original signed by Frank Quinn" for
Concurrence: **E.C. Swabey**
Chief Administrative Officer



Scale: 1:10,000



Abernethy Way (224 St - 232 St)



0 55 110 220 330 440 m
 0 175 350 700 1,050 1,400 ft
 The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.

Department: Engineering

Date: Jul 18, 2017

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: July 25, 2017
FILE NO: 11-5255-70-111
MEETING: Council
SUBJECT: Award of Contract ITT-EN17-38: 263 Street Pump Station Replacement

EXECUTIVE SUMMARY:

The replacement of the 263 Pump Station is recommended in the City's 2016 Water Distribution Master Plan as there are operational constraints with the existing pumps and reservoir connection configurations. The replacement of the 263 Street Pump Station will provide additional pumping capacity to serve and meet the ultimate demands for the service area, in accordance with the City's Official Community Plan. The 263 Street Pump Station Replacement project is in the current Financial Plan and is budgeted for construction over 2017 and 2018.

The construction of the new 263 Street Pump Station includes site clearing; foundation preparation and installation; water main installation, a new building construction to house the pump room, electrical and instrumentation room and chemical room for the chlorine generation system; a standby generator and new electrical connection, site drainage, security measures around the new building and upgrades to the existing reservoir's site security including additional cameras, motion sensors and chain link fencing.

An Invitation to Tender was issued on June 9, 2017, and closed on July 12, 2017. The lowest compliant tender price was submitted by Drake Excavating (2016) Ltd. in the amount of \$3,217,820.50 excluding taxes. The costs exceed the approved budget, which was based on estimates contained in the City's 2016 Water Distribution Master Plan. The project is largely funded through Development Cost Charges (DCC) and the Water Capital Fund (WCF) and additional funds will have to be accessed from those sources, through surpluses generated from a number of projects with the same funding sources.

Stantec Consulting Ltd. is the City's engineering consultant for the project. In awarding the construction contract, additional services are required of Stantec Consulting Ltd., including construction reviews, environmental and geotechnical monitoring. This report recommends increasing their contract by \$120,660.00.

Council approval to award the contract is required for the work to proceed.

RECOMMENDATION:

THAT Contract ITT-EN17-38: 263 Street Pump Station Replacement be awarded to Drake Excavating (2016) Ltd. in the amount of \$3,217,820.50 excluding taxes; and

THAT a project contingency of \$400,000.00 be approved to address potential variations in field conditions; and

THAT the Corporate Officer be authorized to execute the contract; and

THAT the Financial Plan be amended to fund this project from Development Cost Charges and Water Capital Fund as identified in this report, and further

THAT the existing Stantec Consulting Ltd. contract for Engineering Design Services for 263 Street Water Pump Station Replacement be increased by \$120,660.00.

DISCUSSION:

a) Background Context:

The replacement of the 263 Pump Station is recommended in the City's 2016 Water Distribution Master Plan as there are operational constraints with the existing pumps and reservoir connection configurations. The replacement of the 263 Street Pump Station will provide additional pumping capacity to serve and meet the ultimate demands for the service area, in accordance with the City's Official Community Plan. The 263 Street Pump Station Replacement project is in the current Financial Plan and is budgeted for construction over 2017 and 2018.

The construction of the new 263 Street Pump Station includes site clearing; foundation preparation and installation; water main installation, a new building construction to house the pump room, electrical and instrumentation room and chemical room for the chlorine generation system; a standby generator and new electrical connection, site drainage, security measures around the new building and upgrades to the existing reservoir's site security including additional cameras, motion sensors and chain link fencing.

Tender Evaluation

An Invitation to Tender was issued on June 9, 2017 and closed on July 12, 2017. Six compliant tenders were submitted as noted below:

	<u>Tender Price</u> <u>(excluding taxes)</u>
Drake Excavating (2016) Ltd.	\$3,217,820.50
Tritech Group Ltd.	\$3,673,438.00
Bervin Construction Ltd.	\$3,690,167.31
Tybo Contracting Ltd.	\$3,758,000.00
Stuart Olson Construction Ltd.	\$3,996,032.50
Cewe Infrastructure Ltd.	\$4,084,160.00

A detailed review of the tenders was completed and the lowest compliant bid is \$3,217,820.50 from Drake Excavating (2016) Ltd. (Drake). Drake has completed a number of projects with a similar scope as the 263 Street Pump Station Replacement and is qualified to complete the works. Reference checks with other municipalities confirmed that Drake is suitably capable of completing the project successfully.

Consultant Construction Services

City staff will be providing a full-time site representative responsible for the day-to-day quality assurance of the contractor's work and coordination of all site issues. However, given the complex nature of the project, the expertise of the design consultant, Stantec Consulting Ltd. (Stantec), is required to support City staff with on-site field reviews and monitoring as well as to satisfy Engineer of Record requirements. This includes geotechnical support for the foundation placement of the pump station as well as sign-offs and reviews of the structural, mechanical, electrical and environmental elements of the project. The increase in the Stantec contract value is \$120,660.00 for these services during construction.

b) Desired Outcome:

The replacement of the 263 Pump Station will provide the system water volumes and pressures needed to meet the demands of the ultimate land use within the water pressure zone in accordance with the City's Official Community Plan.

c) Strategic Alignment:

The Corporate Strategic Plan provides direction to manage municipal infrastructure under various initiatives such the Water Distribution Master Plan, the DCC Bylaw and Smart Managed Growth.

The need for the 263 Street Pump Station Replacement project was originally identified in the 2011 Water Master Plan and reconfirmed in the 2016 Update. The new station needs to be operational by May 2018 to meet ultimate water demands in the water pressure zone and before the peak summer water usage begins.

d) Citizen/Customer Implications:

The estimated construction duration is approximately ten months with construction commencing promptly after the contract is awarded and is expected to be complete by May 2018. The impact to traffic and residents in the neighbourhood will be minimal as the pump station is located off a long gravel driveway. Construction traffic will use Dewdney Trunk Road for access to the site and road closures are not expected.

Water service to the area will not be impacted as the existing 263 Pump Station will remain in service during construction of the new pump station.

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

e) Interdepartmental Implications:

The Engineering and Operations Departments have provided input during the design stage and the project makes use of City resources (site survey, photo databases, plan of record drawings) where possible in the interests of cost effectiveness and efficiencies.

f) Business Plan/Financial Implications:

The original budget of \$2.85 Million as contained in the approved Financial Plan was based on the construction cost estimate in the 2016 Water Distribution Master Plan.

Now that tenders have closed, the estimated overall project construction cost is \$4,050,000.00 including all third party utility (BC Hydro) relocates, water utility connections, field reviews and monitoring by professional consultants, construction costs and contingencies. The projected costs and funding breakdown is as follows:

Project Costs

Expenditures to Date	\$ 230,510.90
Construction*	\$ 3,217,820.50
Additional Consultant Services*	\$ 120,660.00
Water Tie-ins by City Forces*	\$ 81,008.60
*Project Contingency	\$ 400,000.00
Grand Total	\$ 4,050,000.00

The project expenditures include a \$400,000 contingency that will only be utilized if required to address unforeseen issues throughout all aspects of construction.

Existing Funding

2017/18 Water Capital Fund	\$	860,626
2017/18 Development Cost Charges	\$	<u>1,989,374</u>
Total Existing Funding	\$	2,850,000

Note: the project is funded over two years to reflect the actual construction timing and duration.

Additional Funding Required

Water Capital Fund	\$	360,000
Development Cost Charges	\$	<u>840,000</u>
Total Required Funding	\$	1,200,000

This project is largely funded by Development Cost Charges (approx. 70%) with the balance funded through the Water Capital Fund (30%).

The above additional funding is generated through surpluses from the following projects:

<u>Project Name</u>		<u>Surplus</u>
Silver Valley Reservoir	\$	\$400,000
McNutt Reservoir Expansion	\$	\$100,000
270A Street Reservoir and Pump Station	\$	<u>\$700,000</u>
Total Surplus Available	\$	\$1,200,000

CONCLUSIONS:

The tender price of \$3,217,820.50 excluding taxes by Drake Excavating (2016) Ltd. for the 263 Street Pump Station Replacement project is the lowest compliant tendered price. It is recommended that Council approve the award of the contract to Drake Excavating (2016) Ltd. It is recommended that Council approve an increase to the existing Stantec Consulting Ltd. contract for Engineering Design Services for 263 Street Water Pump Station Replacement in the amount of \$120,660.00 for geotechnical and environmental monitoring and construction reviews and services. It is further recommended that the Financial Plan be amended to fund this project from DCC's and Water Capital Fund to the amount of \$1,200,000.00.

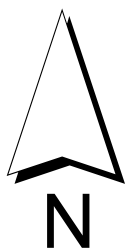
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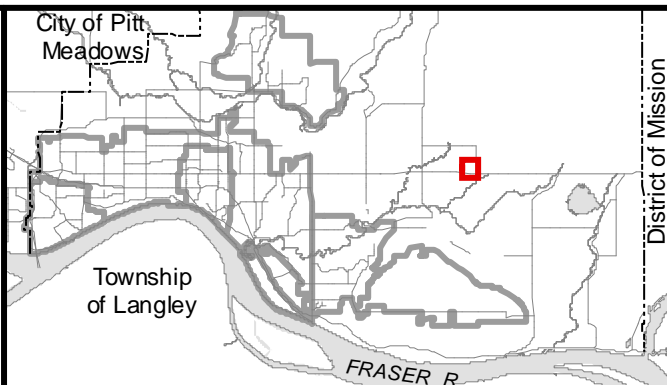
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Municipal Engineer

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Approved by: **Frank Quinn, MBA, PEng.**
General Manager: Public Works & Development Services

"Original signed by Frank Quinn" for
Concurrence: **E.C. Swabey**
Chief Administrative Officer



Scale: 1:2,500



263 Street Pump Station Replacement



0 12.5 25 50 75 100 m
0 45 90 180 270 360 ft
The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.

Department: Engineering

Date: Jul 18, 2017

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: SHAW WI-FI Proposal

MEETING DATE: July 25, 2017
FILE NO:
MEETING: Council Workshop

EXECUTIVE SUMMARY:

Over the past several years, Shaw Communications has been developing a robust and comprehensive Wi-Fi network across Western Canada called Shaw Go Wi-Fi. The Shaw Go Wi-Fi service is comprised of over 80,000 wireless hotspots located in local businesses, government buildings and public spaces throughout Western Canada. These Wi-Fi hotspots provide complimentary access to the internet for Shaw's customers. In order to build out this network, Shaw Communications deploys Wi-Fi hotspots not only in private businesses but also in publicly owned City buildings, infrastructure and public spaces. To date Shaw has 109 agreements in place with local governments.

Several years ago Shaw Communications approached the City of Maple Ridge about installing the Go Wi-Fi service on City owned infrastructure and in public spaces. As part of its proposal, Shaw committed to deliver free internet access to the public in the downtown core area. At the March 17, 2014 Committee of the Whole meeting, Council directed staff to prepare an agreement with Shaw Communications to provide a Wi-Fi service utilizing District properties in accordance with commitments made by Shaw and at locations of interest to the City *on the condition that Shaw removed its requirement of collecting and using personal information* from individuals using the free Wi-Fi service. Staff entered into negotiations with Shaw but because Shaw was not prepared to remove the requirement to "collect and use personal information", these negotiations were put on hold.

Recently, Shaw has approached the City of Maple Ridge again and has now agreed to remove the requirement to *collect and use personal information* from individuals using the free Wi-Fi service. As a result, staff recommends that the City resume negotiations to develop an agreement with Shaw Communications for access to City owned infrastructure and in public spaces to install Shaw Go Wi-Fi hotspots.

Any agreement with Shaw would include nonexclusive access, a public consultation process, permit review and location approval processes, as well as full cost recovery for staff resources, maintenance and power consumption. Over and above the aforementioned, there are three common models when implementing a service such as Shaw Go Wi-Fi:

1. Shaw to commit to providing free public access to all hotspots deployed under the City agreement;
2. Shaw to pay an annual fee for every hotspot deployed under the City agreement; or,
3. A combination of free public access and revenue generating hotspots.

In the past, staff recommendation has been to negotiate a combination model; however, the landscape has changed significantly over the past five years. Given the nominal fees associated with hotspot placement and the significant desire to leverage Wi-Fi wherever possible, the City now recommends the model to deliver free public access to the internet for every hotspot that Shaw Communications installs under the City agreement.

RECOMMENDATION:

THAT staff be directed to resume negotiations with Shaw Communications to prepare a Preliminary Wi-Fi service Agreement that includes free public access to the internet, utilizing City properties, and that the Agreement includes public consultation.

DISCUSSION:

a) Background Context:

In 2011/2012, Shaw introduced an ongoing strategy for customer retention whereby they began deploying Shaw Wi-Fi hotspots into business and local government locations across Western Canada for use by their customers. Shaw recognizes that staying connected with fast and reliable service is of ever increasing importance to individuals. Access to no cost wireless service when away from home and out in the community will increase an individual's ability to stay connected with business, family and friends, current events and engage in social media. To date, Shaw has over 80,000 Wi-Fi hot spots in Canada stretching from Vancouver Island to Sault Ste-Marie. In Maple Ridge, Shaw has 370 Wi-Fi hotspots located in various businesses.

Shaw also recognizes that free public access to the internet is of interest to local government. Providing free internet access will increase access for all individuals living in or visiting Maple Ridge. Shaw has been supporting municipal government in deploying and/or expanding their public Wi-Fi footprint and to date have 109 agreements in place with local governments across Western Canada.

In 2012, Shaw Communications had approached the City of Maple Ridge about installing Shaw Go Wi-Fi on City infrastructure in public areas. After discussing the characteristics of what the Wi-Fi network might look like, staff brought a report to Council outlining Shaw's proposal. Attached as Appendix A to this report, is the Committee of the Whole report, dated March 17, 2014.

In March of 2014, Council directed staff to prepare an agreement with Shaw Communications to provide a Wi-Fi service utilizing District properties in accordance with the commitment noted in the Letter of Commitment, but only if they removed the "collection and use of personal information" for public access component of this letter.

Health Concerns

Industry Canada is the regulatory authority for telecommunications in Canada which requires that carriers must comply with Health Canada's guidelines for safe human exposure to radiofrequency (RF) electromagnetic energy according to Health Canada. Health Canada sets these standards at a federal level through the Safety Code 6 (SC6). Shaw operates well within the limits set by Health Canada's Safety Code 6 guidelines, which limits the exposure of RF energy. Shaw Communications has stated that their wireless installations are compliant with the guidelines of Safety Code 6.

The purpose of this Report is to confirm Council's desire to further pursue an agreement for a public access Wi-Fi network and to instruct staff to secure such an Agreement.

b) Desired Outcome:

Council support for resuming negotiations with Shaw Communications to provide a Wi-Fi service, utilizing District properties and public spaces and for this Wi-Fi service to provide free public access.

c) Citizen/Customer Implications:

The benefit of free public access to Wi-Fi utilizing District properties and public spaces will be significant for both citizens and those visiting the City of Maple Ridge.

d) Interdepartmental Implications:

Prior to implementation, City staff from the Engineering and Operations departments, as well as the IT Department, Parks, Facilities and Permits, will need to meet with Shaw Communications staff to go over the details of specific locations for outdoor and indoor radios in terms of mounting, power access, connectivity, inspections, operation and ongoing management.

e) Business Plan/Financial Implications:

Although some staff resources will be required to monitor and manage installation of the Wi-Fi hotspots, such costs will be offset through a cost recovery model in any agreement made with Shaw Communications. Further, access to free Wi-Fi provided under an agreement with Shaw Communications will benefit both citizens and visitors.

f) Alternatives:

Shaw has identified certain facilities and streets where public use will be high. These are their preferred locations to deploy the Wi-Fi service. If free public service for all installations under this agreement is not agreeable, the alternatives are:

1. Negotiate a pure commercial agreement and limit the discussions to revenue considerations only.
2. Negotiate a combination approach where free public access is realized for some locations under this agreement in exchange and other locations are treated as a pure commercial agreement with revenue consideration and no free public access.
3. Do not agree to accommodate Shaw Wi-Fi service.

CONCLUSIONS:

The proposed agreement with Shaw Communications will benefit the City of Maple Ridge, its citizens and visitors to the community. All installations of Wi-Fi hotspots under the agreement with the City of Maple Ridge, utilizing City assets, will provide free public access for anyone to enjoy. With the removal of requirement to collect and use personal information for use of this public service, anyone can use the service without being monitored or contacted by Shaw Communications on the use of this service.

Shaw understands the agreement with the City will be nonexclusive and as such the City is free to accommodate other Wi-Fi service providers if approached.

It is recommended Council instruct staff to prepare an agreement with Shaw Communications, with a public consultation component, to bring back to Council for approval.

Prepared by: Christina Crabtree
Chief Information Officer

Approved by: Paul Gill,
General Manager of Corporate and Financial Services

Concurrence: E.C. Swabey
Chief Administrative Officer



District of Maple Ridge

TO:	His Worship Mayor Ernie Daykin and Members of Council	MEETING DATE:	March 17, 2014
FROM:	Chief Administrative Officer	MEETING:	CoW
SUBJECT:	Shaw Wi-Fi Proposal		

EXECUTIVE SUMMARY:

Shaw Communications has approached the District about installing a wireless internet service in public areas (ie – Wi-Fi). District staff and Shaw representatives have discussed the characteristics of what that may look like.

An agreement with Shaw will benefit the District. Although the Wi-Fi service will be a complimentary service mainly for Shaw internet customers, and will not be available to others, it will have the benefit of a free public service component in the downtown institutional core of the community. In this area, bounded by the Bus Loop to Spirit Square, it will give citizens the latest in communication capabilities and provide a convenience to the public, businesses and staff alike. However, Shaw recognizes that the agreement would not be exclusive, the District would be free to accommodate other Wi-Fi service providers if approached.

Beyond the downtown core, the District will receive revenue for the installation of each Access Point (ie – radio) on an annual basis. Some of the locations may not be feasible as they may be controlled by others (eg – School District), or have practical limitations (eg – no power). However, given the proposed roll-out of locations, the potential exists for \$12,640 of annual revenue once all the District controlled sites are completed. There will be staff review of each of the proposed locations to ensure the location is appropriate, that the installation is proper, and that operation and maintenance is considered. As well, there may be other locations that should be considered.

Although there are positive features to this proposal, staff have concerns about the collection and use of 'personal' information. To utilize the free public 'guest' access service around the community core, a user must create a basic profile including name, address, phone number and valid email address. There are public concerns around access to, and use of, personal information. Although Shaw is concerned about who is on their wireless network, there are other ways to monitor usage and manage problem users.

It is recommended Council instruct staff to prepare an agreement with Shaw Communications outlining the key characteristics of the understanding as noted in this memo and attached as Appendix 1, Shaw Letter of Commitment, except for the 4th bullet, the collection of personal information for 'guest' access, and include those general locations noted in Appendix 2, Locations of Interest.

RECOMMENDATIONS:

THAT staff be directed to prepare an agreement with Shaw Communications to provide a Wi-Fi service utilizing District properties in accordance with the commitments noted in the Letter of Commitment in Appendix 1 of the staff report dated March 17, 2014, with the exception of the collection and use of personal information for public access; and

THAT the range of District properties for inclusion of the new service be supported as noted in Appendix 2, Locations of Interest, of the staff report dated March 17, 2014.

DISCUSSION:

a) Background Context:

Shaw Communications is developing a Wi-Fi network¹. The objectives are to offer the service as a value-add to Shaw internet customers and to take advantage of mobility trends². This service will allow any Shaw internet customer to wirelessly connect their mobile computer to the internet for free wherever there is a Shaw Wi-Fi network connection, like in businesses, parks, on public streets, etc.

Shaw has implemented portions of the wireless network by negotiating agreements with small businesses, throughout the Lower Mainland and elsewhere, to host their equipment and offer a 'hotspot' service³. This piecemeal approach will create a mosaic of hotspots that eventually will need to be filled-in to form complete outdoor and business coverage for Shaw cable customers in select areas.

A key part of their strategy is to fill-in the gaps in the network by placing Wi-Fi gear in, or on, public assets like streetlights, public buildings, parks, recreation centres, and other public assembly locations. This approach will allow them to standardize the service and build-out the coverage much quicker.

It is recognized that Wi-Fi signals are unregulated and there is potential for conflict with other Wi-Fi installations, but Shaw has committed to work with affected users to ensure appropriate sharing of the airwaves. Shaw also understands that the potential agreement will not be exclusive to Shaw and its customers. Should another Wi-Fi network provider approach the District for the installation of equipment, the District would review the effort in a similar manner to that used for the Shaw service.

Shaw has negotiated agreements for the service with many cities in Western Canada and is actively pursuing many of the larger communities in British Columbia. They have approached Maple Ridge for a review of opportunities to install their Wi-Fi services in select public assembly locations and we have developed a letter of commitment attached as Appendix 1.

Shaw has proposed the installation of Access Points (ie – radios) in the locations identified in Appendix 2. Although there are some limitations to the proposed locations and the ability of the District to control the sites, generally we are in agreement. However, each site will need to be

¹ See definition of Wi-Fi: <<http://en.wikipedia.org/wiki/Wi-Fi>> .

² See Globe and Mail article on Shaw business strategy: <<http://www.theglobeandmail.com/report-on-business/in-battle-with-telus-shaw-bets-big-on-wifi/article17182266/?page=all>>.

³ See Shaw Go Wi-Fi locations: <<http://www.shaw.ca/wifi/locations/>> .

specifically investigated for feasibility of the service, so some adjustments to which sites are implemented is inevitable.

The key features of our draft proposal are:

1. Shaw will pay \$40/year per indoor access point.
2. Shaw will pay \$200/year per outdoor access point.
3. Shaw has agreed that the District Freetown wireless footprint will be rebuilt and run by Shaw as a free 'guest' service to all of a performance equal to that offered to Shaw customers. This wireless coverage is to include the institutional core of the community, including the inside of District owned buildings, from the bus loop to the Spirit Square locations.

To use the 'free' guest access to the Shaw Wi-Fi service around our institutional core, a user would need to 'register'. This registration process would see a 'guest' user fill out a form requiring name, address, phone number and email address, which is collected by Shaw. Once they activate a link in a validating email, they will be redirected to the District website which will not contain advertising. From there, the 'guest' user will be able to go to other websites if desired.

Although Shaw has agreed to limit the collection of personal data to the creation of a profile for log-in purposes, staff has concerns about the collection of personal information as it is a high-profile public concern enabling unwanted marketing opportunities, and 'tracking' of the user. According to Shaw representatives, the collection of such personal information is necessary to track usage and manage risk. From a staff perspective, the collection of such information should be optional. A true public service is unfettered and inclusive.

b) Desired Outcome:

Council support for proceeding with an agreement with Shaw for the establishment of their equipment onto select District assets utilizing the framework of commitments noted in the appended Shaw letter.

Council direction on whether they would support the collection of personal information for access to a 'guest' service..

c) Strategic Alignment

Private Wi-Fi networks are very common. Many businesses and residences have wireless internet access utilizing the Wi-Fi standard. Public wireless networks are not as common but are expected to experience a resurgence. There are advantages to promoting such wireless services:

- economic development;
- community building;
- promoting use of technology and improved communications;
- drive traffic to the District website;
- raise secondary revenue.

However, it is important to keep in mind that the proposed Wi-Fi network is not a public service. It is for Shaw customers, with restricted access for 'guest' users in a select area. It can be considered commercializing public air waves, since the Wi-Fi radio standard is 'unlicensed'. However, there is a significant benefit to a large portion of District residents (eg – Shaw customers), and it includes a limited 'public' access element.

d) Interdepartmental Implications:

Prior to implementation, District staff from the Engineering and Operations Departments, as well as the IT Department, Parks, Facilities, and Permits, will need to meet with Shaw staff to go over the details of specific locations for outdoor and indoor radios in terms of mounting, power access, connectivity, inspection, operation and ongoing management.

e) Business Plan/Financial Implications:

If all the sites the District controls are implemented as planned, the District will receive about \$12,640 per year from the agreement, plus the public 'guest' access in the institutional core around Memorial Peace Park. This will be from a combination of 88 total radio installations, comprised of 57 outdoor and 31 indoor locations. The network may be expanded over time and that may raise additional revenue.

As well, the 'Freetown' wireless service will be absorbed and operated by Shaw thereby eliminating support and equipment costs borne by the District.

Health Concerns:

Concerns have been expressed about the potential health impacts of radio frequency emissions (RF). Given current scientific evidence, public health officials conclude that exposure to common electromagnetic fields, such as from FM radio, baby monitors, cell phones, Wi-Fi and SMART meters, does not constitute a threat to public health⁴.

The RF exposure levels of Shaw Wi-Fi equipment are well below Canadian and international standards.

Alternatives:

Shaw has identified certain facilities and streets where public use will be high. These are their preferred locations to introduce their new Wi-Fi service. If the free public service in the downtown core is not agreeable, the alternatives are:

1. Negotiate a pure commercial agreement. Limit the discussions to revenue considerations only.
2. Negotiate free public access everywhere the service is located. This will not yield any secondary revenue.
3. Do not agree to accommodate the Shaw Wi-Fi service.

With respect to the collection of personal information during the creation of a user profile for guest access, the only alternative could be to require 'anonymous' guest access, or to require the collection of such information to be optional. This approach, to staff, would constitute a true, unfettered, inclusive 'public' service.

⁴ See Appendix 3, and <<http://www.hc-sc.gc.ca/hl-vs/iyh-vsv/prod/wifi-eng.php>>; and <<http://www.bccdc.ca/healthenv/ElectromagFields/RadioFrequency/default.htm>>.

CONCLUSIONS:

The proposed agreement with Shaw will benefit the District. Although the Wi-Fi service will be a complimentary service mainly for Shaw internet customers, and will not be available to others, it will have the benefit of a limited free 'public' service component in the downtown institutional core of the community. In this area, it will give citizens the latest in communication capabilities and provide a convenience to citizens, businesses and staff alike. However, Shaw recognizes that the agreement would not be exclusive; the District would be free to accommodate other Wi-Fi service providers if approached.

Unfortunately, to access the free public guest service, a user will have to register a limited profile and surrender private information. Staff preference would be to have this profile creation step become optional, as it will then be perceived as an inclusive 'public' service with a minimum of difficulty.

Beyond the downtown core, the District will receive revenue for the installation of each access point (ie – radio) on an annual basis. Some of the locations may not be feasible as they may be controlled by others (eg – Planet Ice), or have practical limitations (eg – no power). However, given the proposed roll-out of locations, the potential exists for \$12,640 of annual revenue once all the District controlled sites are completed. There will be staff review of each of the proposed locations to ensure the location is appropriate, that the installation is proper, and that operation and maintenance is considered.

It is recommended Council instruct staff to prepare an agreement with Shaw Communications outlining the key characteristics of the understanding as noted in this memo and attached as Appendix 1, Shaw Letter of Commitment, for the locations described in Appendix 2, incorporating Council desires on the collection of personal information.

"Original signed by John Bastaja"

Prepared by: John Bastaja
Director Corporate Support

"Original signed by Paul Gill"

Approved by: Paul Gill
General Manager, Corporate and Financial Services

"Original signed by J.L. (Jim) Rule"

Concurrence: J.L. (Jim) Rule
Chief Administrative Officer

Appendix 1: Shaw Letter of Commitment

Shaw)

Mr. John Bastaja
Director of Corporate Support
District of Maple Ridge
11995 Haney Place
Maple Ridge, BC
V2X 6A9

March 3, 2014

RE: Shaw Go WiFi and the District of Maple Ridge

Dear Mr. Bastaja,

This letter is intended to summarize our discussions regarding the extension of the Shaw Go WiFi network onto and in District of Maple Ridge facilities.

Shaw has deployed thousands of access points across Western Canada to provide mobile internet connections for Shaw customers. Shaw now has the third largest wifi network in North America. We partner with small and medium businesses, property management companies and municipalities in order to achieve this significant coverage. To date Shaw has completed dozens of License Agreements with municipalities to allow us to install wifi access points on and in public facilities.

Shaw and the District are developing an agreement that has two main components. We will provide guest access to all residents in area roughly duplicating the Freetown footprint, and for all other attachments we will pay a fee per attachment, (for these locations Shaw Go WiFi will only be for Shaw customers). Specific features include:

- \$40/year per indoor access point.
- \$200/year per outdoor access point.
- Shaw has agreed that the Freetown footprint will be rebuilt and run by Shaw as a free District service to all of a performance currently equal to that offered to Shaw customers with a download limit of 5 Mb/sec and 500 MB data cap limit. This wireless coverage is to include the institutional core of the community, including the inside of District owned buildings, from the bus loop to the Spirit Square locations.
- For guest access, users will be asked for their name, phone number, address and e-mail address as part of the terms of use agreement they must accept in order to access the network.
- Shaw is willing to extend the framework of the agreement to Pitt Meadows and will work with Pitt Meadows staff on refining the particulars of that arrangement.
- Shaw will work with your Engineering and Operations Department to develop a permit and review process to locate access points on appropriate facilities in District rights-of-way.
- Shaw will work with your Facilities and Information Services Department to locate access points in appropriate places within, or on, public buildings.
- With respect to 3rd party assignment, we had settled on the following wording: *Shaw shall not assign, transfer or set over its rights or interest in this Agreement to any other person or group without the prior written consent of the City, such consent not to be*

Appendix 1: continued

unreasonably withheld or delayed. If the City provides consent hereunder, then such consent shall not relieve Shaw of its obligations for the full observance and performance of the covenants, terms and conditions herein contained until Shaw delivers to the City duplicate originals of an instrument duly executed by Shaw and the assignee, in a form satisfactory to the City wherein such assignee covenants to assume Shaw's obligations herein contained under this Agreement effective as of the date of such assignment. Notwithstanding any provision contained hereunder to the contrary, Shaw may, without consent, assign this Agreement to any party that controls, is controlled by or under common control with Shaw provided Shaw provides the City notice of any such assignment.

- Shaw will be responsible for power usage.
- The District website will be white-listed.
- No Shaw signage in public places.

Shaw looks forward to concluding the work necessary for an agreement. In the meantime, should you require any further information please do not hesitate to call me.

Yours truly,



Jeff Bray
Manager, Government and Regulatory Affairs – BC
250-414-7416
jeff.bray@sjrb.ca

Appendix 2: Locations of Interest

Number of initial Wi-Fi radio installations by location:

Commercial Streets & Freetown area:		Light Pole	Street Light
Dewdney Trunk Road	Dewdney Trunk Road (222 St > 228 St)	7	6
Lougheed Hwy	Lougheed Highway (223 St > 228 St)	6	6
226 St	Lougheed Hwy > Dewdney Trunk Rd	3	0
224 St	Lougheed Hwy > Dewdney Trunk Rd	4	0
Memorial Peace Park		2	0

Probably 6 installations for free public access in core, rest are commercial paid.

		Indoor	Outdoor
City:			
City Hall "Municipal Hall"	11995 Haney Place	2	
Museums:			
Maple Ridge Arts & Theatre	11944 Haney Place	6	
Maple Ridge Leisure Centre / Greg Moore Youth Centre	11925 Haney Place	3	
Library:			
Library	22470 Dewdney Trunk Rd	2	
Community Centres & Recreation:			
Albion Sports Complex	23778 104 Avenue	4	
Alexander Robinson	G6, H6 23761 118 Ave		3
Curling Rink (Golden Ears Winter Club)	23580 105 Avenue	3	
Fraserview Community Centre	22610 116 Avenue	2	
Hammond Stadium	E6 206 St off Westfield Ave		3
Hammond Community Centre	20601 Westfield Avenue	2	
Maple Ridge Golf Course - Clubhouse	20818 Golf Lane	2	
Planet Ice	23588 105 Avenue	5	
Westview Field	20890 123 Ave		2
Parks & Outdoor Attractions:			
Albion Park	H8 104 Ave & Industrial Ave		4
Alouette Park	F6 220A St & 125A Ave		4
Cliff Falls / Cliff Park	I7 252 St off Dewdney Trunk Rd		3
Harris Park	C5 Harris Rd south of Lougheed Hwy		4
Jordan Park	E7 117 Ave near 210 St		2
Kin Park	F6 121 St off Arcadia St		2
Maple Ridge Park	G4&5 232 St & 132 Ave (Fern Cres)		2
Merkley Park	F5 124 Ave behind MRSS		3
Ruskin Park	L9 280 St off Lougheed Hwy		2
Selvey Park	K7 106 Ave off 272 St		2
Somerset Park	D5&6 12178 Bonson Road		2
Telosky Stadium / Thomas Haney Youth Action Park G6 116 Ave & Lougheed	G6 116 Ave & Lougheed		3

Total – 31 indoor x \$40 = \$1,240

- 57 outdoor (District controlled sites) x \$200 = \$11,400

Appendix 3: Safety of Wi-Fi Equipment, Health Canada

**Health
Canada** **Santé
Canada**

*Your health and
safety... our priority.* *Votre santé et votre
sécurité... notre priorité.*

Safety of Wi-Fi Equipment

Updated:
October 2011

IT'S YOUR HEALTH



Safety of Wi-Fi Equipment

THE ISSUE



Wi-Fi equipment is being installed in many public places across Canada including schools, offices, libraries, shopping venues and coffee shops. Some people are concerned that radiation from Wi-Fi equipment could cause health problems and that children may be at particular risk in school environments.

WI-FI EQUIPMENT

Wi-Fi is a technology that allows devices such as home and portable computers, digital audio players and video game consoles to communicate data wirelessly. It is often used to link home computers to the internet. Wi-Fi is the second most common form of wireless technology, next to [cell phones](#). Like other commonly used household products (cordless phones, Bluetooth devices, and remote controls for garage door openers), Wi-Fi equipment emits [radiofrequency \(RF\) energy](#).

The RF energy given off by Wi-Fi is a type of non-ionizing radiation. Unlike ionizing radiation (as emitted by [X-ray machines](#)), RF energy from Wi-Fi equipment and other wireless devices cannot break chemical bonds. While some of the RF energy emitted by Wi-Fi is absorbed in your body, the amount largely depends on how close your body is to a Wi-Fi enabled device and the strength of the signal. Unlike cellular phones where the transmitter is in close proximity

to the head and much of the RF energy that is absorbed is deposited in a highly localized area, RF energy from Wi-Fi devices is typically transmitted at a much greater distance from the human body. This results in very low average RF energy absorption levels in all parts of the body, much like exposure to AM/FM radio signals.

HEALTH RISKS OF WI-FI

In 2011, the [International Agency for Research on Cancer \(IARC\)](#) classified RF energy as "possibly carcinogenic to humans". The IARC classification of RF energy reflects the fact that some limited evidence exists that RF energy might be a risk factor for cancer. However, the vast majority of scientific research to date does not support a link between RF energy exposure and human cancers. At present, the evidence of a possible link between RF energy exposure and cancer risk is far from conclusive and more research is needed to clarify this "possible" link. Health Canada is in agreement with both the World Health Organization and IARC that additional research in this area is warranted.

As long as RF energy levels remain below Health Canada's RF safety guidelines, current scientific evidence supports the assertion that RF energy emissions from Wi-Fi devices are not harmful. Health Canada's conclusions are consistent with the findings of other international bodies



and regulators, including the World Health Organization, the International Commission on Non-Ionizing Radiation Protection, the Institute of Electrical and Electronics Engineers and the U.K. Health Protection Agency.



RF energy exposure from Wi-Fi equipment in all areas accessible to the general public are required to meet Health Canada's safety guidelines. The limits specified in the guidelines are far below the threshold for adverse health effects and are based on an ongoing review of thousands of published scientific studies on the health impacts of RF energy. The public exposure limits apply to everyone, including children, and allow for continuous, 24/7 exposure.

MINIMIZING YOUR RISK

Health Canada's position is that no precautionary measures are needed, since RF energy exposure levels from Wi-Fi are typically well below Canadian and international safety limits. As with any product, Wi-Fi devices should be operated in accordance with the manufacturer's instructions.

THE GOVERNMENT OF CANADA'S ROLE

Health Canada's role is to protect the health of Canadians, so it is the Department's responsibility to research and investigate any possible health effects associated with exposure to RF energy, such as that coming from Wi-Fi equipment. Health Canada has developed guidelines for safe human exposure to RF energy (*Safety Code 6*). It is one of a series of codes that specify the requirements for the safe use of radiation-emitting devices operating in the frequency range from 3 kilohertz (kHz) to 300 gigahertz (GHz). Wi-Fi operates in the 2.4 and 5.8 GHz frequency range.



Industry Canada, the federal regulator responsible for the approval of RF communications equipment and performing compliance assessments, has chosen Health Canada's RF guidelines as its exposure standard. As long as exposures respect these guidelines, Health Canada has determined that there is no scientific reason to consider Wi-Fi equipment dangerous to the public.

FOR MORE INFORMATION

- Health Canada Wi-Fi YouTube video: www.hc-sc.gc.ca/ahc-asc/media/video/wifi-eng.php

- Frequently Asked Questions About Wi-Fi: www.hc-sc.gc.ca/ewh-semt/radiation/cons/wifi/faq-eng.php
- Health Canada, Cell Phone Towers at: www.hc-sc.gc.ca/ewh-semt/radiation/cons/stations/index-eng.php
- *It's Your Health*, Safety of Cell Phones and Cell Phone Towers at: www.hc-sc.gc.ca/hl-vs/iyh-vsv/prod/cell-eng.php
- *It's Your Health*, Electric and Magnetic Fields at Extremely Low Frequencies at: www.hc-sc.gc.ca/hl-vs/iyh-vsv/environ/magnet-eng.php
- World Health Organization, Electromagnetic fields and public health: mobile phones at: www.who.int/mediacentre/factsheets/fs193/en/
- World Health Organization, Electromagnetic fields and public health: base stations and wireless technologies at: www.who.int/mediacentre/factsheets/fs193/en/
- International Agency for Research on Cancer electromagnetic fields news release at: www.iarc.fr/en/media-centre/pr/2011/pdf/pr208_E.pdf

FOR INDUSTRY AND PROFESSIONALS

- Health Canada's Consumer and Clinical Radiation Protection Bureau at: www.hc-sc.gc.ca/ahc-asc/branch-dirgen/hecs-dgseec/psp-psp/corpb-bcorpcc-eng.php
- Health Canada's RF exposure guidelines (*Safety Code 6*) at: www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio_guide-lignes_direct-eng.php
- Industry Canada's Radio Standards Specification 102 at: www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf01904.html



Health
Canada Santé
Canada

Your health and
safety... our priority.

Votre santé et votre
sécurité... notre priorité.

Safety of WiFi Equipment

Updated:

October 2011

IT'S YOUR HEALTH



- Industry Canada's Client Procedures Circular CPC-2-0-03 at: www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html
- Industry Canada, Consumer Trends Update – The Expansion of Cell Phone Services at: www.ic.gc.ca/eic/site/cca-bc.nsf/eng/ca02267.html
- Industry Canada's Guidelines for the Protection of the General Public in Compliance with Safety Code 6 at: www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf05990.html
- World Health Organization, Electromagnetic Fields at: www.who.int/topics/electromagnetic_fields/en/

RELATED RESOURCES

- For safety information about food, health and consumer products, visit the *Healthy Canadians* website at: www.healthycanadians.gc.ca
- For more articles on health and safety issues go to the *It's Your Health* web section at: www.health.gc.ca/iyh

You can also call toll free at 1-866-225-0709 or TTY at 1-800-267-1245*

Updated: October 2011
Original: December 2010

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represented by the Minister of Health, 2011
Catalogue: H13-7/86-2011E-PDF
ISBN: 978-1-100-19449-3

Canada

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2018-2022 Business & Financial Planning Guidelines

MEETING DATE: July 25, 2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

The Business & Financial Planning Guidelines serve as a cornerstone of the Business Planning process. The Audit & Finance Committee reviewed and endorsed the 2018-2022 Business & Financial Planning Guidelines at the May 29, 2017 meeting and recommended that they be forwarded to Council for approval. Since that meeting Council approved a number of Parks & Recreation projects with an estimated cost of \$55.5 million.

The recommended funding model for these projects was endorsed by the Audit & Finance Committee on July 18 and the tax implications of that decision have now been incorporated into the 2018-2022 Business & Financial Planning Guidelines attached as Appendix 1.

It is acknowledged that Council is also discussing other community projects. Once decisions are made around those projects the Business & Financial Planning Guidelines can be amended as required.

RECOMMENDATION:

That the 2018-2022 Business & Financial Planning Guidelines attached as Appendix 1 be approved.

Background and Discussion:

The Audit & Finance Committee reviewed and endorsed the 2018-2022 Business & Financial Planning Guidelines, attached as Appendix 2, at the May 29, 2017 Committee meeting and recommended that they be forwarded to Council for approval.

Subsequent to that meeting, Council had a number of discussions regarding new Parks & Recreation facilities, approving a number of projects. The estimated cost of the proposed new facilities is \$55.5 million. The Committee endorsed the funding model, outlined in the report attached as Appendix 3, which necessitates a change to the 2018-2022 Business & Financial Planning Guidelines to include an additional tax increase of 0.35% for seven years starting in 2018. The Business & Financial Planning Guidelines attached as Appendix 1 reflect this change.

Approval by Council will allow staff to move forward with both the approval process for borrowing and the overall Business Planning Process.

CONCLUSION:

A significant amount of work on Business Planning will be done over the coming months and into the fall. The guidelines attached to this report, in Appendix 1, will allow staff to develop a plan, aligned with Council direction.

“Original signed by Catherine Nolan”

Prepared by: **Catherine Nolan, CPA, CGA**
Manager of Accounting

“Original signed by Paul Gill”

Approved by: **Paul Gill, CPA, CGA**
GM: Corporate & Financial Services

“Original signed by Frank Quinn for”

Concurrence: **E.C. (Ted) Swabey,**
Chief Administrative Officer

Appendix 1 – 2018-2022 Business & Financial Planning Guidelines (as amended)

Appendix 2 - 2018-2022 Business & Financial Planning Guidelines – Report to Audit & Finance Committee

Appendix 3 - Funding Model for Council endorsed Parks & Recreation Facilities – Report to Audit Finance Committee

Business & Financial Planning Guidelines 2018-2022

1. Guidelines for Financial Planning:

- 1.1. General Purposes Property Tax Increase – 1.90% in 2018, and 2.0% in 2019, 2020, 2021 and 2022.
- 1.2. Infrastructure Sustainability Property Tax Increase – 0.70% per year.
- 1.3. Parks, Recreation and Culture Property Tax Increase – 0.25% per year.
- 1.4. **Parks and Recreation Facilities Tax Increase – 0.35% for seven years, starting in 2018**
- 1.5. Storm Water Property Tax Increase – 0.30% per year.
- 1.6. Water Levy Increase – 4.50% per year.
- 1.7. Sewer Levy Increase – 3.60% per year.
- 1.8. Recycling Levy Increase – 1.67% in 2018 and 2.75% per year in 2019 through 2022.
- 1.9. Growth in Property Tax Revenue Assumption – 2.00% per year.
- 1.10. Provision for costs associated with growth, subject to available funding.
- 1.11. Allocation of growth revenue from incentive programs to fund Infrastructure Sustainability.
- 1.12. The Financial Plan will include a funding strategy to deliver on Council-identified priority community infrastructure. Various funding methods will be considered: debt financing, borrowing from internal reserves, amenity contributions, and other revenue sources.
- 1.13. Budgets include operating and capital components for a five-year period.
- 1.14. The Financial Plan must be in accordance with Council's strategic Financial Sustainability Plan policies approved in October 2004.
- 1.15. Collective Agreements – the financial plan needs to include sufficient financial capacity to address collective agreement settlements or the emerging patterns.
- 1.16. Grants – Targeted grant funding sources should be reflected in the financial plan, along with the associated project costs.
- 1.17. Community Amenity Charges should be forecasted in the financial plan, along with the associated capital project costs.

Business & Financial Planning Guidelines 2018-2022

2. Guidelines for Business Planning:

- 2.1. Council-raised issues are to be considered in developing work plans, respecting the criteria for establishing priorities and recognizing that capacity is needed for opportunities or issues that might be discovered throughout the year.
- 2.2. Property tax rates will be reviewed annually to ensure we are competitive with other lower mainland municipalities.
- 2.3. Utility Charges will be reviewed annually with a view towards using rate stabilization practices to smooth out large fluctuations in rates.
- 2.4. Public Consultation Plan developed and operationalized. Public consultation to gauge community support for major capital investments merits special consideration.
- 2.5. Evaluation of services to ensure alignment with Council direction.
- 2.6. Identify and measure outputs/outcomes. Performance measures will be published in the Annual Report and on the website.
- 2.7. Performance reports are to be presented to Council at open Council meetings, both in relation to Council priorities and departmental commitments.
- 2.8. Identify key processes to undergo formal process improvement reviews.
- 2.9. Identify potential new revenue sources (i.e. be creative). Increase revenue from existing sources by about 5.00%.
- 2.10. Reduction packages should reflect significant changes to an area's operation. The requirement is less about meeting a specific target reduction, and not about trimming costs around the edges, but rather should result in a fundamental shift in what or how services are delivered. Given the degree of cross-functional projects and service delivery, departments should consider collaborative reduction packages in partnership with other departments.
- 2.11. Incremental packages must include a business case to support new programs/projects/staff.
- 2.12. Organizational/structural change – is the current organization adequate to deliver the service? Are there better options? Contract for services, or bring services in-house, where and when it makes sense organizationally and financially.
- 2.13. Succession planning – review organization charts in relation to service delivery with a view to long-term planning. What positions do you see as potentially becoming vacant by retirement and what organizational options may be available as a result?
- 2.14. Vacant position review and management – all positions that become vacant are subject to a detailed review prior to being refilled.
- 2.15. Contracting/Consulting review – all consulting work should undergo a review at not only budget time, but also when services are being contracted to determine the best way to acquire services. This will involve potentially contracting out where it makes sense and contracting in where there are available staff resources.
- 2.16. Technology – review business applications and technology tools to identify upgrade or obsolescence issues. Ensure work plans, budgets and Information Services work plans/projects reflect the resources necessary to support the changes if required.

Work plans will identify short-term, medium and longer-term action items that Council may consider, as we work towards carbon neutrality.



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2018-2022 Business & Financial Planning Guidelines

MEETING DATE: May 29, 2017
FILE NO:
MEETING: Audit & Finance Committee

EXECUTIVE SUMMARY:

Over the coming months, staff will be preparing the 2018-2022 Business & Financial Plans for Council's consideration in December. Business & Financial Planning Guidelines serve as direction to staff. They also provide the community with an early indication of forecasted property tax and fee increases.

The purpose of this report is to have Council review and endorse the guidelines so that work on the 2018-2022 Business & Financial Plans can begin.

RECOMMENDATION(S):

That the Business & Financial Planning Guidelines attached as Appendix A be approved.

Background and Discussion:

The proposed Business & Financial Planning Guidelines for 2018-2022 are attached and there are a number of reasons for early consideration of these:

- Provide an open and transparent overview of the key assumptions used in the development of the Financial Plan.
- Provide the community with an early indication of proposed property and fee increases.
- Allow for a lengthy public input period, before Council receives the formal Financial Plan that will incorporate these guidelines.
- Provide guidance to staff so that the Financial Plan that is presented to Council in December meets with Council's expectations.

A summary of what our tax property tax and user fee increases have been over the past period of time is included as Appendix B to this report. Staff recommend that the proposed increases for 2021 be extended to 2022, which is the new year to be included in the next Financial Plan.

The rationale for the tax increases is covered in detail in the 2017-2021 Financial Overview report that was provided to Council last December and is available on our website at www.mapleridge.ca.

It should be noted that these guidelines do not include the financial implications of the Community Facilities Investment conversations that are currently in progress. That will be done, once direction is received from Council.

CONCLUSION:

A significant amount of work on Business Planning will be done over the coming months and into the fall. The guidelines attached to this report will allow staff to develop a plan, aligned with Council direction.

“Original signed by Trevor Thompson”

Prepared by: Trevor Thompson, Manager of Financial Planning

“Original signed by Kelly Swift”

Approved by: Kelly Swift, GM: Parks, Recreation & Culture

“Original signed by Frank Quinn”

Approved by: Frank Quinn, GM: Public Works & Development Services

“Original signed by Paul Gill”

Approved by: Paul Gill, GM: Corporate & Financial Services

“Original signed by Ted Swabey”

Concurrence: E.C. (Ted) Swabey, Chief Administrative Officer

Appendix A – Business & Financial Planning Guidelines 2018-2022

Appendix B – History of Property Tax and User Fee Increases

Appendix A – Business & Financial Planning Guidelines 2018-2022

1. Guidelines for Financial Planning:

- 1.1. General Purposes Property Tax Increase – 1.90% in 2018, and 2.0% in 2019, 2020, 2021 and 2022.
- 1.2. Infrastructure Sustainability Property Tax Increase – 0.70% per year.
- 1.3. Parks, Recreation and Culture Property Tax Increase – 0.25% per year.
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- 1.11. The Financial Plan will include a funding strategy to deliver on Council-identified priority community infrastructure. Various funding methods will be considered: debt financing, borrowing from internal reserves, amenity contributions, and other revenue sources.
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- 1.14. Collective Agreements – the financial plan needs to include sufficient financial capacity to address collective agreement settlements or the emerging patterns.
- 1.15. Grants – Targeted grant funding sources should be reflected in the financial plan, along with the associated project costs.
- 1.16. Community Amenity Charges should be forecasted in the financial plan, along with the associated capital project costs.

Appendix A – Business & Financial Planning Guidelines 2018-2022

2. Guidelines for Business Planning:

- 2.1. Council-raised issues are to be considered in developing work plans, respecting the criteria for establishing priorities and recognizing that capacity is needed for opportunities or issues that might be discovered throughout the year.
- 2.2. Property tax rates will be reviewed annually to ensure we are competitive with other lower mainland municipalities.
- 2.3. Utility Charges will be reviewed annually with a view towards using rate stabilization practices to smooth out large fluctuations in rates.
- 2.4. Public Consultation Plan developed and operationalized. Public consultation to gauge community support for major capital investments merits special consideration.
- 2.5. Evaluation of services to ensure alignment with Council direction.
- 2.6. Identify and measure outputs/outcomes. Performance measures will be published in the Annual Report and on the website.
- 2.7. Performance reports are to be presented to Council at open Council meetings, both in relation to Council priorities and departmental commitments.
- 2.8. Identify key processes to undergo formal process improvement reviews.
- 2.9. Identify potential new revenue sources (i.e. be creative). Increase revenue from existing sources by about 5.00%.
- 2.10. Reduction packages should reflect significant changes to an area's operation. The requirement is less about meeting a specific target reduction, and not about trimming costs around the edges, but rather should result in a fundamental shift in what or how services are delivered. Given the degree of cross-functional projects and service delivery, departments should consider collaborative reduction packages in partnership with other departments.
- 2.11. Incremental packages must include a business case to support new programs/projects/staff.
- 2.12. Organizational/structural change – is the current organization adequate to deliver the service? Are there better options? Contract for services, or bring services in-house, where and when it makes sense organizationally and financially.
- 2.13. Succession planning – review organization charts in relation to service delivery with a view to long-term planning. What positions do you see as potentially becoming vacant by retirement and what organizational options may be available as a result?
- 2.14. Vacant position review and management – all positions that become vacant are subject to a detailed review prior to being refilled.
- 2.15. Contracting/Consulting review – all consulting work should undergo a review at not only budget time, but also when services are being contracted to determine the best way to acquire services. This will involve potentially contracting out where it makes sense and contracting in where there are available staff resources.
- 2.16. Technology – review business applications and technology tools to identify upgrade or obsolescence issues. Ensure work plans, budgets and Information Services work plans/projects reflect the resources necessary to support the changes if required.

Work plans will identify short-term, medium and longer-term action items that Council may consider, as we work towards carbon neutrality.

Appendix B – Property Tax Increases – History & Proposed

Property Tax Increases	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
2012 - 2016 Adopted Budget May (2012 Actual)	4.89%	5.17%	4.80%	4.80%	4.80%						
2013 - 2017 Adopted Budget May (2013 Actual)		3.51%	4.05%	4.55%	4.55%	4.55%					
2014 - 2018 Council Adopted Guidelines			3.30%	3.65%	3.65%	3.85%	3.85%				
2014 - 2018 Adopted Budget January			3.25%	3.25%	3.25%	3.25%	3.25%				
2014 - 2018 Adopted Budget May (2014 Actual)			2.95%	2.97%	3.25%	3.25%	3.25%				
2015 - 2019 Adopted Budget May (2015 Actual)				2.97%	3.25%	3.25%	3.25%	3.25%			
2016 - 2020 Adopted Budget May (2016 Actual)*					3.15%	3.15%	3.15%	3.25%	3.25%		
2017 - 2021 Adopted Budget May (2017 Actual)						3.15%	3.15%	3.25%	3.25%	3.25%	
2018 - 2022 Proposed Guidelines							3.15%	3.25%	3.25%	3.25%	3.25%

* In 2016, the Commercial and Business property tax increase was reduced to an increase of 1.85%

Municipal Property Tax & User Fee Increases	Actual						Proposed				
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Property Tax Increases:											
General Purpose	3.00%	2.25%	1.90%	1.92%	2.10%	1.90%	1.90%	2.00%	2.00%	2.00%	2.00%
Infrastructure Replacement	1.00%	0.50%	0.50%	0.50%	0.50%	0.70%	0.70%	0.70%	0.70%	0.70%	0.70%
Fire Service Improvement	0.89%	0.33%	-	-	-	-	-	-	-	-	-
Parks & Recreation	-	0.13%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%
Drainage	-	0.30%	0.30%	0.30%	0.30%	0.30%	0.30%	0.30%	0.30%	0.30%	0.30%
Total Property Tax Increase	4.89%	3.51%	2.95%	2.97%	3.15%	3.15%	3.15%	3.25%	3.25%	3.25%	3.25%
User Fee Increases:											
Recycling	6.00%	3.00%	0.00%	0.00%	0.00%	1.67%	1.67%	2.75%	2.75%	2.75%	2.75%
Water	9.00%	5.50%	5.50%	5.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%
Sewer***	4.39%	4.05%	4.07%	4.10%	3.22%	3.24%	3.25%	3.25%	3.27%	3.28%	3.29%
Total Property Tax and User Fee Increases **	5.57%	3.91%	3.46%	3.49%	3.33%	3.39%	3.39%	3.48%	3.49%	3.49%	3.50%

** On an average home assessed at \$592,666 in 2017

*** This percentage increase is less than the user fee increases in the Financial Plan Guidelines due to a \$35 sewer parcel charge that remains unchanged.



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Funding Model for Council endorsed Parks and Recreation Facilities

MEETING DATE: July 18, 2017
MEETING: Audit & Finance Committee

EXECUTIVE SUMMARY:

At the July 11, 2017 Council meeting, Council provided direction on which parks and recreation facilities they are in support of advancing. Council also directed that public approval be sought separately for each project, through the alternative approval process. As a result, a separate Loan Authorization Bylaw will be produced for each investment. Prior to considering the Loan Authorization Bylaws, Council asked for an updated funding model reflecting the approved projects and that is the purpose of this report.

RECOMMENDATION(S):

That the Financial Plan be amended to include the capital projects, operating costs and associated funding, as outlined in the report “Funding Model for Council endorsed Parks and Recreation Facilities” dated July 18, 2017, and brought forward for Council’s consideration.

And that a separate Loan Authorization Bylaw be prepared for each project and brought forward for Council’s consideration.

DISCUSSION:

a) Background Context:

The July 11, 2017 staff report titled “Parks, Recreation and Cultural Facilities – Public Engagement Final Report”, provides detail on the process and history of the community consultation that has taken place, leading up to Council’s decisions. That report and support material, totaling nearly 400 pages, is available on the Maple Ridge website under Council Meeting agenda addendums.

At the July 11, 2017 Council meeting, Council provided direction on which parks and recreation facilities they are in support of advancing. Council also directed that public approval be sought separately for each project, through the alternative approval process. As a result, a separate Loan Authorization Bylaw will be produced for each investment. Prior to considering the Loan Authorization Bylaws, Council asked for an updated funding model reflecting the Council-endorsed additional park and recreation facility investments.

The updated financial model is attached to this report. It should be noted at the outset that many of the costs are estimates at this time as detailed design work has not been done.

The funding model calls for a capital outlay of about \$55 million and the use of Community Amenity Reserves and Albion Density Reserves in the first few years to assist with initial outlays. Annual debt servicing costs, once long term debt is in place, are about \$2.75 million a year and annual operating costs are estimated at \$1.4 million. These costs can be funded through the existing Parks and Recreation Levy and a further annual property tax increase of 0.35% for seven years.

In light of the fact that detailed design work has not been done, the borrowing bylaws could include a contingency to address unforeseen costs or scope changes. All such changes would be subject to Council approval.

b) Citizen/Customer Implications:

The addition of these facilities will come at a cost of a further 0.35% annual property tax increase for seven years. On a home that pays \$2,000 in municipal property taxes, this equates to a total increase of \$50, phased in over seven years.

CONCLUSIONS:

The discussion around investment in Parks, Recreation and Cultural facilities has resulted in direction to move forward with about \$55 million in facilities, subject to the approval of the electoral. This will be done through the alternative approval process for each facility.

"Original signed by Trevor Thompson"

Prepared by: **Trevor Thompson**
Manager of Financial Planning

"Original signed by Don Cramb"

Approved by: **Don Cramb, Senior Recreation Manager**
Recreation & Community Services

"Original signed by Paul Gill"

Approved by: **Paul Gill, General Manager**
Corporate & Financial Services

"Original signed by Wendy McCormick"

Approved by: **Kelly Swift, General Manager**
Parks, Recreation & Cultural Services

"Original signed by E.C. Swabey"

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

Funding Model for Council-Endorsed Parks and Recreation Facilities

(in \$thousands)

		2017	2018	2019	2020	2021	2022	2023	2024
Project									
Leisure Centre Renovations \$3.5M		3,500							
Telosky Field - \$10M		7,500	2,500						
Albion Community Centre - \$10M			5,000	5,000					
Silver Valley Gathering Place \$1M			1,000						
Hammond Comm. Centre \$2.5M			2,500						
Ridge Canoe and Kayak Club \$1M			1,000						
MRSS Track Facility Upgrade \$2.5M				2,500					
Ice Sheet \$25M			12,500	12,500					
Subtotal new year		11,000	24,500	20,000	-	-	-	-	-
Cumulative		11,000	35,500	55,500	55,500	55,500	55,500	55,500	55,500
Use of Reserves		(1,000)	(4,000)	(1,000)	-	-	-	-	-
Borrowing									
Short Term		10,000	30,500	49,500	49,500	-	-	-	
Long Term		-	-	-	-	49,500	49,500	49,500	49,500
Total Borrowing		10,000	30,500	49,500	49,500	49,500	49,500	49,500	49,500
Debt Servicing Costs									
Short Term		49	610	990	990	-	-	-	-
Annual Long Term (25 yr) debt costs		-	-	-	-	2,750	2,750	2,750	2,750
Debt Servicing		49	610	990	990	2,750	2,750	2,750	2,750
Operating									
Telosky Field		-	-	250	250	250	250	250	250
Albion Community Centre		-	-	600	600	600	600	600	600
Other Neighbourhood Amenities		-	-	60	60	60	60	60	60
MRSS Track Fac. Upgrade		-	-	20	20	20	20	20	20
Ice Rink		-	-	500	500	500	500	500	500
Total Operating		-	-	1,430	1,430	1,430	1,430	1,430	1,430
Total Requirements		49	610	2,420	2,420	4,180	4,180	4,180	4,180
Sources of Funding									
Existing P&R Levy	0.25%	-	900	1,107	1,321	1,543	1,772	2,010	2,256
Additional Taxation Requirements									
Tax Increase 7 years	0.35%	-	280	570	870	1,180	1,501	1,834	2,178
Total Sources of Annual Funding		1,180	1,677	2,191	2,723	3,274	3,844	4,434	
Reserves to Fund Balance									
Annual Funding Shortfall (Surplus)		49	(570)	743	229	1,457	906	336	(254)
Use Reserves									
Cumulative Use of Reserves		49	(521)	223	452	1,908	2,814	3,150	2,896
Plus initial outlay (CACs/Albion)		6,000							
Max Draw Reserves		3,150							
Total Reserve Draw Over Time		9,150							

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: ARTIST IN RESIDENCE – CONTRACT EXTENSIONS

MEETING DATE: July 25, 2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

The Artist in Residence program is designed to be a catalyst for building a vibrant and engaged community. The two Artist in Residence, Kat Wahamaa and Robi Smith, have provided extensive community art engagement hours on projects and programs with community groups since 2014. The Artist in Residence Advisory Committee and staff are recommending a contract extension to November 30, 2018 (sixteen months for Ms. Wahamaa and twelve months for Ms. Smith). The purpose of the extension is to allow the artists to fully complete the final installment of their core residency projects with community partners and for a program review before the next call and a new cycle of agreements. By ending both residencies at the same time, it will also provide some efficiencies in the advertising and the adjudication process and identifying opportunities with community partners.

RECOMMENDATION:

That the Artist in Residence contract for Kat Wahamaa be extended to November 30, 2018; and,
That the Artist in Residence contract for Robi Smith be extended to November 30, 2018.

DISCUSSION:

a) Background Context:

The Artist in Residence Program provides the community with an increased number of diverse art programs and arts based experiences to citizens.

The Artist in Residence program has also provided excellent public programs to the citizens of Maple Ridge since 2000 which has resulted in some valuable physical legacies to the community. The program is based on the concept that artists receive in-kind live-in and/or work studio space in exchange for community arts-based public programming. This format allows artists: to develop their artistic talents; to connect with other artists; to stimulate growth and development of the local art community; and, to engage provoke and encourage community participation in the arts.

Kat Wahamaa and Robi Smith have actively engaged the community in many opportunities. They have developed and delivered new arts based experiences tailored for Earth Day (2016, 2017), Canada Day, Farmers Market, Art Studio tour and other major events. They have helped to produce large, interactive Culture Days initiatives in our community involving students, seniors and community groups (e.g. Watershed Watch Salmon Society, Kanaka Education and Environmental Partnership Society, Scouts groups) for the past two years and Wahamaa was selected as one of the Culture Days Ambassadors in BC in 2016. In addition, both of them will continue to offer free workshops year round at their studio spaces and/or partner spaces such

as the Community Education on Environment and Development Centre for the public. They have collaborated with the Community Heritage Commission to develop an original song celebrating the pioneers and worked with the Kanaka Elementary School to develop a mural. Based on their work with our community through the Artist in Residence program and their artistic practice, both Wahamaa and Smith were successful in being accepted into the Master of Education in Arts for Social Change program recently.

With the addition of Canada 150 activities this year, Kat Wahamaa and Robi Smith would like to fully complete their core residency projects in progress with the community that would culminate during the 2018 Culture Days celebration and therefore an extension of their contract is recommended. In addition, the contract extension will allow staff to work with community partners to identify opportunities and set plans in advance for the next artist in residence recruitment for the two locations simultaneously.

b) Desired Outcome:

Provide meaningful opportunities for citizens to engage and participate in arts and culture and connect in their community through the Artist in Residence program.

c) Strategic Alignment:

As per the Parks, Recreation and Cultural Master Plan (2010) increasing the quality, scope and diversity of cultural events and activities contributes towards recognizing Maple Ridge as a destination and community with rich arts and culture opportunities. The Artist in Residence program provides the community with an increased number of diverse art programs.

d) Business Plan/Financial Implications:

There are no additional costs anticipated with the renewal of this contract.

CONCLUSIONS:

The current Artists in Residence have been successful in providing arts based programs and experiences in the community through many collaborations with community groups of all types from events and festival organizers, schools and parent associations to health and wellness organizations. An extension of their contract will allow them to fully complete their projects with our community and provide time to plan for the next intake of applicants and partners for this program.

"Original signed by Yvonne Chui"

Prepared by: Yvonne Chui, Recreation Manager, Arts & Culture

"Original signed by Danielle Pope" for

Reviewed by: Wendy McCormick, Director of Recreation

"Original signed by Kelly Swift"

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

"Original signed by Frank Quinn" for

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

yc:

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Maple Ridge Leisure Centre Pool Systems and Pool Change Room and Lobby Cost Updates

MEETING DATE: July 25, 2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

On April 24, 2017, Council authorized the contract for Shape Architecture to re-design the Pool Systems upgrades, and subsequently at the June 6, 2017 meeting, Council authorized Shape Architecture to design the Leisure Center Pool Change Rooms and Lobby portion of the Maple Ridge Leisure Center (MRLC) project.

This report provides Council with the consultant's costing estimates for the Leisure Centre construction renovations. Therefore staff recommends proceeding with a construction Request for Proposal for both the pool systems and pool change rooms/lobby projects.

RECOMMENDATION:

That staff be directed to move forward with a Request for Proposals for the construction of the Maple Ridge Leisure Centre pool system renovations as well as the pool change room and lobby renovations.

DISCUSSION:

a) Background Context:

On February 20, 2017, Council directed staff to re-engage Shape Architecture to update the Maple Ridge Leisure Centre mechanical room design to include the relocation of the pool mechanical, filtration and chlorination systems to allow for future additional underground parking related to the potential development of proposed civic facility site.

On April 24, 2017, Council awarded the Leisure Centre Pool Systems re-design Contract (RFP-PL17-33) to Shape Architecture Inc. for a total contract price of \$185,845, and a contingency of 20% (\$37,169) for this project.

On June 6, 2017, Council awarded the additional design work for the Leisure Centre First Floor - Pool Change Room and Lobby Renovations design contract (RFP-PL17-34) to Shape Architecture Inc. for a contract price of \$175,185 with a contingency of 20% in the amount of \$35,037 for this project.

These design works for these projects are currently in process, is nearing completion and have provided the cost consultants with the information needed to provide staff with detailed Class A and Class B cost analysis.

b) Desired Outcome:

To continue to provide high calibre recreation facilities for the benefit and enjoyment of the community now and into the future.

c) Strategic Alignment:

This project aligns with the City's strategic objective to manage existing municipal infrastructure through the preparation of appropriate plans to ensure development, maintenance and renewal of community assets, including the Maple Ridge Leisure Centre.

d) Citizen/Customer Implications:

Upgrades to the Maple Ridge Leisure Centre will improve the accessibility of the pools and enhance customer experience through greater reliability of the pool systems and increased programs and services within the aquatics area. The construction work required to complete the renovations will necessitate a closure of the pools for approximately one year. Staff will bring a report back to Council that will outline actions that the City will take to accommodate customers to the best of our ability during this closure.

e) Interdepartmental Implications:

Closing of the aquatic section and lobby areas for the renovation will result in a reduction of work for some MRLC employees. Staff is looking at the internal job opportunities that may arise prior and during the renovation, addition of fitness programming and will also be looking into the possibility of extending the outdoor Hammond Pool season.

f) Business Plan/Financial Implications:

As part of the Architectural design phase, the architect and a survey cost consultant provided staff with a Class "A" estimate for the pool renovations and a Class "B" estimate for the lobby and change room renovations at the Leisure Centre. A Class "A" cost estimate is considered to be within +/-2% to 5% of what we should anticipate the construction cost will be when we receive bids for the project. A Class "B" cost estimate is considered to be +/- 5% of what we should anticipate the construction bids to be. These estimates are based on the level of completion of the detailed design drawings the architect has provided to the survey cost consultant. For example detailed drawings that are 100% complete with a Class "A" estimate are considered quite reliable in the absence of any market anomalies.

The Class A cost supplied by the consultant has estimated the Leisure Centre Pool Systems renovation cost to be \$4,773,270.

The Class B cost supplied by the consultant has estimated the Pool Change Room & Lobby renovations cost to be \$2,651,000.

Staff also recommends establishing a 20% construction contingency of \$1,484,858 for the construction of both these projects.

The Leisure Centre Pool Systems renovations and Pool Change & Room Lobby renovations estimated construction costs that have been provided to staff is an estimated total construction cost of \$7,424,270 plus a contingency of \$1,484,854.

CONCLUSIONS:

Staff recommends that the Maple Ridge Leisure Centre Pool Systems and First Floor - Pool Change Rooms & Lobby Renovations proceed to a construction Request for Proposal.

“Original signed by Michael Millward”

Prepared by: Michael Millward, PE, Facilities Operations Manager.

“Original signed by David Boag”

Reviewed by: David Boag, Director Parks & Facilities

“Original signed by CK Lee for Trevor Thompson”

Approved by: Trevor Thompson, Manager, Financial Planning

“Original signed by Kelly Swift”

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

“Original signed by Frank Quinn” for

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

mm:



July 20, 2017

Enabling Accessibility Fund – Community Accessibility Stream
Government of Canada

To Whom it may Concern,

Re: Section B, Part 3, Question 57 – Confirmed Cash and In-Kind

The Maple Ridge Leisure Centre Universal Main Floor Change room Retrofit includes an opportunity to create a barrier free change room. The Universal Change room retrofit costs are estimated to be \$3,181,200 including 20% contingency. The overall project budget is \$9,000,000.00 including 20% contingency.

This project was approved by council on July 25, 2017. The additional funding will allow persons with varying abilities to access the changing facilities in an inclusive environment.

The budget does not include any in-kind or staff costs as these are covered through existing operating budgets. The entire project funding, with the exception of this grant, is municipal funds which currently exist in reserves.

Sincerely,

Paul Gill, BBA, CPA, CGA
General Manager, Corporate & Financial Services,
City of Maple Ridge,
11995 Haney Place
Maple Ridge, BC Canada V2X 6A9
Telephone: 604-467-7398 Fax: 604-467-7329
pgill@mapleridge.ca

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Albion Community Centre – Design Contract Award

MEETING DATE: July 25, 2017
FILE NO:
MEETING: Regular Council

EXECUTIVE SUMMARY:

Three submissions were received for Architectural Design Services (RFP-PL17-16) for the Albion Community Centre on April 27, 2017. Staff reviewed the proposals in accordance with established evaluation criteria and is recommending the best value submission for this contract.

The recommendation was deferred pending the results of the community consultation and a conversation with the YMCA. Both of these items have taken place. Mayor Read and staff met with Stephen Butz, President and CEO of the YMCA on July 6, 2017, and community consultation results were presented to Council at a Regular Meeting of Council on July 11, 2017. At the latter meeting, Council also identified the Albion Community Centre as one of the priority facilities to move forward as part of the Community Facilities development process.

The Albion Community Centre design process will involve the public, stakeholders and Council's input.

RECOMMENDATION:

That the Architectural Design Services contract for the Albion Community Centre be awarded to Craven Huston Powers Architects (CHPA) at a contract price of \$689,055 (excluding taxes), and;

That a contingency of 20% in the amount of \$137,811 (excluding taxes) be established for the design project, and further;

That the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) Background Context:

On January 9, 2017, Council directed staff to issue a Request for Proposal (RFP) to conduct a detailed design process for the Albion Community Centre.

The RFP was issued to three design firms who were pre-qualified as a result of an RFQ process conducted by School District No. 42 which the City participated in. The RFP was issued by the City of Maple Ridge on March 31, 2017 and all three pre-qualified firms submitted proposals before the closing date of April 27, 2017.

The proposals were independently evaluated to the criteria disclosed in the RFP and scored accordingly. The evaluation team members included Messrs. Michael Millward, Chad Neufeld and Don Cramb. The evaluation panel completed its technical review of the proposals received and CHPA ranked highest. RFP submissions consisted of three proposals which ranged from \$688,467 to \$789,707. Each submission was evaluated for best value utilizing published evaluation criteria which considers qualifications, price, experience and value added.

On June 13, the recommendation to award the design work was deferred by Council pending the results of the community consultation and on June 27 it was deferred a second time to accommodate a conversation with the YMCA. Both of these items have taken place as Mayor Read and staff met with Stephen Butz, President and CEO of the YMCA on July 6, 2017, and community consultation results were presented to Council at a Regular Meeting of Council on July 11, 2017.

Following Council's decision to proceed with the Albion Community Centre, staff e-mailed Mr. Butz and left a phone message to update him on the decision and to confirm next steps in the conversation to explore an operating agreement for this facility but were not successful in speaking with him directly. Any further information that Mr. Butz may provide between the preparation of this Agenda and the July 25 Council meeting will be forwarded to all of Council.

As time is of the essence to deliver this facility to the community alongside the new elementary school and neighbourhood learning centre, staff recommend that we proceed with award of the design now, keeping in mind that the YMCA would input to the design if an agreement between the City and the YMCA was put in place.

b) Desired Outcome:

To initiate the detailed design process for the Albion Community Centre project in tandem with the new elementary school being developed by School District No. 42. This facility will meet the need for community services in the Albion area by developing a neighbourhood learning centre that includes an elementary school, community centre, sports fields, playground, natural areas and trails.

c) Strategic Alignment

This project aligns with the Strategic Facilities Plan produced in 2015 by School District No. 42, with the Parks, Recreation and Cultural Plan 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. The programs and services that will be offered at the Albion Community Centre will encourage active and healthy living among citizens through the provision of a variety of recreational, educational and social activities.

d) Citizen/Customer Implications:

Parks, Recreation and Culture infrastructure supports citizens in maintaining healthy lifestyles through their participation in sport, recreation, arts and culture in venues that allow them to connect with their neighbours and communities of common interest. Facility development partnerships and co-location opportunities like this help address local and neighbourhood infrastructure needs.

Staff from the City and School District No. 42 collaborated on a community consultation process on February 25, 2016 to gather feedback on the concept design of the school and community centre. Further stakeholder consultation will be initiated as part of the design process and will include the neighbourhood, School District No. 42, First Nations and other stakeholders.

e) Interdepartmental Implications:

Various departments and agencies provide support to Parks, Recreation and Culture in the development of projects including Planning, Engineering, Building, Clerks, Communications, and Finance.

f) Business Plan/Financial Implications:

It is important to note that the construction cost for the Albion Community Centre Capital costs, totaling approximately \$10 million and annual operating costs (approx. \$600,000), have been identified in a funding model/strategy as presented by the Finance Department at the July 18 Council meeting. The financial implications of this project are included in the financial envelope identified in that report.

The capital cost and operating estimates will be further refined once the detailed design process is complete and Council has had the opportunity to review the design.

CONCLUSIONS:

Significant emphasis has been placed on planning for Parks, Recreation & Culture amenities over the past number of months. Council's endorsement of the resolution in this report will initiate a key step in the process to support our application for funding, establish accurate capital costing and ensure the City advances this project as close as possible in tandem with School District No. 42.

"Original signed by Don Cramb"

Prepared by: Don Cramb, Senior Recreation Manager

"Original signed by Wendy McCormick"

Reviewed by: Wendy McCormick, Director Recreation and Community Services

"Original signed by Trevor Thompson"

Approved by: Trevor Thompson, Manager, Financial Planning

"Original signed by Kelly Swift"

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

"Original signed by Frank Quinn" for

Concurrence: E.C. Swabey, Chief Administrative Officer

:dc