

SPECIAL COUNCIL WORKSHOP AGENDA

December 12, 2017

6:00 p.m.

Blaney Room, 1st Floor, City Hall

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

1. *ADOPTION OF THE AGENDA*

2. *ADOPTION OF MINUTES*

- Council Workshop Meeting – November 21, 2017
- Special Council Meeting – November 28, 2017

3. *PRESENTATIONS AT THE REQUEST OF COUNCIL*

4. *MAYOR AND COUNCILLORS' REPORTS*

5. *UNFINISHED AND NEW BUSINESS*

5.1 City-Wide Community Amenity Contribution Program Update

Staff report dated December 12, 2017 recommending that proposed changes to the City-Wide Community Amenity Contribution Program policy be received as information, that feedback be obtained from the Urban Development Institute and the Greater Vancouver Home Builders Association and that a Reserve Fund Bylaw to establish an Affordable and Special Needs Housing Reserve Fund be prepared.

5.2 Youth Strategy Implementation Schedule

Staff report dated December 12, 2017 recommending that staff work with the Maple Ridge Pitt Meadows Katzie Community Network to develop Terms of Reference for a Planning Table to oversee development of a draft implementation schedule for the Youth Strategy.

5.3 Municipal Advisory Committee on Accessibility and Inclusiveness (“MACAI”) Recommendations for an Age-friendly Sub-committee and Terms of Reference

Staff report dated December 12, 2017 recommending that the Maple Ridge Pitt Meadows Katzie Age-Friendly Initiative sub-committee be endorsed as a sub-committee of the Municipal Advisory Committee on Accessibility and Inclusiveness based on draft Terms of Reference.

5.4 Community Safety Plan Approach

Staff report dated December 12, 2017 recommending that staff develop a Community Safety Plan in consultation with community partners and stakeholders and that funding for stakeholder meetings be approved from existing budget allocations.

6. *CORRESPONDENCE*

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

Links to member associations:

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

8. *MATTERS DEEMED EXPEDIENT*

9. *ADJOURNMENT*

Checked by: _____
Date: _____

2.0 Minutes

COUNCIL WORKSHOP MINUTES

November 21, 2017

The Minutes of the City Council Workshop held on November 21, 2017 at 6:00 p.m. in the Blaney Room of City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

P. Gill, Chief Administrative Officer
K. Swift, General Manager of Parks, Recreation & Culture
F. Quinn, General Manager Public Works and Development Services
C. Nolan, Interim Director of Finance
L. Darcus, Manager of Legislative Services
D. Pollock, Municipal Engineer
Other Staff as Required

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

1. *ADOPTION OF THE AGENDA*

R/2017-570

It was moved and seconded

That the agenda of the November 21, 2017 Council Workshop Meeting be adopted as circulated.

CARRIED

2. *MINUTES*

2.1 Minutes of the November 7, 2017 Council Workshop Meeting

R/2017-571

It was moved and seconded

That the minutes of the Council Workshop Meeting of November 7, 2017 be adopted as circulated.

CARRIED

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

3.1 **Translink Initiatives - B-Line Transit Service, Mobility Pricing and the Area Transit Plan**

- Sarah Ross, Director, System Planning, Transportation Planning & Policy
- Brian Soland, Senior Planner
- Matt Craig, Manager, System Plans
- Gabriel Price, Senior Advisor of Government Relations

Ms. Ross gave a PowerPoint presentation providing the following:

Information on the Mobility Pricing Independent Commission including:

- Objectives
 - Reduce congestion
 - Promote Fairness
 - Support transportation investment
- Phase 1 – public engagement
- Phase 2 – stakeholder engagement and report
- Phase 3 – More public engagement and final report
- Anticipated Outcomes (policy, privacy and affordability, transportation alternatives, next steps)

Information on the Lougheed B-Line and Maple Ridge/Pitt Meadows Area Transport Plan including:

- Project Overview and Approach: B-Line 2019 Implementation
 - o Alignment and stop locations
 - o Speed and reliability improvements
 - o Service parameters
 - o Connect local services
- Area Transportation Plan (longer term)
 - o Transit
 - o Future of B-Line and corridor planning
 - o Regional cycling
 - o Walking to transit
 - o Regional roads
- Project Background
 - o Phase 1 improvements: C45 and C46 improvements, New Silver Valley routes, B-Line
- Area Planning – multiple scales (local issues of each City of Metro Vancouver)
- Project Study Area (Maple Ridge, Pitt Meadows and parts of Port Coquitlam and Coquitlam)

- Scope of Work
 - o Community needs
 - o Coordinate transportation planning
 - o Service and connection improvements
 - o Public and Council Consultation
- What “B-Line or Better” transit service/infrastructure types is
- Area Transport Plan
- Planning Process: Tasks, Working Group, Public/Council Consultation
- Challenges and Opportunities: Efficient/Coordination/Prioritizing

Note: the meeting recessed at 6:58 p.m. and was reconvened at 8:46 p.m.

R/2017-572

It was moved and seconded

That Item 5.1.1 Engineering Department Business Plan Update and Item 5.2 Active Transportation Advisory Committee/Bicycling on Sidewalks and Speed Limits in Town Centre be deferred to the next Council Workshop.

CARRIED

4 *MAYOR'S AND COUNCILLORS' REPORTS*

Note: Items 5.1 and 5.2 were deferred.

5. *UNFINISHED AND NEW BUSINESS*

5.1 Business Plan Updates

5.1.1 Engineering Department

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

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

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

6. ***CORRESPONDENCE***

6.1 **Upcoming Events**

November 22, 2017 8:30 a.m.	Donor Appreciation Event – Ridge Meadows Hospital Organizer: Ridge Meadows Hospital Foundation
November 26, 2017 10:00 a.m.	Annual Exhibit and Sale – Whonnock Lake Centre Organizer: Whonnock Weavers and Spinners Guild
December 6, 2017 3:00 p.m.	Christmas Open House – 106 – 22838 Lougheed Highway Organizer: Alouette Addictions Services
December 6, 2017 11:00 a.m.	Business Excellence Awards Nominees and Christmas Luncheon – Pitt Meadows Golf Course Organizer: Maple Ridge Pitt Meadows Chamber of Commerce
December 8, 2017 12:00 p.m.	Christmas Lunch – Seniors Activity Centre, 224 Street Organizer: Ridge Meadows Seniors Society
December 16, 2017 7:00 p.m.	Hockey Train – Haney Station Organizer: Canadian Pacific Rail

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

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

9. ***ADJOURNMENT*** - 8:47 p.m.

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

City of Maple Ridge

SPECIAL COUNCIL MEETING MINUTES

November 28, 2017

The Minutes of the Special City Council Meeting held on November 28, 2017 at 6:00 p.m. in the Blaney Room 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 Duncan

Councillor B. Masse

Councillor G. Robson

Councillor Speirs

Appointed Staff

P. Gill, Chief Administrative Officer

F. Quinn, General Manager of Public Works and
Development Services

L. Darcus, Manager of Legislative Services

ABSENT

Councillor Shymkiw

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

1.0 *CALL TO ORDER*

2.0 *APPROVAL OF THE AGENDA*

R/2017-573

It was moved and seconded

That the agenda for the November 28, 2017 Special Council Meeting be approved.

CARRIED

3.0 *NOTICE OF CLOSED COUNCIL MEETING*

R/2017-574

It was moved and seconded

That the meeting following this meeting at 6:00 p.m. be closed to the public pursuant to Sections 90 (1) and 90 (2) of the Community Charter as the subject matter being considered relates to the following:

- Section 90(1)(a) Personal information about an identifiable individual who holds or is being considered for a position on a Board as appointed by the municipality.
- Section 90(1)(g) Litigation or potential litigation affecting the municipality.
- Section 90(1)(i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

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

CARRIED

4.0 *ADJOURNMENT* – 6:01 p.m.

N. Read, Mayor

Certified Correct

L. Darcus, Corporate Officer

City of Maple Ridge

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** December 12, 2017

FROM: Chief Administrative Officer **MEETING:** Workshop

SUBJECT: City-Wide Community Amenity Contribution Program Update

EXECUTIVE SUMMARY:

The intent of this report is to update Council on the progress of the City-Wide Community Amenity Contribution (CAC) program and to present for initial introduction proposed amendments to the City's founding CAC policies.

In March 2016, Council initiated a CAC program, which established voluntary amenity contribution expectations for new rezonings in Maple Ridge. As of October 2017, 23 eligible development applications have been submitted since the City's CAC program was introduced, 15 of which have so far contributed \$1,136,700 to the City's CAC Reserve Fund. The remaining 8 applications that are currently in-progress would, if approved, contribute another possible \$3,194,500 in CAC's to the City's CAC Reserve Fund.

With such insights, the report identifies possible adjustments to the City's existing CAC program related to the currently permitted exemptions, including that Town Centre developments now only be 50% exempt of the City's CAC contribution rates. Additionally, the report raises the opportunity to create an Affordable and Special Needs Housing Reserve Fund, to receive contributions from Town Centre developments and subsequently, if directed by Council, from a portion of the CACs received from across the City. Such allocations could provide the City with future capital that may be invested in affordable housing in our community.

The update directions outlined in this report require changes to the Council Policy 6.31, which provide the framework for the City's CAC program. While early conversation has been held with the UDI/GVHBA Development Liaison Committee, staff recommends that the proposed amendments be received for information at this time, to allow for more detailed discussion with industry representatives in early 2018. An alternative recommendation is also provided should Council opt to move forward with the policy amendments now, noting Council may opt to change its policies at any time.

RECOMMENDATIONS:

- 1) That the proposed changes to the City-Wide Community Amenity Contribution Program policy 6.31, as outlined in the report titled "City-Wide Community Amenity Contribution Program Update" dated December 12, 2017, be received as information;
- 2) That feedback be obtained from the Urban Development Institute and the Greater Vancouver Home Builders Association on draft Council Policy 6.31, to be summarised in a future report;
- 3) That a Reserve Fund Bylaw to establish an Affordable and Special Needs Housing Reserve Fund be prepared.

BACKGROUND:

In March 2016, Council established a City-Wide Community Amenity Contribution program. Specifically, resolution R/2016-149 stated: *That the proposed Community Amenity Contribution Program Policy, circulated as a new Appendix A to the report titled “Maple Ridge Community Amenity Contribution Program” and dated March 14, 2016 be amended to reflect a Community Amenity Charge contribution rate of \$5100 per new single family lot, \$4100 per townhouse and \$3100 per apartment and be approved as amended.*

In March 2016, Council directed staff to prepare a report on the harmonization of the Albion Density Bonus Program with the Community Amenity Contribution Program, exploring the implications of applying similar amenity contribution opportunities City-Wide. This assessment and reporting was added to the Planning Department’s 2017 Business Plan.

CITY-WIDE CAC PROGRAM UPDATE:

More than a year has now passed since the introduction of the City-Wide CAC program, and as is the practice to provide an update on the program at such time, through this report staff present the levels of contribution received under the CAC program to-date. In addition, staff have outlined potential adjustments to the CAC policies for Council’s consideration.

a) Amenity Contributions To-Date

Over the course of the last year there have been a steady number of eligible development applications which have included community amenity contributions. As Council will recall, unlike the Albion Density Bonus program, CAC’s are not optional unless otherwise exempted and are triggered at the time of rezoning. Specifically, duplexes, triplexes, and any residential/mixed-use developments (i.e. not including new 100% commercial or industrial projects) in the Town Centre are considered exempt from the City’s CAC program.

Noting that, 23 eligible applications have been submitted thus far that may trigger a CAC, 15 of which have already been approved. From these approved rezoning applications, the value of the generated community amenity contributions is approximately \$1,136,700. The remaining 8 applications are in-stream and could contribute a possible additional \$3,194,500 towards the CAC Reserve Fund, if approved. A significant portion of this possible CAC revenue is derived from Application 2015-297-RZ, generally located along Lougheed Highway east of the Town Centre.

b) Re-Evaluating City-Wide CAC Policies

In anticipation of this CAC update report, staff met with the City’s UDI/GVHBA Development Liaison Committee to gauge feedback on the program. From the conversation, staff took away a clear message that any update of the CAC program should not result in an increase to the current contribution levels given that the CAC program was introduced only last year. In reflection of such feedback, and in setting aside the contribution levels themselves, staff sees a few opportunities to revise the City’s CAC policies to ensure they remain aligned with other current Council priorities.

Namely, the City’s CAC policy 6.31 establishes exemptions for duplex and triplex forms of development, but is silent on fourplex and courtyard residential developments. While such forms are not widely present in the City as of yet, there has been considerable interest in these housing forms from the development sector. On June 13th, 2017, Council gave first reading to a new RT-2 Ground-Oriented Residential Infill zone, as well as a concurrent rezoning application, both to facilitate a courtyard residential development. This development interest reflects the conversations held to-date with the community and Council on introducing greater variety in the forms of housing available in our City. Observing this, it seems appropriate to take this update opportunity to propose that fourplex and courtyard residential developments also be exempted from the City-Wide CAC program.

Re-examining the current CAC exemptions also presents an opportunity to review whether amenity contributions should now be required in the Town Centre or if residential/mixed-use developments in the Town Centre should continue to be exempt from providing community amenities. It is recognised that development in the Town Centre represents possible catalyst projects, potentially encouraging more development in the City.

However, it is also noted that developments in the Town Centre are increasing in scale and number of new dwelling units, and that the likely large number of ensuing new residents could raise the need for amenities in the Town Centre that would not otherwise be attainable through Development Cost Charges, and would need to rely on municipal taxes in lieu of any City amenity program. Specifically, with the current amenity contribution exemption in place, Town Centre amenities such as civic facilities, affordable or special needs housing units, or other amenities cannot be addressed by development taking place in the Town Centre.

Noting Council's interest in implementing its 2015 Housing Action Plan, a more detailed discussion is provided below regarding how the proposed amendments to Council Policy 6.31 may assist in delivering more affordable and special needs housing in Maple Ridge.

HOUSING AFFORDABILITY IN THE TOWN CENTRE:

The Council approved Housing Action Plan Implementation Framework included amongst its short-term priorities: the development of rental housing, non-market housing, seniors housing, or innovative housing forms; the identification of affordable housing as a community amenity; and the creation of an Affordable Housing Reserve Fund. Council has subsequently placed an emphasis on increasing the number of rental housing units through development, especially in the Town Centre noting its proximity to commercial and transit options.

Recently though, Council discussions have revealed increased concerns regarding the inclusion and subsequent management of rental (or affordable rental) within strata condo buildings. Specifically, Council has raised questions about pursuing a cash in-lieu alternative to the direct provision of rental units, most notably through the evaluation of the rezoning at 22638 119 Avenue and 22633 Selkirk Avenue (Falcon Homes). Such a cash in-lieu option has been framed as a possible extension of the City's CAC program in the Town Centre.

Remaining consistent with the current cash contribution approach used in the City's City-Wide CAC program, the proposed amendments related to applying CACs in the Town Centre could direct any amenity contributions received from Town Centre rezonings towards a specific affordable housing fund. While the City already has a CAC-related reserve fund, any contributions to that fund could be equally allocated to a number of amenities (e.g. civic facilities, public art, heritage conservation, etc.) aside from affordable housing, depending on Council priorities at that time.

A dedicated Affordable and Special Needs Housing Reserve Fund ensures that any contributions made to that fund would be utilised to improve housing affordability in the City. As well, such a fund could also receive contributions from City-Wide development (not just from developments in the Town Centre) should Council so direct in the future. A comparison of CAC practices from across the region was undertaken by staff and it revealed that some communities are directly allocating 20-30% of their total received contributions towards affordable housing.

To that end, staff is requesting that Council initiate the steps to draft the Affordable and Special Needs Housing Reserve Fund Bylaw at this time, so the Bylaw is available for further discussion at a future Council Workshop on this matter. Similar to the establishment of the City's existing City-Wide CAC Reserve Fund, staff will bring forward the necessary bylaws to create the reserve fund and outline the levels to which CACs will be allocated towards the fund.

MARKET AND FINANCIAL ANALYSIS:

In light of the different views identified above in relation to CACs in the Town Centre, staff and Rollo + Associates (the original consultant team that helped identify the current Albion Density Bonus contribution rate) undertook a high-level analysis to identify how our amenity contribution rates relate to the local real estate market in light of the changes observed over the past 4-5 years.

For context, staff note that the existing CAC contribution rates were originally derived from the Albion Density Bonus Program, the City's first amenity program. As well, it is raised that the founding analysis for the Albion program was undertaken in 2012 and 2013. With that, and based on their financial analysis, Rollo + Associates conservatively suggest that BC Assessment land values have increased by about 60% between the original 2013 analysis and the 2016 assessment. Additionally, the consultant estimates that over the past year between 2016 and 2017, property values have risen a further 30%. Concurrent with the rise in property values, it was also observed that selling prices have equally increased, outpacing any increase seen in regional construction costs.

In light of their market findings, Rollo + Associates affirmed that there is capacity within the Maple Ridge real estate market to more than accommodate the City's current amenity contribution rates. In addition, the consultant identified the financial benefit of the reduced parking incentive in the Town Centre for apartment forms of development (about a 50% increase in per unit values), compared to similar apartment development scenarios outside the Town Centre. In recognition of such market capacity, Rollo + Associates suggest that development in our Town Centre could in order of magnitude figures accommodate amenity contributions in the range of \$4,900 per townhouse dwelling and \$3,900 per apartment dwelling, over and above the current CAC contribution rates being applied.

TOWN CENTRE OPTIONS:

Noting the above, staff proposes that Council consider through this update opportunity, the option of amending the current CAC policy 6.31 to introduce only a partial exemption, with no more than 50% of the City's amenity contribution rates applying to rezonings in the Town Centre. This would equate to amenity contribution of approximately: \$2,550 per single family dwelling; \$2,050 per townhouse dwelling; and \$1,550 for apartment dwellings; acknowledging that apartment and townhouse forms of development are the key focus of the Town Centre Area Plan. Such proposed, partially exempted CACs would still acknowledge the prioritised nature of the Town Centre and maintain an incentive to develop the Town Centre.

Further, staff is recommending that amenity contributions received through Town Centre rezonings be specifically allocated to the above mentioned new Affordable and Special Needs Housing Reserve Fund. In establishing a dedicated fund, the City will ensure that any community amenity allocations will be used towards, either in partnership or by the City on its own, additional investments in affordable housing in our community.

This possible application of CACs, even partially, to Town Centre rezonings was met with mixed results when presented to the Development Liaison Committee, with some members voicing an understanding of the shift while others thought it was still too soon to charge amenity contribution rates in the Town Centre, lest the mounting development interest be reduced. However staff notes that a recent Town Centre development application (2016-145-RZ) included a voluntary amenity contribution of \$1,500 per apartment unit, to address Council's interest in affordable housing.

In light of such varied observations, staff is recommending that following the discussion of this report, Council direct staff to bring forward the draft Council Policy 6.31 for a more detailed discussion with the UDI/GVHBA Development Liaison Committee at its first meeting in 2018.

A blacklined City-Wide Community Amenity Contribution Program policy 6.31, showing all the proposed amendments, including the option to reduce the Town Centre CAC exemption by 50%, is attached in Appendix A and is shared at this time for information. Following the recommended presentation to the UDI/GVHBA Development Liaison Committee, staff will bring back the comments received to inform Council's decision on Policy 6.31. However, staff have identified below in the Alternative Recommendations section of this report the option to address now the question of whether CAC should be applied in the Town Centre.

NEXT STEPS:

For clarity purposes, staff have outlined below the suggested next steps needed to best inform Council's subsequent decision making process on the proposed CAC program updates.

- That staff engage the UDI/GVHBA Development Liaison Committee for further discussion of the draft Council Policy 6.31 and report back to Council on the outcomes;
- That staff begin preparing the necessary Bylaws to establish an Affordable and Special Needs Housing Reserve Funds and that it be presented to Council concurrently when the draft Council Policy 6.31 is brought back in the New Year.

Staff also acknowledges that while the City-Wide CAC program is one tool that could help directly address the issue of housing affordability in our community, the conversation regarding the creation of more affordable units in the City is larger than this one report. Throughout 2017, staff has presented Council with reports related to affordable housing, and in particular rental housing. Further reports are anticipated in early 2018 to complete the directions identified by Council in Resolution 2016-390, towards establishing a Rental Housing Program tailored to Maple Ridge. One report in particular will focus on other available tools to secure affordable housing/rental housing units through development as well as outline the merits and challenges of receiving such units directly or through cumulative cash-contributions. A key aspect of this concurrent work is an analysis of the "value" inherent to directly provided affordable/rental units vs. a cash in-lieu option.

ALTERNATIVE RECOMMENDATION:

Noting the success of the City-Wide CAC program, staff sees the benefit of exploring opportunities to expand the program, and specifically, to reduce the level of CAC exemption for the Town Centre to 50%. Staff, however, acknowledge the development industry interest on this topic as evidenced by the recent Town Centre rezoning application in which a voluntary amenity contribution was put forth. As such, an alternative to recommendation #1 above is also provided, should Council wish to move forward now with the proposed amendments to Policy 6.31, noting Council has at its discretion the option of revising its policies at any time.:

- 1) That the proposed changes to the City-Wide Community Amenity Contribution Program policy 6.31, as outlined in the report titled "City-Wide Community Amenity Contribution Program Update" dated December 12, 2017, and its attachments be approved, with the level of exemption of properties in the Town Centre Area Plan boundaries from CAC program contribution rates being 50% [or other ____% as directed by Council] of the City-Wide CAC Contribution Rate.

INSTREAM APPLICATIONS:

Should Council opt to implement the proposed changes to Council Policy 6.31, either now or in 2018, the generally accepted practice when contemplating any policy change that may influence development applications, is to exempt those in-stream applications from the new policies that have been presented at Public Hearing and received Third Reading.

FINANCIAL IMPLICATIONS:

The Local Government Act requires a Reserve Fund to be established for contributions from amenity zoning or community amenity contributions. Through the past CAC and Albion Density Bonus work, Council established a City-Wide CAC Reserve Fund and an Albion Area Reserve Fund.

Subject to further Council direction, the report also presents an opportunity to create an additional and specific Affordable and Special Needs Housing Reserve Fund, intended to receive allocations directly for affordable housing. If directed, staff would return with the required bylaws to establish such the Affordable and Special Needs Housing Reserve Fund, along with the levels to which contributions will be allocated towards the fund.

Staff also raise that Council has before it an amended Development Cost Charge (DCC) Imposition Bylaw, which was given first reading in July 2017. If approved, the Bylaw would introduce new DCC rates to assist with funding infrastructure and parks required to service new development in our community. In addition, regional DCC changes are also anticipated in the near future, and are described further below.

POLICY IMPLICATIONS:

At the time Council established the existing City-Wide CAC program, Council also debated the implications of a City-Wide CAC program on the optional density bonus opportunities permitted in the Albion Growth Area. As a related work item, staff notes that a parallel but separate report will be coming forward to Council outlining how the above highlighted financial analysis and the inherent capacity identified in our local real estate market may influence the Albion Density Bonus program.

REGIONAL IMPLICATIONS:

At the time of drafting this report, there are two regional initiatives which, if passed, could affect the analysis undertaken by the City. Specifically, a bylaw amending the Greater Vancouver Sewerage and Drainage District (GVS&DD) Development Cost Charge (DCC) rates was given three readings by the GVS&DD Board at its October 27, 2017 meeting. The original DCC bylaw was passed about 20 years ago under the Liquid Waste function of the GVS&DD to fund the cost of liquid waste infrastructure expansion required to service new development. Metro staff has recalculated the DCC rates, which are proposed as: \$5,428 per single-family unit (currently \$1,731); \$4,695 per townhouse unit (currently \$1,515); \$3,530 per apartment unit (currently \$1,082); and \$2.67 per sq. ft. for all non-residential developments (currently \$0.811 sq. ft.). Still subject to provincial approval and final adoption of the amending bylaw by the GVS&DD Board, the new DCC rates are expected to come into effect May 1, 2018.

Additionally, staff notes that TransLink is working with the Province to introduce a regional DCC for transportation capital infrastructure projects identified in TransLink's 10-Year Investment Plans. TransLink's intent is to have the DCC in effect by 2020. TransLink's new rates, which would be uniform across the Metro Region, are currently proposed as: \$2,100 per single family dwelling; \$1,900 per dwelling unit for townhouses and duplexes, \$1,200 per dwelling unit for apartments; \$1.00 per sq. ft. for retail and service developments; and \$0.50 per sq. ft. for office, institutional, and industrial developments. Provincial enabling legislation to support such charges does not currently exist, however it is anticipated that the Province will consider TransLink's request in the spring of 2018. If enabled, local municipalities would be required to collect the new DCC and remit the fees to TransLink starting in 2020.

CONCLUSION:

A year has now passed since the introduction of the City-Wide CAC program. In that time, 23 eligible development applications have been submitted, 15 of which have so far contributed \$1,136,700 to the City's CAC Reserve Fund.

In light of these findings, the City's amenity contribution program appears to be well received by the local development industry and is considered a success by staff. That said, staff does see an opportunity to make adjustments to the current CAC policy 6.31, specifically focused on the allowed exemptions and the initiation of CAC's being applied to Town Centre development, albeit at 50% of the existing CAC rates (or another rate chosen by Council). Staff recommends that this latter direction related to applying CACs to Town Centre rezonings should be reviewed by the UDI/GVHBA Development Liaison Committee at its next meeting.

In addition, and in further implementation of the City's Housing Action Plan, staff has identified an opportunity to allocate those amenity contributions raised through rezonings in the Town Centre directly towards an Affordable and Special Needs Housing Reserve Fund. Such allocations, or as Council may otherwise direct, could provide the City with future capital that may foster additional investments in affordable housing in our community.

"Original signed by Brent Elliott"

Prepared by: Brent Elliott, M.U.P., MCIP, RPP
Manager of Community Planning

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

Approved by: Frank Quinn, MBA, P.Eng
General Manager, Public Works and
Development Services

"Original signed by Paul Gill"

Approved by: Paul Gill, CPA, CGA
Chief Administrative Officer

Attachments: Appendix A: Draft Amendments to Community Amenity Contribution Program Policy No. 6.31

- g) Fourplex dwelling units, where only one building is being constructed; and
 - h) Courtyard dwelling units, located on a single property.
5. The Density Bonus Framework established in the Albion Area Plan will continue to apply, in addition to the city-wide CAC Program.
- a) For developments that take advantage of the density bonus provisions included in the Maple Ridge Zoning Bylaw for the Albion Area Plan, the amenity contribution rate will be:
 - i) \$5100 per single family lot created;
 - ii) \$4100 per townhouse dwelling unit;
 - iii) \$3100 per apartment dwelling unit;in addition to the \$3100 density bonus rate.
 - b) For developments that do not take advantage of the density bonus provisions included in the Maple Ridge Zoning Bylaw, the CAC rate will be the rate established in Section 2 of this policy.
6. The Official Community Plan may also establish additional or alternative community amenity contribution policies, guidelines and density bonus provisions for each Area Plan.
7. Development applications that are in process (in-stream) at the time of enactment of the CAC Program Council Policy, will:
- a) be subject to the provisions of this Policy unless the applicable Official Community Plan or Zoning Bylaw amending bylaw has received Third Reading; OR
 - b) be subject to the provisions of this Policy if a condition for the Policy to apply was included in the first or second reading report of the applicable Official Community Plan or Zoning Bylaw amending bylaw.
8. All development applications that are seeking an extension under Development Procedures Bylaw No. 5879-1999 (as amended), may be subject to the city-wide community amenity contribution program at the discretion of Council.
9. Council will establish one or more Reserve Funds and identify those amenities that may benefit from the community amenity contributions.
10. Community Amenity Contribution funds received will contribute to any of the following eligible amenities:
- a) Civic facility;
 - b) Public art;
 - c) Acquisition of land for the provision of:
 - o Affordable or special needs housing;
 - o Parks
 - o Trails
 - o Significant ecological features
 - d) Park or trail construction and/or maintenance;
 - e) Affordable or special needs housing units;
 - f) Heritage conservation; or
 - g) Conservation of significant ecological features.
11. The provision of a specific amenity, rather than a cash-in-lieu contribution may also be considered by Maple Ridge Council. If Council determines that the provision of an amenity is more desirable, the following list is to be used as a general guide for determining the type of community amenity:

<ul style="list-style-type: none"> a) Public art; b) Heritage conservation; c) Land for the provision of: <ul style="list-style-type: none"> ○ Affordable or special needs housing; ○ Parks ○ Trails ○ Significant ecological features d) Affordable or special needs housing units; or e) Park or trail construction or improvements. 	
<p>Purpose: To provide direction on the implementation of a city-wide community amenity contribution (CAC) program, including the process to determine the contribution amount.</p>	
<p>Definitions:</p> <ul style="list-style-type: none"> • “Community Amenity” means any public amenity that provides a benefit to the residents of the city or a specific neighbourhood as the result of increased residential density. 	
<p>Key Areas of Responsibility</p>	
<p style="text-align: center;">Action to Take</p>	<p style="text-align: center;">Responsibility</p>

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Youth Strategy Draft Implementation Schedule

MEETING DATE: December 12, 2017
FILE NO:
MEETING: Workshop

EXECUTIVE SUMMARY:

The Youth Strategy (YS) is a comprehensive document that includes a number of recommendations and action items. The YS was created with the support of the community and a high level of youth engagement. Key partners in the YS include School District 42, the Maple Ridge Pitt Meadows Katzie Community Network (CN) and their membership. Successful implementation is dependent on continued community engagement, support from senior levels of government and other agencies.

Staff is recommending that a Youth Planning Table be formed to oversee the development of a draft Youth Strategy Implementation Schedule that will be brought back to Council for approval in 2018.

RECOMMENDATION:

That staff be directed to work with the Maple Ridge Pitt Meadows Katzie Community Network to develop Terms of Reference for a Planning Table to oversee development of a draft implementation schedule for the Youth Strategy for Council's consideration.

DISCUSSION:

a) Background Context:

On October 24, 2016, the YS was endorsed by Council. This comprehensive document includes a number of recommendations and action items and identifies three distinct roles for successful implementation including; lead, partner and advocate. While the City has influence over many aspects that affect local youth, certain issues fall outside of local government and rely on support, funding or guidance from senior levels of government, other agencies and local community organizations.

On September 20, 2017, staff presented the YS to School District 42 as they are identified as a key partner in the successful implementation. At this meeting the board confirmed their support of the YS moving forward. Staff also presented to the CN on November 14, 2017 seeking their endorsement and commitment to the development of a Youth Planning Table to ensure that the implementation framework includes the participation of community partners; inclusive of the remaining members of the Strong Kids Team (SKT).

On May 23, 2017, Council endorsed the following resolution:

Strong Kids Task Group, staff report dated May 23, defer decision to endorse the Strong Kids Team as a Task Group based on a draft Terms of Reference to coincide with a fuller discussion on the Youth Strategy to be held later in the year.

At this point, the resources to support the SKT are not available, however, the membership is still active in supporting community initiatives and will be a valuable asset to the YS planning table.

Implementation of the YS will require continued communication, collaboration, and action by many partners. The formation of a planning table will ensure that the community continues to drive the recommendations in the YS that promote the most positive physical, psychological and social development outcomes for youth

In the meantime, staff are proceeding to implement those recommendations in the YS that align with business plan goals and can be accommodated within existing resources so that momentum and progress is maintained.

b) Desired Outcome:

That a Youth Planning Table is established to steward the YS and that this Table develops a draft implementation schedule for the YS recommendations for Council's consideration.

c) Strategic Alignment:

The implementation aligns with the YS, the OCP and Council's endorsement of the Youth Wellness Centre pilot.

d) Citizen/Customer Implications:

Citizens will benefit from the actions identified in the YS as the healthy development of youth and emerging adults will be enhanced. The YS will also assist in measuring outcomes and identifying the most significant collective impact.

e) Interdepartmental Implications:

The recommendations in the YS will require interdepartmental collaboration from various departments including Engineering, Planning and Communications.

f) Business Plan/Financial Implications:

While some actions and goals of the YS will be easily achieved, others will require further resources. Any financial implications related to this plan will be defined through the development of the draft implementation schedule and brought forward for consideration as part of the 2019-2023 business plan process.

CONCLUSIONS:

The Youth Strategy, endorsed by Council in 2016, is a comprehensive document providing a foundation for the community to work together to enhance services and support for youth and their families to ensure an optimal environment in which children, youth and emerging adults can grow, work and play. In 2017 the plan was presented to key partners, who have indicated their support in implementation. The establishment of a Youth Planning Table will ensure broad input to a draft implementation schedule and provide a vehicle to steward this work. Engaging the community through the creation of a the Table will ensure that the service providers, youth, emerging adults, families and other youth serving agencies have a role in the successful implementation of the Youth Strategy.

“Original signed by Meghan MacMillan”

Prepared by: Meghan MacMillan, Programmer Youth Services

“Original signed by Tony Cotroneo”

Reviewed by: Tony Cotroneo, Manager Community Services

“Original signed by Wendy McCormick”

Reviewed by: Wendy McCormick, Director of Recreation and Community Services

“Original signed by Kelly Swift”

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

“Original signed by Frank Quinn Acting/CAO”

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

:dc

Attachment: Maple Ridge Youth Strategy

<http://www.mapleridge.ca/documentcenter/view/12207>

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: MACAI Recommendations for an Age-friendly Sub-Committee and Terms of Reference

MEETING DATE: December 12, 2017
FILE NO:
MEETING: Workshop

EXECUTIVE SUMMARY:

The purpose of this report is to present Council with a draft Terms of Reference which proposes that the existing Age-friendly Sub-committee of the Maple Ridge, Pitt Meadows, and Katzie Senior's Network (SN) become a sub-committee of the Municipal Advisory Committee on Accessibility and Inclusiveness (MACAI). The SN has done considerable work on the initial Age-friendly Action Plan and continues to work with community to support the recommendations.

On March 14, 2016, Council approved the following recommendation:

That the Age-friendly Initiative Action Plan, dated March 1, 2016, for the purpose of applying for Age-friendly Community Status be approved.

On September 21, 2017, the MACAI discussed the Age-friendly Initiative (AFI) and how best to support and advance this initiative and endorsed the following resolution:

That MACAI form an Age-friendly sub-committee to support the implementation of the items identified in the Age-friendly Community Action Plans.

In moving forward, the goals of the sub-committee would be to work with staff in the creation of an AFI implementation strategy and steer the AFI action plan. The chair of the Age-friendly sub-committee and the staff liaison have developed a draft Terms of Reference for Council's review and endorsement. Assuming that that Council's direction aligns with this request, the following is recommended:

RECOMMENDATION:

That the Maple Ridge Pitt Meadows Katzie Age-friendly Initiative sub-committee be endorsed as a sub-committee of the Municipal Advisory Committee on Accessibility and Inclusiveness based on the attached draft Terms of Reference and, that this structure be reviewed after a period of three years.

DISCUSSION:

a) Background Context:

Age-friendly planning has been ongoing in Maple Ridge (and Pitt Meadows) since 2008 through the work of the MACAI, the SN and a variety of like-minded community agencies and partners. The AFI specifically advocates for senior populations to be supported within all aspects of community living and aligns with the MACAI mandate which states, "the purpose of the Committee is to advise and/or inform the Councils of Maple Ridge and Pitt Meadows, municipal departments, community agencies and general public on accessibility and inclusiveness."

In 2015, the AFI work was enhanced through UBCM age-friendly funding and the engagement of residents, stakeholders and community resources to look at optimizing opportunities and quality of life for our residents to age in place.

In December of 2015, the Age-friendly Community Action Plan was completed with sixty-six specific recommendations that will lead our community to becoming a welcoming and age-friendly environment. Recommendations were made in the following nine areas:

- Outdoor Spaces & Building;
- Transportation;
- Housing;
- Social Participation;
- Respect & Social Inclusion;
- Civic Participation and Employment;
- Communication and Information;
- Community Support & Health Services, and;
- Emergency Preparedness.

On March 14, 2016, Council approved the AFI plan and in May of 2016, Maple Ridge applied for and successfully received the UBCM Age-friendly Community Designation and is listed on the Age-friendly BC Government website as an age-friendly city. To date, several actions listed within the AFI action plan have been completed or are progressing. These are items that are recognized in our work plan and have been achievable through Community partnerships/resources and grant funds. Some examples include:

- Expanded opportunities to participate in Pickle Ball;
- Advocated to TransLink for improved HandiDart and public transit services;
- Request for increased accessible parking within the downtown core;
- Increase in 55+ Work BC employment sessions;
- Established a 'Senior Party Bus' program;
- Established a seniors emergency preparedness handbook;
- Offered several community based senior specific emergency preparedness workshops;
- Recently applied for UBCM funding to explore a community specific senior accessibility transportation plan.

Although there are many examples of completed or in progress action items, we need to ensure there is a coordinated effort in completing the identified actions. To this end, in September 2017, MACAI recommended that the existing AFI sub-committee become a sub-committee of MACAI.

Within the current Committees of Council Policy, the MACAI Bylaw provides the ability for time duration sub-committees to be formed, and this work fits this approach.

b) Desired Outcome:

The desired outcome is to engage a broad range of community members, agencies, organizations and city officials in creating and implementing an Age-friendly Implementation Strategy based on the 2015 AFI Action Plan to give residents the best opportunity to age in place.

c) Strategic Alignment:

This work aligns with the Municipal Advisory Committee on Accessibility and Inclusiveness mandate.

d) Citizen/Customer Implications:

The entire community benefits in an age-friendly community when:

- Seniors are supported to age actively, enjoy good health and remain independent and involved in their communities.
- People of all ages and abilities benefit from safer, barrier-free buildings and streets, better access to local businesses and facilities and green spaces.
- Businesses benefit from the increase support and spending power of older customers and are better able to support older workers.
- The community benefits from the increased participation of older adults in community life.

e) Interdepartmental Implications:

The City is identified as a key stakeholder; however each action within the implementation plan identifies additional support from departments and/or community organizations. At this time, the AFI action plan identifies Engineering, Parks, Recreation and Culture, Operations, By-Laws, Communications, Planning, and Building Departments as additional resources in the implementation of AFI Action Items.

f) Business Plan/Financial Implications:

While some actions and goals of the Age-friendly Initiative Action Plan will be easily achieved, others will require further resources. Any financial implications related to this plan will be defined through the development of the draft Implementation Schedule and brought forward for consideration as part of the 2019-2023 Business Plan process.

CONCLUSIONS:

The draft Terms of Reference outlines the mandate, membership, structure and resources required to achieve the sub-committee that will provide the platform for the Age-Friendly Implementation Strategy for the next three years, at which time the committee structure will be reviewed.

“Original signed by Petra Frederick”

Prepared by: Petra Frederick, Recreation Coordinator, Community Services

“Original signed by Tony Cotroneo”

Reviewed by: Tony Cotroneo, Manager, Community Services

“Original signed by Wendy McCormick”

Reviewed by: Wendy McCormick, Director: Recreation & Culture

“Original signed by Kelly Swift”

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

“Original signed by Frank Quinn for Paul Gill”

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

:pf
Attachment: MACAI Age-friendly Initiative Sub-committee Terms of Reference

TERMS OF REFERENCE
FOR
MUNICIPAL ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVNESS, SUB COMMITTEE
- AGE FRIENDLY INITIATIVE

Whereas:

1. Age-friendly planning has been on-going in Maple Ridge and Pitt Meadows for many years through the work of the Municipal Advisory Committee on Accessibility and Inclusiveness (MACAI) and the Maple Ridge, Pitt Meadows, and Katzie Senior Network. Over the next ten years it is projected that the population of seniors in Maple Ridge and Pitt Meadows will grow by 62 percent, adding an additional 8,494 to the current senior population (55+) of 29,210.
2. On March 14, 2016, Maple Ridge Council approved the following recommendation:

That the Age-friendly Initiative Action Plan dated March 1, 2016 for the purpose of applying for Age-friendly Community Status be approved.

3. MACAI's mandate aligns with the Age-friendly Initiative, ensuring that our citizens regardless of age and/or ability can easily access and are included in all aspects of community living.
4. The cities of Maple Ridge and Pitt Meadows have endorsed the Age-friendly initiative therefore be it resolved that MACAI create a subcommittee with the following Terms of Reference.

1. MANDATE

To provide stewardship for the implementation of the Age-friendly Initiative (AFI) Action Plan endorsed by Council in 2016.

2. FUNCTIONS

- Prepare a draft Implementation Schedule for Council's consideration;
- Develop a coordinated approach between local government, citizens, service providers and community organizations to create an Age-friendly community;
- Encourage the community to view policies, projects and programs with an Age-friendly lens;
- Obtain formal local government commitment and public support for Age-friendly initiatives;
- Monitor and apply for funding available for Age-friendly initiatives, encourage local government or other eligible agencies to apply for this funding, and to provide input on funding applications;
- Monitor Age-friendly Implementation Strategy and completed tasks;
- To identify and implement one to three tasks per year as outlined in the current Council endorsed AFI action plan;
- Annually report to local government on accomplishments and to identify next steps (actions).

3. ROLE OF INDIVIDUAL GROUP MEMBERS

The role of the individual members of the Age-friendly Initiative Sub-Committee:

- Attending regular monthly meetings as required and actively participating in the work.
- Provide ongoing support, input and expertise within the subject area (action).
- Make presentations to local government, community organizations and to the public regarding the Age-friendly Initiative.

4. GENERAL

4.1 Membership

All members of the sub-committee will be recommended by the Sub-Committee Chair and Staff Liaison(s) and appointed by the Council Liaison(s). The Chair, Staff Liaison(s) and Council Liaison(s) will ensure that the committee is inclusive and responsive to the needs of the Age-friendly project, communities and Councils. The membership can consult with external resources for the purpose of meeting evaluation objectives.

- City of Maple Ridge Council Liaison
- City of Pitt Meadows Council Liaison
- Representative from the Municipal Advisory Committee on Accessibility and Inclusiveness
- Maple Ridge, Pitt Meadows and Katzie Senior Network Coordinator
- Representative from Ridge Meadows Senior Society
- Representative from Fraser Health
- Representative from Maple Ridge/ Pitt Meadows Community Services
- Four Community at Large Members with a minimum of one individual from each community representing the 55+ demographics
- City of Maple Ridge Staff Liaison
- City of Pitt Meadows Staff Liaison

4.2 Terms of Appointment

Members of the sub-committee shall be appointed for one term with the opportunity for re-appointment.

4.3 Chair/Convenor

The chair of the Age-friendly sub-committee of MACAI will be the Coordinator of the Maple Ridge, Pitt Meadows, and Katzie Senior Network. The Chair will be supported by the Staff Liaison(s).

4.4 Meetings

- The sub-committee will meet a minimum of one time per month with additional meetings as needed.
- Minutes of the meetings will be recorded and made available to the public on the City of Maple Ridge's Website.

4.5 Quorum

- The presence of a majority of voting members shall constitute a quorum.

4.6 Review

- AFI Sub-Committee/MACAI representative will report bi-monthly to MACAI.
- AFI Sub-Committee will report to Maple Ridge and Pitt Meadows Councils as required and at minimum, annually.

DRAFT

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	December 12, 2017
FROM:	Chief Administrative Officer	MEETING:	Council Workshop
SUBJECT:	Community Safety Plan Approach		

EXECUTIVE SUMMARY:

The Ridge Meadows RCMP Master Plan was completed in 2006, and since that time, the community has grown and changed significantly. Trends in community safety approaches have also changed. The City requires an updated, integrated and holistic plan to reflect the community safety needs in our community.

RECOMMENDATIONS:

That staff be directed to develop a Community Safety Plan in consultation with community partners and stakeholders, based on the approach and timelines outlined in the report “Community Safety Plan Approach” dated December 4, 2017; and further

That \$10,000 for stakeholder meetings be approved from existing budget allocations.

DISCUSSION:

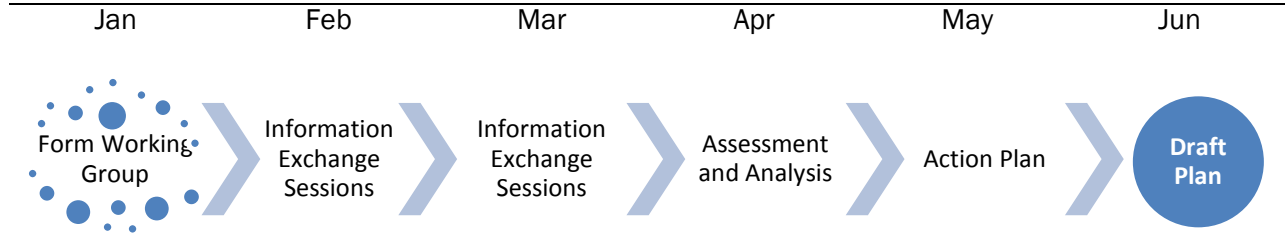
a) Approach

The RCMP and City departments, as well as education and health service providers will be involved in developing the community safety plan. In addition, citizen representatives as well as business community representatives will be invited to participate.

At the outset, it will be important for participants to understand the community safety issues from the various perspectives. To enable this common understanding, we will begin with context setting presentations from key participants. This will be followed by an assessment of what is working well and what could be done differently. The draft plan will flow from this work and action items will be prioritized.

We hope to provide Council with a draft Community Safety Plan by the end of Spring 2018 and the plan will serve as input into the 2019-2023 Business Planning cycle. Periodic updates to Council will also be provided.

Timelines:



b) Strategic Alignment:

The City of Maple Ridge approach to addressing the needs in the community is founded upon strategic, long-range planning. Most service areas have master plans of some form to ensure a collaborative and long-range planning exercise is undertaken to guide service delivery. The existing policing master plan needs to be updated, and expanded to incorporate the many strategic partners that address the variety of issues in our community.

c) Citizen/Customer Implications:

The approach includes partner agencies and stakeholders representing the business community, health care community, education, groups focusing on youth and seniors, and enforcement agencies. The plan will identify common goals and opportunities, as well as the unique authorities that are held by various agencies. It is intended that the document will provide value to all participants, and will highlight new ways of working together to enhance community safety.

d) Interdepartmental Implications:

The working group will require representation from numerous departments, including Policing, Bylaws, Fire Department, Planning, and Recreation & Community Services regarding Social Planning, Youth and Seniors.

e) Business Plan/Financial Implications:

Funding of \$10,000 from existing budget allocations is recommended to cover stakeholder meetings.

CONCLUSIONS:

Maple Ridge has changed significantly since the Ridge Meadows RCMP Master Plan was completed in 2006. A new community safety plan is needed to reflect those changes, to guide service delivery using an integrated and holistic approach. This report recommends an approach, timelines and funding allocation.

"Original signed by Laura Benson"

Prepared by: **Laura Benson, CPA, CMA**
Manager of Sustainability & Corporate Planning

"Original signed by David Boag for Kelly Swift"

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

"Original signed by Paul Gill"

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