

District of Maple Ridge

COUNCIL WORKSHOP AGENDA

April 7, 2014

9:00 a.m.

Blaney Room, 1st Floor, Municipal 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.

REMINDERS

April 7, 2014

Closed Council

11:00 a.m.

Committee of the Whole Meeting

1:00 p.m.

April 8, 2014

Council Meeting

7:00 p.m.

1. ***ADOPTION OF THE AGENDA***
2. ***MINUTES –March 17, 2014***
3. ***PRESENTATIONS AT THE REQUEST OF COUNCIL***
 - 3.1
4. ***UNFINISHED AND NEW BUSINESS***
 - 4.1 **Fibre Optic Network – Request for Information and Qualifications (RFIQ) Status Update and Next Steps**

Staff report dated April 7, 2014 providing an update on the status of a request for information and qualifications seeking out private sector interest in access to the community fibre conduit network.

4.2 Reserves

Staff report dated April 7, 2014 providing an overview of the District's financial resources.

For information only
No motion required

4.3 Noxious Weeds Update

Presentation by the Manager of Parks and Open Spaces and Laurie Kremsater, Madrone Environmental Services

4.4 Proposed Sign Bylaw No. 7008-2013

Staff report dated April 7, 2014 providing a final update on proposed Sign Bylaw No. 7008-2013 in advance of proceeding to further public consultation for additional input.

For information only
No motion required

4.5 Council Review of Advisory Committees & Commissions

Staff report dated April 7, 2014 recommending that an Advisory Committee Task Force consisting of the Mayor, Councillor Dueck and Councillor Hogarth review the Advisory Committees of Council.

5. ***CORRESPONDENCE***

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

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

Once direction is given the appropriate response will be sent.

5.1 Union of British Columbia Municipalities (“UBCM”)

Correspondence from the Union of British Columbia Municipalities providing information on the submission of resolutions to UBCM. Proposed resolutions are attached.

5.2 Federation of Canadian Municipalities (“FCM”)

Sample Model Housing Resolution for support from Council

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

7. *MATTERS DEEMED EXPEDIENT*

8. *ADJOURNMENT*

Checked by: _____

Date: _____

Rules for Holding a Closed Meeting

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

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

District of Maple Ridge

COUNCIL WORKSHOP

March 17, 2014

The Minutes of the Municipal Council Workshop held on March 17, 2014 at 9:00 a.m. in the Blaney Room of the Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular Municipal business.

PRESENT

Elected Officials

Mayor E. Daykin
Councillor C. Ashlie
Councillor C. Bell
Councillor J. Dueck
Councillor A. Hogarth
Councillor B. Masse
Councillor M. Morden

Appointed Staff

J. Rule, Chief Administrative Officer
K. Swift, General Manager of Community Development,
Parks and Recreation Services
P. Gill, General Manager Corporate and Financial Services
F. Quinn, General Manager Public Works and Development
Services
C. Marlo, Manager of Legislative Services
A. Gaunt, Confidential Secretary

Other Staff as Required

R. Stott, Environmental Planner
C. Goddard, Manager of Development and Environmental
Services
C. Carter, Director of Planning
S. Matthewson, Recreation Coordinator-Social Planning
C. Balatti, Recreation Manager, Health Wellness
R. Carmichael, Director of Engineering Operations
D. Boag, Director of Parks and Facilities

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

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

The agenda was adopted with the addition of the following item:

4.5 Medical Marihuana Discussion

Councillor Ashlie, Councillor Dueck - OPPOSED

Note: Item 2.0 was dealt with following Item 3.1

2. ***MINUTES***

R/2014-114

Minutes

March 3, 2014

It was moved and seconded

That the minutes of the Council Workshop Meeting of March 3, 2014 be adopted as circulated.

CARRIED

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

3.1 **Discussion with MLA Marc Dalton and MLA Doug Bing**

Mayor Daykin welcomed MLA Marc Dalton and MLA Doug Bing. Both MLA's spoke to concerns put forward for discussion which included:

- a. Blue Ribbon Panel on Crime Reduction and the lack of Ministry of Health participation;
- b. Provincial Mental Health Programs;
- c. Party Bus Regulations; and
- d. BC Assessment Classification of Medical Marihuana Operations;

4. ***UNFINISHED AND NEW BUSINESS***

4.1 **Environmental Management Strategy**

- Catherine Berris, Berris and Associates/Urban Systems

Ms. Berris provided a PowerPoint presentation outlining the process for development of the environmental management strategy in terms of key findings, goals, objectives, strategies and the next steps in the work to be done. She advised that the strategy is nearly complete pending Council feedback. She outlined findings based on consulting and feedback, key successes, strategy goals and actions on how to achieve goals and the long term strategy pertaining to development permits.

Ms. Berris also spoke to the possible formation of an environmental advisory committee. She advised that as part of the next steps in her work, the Environmental Management Strategy will be completed and an implementation plan will be provided as part of the strategy for review by Council.

Note: The meeting was recessed at 11:03 a.m. and reconvened at 11:14 a.m.

4.2 Compassionate Cities Update

Staff report dated March 17, 2014 recommending that the Maple Ridge-Pitt Meadows-Katzie Community Network conduct research and propose an implementation strategy regarding the inclusion of a Compassionate Cities Designation in the 2015 Business Plan.

The General Manager of Community Development, Parks and Recreation Services provided a background on the topic and outlined the concept of Compassionate Cities.

The Recreation Coordinator-Social Planning reviewed the report. She advised that there are no costs to sign on as a compassionate city other than staff resources to support the ongoing project.

R/2014-115

Compassionate
Cities Update

It was moved and seconded

That the Maple Ridge Social Planning Advisory Committee be directed to request that the Maple Ridge-Pitt Meadows-Katzie Community Network conduct the research and propose an implementation strategy for the Social Planning Advisory Committee's consideration regarding the inclusion of a Compassionate Cities Designation in the 2015 Business Plan.

CARRIED

4.3 Maple Ridge Leisure Centre Update

Staff report dated March 17, 2014 providing an update on the Maple Ridge Leisure Centre.

The Recreation Manager, Health Wellness, reviewed the report.

The General Manager of Community Development, Parks and Recreation Services advised on revenue streams for the leisure centre and the work being done to maintain these streams.

4.4 Cottonwood Landfill Closure Plan Update

Staff report dated March 17, 2014 providing information on the process to prepare a formal closure plan for the Cottonwood landfill.

The Director of Engineering Operations reviewed the report.

The Director of Parks and Facilities addressed questions pertaining to the viability of the use of the site as a sports field or playground.

R/2014-116

Cottonwood Landfill Closure Plan It was moved and seconded

That the staff report dated March 17, 2014 titled "Cottonwood Landfill Closure Plan Update" be received for information.

CARRIED

4.5 Medical Marihuana Discussion

Councillor Morden outlined his concerns with the impact of the changes in the federal medical marihuana legislation scheduled for April 1, 2014.

Mayor Daykin advised that the Fire Chief will provide an update at the March 17, 2014 Committee of the Whole meeting.

5. *CORRESPONDENCE* – Nil

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

7. *MATTERS DEEMED EXPEDIENT* – Nil

8. *ADJOURNMENT* – 12:21 p.m.

E. Daykin, Mayor

Certified Correct

C. Marlo, Corporate Officer



District of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Fibre Optic Network – RFIQ Status Update and Next Steps

MEETING DATE: April 07, 2014
MEETING: Workshop

EXECUTIVE SUMMARY:

To have a modern, sustainable, high-speed telecommunications infrastructure is a necessary underpinning to the city of the future. Council has taken steps to ensuring Maple Ridge has such infrastructure in place to support community and economic development purposes.

Council has taken steps to define the District role in community telecommunications networks and much progress has been made in the area of wireless and fibre optic development. The most recent initiative was to develop a Request For Information and Qualifications (RFIQ) to seek out private sector interest to partner in bringing greater economic development benefits based upon access to the community fibre conduit network.

This memo notes that process did not yield a viable solution for the District, and that staff are now undertaking additional research on practical options based upon local opportunities.

RECOMMENDATIONS:

That Council receive the report entitled Fibre Optic Network – RFIQ Status Update and Next Steps for information.

DISCUSSION:

Background Context:

Development of the District conduit network was originally guided by general principles of taking advantage of our road works, build in extra capacity, look after District interests first, and provide for economic development spin-offs. There has been good progress and some set-backs over the years.

The District has over 15 km of conduit in the ground, achieved through a combination of:

- capital investments in conjunction with District capital improvements in roads;
- adaptively reusing abandoned infrastructure such as watermains;
- Provincial contributions as part of new infrastructure funding; and
- private sector contributions.

Of the 15 km of conduit, the District utilizes over 3 km for active fibre optic communications between District Hall and Fire Hall #1 and the Operations Centre. As well, the District has about 8 km of abandoned underground pipes suitable for inclusion into the active network at some future date.

The guiding principles noted above served the District well as the network started, but to achieve the fullness of the opportunity it was time to consider enhanced business models to derive the benefits of an information economy and to gain the secondary business development benefits.

The District has had some success in finding partners in the past. A previous attempt yielded a beneficial arrangement and some investments in the network from an established telecommunications company. The investments in the network at that time included fibre optic cabling that resulted in direct data communications from District Hall to Fire Hall #1, and then to the Operations Centre. The benefits of having those facilities on our own network included achieving business continuity and disaster recovery capability, centralized data storage and backup, and permitting enhanced access to business applications and mapping in support of services to citizens. However, the partnership ran into the 2008 recession and private sector investment dollars dried up and the arrangement folded.

A July 22, 2013 memo to Council provided an update on the status of the District fibre optic network since that time, and received support to undertake a Request For Information and Qualifications (RFIQ) process to seek ideas from qualified private sector partners in furthering the development of our network.

This memo provides an update on the conclusion of that RFIQ process.

Results of the RFIQ Process:

An RFIQ process was undertaken late in 2013 to determine private sector interest in the District fibre optic conduit network. The intention of the RFIQ was to find qualified proponents who have experience in developing functional networks and to develop ideas on what business arrangements are necessary to make it successful. Two responses from telecommunications network developers were received and reviewed by a District staff team.

The 2 responses received were different in emphasis but each required the District to accept most of the risk, particularly on the revenue generation side, while guaranteeing a payment regime to cover the costs of partners. In evaluating the proposals, it became clear the market conditions were not right to define an arrangement that did not have a more balanced risk-reward framework. The decision was made to collapse the process and to not proceed with conditions needed by the proponents to make the private sector investment in the network.

In the alternative, if market conditions in the telecommunications sector are such that private sector interests are reluctant to take on the full network, then we need to define conditions necessary to develop a model that would be attractive to service providers. It may be service providers who will see value to accessing certain parts of the network targeting high-value customers. By this process, we can grow the network incrementally based on local market conditions.

Staff have retained the services of Mr. Roel Coertt, the Coquitlam fibre network consultant, to provide advice on the Maple Ridge network and this revised approach. Mr. Coertt has experience in developing community access networks in Europe and was instrumental in developing the QNet fibre network for Coquitlam.

His review of the District network, the opportunities and limitations, is underway. Mr. Coertt will be in attendance at Workshop to address any questions Council may have.

Conclusions:

The District has been working on developing a fibre optic network in a slowly progressive and systematic manner over a number of years. The network has grown as funding becomes available, as opportunities to extend it arise, and as we gain experience in designing and creating such networks.

The RFIQ process recently completed was helpful in gaining insight from network developers into what would be attractive to business interests over the shorter term. Staff concluded the requisite conditions were not suitable from the District perspective and the process was concluded.

As a consequence, the District has retained outside consultative assistance in the interests of defining a more locally grounded business model and plan, based on local opportunities and the needs of service providers. More details on this follow-up initiative will be forthcoming when available.

"Original signed by J. Bastaja"

Prepared by: J. Bastaja, B.A., M.R.M.
Director Corporate Support

"Original signed by P. Gill"

Approved by: P. Gill, BBA, CGA
General Manager: Corporate and Financial Services

"Original signed by J.L. (Jim) Rule"

Concurrence: J.L. (Jim) Rule
Chief Administrative Officer



District of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
DATE: April 7, 2014
FILE NO:
FROM: Chief Administrative Officer
ATTN: Council Workshop
SUBJECT: Reserves

EXECUTIVE SUMMARY:

This report is intended to provide an overview of the District's financial resources. They are grouped into four categories:

1. Accumulated surplus (revenue funds). This is the cumulative balance of excess revenues over expenses and net transfers to reserves.
2. Reserve funds. These are established by bylaw to hold financial assets for specific purposes, typically capital.
3. Reserve accounts. These represent discretionary appropriations of surplus established to meet business needs as directed by Council.
4. Restricted revenues. These are monies collected from others for which we are obligated to provide specific services.

The amounts on Schedule "A" detail the balances in each of these categories. At the end of 2013, the balance of accumulated surplus in the revenue funds, reserve funds and reserve accounts totalled \$81 million and we had a further \$45.1 million in restricted revenues.

RECOMMENDATION:

None required. For information only.

DISCUSSION:

The District of Maple Ridge has financial resources that have been summarized on the attached Schedule "A". Some of these resources are subject to legislation in the Community Charter while others are not. As part of our financial planning process, detailed projections are done for key reserves to ensure that the available resources can support the planned activities.

The transactions between our reserves, funds and accounts, are referred to as transfers. Transfers are internal transactions that do not result in revenues or expenses. For example, the Capital Works Reserves builds funds for large projects. As another example, each year, we transfer money to the Equipment Replacement Reserve so that we can replace equipment when needed. These are both examples of **"transfers to"** transactions. We also have **"transfers from"** transactions. For example, in 2013, some of our fleet vehicles were replaced and the identified funding source was the Equipment Replacement Reserve, so monies were transferred **from** the reserve for those purchases.

The District's financial resources can be categorized as follows:

1. Accumulated Surplus (Revenue Funds)

The District's business is comprised of three major cost centres: General Revenue, the Sewer Utility and the Water Utility. The excess of revenues over expenses and net transfers to reserves for each cost centre flows to the accumulated surplus balance. The accumulated surplus balance in the revenue funds at the end of 2013 is \$15.88 million. Of this amount, \$8.98 million relates to the sewer and water utilities and, as per Council's rate stabilization policy; these balances are used to mitigate the impact of regional rate increases to our rate payers. The general revenue fund has an accumulated surplus amount of \$6.9 million and can be used to provide funding for extraordinary one-time items in line with Council's financial sustainability policies.

2. Reserve Funds

Reserve funds are established by bylaw and hold financial assets for specific purposes, typically for capital investment. Once a reserve fund has been established, the funds in it can only be used for the purposes noted in the establishing bylaw and any use of the funds must be authorized in the Financial Plan Bylaw.

The following provides a brief summary of the District's reserve funds:

i). Albion Amenities

In 2013, Council authorized the establishment of the Albion Area Amenities reserve fund. Any collections from development in the Albion Area for amenities in the specified area will be deposited into this reserve and will help to fund future amenities in the area. As at the end of 2013, no collections had been realized.

ii). Local Improvement

The balance in this fund is comprised primarily of monies returned to us by the Municipal Finance Authority (MFA) when debt was retired for which sinking fund monies had been held. These funds are intended to be used for local capital improvement projects where a community benefit is derived and a municipal contribution is deemed necessary.

iii). Equipment Replacement

Each year we transfer monies to this reserve in recognition of the fact that the equipment in use today will need to be replaced in the future. This reserve provides for the replacement of our municipal fleet, fire department vehicles as well as our computers and photocopiers.

iv). Capital Works

The capital works reserve provides for future capital investment. Each year 1% of general taxation is credited to the reserve along with fixed transfer amounts of approximately \$200,000 as well as 75% of the proceeds from any land sales. Our practice is to retain a minimum balance of 10% of the prior year's taxation in order to have some funds available in the event of an emergency.

v). Fire Department Capital

Each year 2% of general taxation is transferred to the reserve to build the financial capacity required to respond to increasing the fire protection capacity needed as the community grows. The balance in this reserve was drawn down between 2007 and 2010 to fund the construction and renovation of Fire Hall #1. Council has authorized the use of debt financing for the construction of Fire Hall #4 in the future. This reserve will provide the funding for that debt.

vi). **Sanitary Sewer**

This fund resulted from surpluses on sanitary sewer projects in previous years and is available for use on current and future sanitary sewer projects.

vii). **Land**

This reserve receives 25% of the proceeds from land sales and is used for land acquisitions. In 2009 the fund received an infusion of \$1.5 million as part of the year-end process to provide funding for land acquisitions of importance to Council where there is no other identifiable source of funding. In 2010, Council was able to use this reserve to assist with the purchase of strategic lands in the town centre. In 2013, this reserve received \$27,050 from the sale of District lands.

3. Reserve Accounts

Reserve accounts are appropriations of surplus, established to meet business needs. They can be established or dissolved as Council directs to ensure that identified business needs are met and risks are managed appropriately.

The following provides a brief summary of the District's reserve accounts:

i). **Committed Projects (capital and operating)**

These represent items approved by Council in prior years that were not completed, but are still deemed necessary. A number of the capital projects that will receive funding from this reserve are reliant on third party funding and/or awaiting the outcome of property acquisition negotiations. Included in these amounts are allowances for items identified by Council during business planning to be funded from 2013 surplus.

ii). **Self Insurance**

In order to control insurance premium costs we have relatively high deductibles and have chosen to self-insure many events. This reserve account provides funding for insurance deductibles and for self-insured claims.

iii). **Police Services**

This reserve was established a number of years ago to fund one-time police services initiatives. As per policy, at least 50% of RCMP contract savings are transferred into this reserve each year. Some of the projects funded from this reserve are the result of changing standards mandated by the RCMP, for example the cell retrofit undertaken in 2010. There is a possibility that RCMP will be awarded a retroactive wage increase. Should that occur in 2014, this reserve will provide the District with the capacity to meet that settlement.

iv). **Core Reserve**

This reserve was established at the outset of the project that saw the construction of our downtown facilities. It provided a mechanism to build our capacity to finance the project over time while smoothing the impact to taxpayers. Today, it assists in managing the cash flows related to the commercial component of the project and is also available to assist with capital improvements. In 2010, funds from this reserve were used to assist with the acquisition of strategic lands in the downtown area.

v). **Recycling Reserve**

The Recycling Reserve retains the balance of recycling levies in excess of contract costs as well as the District's share of the Recycling Society's profits. The reserve is used to provide funding for recycling related projects, such as studies or equipment

purchases, or to help offset losses incurred by the Society in the event of falling commodity values.

vi). Building Inspections

This account is designed to allow us to deal with the impact of an unexpected reduction in building permit revenues. The amount of revenue realized from building permits varies from year to year in relation to development activity. In years when revenues exceed budgeted targets, a portion of the favourable variance is transferred to this reserve. In years when building permits revenues fall short of financial plan targets, we can mitigate the impact of that shortfall by transferring monies from the reserve, providing us with some capacity to sustain service levels in the short-term. In 2011, we transferred \$263,885 from this reserve to offset a shortfall in building permit revenues. In 2013, building permit revenues met financial plan targets; therefore, no contribution from the reserve was required.

vii). Gravel

Soil removal fees are credited to this account each year. It is intended to assist with minor infrastructure repair that may be required as a result of soil removal activities. In 2011, this reserve provided the funding needed to resurface a portion of Dewdney Trunk Road that sees a lot of traffic from gravel trucks.

viii). Facility Maintenance

Not all facility maintenance is required on an annual basis and this reserve was established to smooth the impact of annual fluctuations in required maintenance costs.

ix). Snow Removal

This reserve is intended to ensure that the District has the financial capacity to respond to costs associated with higher than normal snowfall without the need to curtail other services. Our annual budget for snow removal is approximately \$230,000, with actual costs fluctuating in relation to the severity of weather experienced. In recent years it has not been unusual to see costs in excess of budget. The reserve was established in 1999 with a balance of \$200,000; in each of 2007 and 2008, in recognition of inflationary pressures and the increased costs associated with changing weather patterns the targeted balance in the reserve was increased to a balance of \$700,000. In 2011, costs exceeded budgeted amounts by \$13,985. This amount was transferred from the reserve to offset the impact to the bottom line; no similar draw down was required in 2013.

x). Cemetery Maintenance

Any excess of revenues over expenses in the cemetery cost centre is transferred to this reserve at year-end. The account is used as a funding source to maintain the cemetery function, both the facility and the related technology. In 2011, this reserve provided some of the funding needed to install a columbarium at the cemetery. The perpetual care fund is a separate entity and is managed as a trust.

xi). Infrastructure Sustainability

In 2007, the first infrastructure sustainability account was established in recognition of the need to build the capacity to maintain our growing infrastructure, the replacement cost of which exceeds \$1.5 billion. The level of annual maintenance and rehabilitation spending required to maintain our infrastructure to appropriate standards is estimated at approximately \$30 million, our actual expenditures are less than a quarter of this amount. Starting in 2008, we began to dedicate a 1% tax

increase to address the gap between required and actual spending. In 2013, this was reduced to a 0.5% increase per year through 2016, increasing to a 0.7% increase per year in 2017 and 2018. In order to alleviate the impact of this funding reduction, starting in 2014 a portion of annual gaming revenues will be directed to infrastructure sustainability.

xii). Drainage Improvements

2013 was the first year of Council's newly established drainage levy. The levy will be used as a funding source for improvements to the District's drainage system. \$150,000 was transferred to this reserve in 2013.

xiii). Critical Building Infrastructure

This reserve was established in 2006 in recognition of the need to provide for emergency or irregular items associated with facility maintenance. Facilities, such as the RCMP building, Municipal Hall and the Leisure Centre were constructed at approximately the same time; consequently, some of the building infrastructure, such as the boilers, will likely need to be replaced at similar times. Such infrastructure is costly to replace and our existing lifecycle budget does not have the capacity to provide the necessary funding. This reserve is intended to provide the necessary capacity without having to defer other planned facility infrastructure maintenance.

xiv). Infrastructure Grants Contribution

This reserve was established in 2008 to provide the capacity to take advantage of infrastructure grant programs that typically require a municipality to provide matching funds. In 2010, as senior levels of government began winding down the current round of infrastructure grant programs, Council authorized using some of the monies in this reserve to assist in the acquisition of strategic lands in the downtown area. The federal government has recently announced a renewal of infrastructure funding programs so Council may wish to reactive this account in the future.

xv). Gaming Revenues

In 2010, Council entered into an agreement with the Province, resulting in the District receiving a portion of the net revenues from gaming at the Maple Ridge Community Gaming Centre. Monies received under this agreement must be used to benefit the community. In June of 2011, Council adopted a policy framework to guide the use of gaming monies in the community (Policy 5.55). Under this policy, gaming revenues will be targeted to fund non-recurring items, in particular, capital improvements that cannot be funded through development charges. In late 2013, the new Community Gaming Centre opened and financial plan targets were increased in anticipation of increased revenues from this source. In order to help offset the impact of reducing the amount of tax revenue directed to infrastructure sustainability, Council decided that additional gaming revenue should be directed toward infrastructure starting in 2014.

The resources listed above represent the District's financial assets and do not include non-financial assets, such as our Silver Valley land holdings, a strategic non-renewable resource available to Council.

4. Restricted Revenues

Restricted revenues are monies collected from others for which we are obligated to provide specific works. Due to the restrictions on their use, these monies are reported as a liability until the specific works are undertaken.

The following provides an overview of the District's restricted revenues:

i). Development Cost Charges

These funds are collected from the development community and are used to assist in funding the infrastructure requirements resulting from development. DCC's are the largest source of funding for the District's capital program with planned new investment in infrastructure exceeding \$45 million between 2014 and 2018.

ii). Parkland Acquisition (ESA)

The Parkland Acquisition Reserve consists of monies paid by the development community that are used to acquire environmentally sensitive areas, such as land required for watercourse protection. Land acquisitions along the North Alouette and adjacent to Davison's Pool exhausted this funding source in 2007. Subsequent collections have started to rebuild capacity in this fund.

iii). Downtown Parking Facilities

These funds are collected in lieu of providing parking spaces and are to be used for the provision of parking in the downtown area.

iv). Developer Specified Projects

Charges collected from the development community to assist with the provision of certain infrastructure works.

CONCLUSIONS:

The above information and attached schedule are intended to provide an overview of the District's financial resources. At the end of 2013 our accumulated surplus in the revenue funds, reserve funds and reserve accounts total \$81 million and we have a further \$45.1 million in restricted revenues. Much of this amount is held for capital investment in the community. Not included in these amounts are non-financial resources, such as our land holdings in Silver Valley.

The District has a sound business planning framework which includes a series of financial sustainability policies. The resources outlined in this report were established over many years and assist Council in managing the municipality's finances.

"Original signed by Catherine Nolan"

Prepared by: Catherine Nolan, CGA
Manager of Accounting

"Original signed by Paul Gill"

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

"Original signed by Jim Rule"

Concurrence: J.L. (Jim) Rule
Chief Administrative Officer

	2013	2012	2011	2010	2009
ACCUMULATED SURPLUS (REVENUE FUNDS)					
General Revenue	\$ 6,871,728	\$ 6,091,162	\$ 5,750,719	\$ 5,156,074	\$ 4,985,070
Sewer Revenue	3,183,533	3,139,776	2,508,311	2,515,823	3,059,571
Water Revenue	5,802,444	4,004,157	3,176,352	3,638,446	3,383,195
	<u>15,857,705</u>	<u>13,235,095</u>	<u>11,435,382</u>	<u>11,310,343</u>	<u>11,427,836</u>

Note 14

RESERVE FUNDS

Albion Amenities					
Local Improvement	2,526,837	2,546,836	2,410,449	2,196,846	2,145,754
Equipment Replacement	11,248,713	10,201,905	8,739,798	7,459,146	6,937,477
Capital Works	11,483,128	11,534,975	9,597,847	8,362,412	8,404,633
Fire Department Capital Acquisition	5,059,939	3,837,795	2,636,745	1,473,146	1,807,185
Sanitary Sewer	1,566,114	1,549,532	1,525,588	1,552,189	1,524,971
Land	267,578	237,793	234,121	231,528	1,919,946
	<u>32,152,309</u>	<u>29,908,836</u>	<u>25,144,548</u>	<u>21,275,267</u>	<u>22,739,966</u>

RESERVE ACCOUNTS

Specific projects - capital	5,021,293	3,940,405	4,279,626	4,064,496	4,408,631
Specific projects - operating	8,470,583	7,904,720	4,840,167	3,189,906	2,253,608
Self insurance	833,360	853,830	921,367	956,241	914,702
Police services	4,150,222	3,589,380	3,209,740	2,521,930	2,618,915
Core development	1,357,795	1,337,430	904,121	592,016	1,116,807
Recycling	1,310,331	1,519,591	1,504,858	1,583,709	1,634,271
Community development	1,308	1,296	1,274	1,252	1,218
Building inspections	1,621,941	1,604,768	1,579,971	1,810,750	1,761,704
Gravel extraction	618,532	487,715	478,835	563,875	419,417
Neighbourhood improvements	-	-	51,477	50,523	60,697
Facility maintenance	582,358	750,376	479,668	317,512	515,408
Snow removal	686,015	686,015	686,015	700,000	700,000
Youth and arts centre	-	-	-	-	3,708
Cemetery maintenance	190,559	125,198	109,068	189,608	151,980
Infrastructure Sustainability (town centre bldgs)	135,028	104,860	38,926	-	-
Infrastructure Sustainability (road network)	848,329	1,013,438	882,417	1,106,822	1,225,888
Infrastructure Sustainability (drainage)	289,310	249,861	201,882	493,634	40,282
Drainage Improvements	150,000				
Critical infrastructure reserve	205,365	203,191	200,052	196,759	172,072
Infrastructure grants contribution	3,557	9,383	9,383	271,979	1,200,000
Gaming revenues	1,235,451	1,043,811	704,430	125,600	
	<u>27,711,337</u>	<u>25,425,268</u>	<u>21,083,277</u>	<u>18,736,612</u>	<u>19,199,308</u>

Schedule 6

WATER AND SEWER RESERVE ACCOUNTS

Self Insurance - Sewer	121,873	115,373	108,873	102,373	95,873
Specific projects - Sewer	3,028,476	2,557,611	2,917,913	3,109,415	2,160,492
Self Insurance - Water	102,028	95,528	89,028	82,528	99,528
Specific projects - water	2,003,211	2,973,941	3,563,856	2,201,777	1,722,636
	<u>5,255,588</u>	<u>5,742,453</u>	<u>6,679,670</u>	<u>5,496,093</u>	<u>4,078,529</u>

TOTAL RESERVES

	<u>\$ 65,119,234</u>	<u>\$ 61,076,557</u>	<u>\$ 52,907,495</u>	<u>\$ 45,507,972</u>	<u>\$ 46,017,803</u>
TOTAL RESERVES AND REVENUE ACCUMULATED SURPLUS	\$ 80,976,939	\$ 74,311,652	\$ 64,342,877	\$ 56,818,315	\$ 57,445,639

RESTRICTED REVENUES

Development cost charges	\$ 38,773,658	\$ 39,541,745	\$ 35,660,974	\$ 32,211,726	\$ 31,644,928
Parkland acquisition	764,167	559,473	295,082	162,355	-
Downtown parking facilities	286,849	166,770	164,193	161,244	144,515
Developer specified projects	5,325,301	5,089,215	4,922,373	4,641,174	4,367,763
	<u>\$ 45,149,975</u>	<u>\$ 45,357,203</u>	<u>\$ 41,042,622</u>	<u>\$ 37,176,499</u>	<u>\$ 36,157,206</u>

Note 11

Draft

District of Maple Ridge Noxious Weed Control Strategy

ACTION PLAN

March 2014



Prepared for the District of Maple Ridge
by
Madrone Environmental Consultants

Vision Statement: *DMR will provide a sustainable program to reduce the impacts of noxious weeds on the District's biodiversity, natural resources, agricultural resources, infrastructures and human health that includes prevention, control, and restoration, and is characterized by a coordinated, cooperative, informed approach"*

Introduction

This action plan identifies the items in the Strategy that should be implemented over the next year or two. To avoid repetition, actions that could apply to multiple categories are mentioned only once or twice (under the most relevant categories):

Leadership and coordination

The priority actions over the next one to two years are:

Objective: Develop and expand partnerships under clear leadership

Recommended actions:

Year 1:

- 1) Create an internal DMR noxious weed working group with representatives from planning, operations, parks, development... so that District-wide efforts, initiatives, control issues, etc, are known and shared within DMR's local government.
- 2) Designate the chair of that committee (or other) as the contact for external people to bring noxious weed issues.
- 3) Advertise that person and contact numbers on the District website, on pamphlets about noxious weeds.
- 4) Designate a person from that committee to stay in touch with regional and provincial efforts (e.g., participate in ISCMV planning and ISCBC initiatives).
- 5) Develop an interagency/group contact list and update that annually.

Year 1 and 2:

- 6) Develop Memoranda of Understandings (or other agreements) with Industry (e.g., B.C. Hydro, Canadian Pacific Railway, Fortis BC...) outlining management of weeds on properties that affect DMR.
- 7) Develop agreements with other government agencies within DMR boundaries (e.g., Metro Vancouver Parks, Ministry of Transportation)
- 8) Encourage partnerships with local groups (e.g., ARMS, KEEPS, CEERS, Haney Horsemen Association, Ridge Meadows Recycling Society,...) to address noxious weeds on District lands.

Planning and Prioritizing

The priority actions over the next one to two years are:

Objective: Create a Strategy and Action plan

Recommended actions:

Year 2:

1. Review the Action Plan associated with this strategy every 2 years

Objective: Prioritize weeds and locations

Recommended actions:

Year 2:

1. Regularly update the noxious plant species list, the category of each plant species, recommended management etc, as new local and regional information becomes available.

- a. From that list:
 - i. Review/adjust treatment of target species in the very high risk category.
 - ii. Review/adjust species to eradicate.
 - iii. Review/adjust species to contain or control.
 - iv. Review/adjust species to focus prevention strategies.
2. Regularly update inventory, including maps.
3. Review sites of concern

Education and Public Awareness

Most of the education and public awareness recommendations can begin in the next year or two:

Objective: Increase education and awareness.

Recommended Actions

Year 1:

1) Develop Educational Materials

- Gather existing pamphlets, brochures, video, CDs, and other educational materials from ISCMV and ISCBC.
- Decide if other additional education materials are needed (see Strategy for list of possibilities). Include at least:
 - materials for bylaw enforcement officers to disseminate to home owners about effects of dumping of noxious weeds and invasive plants in compost and in natural areas.
 - news releases on priority noxious weed issues

Year 1 and 2:

2) Disseminate Noxious Weed Information

- Develop and maintain web based information (Provide noxious weed identification, technical information, and resource materials. Include a noxious weed reporting form and updated noxious weed distribution maps.)
- Support noxious weed education through ISCMV, KEEPS, ARMS and others.
 - Provide support so ISCMV can educate members (invite these organizations to District education sessions by ISCMV?)
- Provide education materials to encourage nurseries to voluntarily stop the sale of invasive plants and support nurseries who do
- Incorporate weed awareness into appropriate events (River's day, earth day, country market booths; Kanaka Creek days ...)
- **Year 2 or 3:** Improve coordination of education
 - Create a centralized educational material website
 - List all organization participating in education in the District
 - Improve coordination – hold yearly education coordination meeting

3) Increase Municipal Awareness and Competency

- Develop and implement noxious weed awareness programs for internal staff (field personnel and regulators) including:
 - Have ISCMV
 - provide information to increase awareness with managers
 - Conducting education with field staff both for proper implementation of control activities and to ensure a thorough understanding to be able to communicate context to interested public

- Providing technical assistance to aid planning and implementation
- Finalize and follow BMPs for roadside crews doing mowing and crews applying herbicide.

4): Identify funding sources to support education

- DMR to brainstorm sources of funding with cooperators.

Prevention and Exclusion

The priority actions over the next one to two years are:

Objective: Develop and implement prevention programs

Recommended Action: Develop programs including;

Year 1:

Detection

- Stay abreast of ISCMV's prevention actions
- Stay abreast of weeds that are likely to enter District.
- Put in place active and passive surveillance systems to enable early detection supported by timely identification of suspected high-risk species. (Alert whoever is doing this year's inventory to possible new weeds).

Prevention

- Begin to develop prevention strategies, usually in partnership with others, to reduce the risk of a species entering or spreading via a pathway (e.g., codes of practice, machinery hygiene, commodity quality standards / certification.
 - Mandate for washing cleaning of equipment proper rinse water and debris disposal.
 - Designate a site to receive noxious weeds from gardens
 - Promote garden nursery programs to reduce invasive species. For example, Grow me instead from ISCBC.

Year 2:

- Encourage the use of weed-free feeds (explore if there are guidelines to purchasers of hay seed etc.).
 - Encourage use of weed free mulch on public lands.
 - Develop and distribute guidelines for procurement of weed free seed.
 - Maintain and update Noxious Seed List to prohibit sale of contaminated seed.
- Create disposal site for weed-contaminated pant material – ISCMV successfully manages some of these for other municipalities
- Consider implementing free pick up and disposal of invasive refuse for private residences
- Improve habitat resistance and resilience:
 - Support replanting of areas after development or reduce exposed disturbed land.
 - Support control (brushing- out) of competing species until planted trees and shrubs establish and shade competitors.

- Use Riparian Areas Regulations or Streamside Protection Regulations to improve and remove invasive species from riparian zones.
- Avoid restoration options such as seeding with grasses and legumes that create unnatural successional trajectories. Use Red Alder, Bigleaf Maple and other pioneering woody species to initiate restoration of disturbed sites.
- Improve contaminated materials management
 - Work with Metro Vancouver to develop soil transfer and disposal regulations and adopt regional “invasive free” certification for soil suppliers and keep pace with Best Practices at a regional level. . DMRs soil transfer bylaw may need revising.
 - Develop equipment cleaning protocol to reduce possibility of invasive plant spread via District equipment. Ensure protocol is required by private contractors hired by District (and encourage the same with agencies in District and their contractors).
 - Support regional and provincial efforts to determine risk of introducing invasive weeds through pathways such as gravel, contaminated seed, commercial vehicles, automobiles, boats and other vehicles, plant products, bird seed and landscape products.

Early Detection and Rapid Response

The priority actions over the next one to two years are:

Objective: Increase efforts for early detection of noxious weeds

Recommended Actions:

Year 1:

1. Hire someone (a summer student?) to drive the roads and identify locations of noxious weeds
2. Engage citizen science monitoring programs that are likely to participate in early detection and reporting invasive weeds (especially on trails, rivers, etc. not easily covered by road-based inventory).
3. Engage ISCMV to provide workshops to train DMR managers and field crews (and others) that may happen on EDRR species during regular work so that they will identify and report infestations. (This could happen at same time as training of stewardship groups, Hydro and Fortis contractors, etc.)

Objective: Speed the rapid response to noxious weeds.

Recommended actions:

Year 1:

1. Improve ways public can report weeds (contact person/web-based?).

Year 2

2. Establish rapid response teams and/or partnerships to ensure that a confirmed species report is responded to quickly with the most effective method of management. (Have control teams available).
3. Have sufficient short term funds to address new infestations quickly; have sufficient stable funds for ongoing inventory.
4. Have contractors on standing order to be able to address areas quickly.

Objective 3: Coordinate District staff, local groups, and broader groups to effectively address EDRR priorities.

Recommended Actions:

Year 1

1. Develop a flowchart identifying the roles of different entities in rapid response to new invaders.
2. Increase information sharing between agencies and local entities regarding early detection reporting and interceptions.

Containment, Control and Management

The priority actions over the next one to two years are:

Objective: Facilitate utilization of IPM strategies for strategic management of invasive weeds

Recommended Actions:

Year 1

1. Confirm if DMR needs an Integrated Pest Management Plan. If so, develop the draft Best Management Practices/control manual (developed with the Strategy), into an IPMP. Include steps to ensure safe application and describe the specificity of application methods, use best treatments of specific species.(see <http://wiki.bugwood.org/Invasipedia>)
2. Work with partners to control additional high priority species and/or infestations each year.
 - a. Concentrate on high priority sites such sensitive ecosystems or pathways for invasive species movement such as roadsides, utility rights of way, and railroad tracks.

Objective: Address identified barriers to management of noxious weeds

Recommended Actions:

Years 1 and 2:

1. Improve public and agency perception and understanding of management through education and outreach about noxious weeds, health and safety, and efficacy of chemical control practices by ensuring outreach events are conducted each year. (Can be partially covered off by ISCMV training noted earlier)

Objective: Follow best control methods

Recommended actions:

1. Implement BMPs for control of knotweed and hogweed, and ensure they are made available to the public.

Restoration

The priority actions over the next one to two years are:

Objective: Restore areas and ecosystems where noxious weeds have been controlled

Recommended Actions:

Year 1 and 2:

1. Implement restoration for any areas treated for weeds.
 - a. Provide BMPs for best species to plant and procedures for common restoration situations.
 - b. Provide list of experts for advice on more complicated restoration initiatives.
2. Obtain funding to support restoration.

Inventories and reporting system

The priority actions over the next one to two years are:

Objective: Continue and improve inventory

Recommended actions:

Year 1:

1. Develop a district-wide inventory of invasive plants on private and public land and update continuously. Prioritize inventory efforts by species and geography, identifying priority species and priority geographic areas.
2. Increase citizen scientist monitoring through education and update or creation of outreach materials (Provide training opportunities for partners in identification and perhaps learning GIS and GPS technologies. ISCMV can provide training).
3. Share data/distribution maps from the invasive plant inventory with other jurisdictions/institutions (e.g. CN Rail, BC Parks, MV Parks, UBC Research Forest, neighbouring municipalities etc.).

Objective: *Choose or create a repository for Noxious Weed Inventory and monitoring information*

Recommended actions:

Year 1

4. Determine best data repository for inventory information. Contribute also to IAPPS.
5. Develop a mechanism for the public to report plants on the target list and invasive plants list and developing techniques for mapping and monitoring of invasive plants so residents and community groups may participate effectively.

Monitoring and Evaluation

The priority actions over the next one to two years are:

Objective: Monitor noxious weed projects to evaluate effectiveness

Recommended actions:

Year 1

1. Coordinate inventory with monitoring so that inventory information system includes:
 - what invasive plants are present and where they are;
 - what treatments have been recommended at each location and if it was done;
 - status of infestation

Research

The priority actions over the next one to two years are:

Objective: Support efforts of local or provincial researchers to fill gaps in knowledge that will facilitate prevention, management and understanding of noxious weeds and invasive species.

Recommended actions:

Year 1 and 2:

1. Stay abreast of ISCMV efforts to be aware of relevant research to predict impacts of invasive weeds, efficacy of control practices and impacts of control practices to surrounding resources.

Enforcement and Compliance

The priority actions over the next one to two years are:

Objective: Ensure appropriate invasive weeds and agricultural pest regulations are established.

Recommended Actions:

Year 1:

1. Decide which bylaws could use amending to include attention to noxious weeds:
 - a. Amend the Pesticide Control Bylaw if needed.
 - b. Parks Bylaw to prevent the use or dumping of invasive plants in District Parks.
 - c. Amend the Heritage and Rental Premises maintenance standards to include removal of noxious weeds and to include a reasonable enforcement process and reasonable fines.
 - d. Other?
2. Prepare an assessment of the implications of adopting the provincial Weed Control Act versus creating bylaws for the control of invasive plants under the Community Charter.

Objective: Promote cooperation with established regulations, and increase enforcement where necessary

Recommended Actions:

Year 1

1. Ensure education, communication and incentives precede use of regulations
2. Increase the number of district regulatory inspections
3. Budget resources to implement noxious weed compliance checks.

Funding and Resources

The priority actions over the next one to two years are:

Objective: Secure adequate funding

Recommended Actions:

Year 1:

1. Secure stable funding for ongoing activities such as:
 - Developing and coordinating local programs
 - Implementing local control projects
 - Implementing survey, inventory, and mapping projects
 - Assisting private landowners
 - Providing education and consultation
 - Implementing prevention activities
2. Create an emergency fund to new infestations and immediate actions

Summary

The Action plan supports the short term outcomes of the Strategy:

LONG TERM OUTCOMES to be achieved over the next 5 to 10 years

- No new invasive plants established;
- Reduced impact of established high risk invasive plants; and
- Responsibility for invasive plants is a community value.

MEDIUM TERM OUTCOMES to be achieved over the next 3 to 5 years

- have sound legislative, policy and planning frameworks for invasive plants;
- have an effective program for detection and timely response to new and emerging invasive plants;
- Stakeholders routinely implement practices to prevent the introduction and spread of invasive plants;
- Land managers contain high risk established invasive plants;
- Stakeholders work collaboratively to coordinate invasive plant prevention and control; and
- Commitment and expectation for participation in invasive plant management is established as a community norm.

SHORT TERM OUTCOMES to be achieved in the next 1 to 3 years

- Effective governance is applied to invasive plant management in DMR.
- Tailored programs and services support stakeholder implementation of noxious weed management practices.
- Strong relationships and networks foster information sharing, informed decision making and increased participation and cooperation.
- Stakeholders have the capability (knowledge and skills) to implement their roles and responsibilities.
- Improved techniques and options are developed for invasive plant management.
- DMR residents and business are aware of, and support, invasive plant management.

The **Action Plan** in Appendix 5 outlines the first steps towards implementing the strategy.

Vision

DMR will provide a sustainable program to reduce the impacts of noxious weeds on the District's biodiversity, natural resources, agricultural resources and human health that includes prevention, control and restoration, and is characterized by of a coordinated, cooperative, informed approach

Long Term Outcomes (After 10 years)

No new invasive plants established

Reduced impact of established high risk invasive plants

Responsibility for invasive plants is a community value

Medium Term Outcomes (Beginning in years 3-5)

DMR has a sound legislative policy & planning framework for invasive plants.

DMR has an effective program for detection and timely response to new and emerging invasive plants.

Stakeholders routinely implement practices to prevent the introduction and spread of invasive plants.

Land managers contain high risk established invasive plants.

Stakeholders work collaboratively to coordinate invasive plants prevention and control.

Containment and expectation for participation in invasive plant management is established as a community norm

Short Term Outcomes (Beginning in years 1-3)

Effective governance is applied to invasive plant management in DMR.

Tailored programs and services support stakeholder implementation of invasive plant management practices delivered in DMR.

Strong relationships and networks foster information sharing, informed decision making and increased participation and cooperation.

Stakeholders have the capability (knowledge and skills) to implement their roles and responsibilities.

Improved techniques and options are developed for invasive plant management.

DMR residents and businesses are aware of and support invasive plant management.

Key Elements

Leadership, Coordination, Planning & Prioritizing

Education & Public Awareness

Prevention, Early Detection, Rapid Response, Containment & Control

Restoration, Monitoring & Evaluation

Inventories & Reporting System

Enforcement & Compliance

Funding & Resources

DRAFT

District of Maple Ridge Noxious Weed Control Strategy

March 2014

for District of Maple Ridge



Vision Statement: DMR will provide a sustainable program to reduce the impacts of noxious weeds on the District's biodiversity, natural resources, agricultural resources, infrastructures and human health that includes prevention, control, and restoration, and is characterized by a coordinated, cooperative, informed approach."

Contributors:

Produced and coordinated by core team:

Laurie Kremsater, Jennifer Morgan, Kyle Rezansoff, Madrone Environmental Services Ltd.
Jennifer Grenz, Invasive Species Council of Metro Vancouver.
Dave Polster, Polster Environmental Services Ltd.

Oversight and technical support from DMR staff:

Geoff Mallory
Bernie Serné
Rodney Stott

Community organizations providing input and/or ongoing support:

Ross Davies, Kanaka Education and Environmental Partnership Society (KEEPS)
Nicole, Greta, Alouette River Management Society (ARMS)
Christian Cowley, Jack Emberly CEERs

Also contributing:

Dave Ralph, MFLNRO; Janice Jarvis, MV Regional Parks; Rachel Holt, Veridian Consulting; Gail Wallin, ISCBC; Debbie Millar, Katsie First Nation; Randy Evans, Pitt Meadows; Lance Lilly, FVRD; Kim Day, Ridge Meadows Recycling; Jennifer Meier and Kelly Cameron, City of Mission; Rene Roddick, Brent Wilson, BC Hydro; Lisa Cristoff, Fortis BC; Jennifer Hirner, B.C. Parks; Jeanne Hughes, Fraser Valley Invasive Plant Council.

Acknowledgements

Many thanks to the people listed on the previous page, each provided important contributions to the Strategy. As well, this Strategy benefitted from Weed Strategies completed or in progress in other jurisdictions. We reviewed strategies from many Canadian cities, regions and provinces, and benefitted most from ISCMV's regional efforts, the City of West Vancouver's draft strategy, and Integrated Pest Management Plans for various agencies and regions of the province. As well, we reviewed strategies from many of the western United States and found those from Oregon, California, and Alaska most helpful.

As much as possible we tried to avoid "re-creating the wheel" and used existing information where available. In particular, the weed fact sheets benefited from work found in West Vancouver's draft strategy and ISCBC's TIPS publications. Information on appropriate treatment methods and herbicide application rates were adopted essentially verbatim from Metro Vancouver Regional Parks Integrated Pest Management Plan then supplemented (for species not in the MVR Park plan) with information from the Ministry of Agriculture for BC, Alberta, and Saskatchewan.

Executive Summary

This Noxious Weed Strategy for the District of Maple Ridge stemmed from the recognition that noxious weeds are having significant negative impacts on human health, infrastructures, productive agricultural land, property values, riparian habitats, soil quality and biodiversity. This Strategy is a first step to ensure that public monies and effort currently put towards the prevention of noxious weed infestation and spread are being used in ways that make the wisest use of limited resources.

This report is divided into three sections.

1. **Section 1** – is an Introduction that provides a definition of noxious weeds and outlines why the District of Maple Ridge (DMR or “the District”) is concerned about them and the benefits of creating a Noxious Weed Strategy.
2. **Section 2** – provides background information; this includes the regulatory framework and review of current capabilities and approaches for noxious weed management by organizations in and around DMR.
3. **Section 3** – provides the framework and details of the Noxious Weed Strategy itself. This includes a vision statement, broad goals, specific elements and recommended actions for effective management of noxious weeds in DMR.

Nine of BC’s noxious weeds have been reported in the District of Maple Ridge.

Giant Hogweed (<i>Heracleum mantegazzianum</i>)	Purple Loosestrife (<i>Lythrum salicaria</i>)
Japanese Knotweed (<i>Fallopia japonica</i>)	Tansy Ragwort (<i>Senecio jacobaea</i>)
Himalayan Knotweed (<i>Polygonum polystachyum</i>)	Canada Thistle (<i>Cirsium arvense</i>)
Bohemian Knotweed (<i>Fallopia x bohemica</i>)	Flowering Rush (<i>Butomus umbellatus</i>)
	Scentless Chamomile (<i>Matricaria maritima</i>)

This Strategy focuses on those nine species and describes objectives and recommended actions around 12 elements important for successful weed control:

- | | |
|--|--------------------------------|
| 1. Leadership and coordination | 7. Restoration |
| 2. Planning and Prioritizing | 8. Restoration |
| 3. Education and Public Awareness | 9. Monitoring and Evaluation |
| 4. Prevention and Exclusion | 10. Research |
| 5. Early Detection and Rapid Response | 11. Enforcement and Compliance |
| 6. Containment, Control and Management | 12. Funding and Resources |

Accompanying documents include – fact sheet describing the noxious weeds in Maple Ridge, best management practices for the control of noxious weeds, and an Action Plan with suggested steps to implement the Strategy over the next one to two years.

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Layout of report

This report is divided into three sections.

1. **Section 1** – is an Introduction that provides a definition of noxious weeds and outlines why the District of Maple Ridge (DMR or “the District”) is concerned about them and the benefits of creating a Noxious Weed Strategy.
2. **Section 2** – provides background information; this includes the regulatory framework and review of current capabilities and approaches for noxious weed management by organizations in and around DMR.
3. **Section 3** – provides the framework and details of the Noxious Weed Strategy itself. This includes a vision statement, broad goals, specific elements and recommended actions for effective management of noxious weeds in DMR.

Appendices provide details on:

- BC’s noxious weeds.
- Outline of applicable legislation.
- Contacts for organizing educational outreach.
- Funding models to consider.

Accompanying documents provide details on:

- A two-year Action Plan.
- Best Management Practices for knotweed.
- Best Management Practice for general weed control.
- Weed information sheets (for the nine noxious weeds reported from DMR).

SECTION 1. INTRODUCTION

What are noxious weeds?

Not all weeds are noxious weeds. DMR considers noxious weeds to be those currently designated on B.C.'s noxious weed list (see Appendix I) in regulations under BC's Weed Control Act. These are typically non-native plants that have been introduced to British Columbia without the climate, plant and animal communities, insect predators and plant pathogens that help keep them in check in their native habitats. For this reason and because of their aggressive growth, these alien plants can be highly destructive, competitive and difficult to control. Of the approximately 40 species on the noxious weed list, 9 have been reported in Maple Ridge (see Appendix I and Table 1).

Table 1. Noxious weeds identified in Maple Ridge

Giant Hogweed (<i>Heracleum mantegazzianum</i>)	Purple Loosestrife (<i>Lythrum salicaria</i>)
Japanese Knotweed (<i>Fallopia japonica</i>)	Tansy Ragwort (<i>Senecio jacobaea</i>)
Himalayan Knotweed (<i>Polygonum polystachyum</i>)	Canada Thistle (<i>Cirsium arvense</i>)
Bohemian Knotweed (<i>Fallopia x bohemica</i>)	Flowering Rush (<i>Butomus umbellatus</i>)
Yellow Flag Iris (<i>Iris pseudacoru</i>)	Scentless Chamomile (<i>Matricaria maritima</i>)

The B.C. Weed Control Act imposes a duty on all land owners and occupiers to control designated noxious plants and DMR can choose to create tools to enforce that Act. B.C.'s noxious weeds are mostly terrestrial, and as a result this strategy focuses on terrestrial species.

Noxious weeds are considered to be the worst of our invasive species. A variety of terms are used to describe invasive plants. Each term: "noxious", "invasive", and "alien" are sometimes used synonymously, but actually

have different meanings. The following definitions are given to clarify the terms used in this strategy.

Alien species: The BC Ministry of Environment defines alien species as "plants, animals and microorganisms from one part of the world that are transported beyond their natural range and become established in a new area. They are sometimes also called 'alien,' 'introduced,' 'non-native,' 'non-indigenous,' or 'invasive' species." (BC Ministry of Environment 2006).

Invasive species: The word "invasive" alone simply means to encroach or intrude upon an area or region (Webster's Encyclopedic Dictionary). In the case of invasive species, it refers to a species that is invading or expanding its range at the expense of naturally occurring species. An invasive species may or may not be alien. The BC Ministry of Environment defines invasive alien species as "plants, animals and microbes that are not native to British Columbia and threaten its biodiversity (Rankin et al. 2004).

Noxious weeds: Those invasive alien species designated legally as noxious weeds by the BC Weed Control Act.

Many invasive and alien weeds have not been added to B.C.'s Noxious Weed List because they had less agricultural impact¹ and are a lower priority for regulatory action. Some of these (e.g., Himalayan blackberry, Policeman's helmet, lamium, ivy, periwinkle, parrot feather) are having large impacts in some locations in the District of Maple Ridge, but are not, at present, part of this strategy but still of keen interest to the public. They may be topics of later versions. The BC Weed Act can impose control of species considered "regionally

¹ The BC Weed Act initially focused on agricultural weeds; recently changed to include hogweed and knotweeds; and is in process of being revised

noxious”, which would be the next species to include². *The BC noxious weed list is likely to be updated this spring or summer to include new species and new regulations guiding approaches to weed management.*

This strategy is specific to the noxious weeds on the BC weed list. While other invasive species pose significant risks, this noxious weed strategy is the District’s first step towards invasive species management.

Why should we care about noxious weeds?

The spread of noxious and invasive weeds across the landscape has been compared to an explosion in slow motion. Unlike other forms of pollution that dissipate or accumulate, weeds reproduce themselves exponentially. Without sufficient action, a small noxious weed infestation problem can rapidly grow worse. Highly damaging to agriculture, rural landscapes, and the natural environment, these plants are “out of place” and interfere with beneficial uses of the land. Impacts of invasive species include negative effects on human health and livestock health through toxicity, economic losses through degradation and loss of productive land, damage to infrastructure and reduced property values, harm to our natural environment through competition with native species, and reduction in wildlife habitat, water quality, riparian habitats, and soil quality.

Maple Ridge already hosts a number of invasive species and will be subject to even higher rates of weed introduction as human population and globalization of trade increases. Some of these plants are rapidly spreading and in recent years the District has undertaken control activities to protect the area’s significant biodiversity, natural resources, infrastructures and property

² These would include orange hawkweed, wild chervil and knapweeds that are extensive in other areas and appearing on the coast).

values. Giant Hogweed and Japanese knotweeds have become major concerns because of their potential to affect human health and safety, damage infrastructure, and degrade natural ecosystems. Many other noxious weeds also are of concern and the District has recognized that a comprehensive examination of means of prevention, eradication, control and restoration is required.

DMR’s resources to stop the advance of noxious weeds are limited and because of this, any organized attempt to lessen their impact on society and the environment must be well coordinated and strategically targeted to ensure that resources are devoted to the most damaging weeds in the most strategic localities and prevent the introduction of new species. In January of 2014, DMR let a contract for the development of a strategy to control noxious weeds in the District. This strategy is a first step to ensure that public monies and effort currently put towards the prevention of noxious weed infestation and spread are being used in ways that make the wisest use of limited resources.

The need for a strategy

Noxious weeds in DMR are spreading rapidly and new weeds are expected. The Lower Mainland is an international trade centre, with expanding populations which will bring new problem species. Without well-thought out and coordinated approaches, the situation will only get worse. A District-wide strategy will:

- Provide an organized approach to prevention, eradication, and control of noxious weeds while restoring and increasing the resilience of ecosystems;
- Outline actions to promote education and awareness about noxious weeds; and
- Provide tools to ensure coordination of approaches to enable efficient and effective use of resources.

SECTION 2. BACKGROUND

This section discusses the regulatory framework governing control and management of noxious weeds, summarizes the current state of noxious weeds in DMR, and outlines current prevention, control and restoration efforts in DMR at this time.

Regulatory Framework:

A strategy to manage noxious weeds in DMR needs to align with and be guided by existing regulations. Several government agencies are involved in invasive plant management through regulation of lands under their management authority. Relevant legislation includes many federal acts and BC provincial acts as well as municipal bylaws. The relevance of those pieces of legislation to control and management of noxious weeds is expanded on in Appendix II and in a key resource called the *Legislative Guidebook to Invasive Plant Management in BC* (accompanying this strategy and at http://www.bcinvasives.ca/images/stories/documents/technical_reports/IPC3-Legislative-Guidebook.pdf).

Overview of Enabling Legislation

A suite of existing **federal legislation** manages invasive alien species, including the Plant Protection Act, Health of Animals Act, Canadian Environmental Protection Act, Environmental Assessment Act, Seeds Act, Pest Control Products Act, Forestry Act, Natural Resources Act, Transportation of Dangerous Goods Act, Oceans Act, Fisheries Act, Canada Wildlife Act, Wild Animal and Plant Protection and Regulations of International and Interprovincial Trade Act, Canada National Parks Act, and others. Canada has made commitments to address invasive plants through Convention on

Biological Diversity 1992, Canadian Biodiversity Strategy 1995 and the Council of Canadian Forest Ministers. Many other federal legislative obligations inform and respond to international commitments including the International Plant Protection Convention, Office International des Epizooties, International Maritime Organization, and World Trade Organization Agreement on Sanitary and Phytosanitary Measures.

Provincially, the **Weed Control Act (WCA)** of BC is administered by the Ministry of Agriculture and Lands (MAL). The Act places a duty on all land occupiers (including public and private lands) to control noxious weed species listed in its accompanying Regulations. The Act pertains to all land in BC, except federal lands. The WCA can only be enforced by a weed Inspector appointed by the Minister, or by an inspector appointed by the local government under the Act. The province also has a Dike Maintenance Act that allows maintenance and repair of dikes (and so allows treatment of weeds along dikes), which is relevant in DMR. The **Community Charter** (administered by Ministry of Community and Rural Development) applies to *municipalities*. Municipalities are authorized to control invasive plants on their own property, and to regulate weeds on private property under a number of enabling provisions. The selection of the appropriate regulatory powers depends on whether the species is considered to be a threat to the environment, a nuisance, or a public health concern. These are broad powers that give local governments flexibility in the types of regulations they might want to establish for weed management. **Municipalities** can use their bylaw enforcement powers to enforce the invasive plant control regulations. Besides dealing with private land, the *Community Charter* also includes broad powers to deal with invasive plant issues that arise in parks and road right-of ways, and on other land that the municipality owns and manages. The **Local Government Act** (administered by the Ministry of Community and Rural Development) includes powers that apply to both regional districts and municipalities. **Regional districts**

can, under this Act, establish a service having invasive plant management as one of its purposes. The purpose of the invasive plant management may be to operate an early detection and response program directly, to enforce the *Weed Control Act*, or to implement and enforce regulations for the unincorporated areas within the regional district. As with municipalities, the Regional Districts' full array of bylaw enforcement options is available to enforce its weed control bylaws.

Other Related Legislation – Sometimes the application of an appropriate herbicide is the only effective way to manage or eliminate an invasive plant infestation: this management is not considered “cosmetic” use of pesticide. The ***Integrated Pest Management Act*** is provincial legislation designed to ensure that pesticides will not cause harm to people or the environment, and that pesticides will be used within an integrated pest management program. The Act presides over the sale, storage, transport and use of pesticides in BC and outlines training requirements, certification, licensing of businesses that sell or apply pesticides for a fee, and requirements for application to public lands, among others.

Non-legislated policies – In addition to the above legislation that directs weed management at various levels of government, non-legislated policies also guide invasive species management. The *Invasive Alien Species Strategy* for **Canada** seeks to protect Canada's aquatic terrestrial ecosystems and their native biological diversity and domestic plants and animals from the risks of invasive alien species. It was developed in response to Canada's signing of the International Convention of Biological Diversity at the 1992 Rio Summit. It proposes preparation of a Canadian Action Plan to address the threat of Invasive. Provincially, **BC** recently created its own invasive plant strategy (http://www.bcinvases.ca/images/stories/documents/reports/IS%20Strategy%20for%20BC%20Final%202012_06_07.pdf), and as well, **Metro**

Vancouver Invasive species council is overseeing development of a regional invasive species strategy. All these serve as context for DMR's municipal strategy. The Regional Invasive Species Strategy for Metro Vancouver calls for the development of model invasive species by laws that can be adopted by each municipality to ensure consistency across jurisdictions within the region.

Federal, provincial, regional and municipal agencies face many challenges in conducting noxious weed management programs. In one way or another, they are all confronted with insufficient resources, under-developed policies or management plans, and unplanned emergencies. The lack of adequate resources presents the greatest challenge and causes insufficient attention to many weed issues.

Current bylaws in the District of Maple Ridge:

The District of Maple Ridge Untidy and Unightly Premises Bylaw (6533-2007, mandates that no Owner or Occupier of Property may cause, permit or allow the Property to become overgrown with Noxious Weeds including Canada thistle, morning glory, couchgrass, purple loosestrife, giant hogweed, Japanese knotweed. Morning glory and couchgrass are not actually noxious weeds on the BC noxious weed list and as such are not a focus of this strategy.

Existing situation:

What is known about the extent of the problem?

The District has a digital map that captures locations where invasive species have been found and reported. Many of these surveys

have been done by BCIT students or have been reported by concerned citizens. BCIT students ground-truthed locations on municipal lands where recreational trails exist; and also mapped reported locations on private land, without ground-truthing. Further infestations have been recorded within the provincial Invasive Alien Plant Program (IAPP) database by the Invasive Species Council of Metro Vancouver for inventory projects occurring within DMR in 2010-11, control projects in 2011-12 and from citizen reports through the "Report a Weed App".

The map (Appendix V) underestimates the extent of invasive species infestations and numbers of invasive species in the District. Local groups know of many more locations of noxious weeds. Both ARMS and KEEPS for example, were contacted during the drafting of this strategy and know many more locations of noxious weeds along the waterways that they steward. That information would take some effort to assemble and share.

The current map does not focus on noxious weeds but includes invasive species more broadly. That broad focus will be of benefit as it includes all noxious weeds and in addition includes some of the invasive species of local concerns (and that may one day be considered noxious weeds).

Current Initiatives

DMR is participating with other municipalities in the development of a *regional invasive species strategy for Metro Vancouver*, led by the Invasive Species Council of Metro Vancouver (ISCMV). Within the District, DMR has undertaken *inventories* of invasive plants through projects by ISCMV and BCIT students, and collects locations of invasive plants reported by the public. As well, the District has access to the provincial IAPP program results that shows locations of invasive plants in the

Province. The District has developed some *educational material* on its website regarding identification, management and control of noxious weeds (specifically knotweed and hogweed). As well, DMR has initiated this *District-specific strategy* to organize and direct the current efforts.

DMR currently requires removal of invasive plants and restoration within riparian areas of new developments. This is accomplished through a Restoration and Enhancement Agreement that is a part of the Development Permit for any lands being developed within 50 meters of a watercourse (Watercourse Protection Development Permit). A maintenance and monitoring period of 5 years is part of this Agreement to ensure invasive species do not re-populate the area.

Within DMR several business or agencies manage invasive plants. **B.C. Hydro** has four distinct integrated pest management plans and operates under these to control weeds on lands under their jurisdiction or to which they have rights-of-way. Their priorities are not necessarily noxious weeds, but rather ones that affect their operations and facilities. **ISCMV** provides control actions on many rights-of-way when BC Hydro reports presence of weeds, but Hydro has not requested their help in DMR. BC Hydro control weeds at two facilities in DMR: at Alouette Lake and at Ruskin. Knotweed infestations are known on a BC Hydro access road along the east side of Alouette Lake and near the power facility there. (There are also knotweed infestations near the Stave Lake facility, fairly close to Maple Ridge). B.C. Hydro employs a contractor to mow the roads to maintain sight lines and is not aware if the contractor cleans his equipment after mowing the knotweed in one location and moving to other locations. Hydro is interested in cooperating with any District-wide coordinated approach. **BC Parks** utilizes ISCMV to conduct knotweed control along Alouette Lake within Golden Ears Provincial Park and is committed to the treatment of knotweed within the Park.

Fortis BC also uses ISCMV to control weeds on rights-of-way. Fortis BC has 4 or 5 stations in Maple Ridge and a right of way. Stations are controlled for weeds by Fortis's contractors, but on the rights of way, ISCMV is usually asked to control noxious weeds. Levels and areas of control requested depend on the priority of the site and amount of funding available. In regards to weed inventory, Fortis contractors record weeds in riparian areas long the right of way, but weeds are not recorded in any systematic manner from other areas of the right of way. Fortis is also open to cooperating with DMR in a coordinated approach in the District.

The **Ministry of Transportation** partners with **ISCMV** to control weeds, specifically knotweeds along the Lougheed highway corridor. Control has occurred during 2012 and 2013 and is planned for 2014. Signs have been erected informing the public of spraying or stem injection programs for knotweed. Those signs have helped educate the public about control activities and the impacts of knotweed. There is a section of the Lougheed owned by DMR that requires some coordination of knotweed control.

Metro Vancouver Regional Parks has three Regional Parks in DMR: Kanaka Creek, Blaney Bog and the North Alouette Regional Greenway. In Kanaka Creek, Metro Vancouver Regional Parks, partners with **ISCMV**, other contractors, and the **Kanaka Education and Environmental Partnership Society (KEEPS)** to inventory and control invasive plant species. Large areas of knotweed have been treated in 2012 and 2013. More work is planned for 2014. Volunteers organized by MVRParks and KEEPS, pull lamium English ivy, periwinkle and Himalayan balsam. A large control effort on Himalayan Balsam is planned for 2014. Plants that can harm volunteers such as hogweed and those that require herbicides (such as knotweed) are left to the efforts of other groups such as ISCMV crews or others. ISCMV has undertaken control of knotweed and hogweed (only one location within the Park) in Kanaka Creek Regional Park

(KCRP). ISCMV plans more control activities in KCRP during 2014. Other contractors have treated large patches of comfrey and lamium within the park. Together the volunteers and trained crews are beginning to tackle the issue of noxious weeds and invasive plants with KCRP, but much more work needs to be done.

In Blaney Bog, **MVRParks** has used ISCMV crews to control knotweed along the south side (bog side) of 144th Avenue. Treatments occurred in 2012 and 2013 and appear to have been highly successful. The north side of the road also has knotweed, but that has not yet been controlled and would be DMR land and responsibility.

The North Alouette Regional Greenway is jointly owned by DMR and MVR Parks. DMR manages this land with input from MVR Parks. There is a significant knotweed infestation along the North Alouette River within the greenway and MVR Parks hopes that treatment will be a DMR priority.

MVR Parks also produces educational material and integrates the topic of invasive plant species into their interpretive programs. KCRP in particular is long and linear and borders on many residential properties where invasive plants have been either dumped over the back fence or have escaped from the gardens, establishing within the park. In an effort to reverse this trend, educational outreach programs in a number of neighbourhoods are underway. MVR Parks is eager to work with neighbours and other levels of government in a coordinated approach managing invasive plants.

As well as partnering with MV Parks and ISCMV in weed control, **KEEPS** promotes attention to restoration after invasive species control, and often replants sites with native vegetation to improve their resilience to reduce opportunities for future establishment of weeds. KEEPS is actively involved in education of school-aged children and includes invasive species in their educational material. They have been actively involved in this noxious weed strategy,

providing inventory information and suggesting priority areas for management. They are interested in continuing education about noxious weeds.

The **Alouette River Management Society (ARMS)** produces educational material on invasive species, educates children and adults on various aspects of ecosystems (including invasive species), undertakes control of invasive species, and restores sites with native vegetation, all in the context of broad ecosystem management and education about ecosystems. Their volunteers, especially the stream keepers, conduct weed inventories along many waterways. They cooperate with ISCMV for control of the noxious weeds beyond the scope of volunteers, although some individuals have undertaken stem injection and some mechanically treat knotweeds on their properties. ARMS has contracted the ISCMV to conduct targeted knotweed treatments at high priority sites with the approval of DMR. ARMS also coordinates the Adopt a Block program. That program does not have a central repository of people caring for specific blocks, but will provide a very useful resource for future weed inventories. Arms inventories of weeds are not yet in a form that can easily be shared with the District.

Community Environmental Education (CEERs) helps coordinate communication among several local groups and provides a means to coordinate stewardship government support for various issues and activities (For example, the groups is contemplating broad support of a project to restore parts of Katsie Slough). The organization presents a vehicle for disseminating educational material and raising awareness of important weed issues or weed control sites and activities. CEERs mentioned the importance of coordinating inventory and control efforts with BC Corrections who may have crews to use (but apparently the BC corrections Program no longer exists). They also noted infestations of knotweed along McKinney Creek and some targeted control efforts there.

Ridge Meadows Recycling Society – At present DMR does not have organized disposal strategies for noxious weeds or other invasive plants, but there is a composting program associated with the recycling society that is active in educating landowners on the impacts of some weeds during their activities to promote composting. They would be eager recipients of educational material and help pass that information along to interested landowners.

Many **other local groups** and individuals use “Report a Weed” program to help inventory weeds in DMR. Not all potentially active groups that might help with inventory, or know of weed locations, have been contacted yet; engaging them will be an ongoing activity.

SECTION 3. THE STRATEGY

Scope, Vision and Goals

Scope

This strategic plan for control of noxious weeds in DMR includes discussion of overarching philosophies, and broad goals but then makes those specific by recommending actions and implementation approaches specific to DMR. The plan is written to help guide prevention and management of noxious weeds by DMR and its partners within and outside of the District. The strategic plan allows for flexibility in implementing actions and adjusting to emerging issues that may warrant action before a new plan is written. The strategic plan is accompanied by an action plan that condenses the comprehensive actions noted in the strategy to specific activities that the DMR or its partners should aim to accomplish over the year or two.

The strategy does not address all invasive species that may also be a concern in DMR, but

focuses on species on the BC noxious weed list. It prioritizes both species and sites for action and restoration.

Vision Statement

“DMR will provide a sustainable program to reduce the impacts of noxious weeds on the District’s biodiversity, natural resources, agricultural resources, infrastructures and human health and safety that includes prevention, control and restoration, and is characterized by of a coordinated, cooperative, informed approach”

Principles guiding the strategy

Each one of the following principles was recognized as pivotal for its potential to ultimately enhance weed prevention and control:

- Emphasize leadership by the District while increasing involvement and coordination of efforts of groups within the District, and cooperation with other jurisdictions and regional initiatives.
- Promote planning, and prioritization (prioritize important species, locations and issues and identify strategies for addressing these issues).
- Encourage education about noxious weeds (for District staff, businesses, and residents).
- Focus on prevention.
- Emphasize early detection and rapid response in the most cost effective ways possible.
- Follow control through to restoration.
- Recognize the importance of inventory.
- Recognize the importance of monitoring and promote clear performance measures for projects.
- Stay abreast of and support new and ongoing research.

- Analyze and address gaps in legislation, enforcement and compliance.
- Develop funding priorities, sources and partnerships.

In the sections below, each principle is addressed as an element in the Strategy and expanded with objectives and recommendations.

Leadership and coordination

Leadership and organization are required to direct cooperative noxious weed projects and allocate limited resources. Because noxious weeds do not respect ownership boundaries, leadership is needed at the federal, provincial, regional and municipal levels to organize weed control projects, develop partnerships, provide assistance, and implement effective programs. Effective management requires support and participation from all parties and cooperative management of noxious weed control allows for prioritizing and pooling of limited resources. The relationship between DMR and groups with broader mandates (regional and provincial) and between DMR with its internal government, local community groups, and others operating within its boundaries are key to effective weed management.

Objective – Develop and expand partnerships under clear leadership

Recommended actions:

- 1) Create an internal DMR noxious weed working group with representatives from appropriate departments (Planning, Operations, Parks and Leisure, Sustainability, etc.) so that District-wide efforts, initiatives, control issues, etc., are known and shared within DMR’s local government.
- 2) Designate the chair of that committee (or other member) as the contact for external people to bring noxious weed issues.

- a. Advertise that person and contact numbers on the District website, on pamphlets about noxious weeds.
- 3) Designate a person from that committee to stay in touch with regional and provincial efforts (e.g., participate in ISCMV planning and ISCBC initiatives).
- 4) Develop an interagency/group contact list and update that annually.
- 5) Hold provincial government accountable for their areas in and around DMR that impact DMR lands. (Contact Ministry of Forests Lands and Natural Resources Operations (MFLNRO) when inventories identify weeds on provincial land and request notification of control).
- 6) Develop Memoranda of Understandings (or other agreements) with Industry (e.g., B.C. Hydro, Canadian Pacific Railway, Fortis BC) outlining management of weeds on properties that affect DMR.
- 7) Develop agreements with other government agencies within DMR boundaries (e.g., Metro Vancouver Parks, Ministry of Transportation, Provincial Parks).
- 8) Encourage partnerships with local groups (e.g., ARMS, KEEPS, CEERS, Haney Horsemen Association, Ridge Meadows Recycling Society.) to address noxious weeds on District lands.
- 9) Become a municipal member of the ISCMV and sign the Charter within the Regional Invasive Species Strategy for Metro Vancouver.

Planning and Prioritizing

Planning and prioritizing allocates limited resources efficiently and provides direction for implementation of programs and projects. This draft strategy and accompanying action plan are

the tools DMR will use to prioritize important issues and identify strategies for addressing these issues. The action plan will need annual updating and the strategy should be reviewed every 5 years.

Objective: Create a Strategy and Action plan **Recommended actions:**

1. Update this noxious weed control strategy every 5 years.
2. Review the Action Plan associated with this strategy every 2 years. The first Action Plan is submitted along with this draft strategy; it includes actions specific to the next two years.

Objective: Prioritize weeds and locations **Recommended actions:**

1. Maintain a list of the BC noxious weeds found in DMR. That current species list for DMR is found in Appendix I, and knowledge of each species is captured in Appendix III. Appendix III includes specifics on the ecology of each species, its extent in the District, best control strategies, etc.
 - a. Regularly update the invasive plant species list (Appendix I) and accompanying table (Appendix III) as new local and regional information becomes available.
 - b. From that list:
 - i. Prioritize treatment of target species in the very high risk category.
 - ii. Identify species to eradicate.
 - iii. Identify species to contain or control.
 - iv. Identify species to focus prevention strategies.
2. Provide a graphic summary of the priority noxious weeds in DMR (see Figure 3).
3. Develop a categorization of types of ecosystems or areas of concern.
4. Develop a map showing location of priority invasive plant species in relation

to areas of concern. Use the map to prioritize areas for treatment.

5. Review of priority management zones every 2 – 3 years to assess effectiveness and account for changing land uses.

Priority weeds: We developed a risk rating to determine the relative risk of each species on the noxious weed list. Appendix III contains background information on the risk assessment. Factors considered include:

- Impact on human health and/or safety (e.g., toxins, threat from erosion or flooding caused by weeds).
- Impact on sensitive ecosystems (e.g. riparian areas (creeks, wetlands, lakes); prime agricultural areas; old forests; fragile ecosystems (e.g., rocky bluffs).
- Impact on infrastructure (e.g., roads, homes, changes in watercourses).
- Impact on recreational opportunities and aesthetic values (e.g., water weeds chocking lakes).
- Persistence (i.e., degree of effort and expertise required for removal).

Also important in prioritizing species is the stage of infestation. These are discussed more fully later in the Strategy, but in summary, there are four stages of colonization:

1. Expected soon – Not yet present but a close by risk: **Prevention** and early detection is key.
2. Introduction – When weeds first enter an area, populations are usually small and consist mainly of individual plants. **Eradication** at this stage is usually feasible.
3. Colonization – During colonization, the weeds begin to spread and infestation size increases. Eradication becomes more difficult, but it is feasible to **contain** infestations and prevent further spread.
4. Naturalization – The third stage, naturalization, occurs when the species becomes abundant across the landscape and infested patches are

large and widespread. At this stage it is only feasible to **control** the species at specific sites to reduce impact on valued land or assets.

The stage of infestation of target plant species in the District has been estimated based on local and regional knowledge. The resulting risk assessment graphic (Figure 2) allows the District to prioritize management actions. This includes preventing new invasive plant species through early detection, targeting emerging species in the eradicate category, and containing or controlling high risk established species. Some species can cross boundaries as they can be eradicated from some areas of the District while being contained in others. From this graphic it is clear that hogweed and knotweed species are high priority plants for immediate attention.

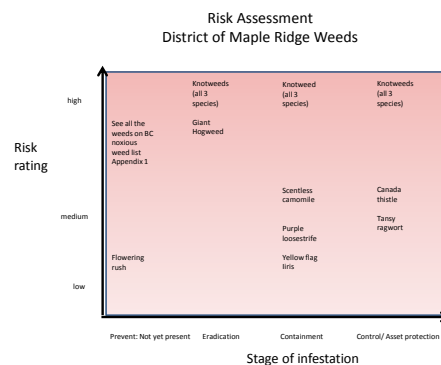


Figure 2. Risk assessment of the nine noxious weeds in DMR. Knotweeds fall in various categories because in some parts of the District it can be eradicated, in others only contained or controlled

The aim is to eradicate hogweeds and knotweeds, but some knotweed infestation will first need containment.

Priority Sites: Not all sites are of similar priority. DMR covers xx ha, xx is agricultural, xx private, xx is parks or natural areas, xx is other industry and infrastructure. Much of the District is forested and the District has a long boundary with undeveloped crown land (essentially all

forested). Future development will result in additional changes to land type. A large proportion of the District is public land for which District Parks and Engineering staff are directly responsible. Of particular concern on public land is the spread of invasive plants along riparian and transportation corridors, and along the forest-urban interface. Prioritization will help determine the most effective use of resources to address weed concerns over a large area. The following principles have proven effective:

- Focus on the least disturbed area first: (Focusing on least disturbed areas first may seem counter-intuitive. Experience elsewhere shows that focusing management priorities on areas with few or no invasive plants is cost effective in the long term, whereas removing invasive plants once established is difficult and costly.).
- Focus on small isolated patches before large patches.
- Start upstream and work downstream to prevent source populations from spreading downstream.
- Start at the outer edge of an infestation and work inwards.
- Focus on “spread pathways” (creeks, paths and roadways).

Table 2 describes priority management zones in the District. These zones should be reviewed regularly to account for changing land use.

Cross walking priority species and priority areas can help the District to prioritize management actions. Giant Hogweed and all three knotweed species should be contained then eradicated regardless of the ecosystems they are found in, working from satellite infestation to core areas and upstream to downstream. The remaining five species can be targeted based on priority areas – tackling high priority areas before lower ones.

Table 2 Priorities in Invasive Plant Management Zones.

Land Type	PRIORITY		
	Very high	High	Medium
Natural Area (includes parks)	Sensitive and rare ecosystems (riparian corridors, rocky bluffs, foreshore, etc.)	Forest ecosystems	Highly disturbed ecosystems; isolated, small parcels
Urban Area	New development bordering natural areas	existing development bordering natural area. New development not bordering natural areas.	existing development not bordering natural areas.
Agriculture Area	Actively used farmland; bordering very high priority natural areas	Actively used farmland; bordering high priority natural areas	Unused, highly disturbed farms, not bordering high or very high priority areas
Transportation Corridors (e.g. highways, arterial roads, rail)	Intersection with very high priority natural areas. Intersections with sight line issues posed by noxious weeds (e.g., knotweed).	Intersection with high priority natural areas	Intersection with urban area and medium priority natural areas

Education and Public Awareness

Education, awareness and understanding about invasive plants are critical to fostering public, industry, and political support for prevention, control, and detection activities. As people become more aware of noxious weeds, the probability of detecting them is greatly increased, which allows for more effective and timely control. Education and awareness assist weed identification, reporting new infestations, prevention and control, and fosters cooperation and partnerships. Key audiences include elected and appointed officials, key government

agencies and commissions, provincial and municipal land managers, certified nurseries, plant and seed dealers, landscape architects, garden clubs, home gardeners, arborists and foresters, conservation groups, outdoor enthusiasts and school children. Key stakeholders such as farmers, landscapers, the nursery and greenhouse industry, are groups that should have first-hand knowledge of the impacts weeds can have and how to prevent their introduction. Appendix IV provides some contacts for representative stakeholder groups. Although many individuals within stakeholder groups are aware and sensitive to the problem of noxious weeds and invasive species, the majority of stakeholders will require increased education, awareness and 'champions' to spur action within their constituencies. Appropriate education materials and forums depend on the target groups and should include education on invasive species that are not yet considered "legally noxious" but make are of concern and make impacts in DMR. Pamphlets, bulletins, and brochures are useful at meetings, for follow-up consultations, and educational purposes. The remainder of this section provides a brief introduction to the many stakeholder groups in DMR and methods to improve communication with those groups.

To date, ISCMV has helped educate Ministry of Transportation staff and contractors, BC Parks staff, some nursery personal, and some stewardship groups in DMR. ARMS and KEEPS have taken the message of invasive species to DMR youth. ARMS and KEEPs provide educational outreach to more than 5000 students in DRM yearly over various grades. Young people in DMR are other stakeholders that can provide lasting impacts to community wide participation in invasive weed and agricultural pest prevention, control and detection activities. Children that receive these lessons take the messages home to their families. They also represent the next generation of stewards of public resources. Other stakeholders that deserve attention include industry representatives, agency

personnel, and nongovernmental organizations that represent various interests. Engaging these groups is vital for successful community participation in invasive plant management and prevention. With education, these groups will likely become participants in prevention, detection and control work.

Objective: *Increase education and awareness.*

Recommended Actions:

1) Develop Educational Materials

- Use templated resource materials developed by the ISCMV to help deliver a consistent message regionally. Information is available on ID, control, signage, restoration, etc.)
- Gather educational material (pamphlets, weed information sheets, control videos, ID videos) from ISCMV and ISCBC, specific to target audiences (see below for list of target audiences).
- Use ISCBC educational material for nursery trades, landscape architects and gardeners.
- Gather information on efficacy of various disposal programs (highlight success of free programs).
- Provide materials for DMR staff to disseminate to home owners about effects of dumping of noxious weeds and invasive plants in compost and in natural areas.
- Participate with ISCMV to encourage development of information sheets on effects of weed-contaminated soils and soil disturbance in development projects. Also address weed-free gravel.
- Include monitoring and removal of invasive plants as part of development permits. Currently, construction sites related to development applications are currently required to remove invasive plants along riparian corridors and re-plant as part of their restoration plans. Monitoring to ensure invasive plants do not re-populate the area is required for 5 years after the restoration is complete

- Develop information sheets on importance of planting disturbed areas with native or annual pioneer plants to prevent invasive plants from becoming established.
- Use ISCMV and ISCBC photo library for weed ID and control efficacy.
- In cooperation with ISCMV, produce news releases on priority noxious weed issues.

2) Disseminate Noxious Weed Information

- Develop and maintain web based information (Provide noxious weed identification, technical information, and resource materials. Include a noxious weed reporting form and updated noxious weed distribution maps).
- Identify key educational groups for early adoption of prevention, and management, and high priorities to prevent further introductions. Identify key venues for delivery of educational material. Specific groups can be identified from the broad target audience groups discussed below.
 - *Suggested participants:* ARMS, KEEPS, CEERS, Katsie First Nation, DMR, MoT, MVRParks, contractors for B.C. Hydro, Fortis B.C. and others.
 - Prioritize key messages for each target group.
 - Support noxious weed education for KEEPS, ARMS and others so that they can improve their outreach.
 - KEEPS and ARMS can target school-age youth and other groups.
 - DMR can support College, university and technical school programs and offer mutually beneficial opportunities for census and control.
- Improve coordination of education.

- Create a centralized educational material website.
 - List all participating in education in the District.
 - Improve coordination – hold yearly education coordination meeting.
- Provide education materials to encourage nurseries to voluntarily stop the sale of invasive plants and support nurseries that do.
- Incorporate weed awareness into appropriate events (River’s day, earth day, country market booths; Kanaka Creek days).
- Support inclusion of noxious weed into school curriculum (through efforts in broader groups such as ISCMV and ISCBC).
- Provide education to public and District about proper disposal of invasive plants. Include education of District about the benefits of “free” services to private landowners.

3) Increase Municipal Awareness and Competency

- DMR will develop and implement noxious weed awareness programs for internal staff (field personnel and regulators) including:
 - Providing information to managers to increase awareness of weeds.
 - Conducting education with field staff both for proper implementation of control activities and to ensure a thorough understanding to be able to communicate context to interested public.
 - Providing technical assistance to aid planning and implementation.
 - Providing technical training through ISCMV’s “Weeds In Mind” education program (these have been successfully used by many

- agencies to update their staff and ensure new staff are educated).
- DMR will develop BMPs for roadside crews doing mowing and crews applying herbicide.

4): Identify funding sources to support education

- DMR to brainstorm sources of funding with cooperators

STAKEHOLDER GROUPS to consider

Specific messages for each stakeholder group should focus on their level of responsibility to address invasive species. DMR will aim to develop a coordinated campaign to educate stakeholders and improve public awareness. Target groups include:

Elected and Appointed Officials

This target group has potentially the greatest influence on reducing the impacts of invasive species through the creation of legislation at the national and provincial levels. However, elected officials are besieged with daily pleas to address many other serious problems. Messages provided to legislators must precisely articulate the seriousness of the threat and suggest realistic avenues to mitigate those threats. One of their most significant contributions would be to appropriate funding that is commensurate with the threat posed by invasive species.

Key Provincial Government Agencies

Several key provincial agencies are already members of the ISCBC, but their involvement directly in Maple Ridge is not focused. Maple Ridge has land within or adjacent to the District that is influenced by Ministry of Environment (B.C. Provincial Parks), MFLNRO (crown land), Ministry of agriculture (Agricultural Land Reserve lands), and Ministry of Transportation (Highway corridors).

Municipal Governments

The most directly involved level of government is of course the DMR themselves. District staff and policies are critical to reducing the impacts of invasive species. DMR owns and administer parks and conservation lands directly impacted by invasive species.

Agencies and Industries

BC Hydro, Fortis BC, CPR, and other large private industries own land and control rights of ways that are prone to weed problems. Education of these key players is very important in an effective strategy.

Certified Nurseries/Plant Dealers/Seeds Sales

This group has the strongest financial link to production of invasive or potentially invasive species and will require education and outreach that is sensitive to this reality. Every grower faces a plethora of financial and technical issues with the production of any plant species. In many cases, the attributes that make a species invasive make them the easiest species to grow and sell (e.g., tolerant to a wide range of growing conditions, grow rapidly, produce large amounts of seeds, deer resistant, etc.). Horticulturalists will be asked to innovate and adapt to provide nursery stock that meets practical requirements without exacerbating the invasive species problem. At present nurseries do not sell knotweeds and hogweed, but do sell some other noxious weeds, but legislation is changing.

Landscape Architects, Garden Clubs and the Gardening Public

Gardeners and landscape architects are consumers of invasive species (though not as often consumers of noxious weeds) and can provide a demand-side influence to reduce the continued use and subsequent spread of invasive species. Landscape architects are often faulted for specifying invasive species in their plans even though the development and sale of invasive plant species is perfectly legal. There are now multiple resources that

provide lists of native alternatives to invasive species, but their production is still relatively limited. However, there are many non-invasive, non-native species that may be used in gardens. Garden clubs and can be effective agents that provide public outreach and demonstration projects. The noxious weeds addressed by this strategy are not usually used by landscapers, but other invasive plants (that may one day be considered noxious) sometimes are and so education of this groups is still of interest.

Conservation Groups

The conservation groups most engaged with the invasive species issue are societies engaged in stewardship of particular areas of land or water. Conservationists have been aware of the invasive species issue and have been providing models of management and outreach. However, proper stewardship of land owned by conservation groups may be limited by funding in many cases. These groups have a strong desire to control invasive species, but are financially constrained.

Outdoor Enthusiasts

Outdoor enthusiasts consist of a very large and diverse segment of the public. Interests include birding, photography, botanizing, bicycling, hunting, fishing, boating and a variety of other activities. Collectively, this group represents a ready supply of potential volunteers for invasive species detection and control because they have an appreciation for nature and many are willing to help protect it. Unfortunately, trails and equipment used by outdoor enthusiasts are often portals for invasive species moving into pristine areas. There is a need to provide education, primarily at entry points of natural areas and lakes, to reduce sources of new infestations.

Children (K-12)

When considering any large problem, it is often the hope that the next generation will

‘get it right.’ In some cases, educating our children about invasive species could have immediate impacts as they share their newly found information with their parents. The environmental education community is trained to present messages to children and most of these professionals are aware of invasive species. The incorporation of invasive species concepts into school education programs should be accelerated and expanded whenever possible. The core of this message should be an appreciation for nature that allows students to build a commitment to protect biodiversity.

Prevention and Exclusion

The old adage of “an ounce of prevention is worth a pound of cure” applies very well to noxious weeds. The cost of cleaning up existing infestations is exponentially greater than the much smaller amounts of resources usually required for prevention. The word ‘prevention’ regarding invasive species falls into two categories: **1)** preventing the entry of new introductions that are currently absent from DMR; **2)** protecting areas within DMR from new infestations of invasive species already occurring in the District. Prevention is the first step in an early detection, rapid response progression (see Figure 3 below)

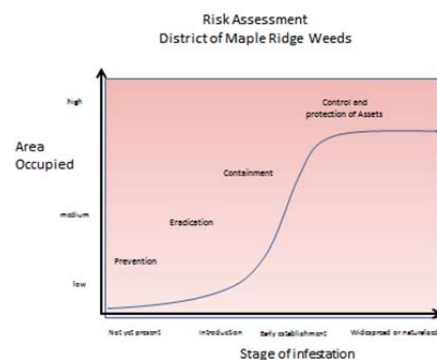


Figure 3. Schematic of stages of weed infestation.

Early detection and rapid response focuses on prevention, detection, then early steps to eradicate. Containment and Control for asset protection are steps to take if infestations have grown beyond the ability to eradicate.

Invasive plants and their seeds can be dispersed in many ways: wind, water, birds and animals, illegal dumping, vehicles, equipment, and transportation of contaminated material are some examples. Many of these vectors are out of the Districts' control; however, strategies can be adopted to manage others.

Keeping weeds out of DMR may best be done by keeping weeds out of the Lower Mainland, out of BC., or even out of Canada, depending on the context. Programs need to consider, and account for, potential pathways of spread for both deliberate and accidental introductions. Leadership from international organizations and the federal government are required to slow the spread of new species introductions among countries (because global trade policies and procedures are not decided at lower levels of government); BC policies and Port of Vancouver policies can greatly assist prevention of species entering BC and the Lower Mainland. DMR policies will affect entry and spread of weeds in DMR, but DMR can also support and encourage higher level of government to adopt useful policies to make actions within DMR easier over the long run.

When the number of invasive species to consider is large, then considerable planning and resources are needed to develop and maintain prevention programs. However, focusing on the highest risk species and the highest risk pathways of introduction is a cost effective path.

One of the most common and preventable ways that invasive plants spread into natural areas is by illegal dumping of green waste. Dump sites are typically located in natural areas behind residential properties or at the end of short, unsanctioned trails on the edge of natural

areas. Education on proper disposal techniques targeting both residents and landscape contractors may help curtail this problem. Control of potentially contaminated materials (e.g. fill, soil, gravel, excavated material from construction sites) at the source would also help prevent the spread of invasive plants. Although transfer of contaminated materials is a regional issue, raising awareness of the problem among target audiences in the District (e.g. construction, demolition and landscape contractors) is a first step towards solving the problem. Simple measures such as inspecting and cleaning equipment and vehicles after contact with contaminated materials will reduce the chance of spread.

Objective – Develop and implement prevention programs

Recommended Action:

1) Develop programs including; Prevention

- Participate with regional initiatives to:
 - Undertake a risk assessment to determine species at high risk for entering the District
 - Identify the most likely pathways by which these species may be introduced.
 - Promote education and awareness - develop and publish prevention strategies that communicate risks of noxious weeds.
 - Consider legislation to prohibit or regulate entry of species and authorize investigation and enforcement where required.
- Adopt prevention strategies, usually in partnership with others, to reduce the risk of a species entering or spreading via a pathway (e.g., codes of practice, machinery hygiene, commodity quality standards / certification).

- Mandate for washing cleaning of equipment proper rinse water and debris disposal.
- Proper disposal of garden clipping. Provide a disposal site for invasive garden waste.
- Encourage the use of weed-free feeds (explore if there are guidelines to purchasers of hay seed etc.), mulch, and seed.
- Promote garden nursery programs to reduce invasive species. For example, Grow me instead from ISCBC.
- Create soil movement bylaws and ensuring weed free soil. DMRs soil bylaw may need revising.
- Create a noxious weed spoil pile for infested materials that cannot be composted to avoid the movement of contaminate materials within the district or to other municipalities
- **Detection**
 - Put in place active and passive surveillance systems to enable early detection supported by timely identification of suspected high-risk species.
 - Link surveillance to response programs and follow up on incursions to prevent reoccurrence.

Many of these prevention programs already exist but participation and scope in DMR should be expanded.

- Secure adequate funding for prevention programs.
- Consider incentive programs (brainstorm with ISCMV).
- Consider free pick up and disposal of invasive refuse for private residences.
- Improve habitat resistance and resilience:

- Continue to support replanting of areas after development or reduce exposed disturbed land
- Brush out competing species until planted trees and shrubs establish and shade competitors
- Continue to use Streamside Protection Regulations to improve and remove invasive species from riparian zones
- Adopt development regulations that control introduction of new weeds or immediate removal of weeds. Developers are currently required to control invasive plants on development sites. Regulations that need strengthening include the Soil Deposit Bylaw to more strictly regulate movement of soils.
- Restoration projects in the development process require planting of native trees and shrubs appropriate for the area, such as matching up with surrounding native species. Red Alder, Bigleaf Maple and other pioneering woody species are useful to initiate restoration of disturbed sites. Grasses and legumes that create unnatural successional pathways are not preferred but may be needed in some situations.
- Improve contaminated materials management
 - Work with Metro Vancouver to develop soil transfer and disposal regulations and adopt regional “invasive free” certification for soil suppliers and keep pace with Best Practices at a regional level.
 - Gather or create invasive plant communication materials to include information on the proper transport and disposal of invasive plants and

- contaminated soil in keeping with regional policy as it is developed.
- Develop equipment cleaning protocol to reduce possibility of invasive plant spread via District equipment. Share protocol with private contractors.
- Support regional and provincial efforts to determine risk of introducing invasive weeds through pathways such as gravel, contaminated seed, commercial vehicles, automobiles, boats and other vehicles, plant products, bird seed and landscape products.

Early Detection and Rapid Response

As previously discussed, DMR divides weeds into three priorities based on the risk posed by the species to people, infrastructures and ecosystems, and by the status of the weed in the District. Status includes the following categories:

1. New invaders, which are localized and eradicable district-wide;
2. Relatively new invaders, which are firmly established in one or a few parts of the District but eradicable in most other parts of the District;
3. Those which are widespread in many areas of the District (only eradicable in small regions).

Weed status affects control options. When aimed at new, incipient infestations, early eradication can be the most cost-effective method of control. Eradication is a control objective aimed at totally eliminating all individuals of the target weed within a specified area. Eradication aims to deal with small numbers of localized populations by destroying all plants within the population. The key to the success of this strategy is early detection and response. Seed longevity can extend the eradication period considerably, even for small

populations if they have been established for a number of seasons before detection. Periodic monitoring of “eradicated” sites should occur for many years to ensure populations do not re-establish.

Early Detection and Rapid Response (EDRR) involves finding species that are new invaders to an area and responding rapidly to prevent their establishment and spread. After prevention, EDRR is considered the least costly and most effective way to manage invasive species. After initial introduction of a new invasive plant, there is a short period of opportunity for eradication and containment (see Figure 3). Once a species is well established and spreading, it can cost a substantial amount of money to manage and remove from areas of concern, and chances for successful eradication diminish. Usually, once more extensively established, a new invader becomes a long-term management problem. An Early Detection and Rapid Response System includes several elements:

1. Detection and Reporting.
2. Identification and confirmation.
3. Rapid Assessment.
4. Planning.
5. Rapid Response.

An effective detection and reporting system is key. The province of BC has “Report a Weed”, an online reporting system that links to IAPPS, the province’s Invasive Alien Plant Program. Such reporting systems can be expanded with trainings of volunteers accustomed to environmental monitoring and reporting. Education in identification and systematic regular inventory of high risk areas are important. Early detection results from the efforts of a combination of highly trained detection biologists and a large group of more casual “detection partners”, who receive short training sessions in identification of key species. The “detection partners” are trained through workshops, articles, brochures, and other outreach methods. They are a crucial link in early detection because of the large areas and

multiple jurisdictions in DMR that they can traverse in their activities on the land. Even just the training, data management and quality control will be sufficient challenge to implement and organize.

Rapid response is essential when a new weed species is discovered in an area and the weed displays a high potential for developing into an invasive species. Leadership from DMR to provide authority, establish priorities, and provide adequate funding is critical. However, the actual work will be accomplished by crews which specializes in on-the-ground projects, probably by DRM staff or contractors or ISCMV field crews. Containment and eradication activities require focus and commitment, and they cannot proceed efficiently in an environment of complex demands and uncertain requirements. Permits, regulations and approvals must be clear and stream-lined. Paths for early eradication need to be clear before the arrival of a new invader. These paths should provide a framework within which coordination groups and agencies then make decisions as to the specific course of action to take when a new weed arrives. Because each situation tends to include unique conditions related to the species and the environment, the rapid response plan needs to be general in nature. The following elements need to be addressed in a rapid-response system:

- Well-defined authority, leadership, and organizational roles.
- Coordination and cooperation among parties in the response.
- Funding and resources.
- Quarantine establishment and enforcement.
- Expeditious environmental regulatory compliance.
- Effective public awareness and education, especially to affected property owners.
- Delimitation survey and mapping.
- Review of biology and control options.

- Classification of weeds as to their place on invader curve and classifying sites by priority
- Implementation of eradication or other management methods.
- Assessments of treatments and modification if necessary.
- Environmental monitoring.
- Restoration or mitigation.

Objective 1 – Increase efforts for early detection of noxious weeds

Recommended Actions:

1. Develop and maintain a Watch List of noxious weeds and invasive plants that may become noxious weeds. There is a provincial watch list for the provincial EDRR program, supported by fact sheets.
2. Complete directed surveys for EDRR species and initiate eradication of select species if they are found.
3. Engage citizen science monitoring programs that are likely to participate in early detection and reporting invasive weeds.
4. Host workshops to provide information and training to DMR supervisors and field crews (and others) that may happen on EDRR species during regular work so that they will identify and report infestations.
5. Develop an invasive weeds identification confirmation procedure/network.

Objective 2 – Speed the rapid response to noxious weeds.

Recommended actions:

1. Improve ways public can report weeds.
2. Implement timely treatment of new invaders.
3. Develop strategies to gain landowner or land manager cooperation in management of priority species.
4. Analyze the pesticide use permit process to determine if changes are

necessary to facilitate treatment of EDRR species.

5. Establish rapid response teams and/or partnerships to ensure that a confirmed species report is responded to quickly with the most effective method of management. (Have control teams available).
6. Develop eradication strategies for high priority invasive insects that are likely to be detected at monitored sites.
7. Have sufficient short term funds to address new infestations quickly.
8. Have sufficient stable funds for ongoing inventory.
9. Have standing orders of agreement with control contractors to enable quick response

Objective 3 – Coordinate District staff, local groups, and broader groups to effectively address EDRR priorities.

Recommended Actions:

1. Develop a flowchart identifying the roles of different entities in rapid response to new invaders.
2. Increase information sharing between agencies and local entities regarding early detection reporting and interceptions.

Containment, Control and Management

Control and management may include eradication, containment or suppression depending on the extent of the infestation and potential harm that the species may cause (Figure 2, Table 2). For widespread weeds, eradication may not be economically feasible, especially with if a weed has a long-lived seed bank or in situations where sufficient resources are not available. *Containment* is a weed management objective where an infestation is too large to eradicate and the primary management goal is to prevent infestation

expansion by suppression and elimination of spread. For very widespread species, *control and management* is used to manage invasive weeds to avoid impacts on high priority assets or locations (see Figure 2). Eventually some species in the control category will gradually be controlled, contained, then eradicated (e.g., knotweeds in some areas)

Containment

In the containment stage the aim is to limit the species from reaching its full potential distribution. In this stage of invasion the species population is expanding, there are usually one or more core infestations with a number of smaller ‘satellite’ infestations. The management strategy is to target the small satellite infestations for eradication as a priority, while the core infestation is prevented from further spread. It may also include a reduction of population density within the core infestation. It is not expected that the core infestation will be eradicated and as such ongoing control programs are required. Effective containment programs are generally expensive and long term. There can be a large number of species that potentially fit this category, but action on a species is rarely financially justifiable except for high impact species. Careful consideration needs to be given to which species is allocated ‘containment’ status. A high level of community support is required for any long term containment program. Containment programs include several elements:

- Mapping to define the boundary of the core infestation(s) and the number and extent of satellite infestations;
- Planning to always work on removal from the areas of least concentration (satellite infestations) towards the main infestation;
- Attention to spread pathways to limit spread beyond the current infestation;
- Community engagement programs and coordinated action;
- Eradication of satellite infestations; and

- Reducing the abundance and density of the core infestation where this helps to reduce spread.

Control and Management for Asset Protection

In this stage the weed is so widespread and abundant it is inefficient to implement containment everywhere. The aim of management in this stage shifts to protection of priority assets. The chosen treatments should take into account many factors which should be outlined in “Best Management Practices” documents. Some of the considerations are outlined below.

Treatment and Control Methods

There is considerable information available regarding invasive plants and their management in this province. Science and management strategies continue to evolve as new threats are identified. Much of this information can be publicly accessed and used either directly or adapted to meet specific conditions in DMR. Generally, protocols and strategies should be guided by the **Provincial Pest Management Plan (PMP) for the South Mainland Coast** (BC Ministry of Environment. Pest Management Plan for Invasive Alien Plant and Noxious Weed Control on Provincial Crown Lands within the South Coastal Mainland of British Columbia. Retrieved August 2, 2013, from <http://gov.bc.ca>) and the Integrated Pest Management Act. The Invasive Species Council of British Columbia (ISCBC) and the Invasive Species Council of Metro Vancouver (ISCMV) are also excellent sources of relevant information. These local sources provide the latest Best Management Practices (BMPs) related both to the treatment of specific invasive plants and general preventative practices to reduce spread. Using this information, the District is beginning to create its own BMPs for the treatment and control of invasive plants (see Accompanying BMP document).

Treatment methods generally fall under four categories: *preventative maintenance*,

mechanical treatment, *chemical treatment*, and *biological control*. Determining the appropriate treatment method depends on several factors, namely: effectiveness, cost-efficiency, practicality, safety, and potential for environmental harm.

1. **Preventative maintenance** involves maintenance techniques that reduce opportunities for invasive plants to become established. These measures are used commonly in landscaped settings (both large scale planted beds in public areas and smaller scale gardens on private property). A good example of preventative maintenance is applying mulch to prevent weed seed from establishing on exposed bare soil.
2. **Mechanical treatment** involves physically removing plants by hand, with tools or with machinery. It also includes other types of physical treatment such as covering infestations with plastic, cardboard or deep mulch to smother invasive plants. In some cases mechanical treatment can have a detrimental effect such as triggering a plant to expand its root system, sprout new shoots, or initiate seed germination.
3. **Chemical treatment** refers to the application of pesticides to control invasive plants. DMR shares the concerns of residents about the use of pesticides and recommends the use of pesticides only when necessary. Due to the threats posed by knotweed species and the ineffectiveness of mechanical treatments, current best management practices recommend the use of pesticides for knotweed. There may be as well, other situations when the use of pesticides may be necessary when other methods are not possible (e.g., large patches of hogweed, or sites inaccessible for mechanical removal).

4. **Biological control** relies on the introduction of a plant's natural enemies (e.g. insects, parasites and pathogens) to reduce its population. For widespread weeds biological control often provides the best and most economical long-term means of reduction. This control method involves establishing self-sustaining populations of control organisms (usually herbivorous insects and pathogens). Imported from the foreign country of weed origin (after safety is scientifically established), their populations are expected to build-up and move throughout the infested region. Biocontrol does not eliminate the target weed, but reduces its abundance. Populations of weeds and biocontrol species will vary year to year. Currently the purple loosestrife and tansy ragwort are targets for biocontrol in the Fraser Valley. In the future, bioagents may be available for control of some other weed species including knotweed, Scotch broom and gorse.

Best Management Practices/District Practices

Best Management Practices (BMPs) are science-based approaches that result in the most effective outcome. A document accompanying this Strategy, sets out the best known approach for addressing or managing knotweeds in the District. It is important to update these BMPs based on monitoring results at local sites, changes in management practices and new information learned from other agencies.

Objective 1 – Address identified barriers to management of noxious weeds

Recommended Actions:

1. Develop lists that describe invasive weeds management priorities and communicate those to local groups cooperating in weed control.
2. Review DMR pesticide use permit requirements to explore easing the process for all legitimate management

activities identified by local noxious weed management groups.

3. Improve public and agency perception and understanding of management through education and outreach about noxious weeds, health and safety, and efficacy of chemical control practices by ensuring outreach events are conducted each year.
4. Develop funding mechanism or grant programs for control and management of invasive weeds.
5. Identify and establish permanent funding source for weed and pest management.

Objective 2 – Follow best control methods

Recommended actions:

1. Ensure the District's BMPs for invasive plants follow the most current scientific information and management strategies. Update these BMPs as appropriate. Increase knowledge of suitability and efficacy of control techniques for particular weeds. Determine if District needs its own IPMP.
2. Develop control manual, including steps to ensure safe application and describe the specificity of application methods.
3. Implement BMPs (accompanying this strategy) for control of knotweed, and ensure they are made available to the public.
4. On DMR municipal lands, the use of pesticides to control invasive plants should only be used when in staff's opinion: a) the invasive plant is more harmful to the environment than the use of pesticides, or b) other control methods are not effective, feasible, or are considered to be more harmful to the environment than the use of pesticides.
5. On private lands, residents should follow the BMPs for control and management of invasive plants. The use of pesticides must comply with current municipal and provincial regulations. This can be best achieved by retaining the services of a trained professional.

6. Develop guidelines for District staff to review a site prior to maintenance work being undertaken on a boulevard or any District land.
7. Work with partners to control additional high priority species and/or infestations each year.
 - a. Concentrate on high priority areas such as sensitive sites and pathways for invasive species movement such as roadsides, utility rights of way, and railroad tracks (see Table 2).
8. Not a noxious weed point, but encourage the removal of any invasive plant species that may be used as nesting sites prior to March 15th and after August 15th to avoid the nesting season (e.g. blackberry species, English ivy, etc.).

Restoration

Restoration is the process of repairing damaged or degraded ecosystems. Since invasive plants are a primary cause of such degradation, restoration and the control of invasive plant species go hand in hand, particularly in terrestrial ecosystems. It is increasingly understood that you cannot restore native species and re-vegetate native habitats unless you successfully control invasive weeds, although the control methods can move the site towards recovery. Similarly, the control of noxious weeds is just a first step in restoration, the next steps are to re-vegetate and take any other necessary steps to reduce susceptibility to further noxious weeds. Sometimes, treatment of invasive plants can result in removal of vegetative cover and exposure of bare soil. These conditions are ideal for new invasive plants to establish. Some areas will recover naturally after treatment. A technique called “successional advancement”, where the invasive species is controlled by establishing a cover of shade producing pioneering species, can be very effective (Polster 2003). For example, in forests at the urban margin and

many parks, there can be enough native plants to re-vegetate newly weeded areas through seed germination or plant spread. However, other areas may require restoration through selective planting and/or other methods to reduce the risk of soil erosion and re-invasion by non-native plants. In these cases, a restoration plan should be prepared before invasive plants are removed.

The development of ecological restoration methods has grown tremendously in recent years. As the public becomes more environmentally informed and concerned, they have been increasingly willing to mandate the repair of damaged landscapes. Citizens are getting involved in local volunteer efforts for Restoration. Invasive species removal and replanting in the Kanaka Creek watershed and other sites in Maple Ridge are prime examples. Restoration methods include:

- Natural colonization or succession (including altering site conditions to promote succession);
- Seeding of desirable grasses (being careful of grasses in sloughs and ensuring use of non-invasive grasses);
- Replanting with appropriate trees and shrubs; and
- Planting of live cuttings.
- Brushing out of planted species until they suppress competing vegetation

Successful restoration planting is dependent on choosing plant species which are ecologically suited to the site conditions. Typically, pioneering trees and shrubs (those which naturally colonize disturbed sites) will have the highest survival rates. Species such as red alder, bigleaf maple, willow, balsam poplar, and red-osier dogwood are suitable for use in the DMR. Sometimes non-native species are appropriate in restoration (e.g., grasses) but care needs to be taken to ensure they are not invasive or overly impede desirable native alternatives. Successful restoration requires ongoing monitoring and appropriate maintenance of the site.

Objectives – Restore areas and ecosystems where noxious weeds have been controlled

Recommended Actions:

1. Recognize control of noxious weeds as one step in restoration process (not an end in and of itself).
2. Provide BMPS for best species and procedures for common restoration situations.
3. Provide list of experts for advice on more complicated restoration initiatives.
4. Obtain funding to support restoration.

Inventories and reporting system

Inventories and maps are invaluable planning tools that help get the most out of limited weed management dollars. Armed with maps and inventory information, weed managers can develop strategies focused on removing new and isolated infestations while containing the principal infestation—the same strategy used for wildfires. Inventories can be used to prioritize which part of an infestation to treat first and can increase the efficiency of almost any method of weed management. Inventories allow containment lines to be drawn and tracked year to year. Prioritization of noxious weed projects cannot be done until infestations are accurately delimited. Inventory combines with monitoring (see Monitoring section below) to track efficacy of treatments, success of initiatives, and suggest directions for adaptive management. One of the most important benefits of weed inventories lies in their use as a tool for generating awareness. Being able to tie the problem back to the public or agency's geographic area of interest dramatically increases their receptiveness and interest in the problem. Invasive weed inventories also provide data necessary to quantify impacts of invasive weeds on native ecosystems. A key need for weed management programs is to quantify the impact of invasive weeds so that funding can be prioritized for weed control programs.

Survey, inventory, and mapping are very important processes for documenting weed infestations, but it is equally important to store that information in a standard format and have it accessible to DMR and its public. At the present time, noxious weed information is fragmented and is recorded and stored in various formats and locations. Some geographic information for certain noxious and invasive weeds or geographic areas is currently available from the District, Some from the Provincial reporting system (IAPPS); some from local groups such as ARMS. A standardized, centralized data collection and record storage system for noxious weed information is needed.

Developing an inventory of invasive plants in the District requires a phased approach. Currently the District's efforts are focused on public reporting of weeds (mostly knotweed species and hogweed) and by BCIT student inventories. The District's large area (much of it on private property) and high percentage of forest land and other natural areas, affect how much inventory work can be completed in a given year. Availability of District staff and volunteers to assist is also a limitation. Currently, the District encourages the public to report occurrences of invasive plants. However, implementation of a local online public reporting mechanism for high risk species would benefit the inventory process.

Objective 1 – Continue and improve inventory
Recommended actions:

1. Identify gaps in current inventory
2. Develop a district-wide inventory of invasive plants on private and public land and update continuously. Prioritize inventory efforts by species and geography, identifying priority species and priority geographic areas
3. Increase citizen scientist monitoring through education and update or creation of outreach materials

- a. Increase training opportunities for partners in identification and perhaps learning GIS and GPS technologies.
- b. Suggested participants: CEERS, ARMS, KEEPS, Katsie First tion, Haney Horesmen Association; DMR staff; interested community people
4. Share data from the invasive plant inventory with other jurisdictions/institutions (e.g. CP Rail, BC Parks, MV Parks, UBC Research Forest, neighbouring municipalities etc.).
5. Provide distribution maps to persons doing inventories

Objective 2 – Choose or create a repository for Noxious Weed Inventory and monitoring information

Recommended actions:

1. Determine best data repository for inventory information. Even if local web-based applications are used, also adopt the IAPP protocols for inventory and submit DMR data to MFLNRO for IAPP. While IAPP currently is a dated system, MFLNRO has a project currently underway to completely update it and make it world class. MVRParks has an inventory system that they find robust and would share the database structure.
2. Develop a mechanism for the public to report plants on the target list and invasive plants list and developing techniques for mapping and monitoring of invasive plants so residents and community groups may participate effectively.
3. Coordinate inventory with monitoring so that inventory information system includes:
 - What invasive plants are present and where they are;
 - What treatments have been recommended at each location and if it was done;
 - Status of infestation.

Monitoring and Evaluation

Follow-up monitoring is essential for evaluating the effectiveness of the efforts and for ensuring that the area has not been re-infested. A monitoring program should collect the following types of data:

1. Efficacy of the treatments (recorded by reduction in infested area);
2. Status of the target weed; and
3. For which attributes of the site it being managed (e.g. forage quality, endangered species status).
4. Evidence of habitat recovery and native species regeneration.

Information from monitoring and evaluation directs limited resources toward effective management activities, allows informed decision-making and long-term planning. The paradigm of “adaptive management” is built upon the principle of using monitoring data to re-evaluate program methods and goals on a cyclic basis. For monitoring to be directed and cost-effective, program goals must be very specific and measurable. The metrics for assessing program success are termed “program measures”; developing these is part of an effective monitoring program.

Objective 1. – Monitor noxious weed projects to evaluate effectiveness.

Recommended Actions:

1. Track all weed control projects (location, species, treatment).
2. Monitor and evaluate projects for effectiveness and improvements.
3. Map weed free areas and weed centres: Display progress of noxious weed free zones as control reduces ranges.

Objective 2 – Evaluate Progress on implementing Strategy

Recommended Actions

1. Develop and implement measures of progress in noxious weed management within DMR.
 - a. Develop “program measures”.

Research

Research about invasive weeds is imperative to make wise management decisions. DMR is a small municipality and as such does not anticipate leading noxious weed research. Much of the research completed elsewhere in similar ecosystems is applicable to DMR. New research is going on elsewhere in North America regarding ecosystem services, and invasive species impacts to those services. Research also is continuing on management options to assess efficacy and fate of bio-control, physical control and herbicides. The FVRD, for example, has trials underway for biological control of purple loosestrife and tansy ragwort. Prevention is highly important to invasive weeds and agricultural pest management, making research on possible pathways and analysis of prevention mechanisms highly important. Further research is needed to rank pathways and vectors of introduction, and identify practices that can be put in place to prevent introductions. There is a dearth of well-quantified information on the economic costs of weeds. This information would be helpful for assessing funding priorities and weighing the severity of the various weeds. To make existing research available to DMR requires an effective network of communication.

Objective – Support efforts of local or provincial researchers to fill gaps in knowledge that will facilitate prevention, management and understanding of noxious weeds and invasive species.

Recommended actions:

1. Utilize relevant research from other parts of the world to predict impacts of invasive weeds, efficacy of control practices and impacts of control practices to surrounding resources.
 - a. Improve communication that increases awareness of research that applies to local situations.
2. Support students and researchers from centres of higher education who may want to study noxious weeds and their control etc. within DMR.

Enforcement and Compliance

While the preferred method of encouraging people to control weeds is through education and incentives, there are limits to the effectiveness of these methods. Mandates, laws, and policies direct and strengthen the management of noxious weeds. They give authority and direction to resource and land management agencies for noxious weed in BC and DMR and heighten their importance in the public perceptions. The current regulatory structure for noxious weeds was summarized on Page 3 and in Appendix II. BC has provincial regulations that address prevention and control of noxious weed species. The District can adopt the Provincial Weed Control Act (but is not required to), or use the Community Charter to create bylaws to control invasive plants.

The District’s **Unsightly Premises** bylaw addresses control of noxious weeds. Several other bylaws have language that could allow control invasive plants or could undergo slight changes to include noxious weeds (e.g., **Parks Regulation Bylaw** could include weeds in definition of ‘foreign matter that might interfere with appearance’; the **Heritage Maintenance Standards** bylaw could include weeds as part of ‘infestations that are to be controlled’; the **Rental Premises Standards of Maintenance** bylaw could include control of noxious weeds.

Several other bylaws would require substantial amendments to address invasive plant problems. Municipal mechanisms such as the *building bylaw*, *business licence and building permitting processes* offer opportunities to communicate how those activities may contribute to the spread of invasive plants. Building permits could specify site clean-up activities, including removal of invasive species. The *Drainage Facilities Control bylaw* could caution against activities that spread noxious weeds. The soil Deposition bylaw could specify using soil from weed-free sites. The *Watercourse Protection bylaw* could require reduction in invasive species in riparian zones during new developments or renovations. Control of invasive species in riparian zones is already a part of the Official Community Plan and regulated through Watercourse Protection Development Permits.

Some existing bylaws may limit management options for invasive plants. For example, the District's **Pesticide Use Control** Bylaw, although it allows pesticide for non-cosmetic uses, may place restrictions on application close to water that may limit chemical treatment of knotweed and other high priority sites. Those bylaws should be reviewed by experts to assess if changes would be beneficial.

Education and communication of best management practices are the preferred option to encourage property owners to remove invasive plants and should be carried out before any bylaw enforcement. However, bylaws can be used to support the District when property owners are either unwilling or unable to remove invasive plants of concern.

Objective 1 – Ensure appropriate invasive weeds and agricultural pest regulations are established.

Recommended Actions:

1. Amend the Pesticide Control Bylaw (if needed) to allow for the use of pesticides following Best Management Practices for control of invasive plants when necessary.

2. Amend the Parks Bylaw to prevent the use or dumping of invasive plants in District Parks if it is not already clear.
3. Amend the Heritage and Rental Premises maintenance standards to include removal of noxious weeds and to include a reasonable enforcement process and reasonable fines.
4. Amend the Soil Deposit Bylaw to ensure that invasive species are not moved from one site to another through permitted soil deposits.
5. Increase enforcement of business licenses for landscaping and gardening companies, and use the business licensing process as an opportunity to distribute BMPs and educational materials re invasive plants.
6. Prepare an assessment of the implications of adopting the provincial Weed Control Act versus creating bylaws for the control of invasive plants under the Community Charter.³

Objective 2. – Promote cooperation with established regulations, and increase enforcement where necessary.

Recommended Actions:

1. Cooperate with regional initiatives to ensure that regional and municipal invasive species bylaws align with each other and represent consistent standards that can be regulated and enforced across all boundaries and between all jurisdictions within the Metro Vancouver region
2. Ensure education, communication and incentives precede use of regulations;
 - a. Use regulations sparingly and only after other measures have been tried.
3. Increase the number of district regulatory inspections

³ Advisors have cautioned that care be taken when contemplating legal tools that will require a landowner to treat noxious weeds. It is much more difficult in an urban environment, many land owners and plants grow in very difficult locations. It is useful to have a legal option that can be applied strategically depending on the species and the goal for each species.

4. Budget resources to implement noxious weed compliance checks.
5. Regularly review invasive species bylaws to keep them up-to-date and effective

Funding and Resources

Stable, consistent funding dedicated to noxious weed control is needed. Noxious weed management requires consistent ongoing coordination, planning, and implementation of treatment projects to effectively manage noxious weeds. Weed control projects can be complex, labor-intensive undertakings. They require significant ongoing program support for inventorying, monitoring, education, and regulatory compliance. The current rate of spread of noxious weeds and the introduction of new weed species will far outstripping our capacity to contain them, let alone eradicate them in all but a few circumstances unless actions are taken quickly and effectively. Provincial and Federal funding is non-existent at present, but various weed programs have demonstrated success at bringing in significant matching and in-kind funds.

Potential funding sources:

Funding for noxious weed control should be a line item in the District's budget so that funds do not get redirected to other activities. There is potential for funds from Provincial agencies such as Ministry of Transportation or Ministry of Forests Lands and Natural Resource Operations where infestations cross jurisdictional boundaries. As well, B.C. Hydro and Fortis B.C. would likely contribute where they are important participants in weed control.

It is not possible or desirable for government at all levels to provide control of all invasive plants. Government invests to maximize public benefit and when benefits outweigh costs. Cost sharing may be appropriate where there are both public and private benefits from an intervention. There are four main ways of

approaching cost sharing arrangements: user pays, beneficiary pays, polluter pays, and risk – creator pays. Some examples of each are provided related to invasive plant management are presented in Appendix V.

Objectives: Secure adequate funding

Recommended Actions:

1. Secure stable funding for ongoing activities such as:
 - Developing and coordinating local programs.
 - Implementing local control projects.
 - Implementing survey, inventory, and mapping projects.
 - Assisting private landowners.
 - Providing education and consultation.
 - Implementing prevention activities.
2. Create an emergency fund for new infestations and immediate actions.

Summary

This strategy should enable several important outcomes (Figure 4):

LONG TERM OUTCOMES to be achieved over the next 5 to 10 years

- No new invasive plants established;
- Reduced impact of established high risk invasive plants; and
- Responsibility for invasive plants is a community value.

MEDIUM TERM OUTCOMES to be achieved over the next 3 to 5 years

- Have sound legislative, policy and planning frameworks for invasive plants;
- Have an effective program for detection and timely response to new and emerging invasive plants;
- Stakeholders routinely implement practices to prevent the introduction and spread of invasive plants;
- Land managers contain high risk established invasive plants;

- Stakeholders work collaboratively to coordinate invasive plant prevention and control; and
- Commitment and expectation for participation in invasive plant management is established as a community norm.

SHORT TERM OUTCOMES to be achieved in the next 1 to 3 years

- Effective governance is applied to invasive plant management in DMR.
- Tailored programs and services support stakeholder implementation of noxious weed management practices.
- Strong relationships and networks foster information sharing, informed decision making and increased participation and cooperation.
- Stakeholders have the capability (knowledge and skills) to implement their roles and responsibilities.
- Improved techniques and options are developed for invasive plant management.
- DMR residents and business are aware of, and support, invasive plant management.

The **Action Plan** accompanying this Strategy outlines suggested first steps towards implementing the strategy.

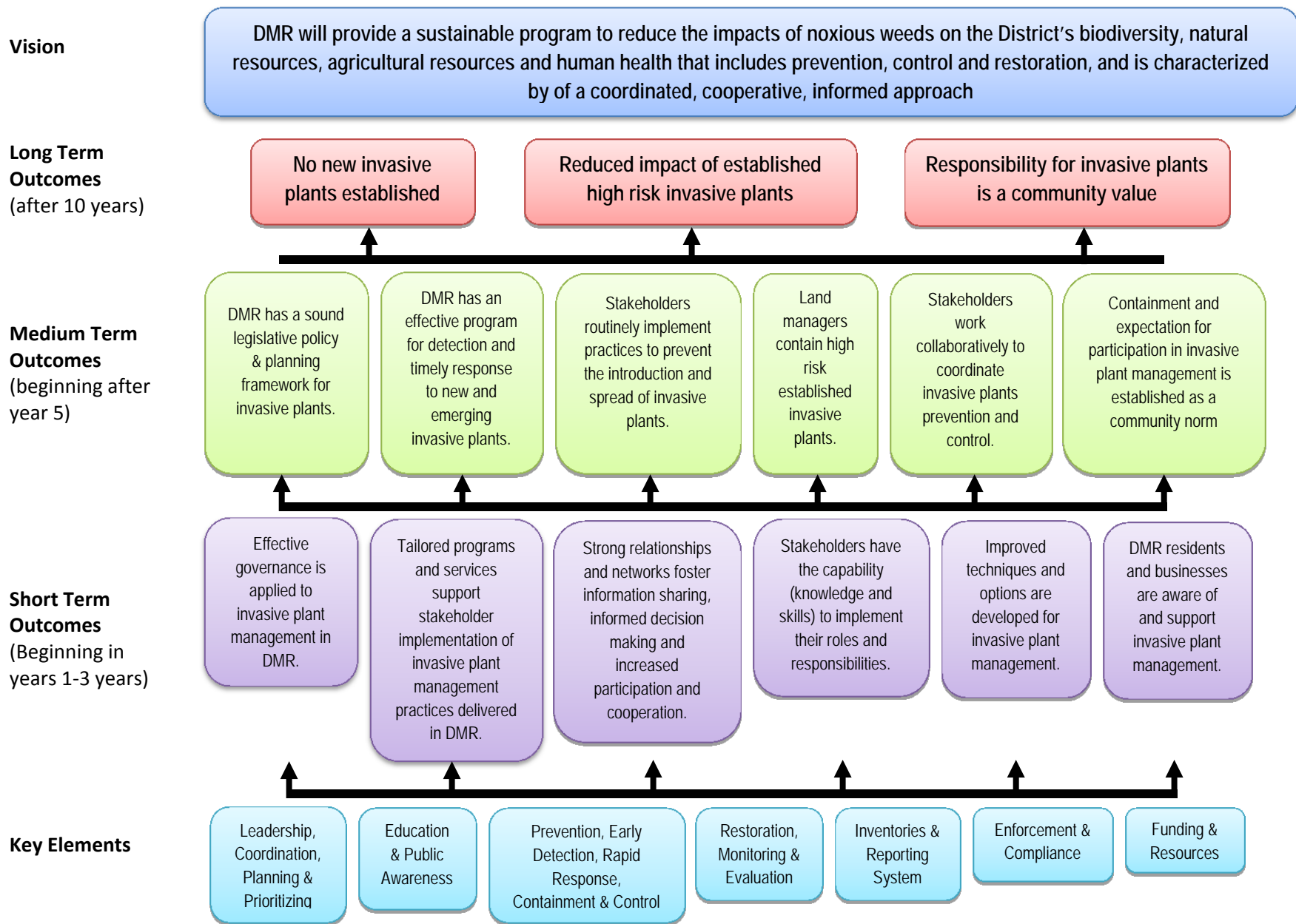


Figure 4: Anticipated outcomes of the Strategy

Appendix I. – B.C. Weed Control Act: Noxious Weeds in B.C.

Updated August 22, 2013

Noxious weeds are typically non-native plants that have been introduced to British Columbia without the insect predators and plant pathogens that help keep them in check in their native habitats. For this reason and because of their aggressive growth, these alien plants can be highly destructive, competitive and difficult to control.

The B.C. Weed Control Act imposes a duty on all land owners and occupiers to control designated noxious plants.

The purpose for the Act is to protect our natural resources and industry from the negative impacts of foreign weeds.

(Note - the Weed Control Act and Regulations are now administered by the [Ministry of Forests, Lands and Natural Resource Operations](#).)

The following weeds are classified as noxious within all regions of British Columbia:

BC Noxious Weeds List	Identified in District of Maple Ridge	BC Noxious Weeds List	Identified in District of Maple Ridge
Annual Sowthistle (<i>Sonchus oleraceus</i>)		Japanese Knotweed (<i>Fallopia japonica</i>)	
Bohemian Knotweed (<i>Fallopia x bohemica</i>)	☒	Jointed Goatgrass (<i>Aegilops cylindrica</i>)	☒
Bur Chervil (<i>Anthriscus caucalis</i>)		Leafy Spurge (<i>Euphorbia esula</i>)	
Canada Thistle (<i>Cirsium arvense</i>)	☒	Milk Thistle (<i>Silybum marianum</i>)	
Common Reed (<i>Phragmites australis</i> subsp. <i>australis</i>)		North Africa Grass (<i>Ventenata dubia</i>)	
Crupina (<i>Crupina vulgaris</i>)		Perennial Sowthistle (<i>Sonchus arvensis</i>)	
Common Toadflax (<i>Linaria vulgaris</i>)		Purple Loosestrife (<i>Lythrum salicaria</i>)	
Dalmatian Toadflax (<i>Linaria dalmatica</i>)		Purple Nutsedge (<i>Cyperus rotundus</i>)	☒
Dense-flowered Cordgrass (<i>Spartina densiflora</i>)		Rush Skeletonweed (<i>Chondrilla juncea</i>)	
Diffuse Knapweed (<i>Centaurea diffusa</i>)		Saltmeadow Cordgrass (<i>Spartina patens</i>)	
Dodder (<i>Cuscuta</i> spp.)		Scentless Chamomile (<i>Matricaria maritima</i>)	☒
English Cordgrass (<i>Spartina anglica</i>)		Smooth Cordgrass (<i>Spartina alterniflora</i>)	
Flowering Rush (<i>Butomus umbellatus</i>)	☒	Smooth Cordgrass (<i>Spartina alterniflora</i>)	
Garlic Mustard (<i>Alliaria petiolata</i>)		Tansy Ragwort (<i>Senecio jacobaea</i>)	☒
Giant Hogweed (<i>Heracleum mantegazzianum</i>)	☒	Tansy Ragwort (<i>Senecio jacobaea</i>)	
Giant Knotweed (<i>Fallopia sachalinensis</i>)	☒	Wild Chervil (<i>Anthriscus sylvestris</i>) (within Fraser Valley)	
Giant Mannagrass / Reed Sweetgrass (<i>Glyceria maxima</i>)		Wild Oats (<i>Avena fatua</i>)	
Gorse (<i>Ulex europaeus</i>)		Yellow Flag Iris (<i>Iris pseudacorus</i>)	☒
Himalayan Knotweed (<i>Polygonum polystachyum</i>)	☒	Yellow Nutsedge (<i>Cyperus esculentus</i>)	
Hound's-tongue (<i>Cynoglossum officinale</i>)		Yellow Starthistle (<i>Centaurea solstitialis</i>)	

Appendix II. Overview of Applicable Legislation

A. Main agencies responsible for management of noxious weeds

AGENCY RESPONSIBLE		LEGISLATION	Comments
Federal			
National Parks	Parks Canada	Canada National Parks Act	The Governor in Council may make regulations respecting the protection of flora, soil, waters, natural features
Indian Reserves & Treaty Lands	Nations, Councils or Bands	Indian Act	The Governor in Council may make regulations for the destruction of noxious weeds and the prevention of the spreading or prevalence of insects, pests or diseases that may destroy or injure vegetation on Indian reserves. The council of a band may make by-laws not inconsistent with this Act or with any regulation made by the Governor in Council or the Minister, for the destruction and control of noxious weeds
Provincial			
CROWN LAND			
Agricultural Lands	Ministry of Agriculture and Lands	Weed Control Act	In accordance with the regulations, an occupier must control noxious weeds growing or located on land and premises, and on any other property located on land and premises, occupied by that person.
Crown Rights-of-Way	Ministry of Energy, Mines and Petroleum Resources		
Provincial Parks, protected areas, ecological reserves.	Ministry of Environment		
Crown forest and range lands	Ministry of Forests, Lands and Natural Resource Operations		
Transportation corridors	Ministry of Transportation and Infrastructure		
Dikes along waterways	Ministry of Forests, Lands and Natural Resource Operations: Water stewardship Division	Dike Maintenance Act	Allows dike inspectors and employees to maintain dikes and thus allows weed control for weeds that might damage dikes.
PRIVATE LAND			
Utility Rights-of-Way	Landowners (i.e. BC Hydro, Fortis BC, etc.)	Weed Control Act Applicable Municipal bylaws	
Land within Regional District Boundaries (excluding Municipalities)	Regional Districts responsible to enforce upon property owners	In Metro Vancouver: Weed Control Act	No specific bylaw to address noxious weeds
Land within Municipal boundaries	Municipality responsible to enforce upon property owners	In Maple Ridge: Noxious Weed and Other Growth Control By Law. Untidy and Unsightly Premises in the District of Maple Ridge Bylaw 6533-2007	Every owner or occupier of real property is required to clear brush, trees, noxious weeds or other growth. No Owner or Occupier of Property may cause, permit or allow the Property to become overgrown with Noxious Weeds including Canada thistle, morning glory, couchgrass, purple loosestrife, giant hogweed, Japanese knotweed

B. Legislation governing management of noxious weeds

<p><u>B.C. Weed Control Act</u></p>	<p>Duty to control noxious weeds</p> <ul style="list-style-type: none"> • In accordance with the regulations, a land owner or occupier must control noxious weeds growing or located on land and premises, and on any other property located on land and premises, occupied by that person. <p>Notice to control noxious weeds</p> <ul style="list-style-type: none"> • An inspector may serve a notice directing an occupier, in accordance with the notice, to control noxious weeds growing or located on land, premises or property occupied by the occupier. • If a notice is served on an occupier the occupier must promptly bring the notice to the attention of the owner of the land, premises or property that is the subject of the notice. <p>Control of noxious weeds by inspector</p> <ul style="list-style-type: none"> • If a notice is served, in the opinion of an inspector, noxious weeds are not controlled within the time, which must not be less than 5 days, specified in the notice, or in the manner specified in the notice; or <ul style="list-style-type: none"> o an inspector is of the opinion that, in order to prevent the injurious distribution and effect of noxious weeds, it is necessary to immediately control the noxious weeds, an inspector may, without notice, take the action considered necessary to enter on any land, premises or property and control noxious weeds. • If an inspector controls noxious weeds under subsection (1), the inspector must prepare a statement of the costs of the control, and send the statement, verified by affidavit, <ul style="list-style-type: none"> o if the noxious weeds were controlled on land, premises or property in a municipality, other than a regional district, to the designated municipal officer, and o if the noxious weeds were controlled on land, premises or property other than that referred to in paragraph (a), to the minister. • If the municipal officer or minister to whom a statement is sent under subsection (2) issues a certificate in respect of the amount of the statement, every occupier of the land, premises or property on which or in which the noxious weeds were controlled is jointly and severally liable to pay the amount specified in the certificate to the municipality or the minister. <p>Highways</p> <ul style="list-style-type: none"> • If a highway is owned by the government, but is in the possession of a municipality, other than a regional district, that municipality is the occupier of that highway.
<p><u>Untidy and Unsightly Premises in the District of Maple Ridge Bylaw 6533-2007</u></p>	<ul style="list-style-type: none"> • No Owner or Occupier of Property may cause, permit or allow the Property to become overgrown with any grasses in excess of 30 centimetres in height or brush of any type or allow such brush to encroach onto neighbouring public or private property or Noxious Weeds listed in Schedule "A". <p><u>Schedule A: Noxious Weeds</u></p> <p>Canada Thistle (<i>Cirsium areense</i>) Bindweed or Morning Glory (<i>Convolvulus</i>) Couchgrass (<i>Agropyron repens</i>) Purple Loosestrife (<i>Lythrum salicaria</i>) Giant Hogweed (<i>Heracleum mantegazzianum</i>) Japanese Knotweed (<i>Fallopia Japonica</i>)</p>

C. Legislation governing use of pesticides

Legislation	Regulations	Notes
FEDERAL		
Pest Control Products (PCP) Act http://laws-lois.justice.gc.ca/eng/acts/P-9.01/	Pesticides sold or used in Canada must be registered under the PCP Act	All pesticides available in Canada should already be registered. If there are health concerns associated with the pesticide, contact the local Pest Management Regulatory Agency (PMRA) of Health Canada.
PROVINCIAL		
Integrated Pest Management Act http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/00_03058_01	Use of a pesticide for the management of noxious weeds requires a pesticide use notice confirmation (from the ministry), a pesticide user license and/or a permit as well as appropriate pesticide applicator certification. A pesticide user license is required if the pesticide is used for the management of noxious weeds on <i>less than 50 ha a year</i> of public land. A permit is required for aerial use of a pesticide to land that is neither in an urban area nor used for residential purposes, or if an exemption to the standard is required. A Pest Management Plan (PMP) is required for the management of noxious weeds on <i>more than 50 ha a year</i> of public land.	Pesticide Certification Training is achieved upon completion of the following study kits: -Canadian Pesticide Education Program Applicator Core Manual British Columbia Edition: 2011. -Supplementary Information for Industrial Vegetation and Noxious Weed Control Pesticide Applicator Certification: 2011. These study kits are available through the Distribution Centre at 1-800-282-7955
MUNICIPAL		
Pesticide Use Control Bylaw No. 6413-2006	No person shall use or apply pesticides for cosmetic reason in, under or upon any lands in the District of Maple Ridge unless a permit has been issued.	“Cosmetic Purposes” means the use of pesticides for non-essential use, or where the application is for an aesthetic pursuit. When a plant is added to the Noxious Weeds list, it opens up the use of chemical control methods and Municipal Bylaws do not apply.

Overview of agencies involved in invasive plant management in BC. For more information on the legislation relating to each of these agencies, and a more complete list of agencies, see the Legislative Guidebook (IPCBC 2007).

Agency/ Organization Jurisdiction (Land Authority) Comments

Federal Agencies

- Parks Canada National Parks
- Transport Canada Federal transportation corridors, such as railway, highway, and pipeline corridors
- Environment Canada & Canadian Food and Inspection Agency (They are leading an Invasive Alien Species Strategy for Canada)
- Other Federal agencies
- Post offices, airports, national defence lands
- Port Metro Vancouver

Aboriginal peoples

- Aboriginal peoples Indian Reserves and treaty lands
- Aboriginal traditional territories
- Nations, Councils or Bands involved in consultation regarding management of Aboriginal peoples and other lands.

Provincial Agencies

- Ministry of Agriculture (Crown land Management authority for agriculture in BC).
- Ministry of Energy and Mines (Includes Crown Corporation rights-of-way (see Utility and Gas companies below)
- Ministry of Environment (Provincial Parks, protected areas, ecological reserves, conservation lands, and wildlife management areas).
- Ministry of Forests Lands and Natural Resource Operations (Crown forest and range, Wildlife Habitat Areas, Old growth Management Areas, etc., responsible Ministry for the *Weed Control Act*)
- Ministry of Transportation and Infrastructure (Management authority for transportation corridors)
- Ministry of Community, Sport and Cultural Development (Responsible ministry for the *Community Charter* and the *Local Government Act*)
- Inter-Ministry Invasive Species Working Group (As above for each agency Designated representatives from various provincial agencies who work collaboratively to develop policy and cooperative programs and resources).

Utility & Gas Companies, other industry

- Many Management on their rights-of-way. For example, Fortis BC, BC Hydro, Canadian Pacific Railway.

Local Governments

- Regional Districts Land within regional district boundaries (excluding municipalities)
- Municipalities Land within municipal boundaries
- Treated First Nations Land

Non-profit societies/ community groups

- Invasive Species Council of BC (Comprised of representatives from agencies, groups, and individuals involved in invasive plant management. Addresses provincial-level issues that deal with multiple agencies and stakeholders.)
- Regional Invasive Plant Committees (Coordinate multiple stakeholders in their region and may take on some on-the-ground delivery on behalf of stakeholders. Boundaries of the regional committee's operating area are determined by the committee. Some follow regional district lines, but others do not.)
- Community groups with land management authority (Lands under their management authority)
- E.g. Ducks Unlimited, The Land Conservancy, The Nature Trust, The Nature Conservancy, Stewardship groups None Stewardship of parks and other areas

Land owners and occupiers

- Private land owners have control and responsibility for land they own or occupy

Appendix III Detailed information on BC's noxious weeds

Coastal Invasive Alien Plant Program Management Tool

Priority Plant Species	2014/15																																																
	High Risk Ecosystems / Sites		Species Introduction Class		Specific Impact(s)		General Control Strategy		BC Prov. Legislation		IAPP Inclusion		Bio-control Agents		Chemical Control		Manual or Mech. Control		Family		Growth Habit		Life Cycle		Flower Colour		Main Reprod.		Secondary Reprod.		Plw. Mechanism(s)		Heat Requirement		Light Requirement		Moisture Requirement		Nutrient Requirement		Non-cultural Species		Miscellaneous						
Bohemian Knotweed <i>Fallopia X Bohemica</i>	R,S	C-E	BI, ER, HY, IN	M	-	-	-	V	C,D	BW	F	P	W	S,R	C	AL,AP	L	H	M	L	✓	-																											
Bur Chervil <i>Anthriscus caucalis</i>	A,B,R	P (L)	BI	E	W	✓	-	A,V	C,P	CT	F	A	W	S	-	SH,MS	M	M	M	M	-	-																											
Canada Thistle <i>Cirsium arvense</i>	A	C	AS,CR	M	C,F,W	✓	LP	A,G,V	M	AS	F	P	P	S	R	MS,RG,RH	L	L	M	M	-	D																											
Common Crupina <i>Crupina vulgaris</i>	B	P (L)	CR	M	C,W	✓	-	-	B,P,R	AS	F	A	P	S	-	-	M	M	M	M	-	-																											
Common Reed <i>Phragmites australis subsp. australis</i>	E,W	P (L)	HY,BA	M	W	-	-	V	C,D,B	GR	G	P	W	S	R	SO	M	H	H	M	✓	-																											
Dalmatian Toadflax <i>Linaria dalmatica</i>	A	P (L)	AI,CR	C	C,F,W	✓	GN,MJ	-	M,P	FI	F	P	Y	S	R	HS,RG,SV	L	H	L	L	✓	D																											
Dense-flowered Cordgrass <i>Spartina alterniflora</i>	E	P (L)	BI	E	W	-	-	V	P,M,C, D	GR	G	P	-	S	-	-	M	M	H	M	-	D																											
Diffuse Knapweed <i>Centaurea diffusa</i>	A,B	P (L)	BI,CR, FR	M	C,F,W	✓	AZ,CA,LM, LO,UJ	V	B,M,P	AS	F	P	W	S	-	AL,HS	M	M	L	L	✓	-																											
Dodder (Strangleweed) <i>Cuscuta</i> spp. - *a BC species of concern	A	P (H)	CR,HA	M	C,W	✓	-	V	B	DD	V	B	W	S	-	HS,RG,SE, SV	M	L	L	L	-	-																											
English Cordgrass (Spartina) <i>Spartina anglica</i>	E	P (L)	HY	C	-	-	-	V	B,D,P	GR	G	P	-	S	R	RG	M	H	H	M	-	D,E																											
Flowering Rush <i>Butomus umbrellatus</i>	W	C	BI,SA	M	C	-	-	-	C	FL	F	P	P	R	S	-	M	M	H	M	✓	-																											
Garlic Mustard <i>Alliaria petiolata</i>	U	P (L)	BI	M	C	-	-	G	M	MU	F	B	W	S	-	AL	M	L	H	M	✓	O																											
Giant Hogweed (G. Cow Parsnip) <i>Heracleum mantegazzianum</i>	C,R	E	BI,DE, ER	E	C	✓	-	G,V	C,D,M	CT	F	B	W	S	-	HS,MS,SH, SV	M	M	M	M	✓	-																											
Giant Knotweed <i>Fallopia sachalinensis</i>	R,S	C-E	BI,ER, HY,IN	C	C,F	✓	-	V	C,D,P	BW	S	P	W	C,R	S	AL,SH,ST, SY	M	H	H	L	✓	-																											
Giant Mannagrass (Reed Sweetgrass) <i>Glyceria maxima</i>	B,R,W	P (L)	AI, BI,WF	E	W	-	-	V	D,C	GR	G	P	Y-G	S	R	SO, RG	M	M	H	L	✓	D,F																											
Gorse <i>Ulex europaeus</i>	C	P (L)	BA,DE, FR,SE	E	C,F,W	✓	-	G,V	A,D,P	PE	S	P	Y	S	C	NF,ST,SV	H	M	L	L	✓	D																											
Himalayan Knotweed <i>Polygonum polystachum</i>	R,S	C-E	BI,ER, HY,IN	C	-	✓	-	V	D,H	BW	F	P	W	R	C	AL,PS,RH, ST	M	H	H	L	✓	D																											
Hound's-Tongue <i>Cynoglossum officinale</i>	B	P (L)	AI,CR	E	C,F,W	✓	MC	-	M	BO	F	B	P	S	-	MS,RG	M	H	L	M	✓	-																											
Japanese Knotweed <i>Fallopia japonica</i>	R,S	C-E	BI,ER, HY,IN	C	C,F	✓	-	V	D,P	BW	F	P	W	C,R	S	AL,SH,ST, SY	M	H	H	L	✓	D																											
Jointed Goatgrass (not present in BC) <i>Aegilops cylindrica</i>	A,B	P (L)	AI,CR	C	W	✓	-	V	M	GR	G	A	G	S	-	-	L	L	M	M	✓	D																											
Leafy Spurge <i>Euphorbia esula</i>	B,S	P (L)	AI,CR, DE	E	C,F,W	✓	AS	V	A	SP	F	P	Y	R	S	AL,RG,SE, HS,SV, NF	M	H	L	L	-	D																											
Milk Thistle <i>marianum</i>	A,B	P	AI,BI	E	W	✓	-	G,V	C,D,P	AS	F	B(P)	P	S	-	HS,SV, NF	M	M	L	L	-	H																											
North Africa Grass <i>dubia</i>	A,B	P (L)	BI,CR, ER	M	W	✓	-	Imaza plc	C	GR	G	A	G	S	-	ST	M	M	M	M	-	-																											
Perennial Sow Thistle <i>Sonchus oleraceus</i>	A,R,W	P (L)	CR	M	C,W	✓	-	V	M,R	AS	F	P	Y	S	R	AL,HS,RG	M	H	M	M	-	-																											
Purple Loosestrife <i>Lythrum salicaria</i>	R	C	BI	M	C,F	✓	GC,GP	G,V	C,D	LO	F	P	P	S	R	HS,RG	M	H	H	H	✓	D																											
Purple Nutsedge <i>Cyperus rotundus</i>	A,B,C	P (L)	CR,TF	M	C,W	✓	-	V	D	SE	G	P	-	B	R,S	RG	M	H	H	M	-	D																											
Rush Skeletonweed <i>Chondrilla juncea</i>	A,B	P (L)	CR	E	C,F,W	✓	-	-	M	AS	F	P	Y	S	C	AP,HS,MS	M	H	M	M	-	-																											
Saltmeadow Cordgrass <i>Spartina patens</i>	E	P (L)	BI	E	W	-	-	V	P,M,C, D	GR	G	P	R	R	S	SO	H	H	H	M	-	D																											
Scentless Chamomile <i>Matricaria maritima</i>	A,B	C	CR	M	C,F,W	✓	-	A	M	AS	F	P	W	S	-	HS,RG	M	M	H	M	✓	H																											
Smooth Cordgrass <i>Spartina alterniflora</i>	E	P (L)	BI	E	W	-	-	V	P,M,C, D	GR	G	P	-	S	R	SO	M	H	H	M	-	D																											
Spotted Knapweed <i>Centaurea maculosa</i>	A,B	P (L)	BI,DE, FR	M	C,F,W	✓	AZ,CA,LM, LO	A	M,P, R	AS	F	P	P	S	C	AL,HS,	M	H	L	L	✓	D																											
Tansy Ragwort <i>Senecio jacobaea</i>	A,B	C	AI,CR, DE,HI	M	C,F,W	✓	HS	V	M	AS	F	B	Y	S	R	HS,RH,ST	M	M	M	M	-	-																											
Velvet leaf <i>Abutilon theophrasti</i>	A	P (L)	CR,HA	E	C,W	✓	-	V	P	MA	F	A	Y	S	-	SV	M	H	M	H	-	-																											
Wild Chervil <i>Anthriscus sylvestris</i>	A,B	P(H)- C	CR,HA	C	C,W	✓	-	V	P,M	CT	F	P	W	S	C	-	M	M	H	H	-	-																											
Wild Oats <i>Avena fatua</i>	A	P (L)	CR	M	C,W	✓	-	V	R	GR	G	A	-	S	-	-	M	M	H	M	-	F																											
Yellow (Common) Toadflax <i>Linaria vulgaris</i>	A	P (L)	AI,CR	C	C,F,W	✓	GN,MJ	V	P	FI	F	P	Y	S	R	RG	M	M	L	L	✓	-																											
Yellow (Flag) Iris <i>Iris pseudacorus</i>	E,R,W	P(H)- C	AI,DE, HY	M	C,F	✓	-	-	C,D,R	IR	F	P	Y	S	R	-	M	H	H	M	✓	-																											
Yellow Nutsedge <i>Cyperus esculentus</i>	A	P (L)	CR	M	C,W	✓	-	V	P,R	SE	G	P	-	S	B,R	HS,RG,SV	M	H	H	M	-	*D																											
Yellow Starthistle <i>Centaurea solstitialis</i>	A,B	P (L)	AI,BA, CR,WF	E	C,F,W	✓	-	V	A,P	AS	F	P	Y	S	-	HS,MS	M	H	L	L	-	D																											

Common website References:

http://www.geog.ubc.ca/biodiversity/flora/invasive_Species_Checklist_2012.pdf
<http://iapp.integrat>

Legend				
High Risk Site(s):		A = agricultural -> "cultivated" (e.g. crop or forage production) B = agricultural -> "uncultivated" (e.g. pasture or rangelands) C = recreational areas (e.g. urban park or golf course) E = estuary (e.g. salt water or tidal influenced) R = riparian area (e.g. rivers, streams or flowing fresh water) S = ecologically sensitive terrestrial areas (e.g. deer winter range, coastal bluffs, "open" or second growth forests) U = understory (e.g. complete crown closure in forests) W = wetland or lake e.g. any non or marginally flowing fresh water body		
Species Priority Class:		P = prevent, not yet present in District; (H igh; M edium; L ow potential for arrival) E = eradicate; target for early detection and eradication C = contain; species is established in some locations. AC = <u>A</u> sset protection by <u>C</u> ontrol; species well-established and goal is protection of assets (cropland,etc)		
Specific Impact(s):		AI = animal (wild or domestic) ingestion e.g. toxicity or poisoning AL = allergen AS = negative aesthetics / visual blight BA = barrier e.g. impassible or impenetrable BI = biodiversity reduction or habitat loss of native flora CR = crop or forage yield reduction DE = dermal contact (e.g. irritation, burning, blistering, blindness or puncture) ER = erosion, sedimentation or water quality related FR = fire hazard e.g. directly or increased periodicity HA = harbours pests e.g. vermin, insects or pathogens OR is an alternate host HI = human ingestion e.g. toxicity or poisoning HY = hydrological alteration or groundwater depletion IN = infrastructure degradation NU = nutrient cycle alteration SA = safety e.g. highway sightlines, overhead hazard SE = tree seedling competition TF = recreational turfgrass WF = wildlife forage		
General Control Strategy:		E = extirpation (brand new incidence - immediate action required to eradicate species) C = containment (localized incidences within a defined area, to be kept in check) M = management (widespread incidences, treatments focussed where impacts will be greatest if left unchecked)		
Provincial Legislation		C = Community Charter (Act) Spheres of Concurrent Jurisdiction, Environment & Wildlife Regulation - Ministry of Community Services F = FRPA / Invasive Plants Regulation - Ministry of Forests & Range W = Weed Control Act / Weed Control Regulation - Ministry of Agriculture & Lands <u>Note:</u> <i>Only provincially legislated and/or regionally significant (i.e coastal) species are listed for inclusion</i>		
IAPP Inclusion		✓ a species current listed in the IAPP Application		
Bio-control - Agent Codes: <i>(Only secondary agents listed)</i>		AZ = Agapeta zoegana (M, <u>R</u>) AS = Apthona species (B, <u>R</u>) CS = Chrysolina species (B, <u>L</u>) CA = Cyphocleonus achates (W, <u>R</u>) GC = Galerucella californiensis (B, <u>L</u>) GP = Galerucella pusilla (B, <u>L</u>) GN = Gymnetron netum (B, <u>S</u> , <u>I</u>) HS = Hylemya seneciella (F, <u>S</u>) LM = Larinus minutus (W, <u>S</u>) LO = Larinus obtusis (W, <u>S</u>) LP = Larinus planus (W, <u>S</u>) MJ = Mecinus janthinus (W, <u>I</u>) MP = Metzneria paucipunctella (M, <u>S</u>) MC = Mogulones cruciger (W,R) RC = Rhinocyllus conicus (W, <u>L</u> , <u>S</u>) UJ = Urophora jaceana (F, <u>S</u>) UO = Urophora solstitialis (F, <u>S</u>) US = Urophora species (F, <u>S</u>) UT = Urophora stylata (F, <u>S</u>)*		
		Subcode Explanation: -> (Agent, , <u>Mode of Action</u>) B = beetle M = moth W = weevil L = leaf feeder R = root (and/or root crown) feeder C = caterpillar I = mite U =- fungus S = seed feeder (and/or galling) I = stem feeder F = fly R = rust <i>* considered under biocontrol on the coast (i.e. saturated its range)</i>		

Chemical Control Codes:	A = Aminopyralid / Milestone	G = Garlon 4 (triclopr)	V = Vantage Plus Max (glyphosate)	
Manual or Mechanical Codes:	A = Animal Grazing (Goats or Sheep) B = Burn	C = Cutting (before seed set) D = Dig or excavate	M = Mow P = Pull (by hand)	R = Roto-till (or underwater harvesting) S = Saw
Family:	AM = Amaranth (<i>Amaranthaceae</i>)	FL = Flowering (<i>Butomaceae</i>)	MG = Mangosteen (<i>Clusiaceae</i>)	SE = Sedge (<i>Cyperaceae</i>)
	AS = Aster (<i>Asteraceae</i> or <i>Compositae</i>)	GE = Geranium (<i>Geraniaceae</i>)	MI = Milkweed (<i>Asclepiadaceae</i>)	SP = Spurge (<i>Euphorbiaceae</i>)
	BB = Buckbean (<i>Menyanthaceae</i>)	GI = Ginseng (<i>Araliaceae</i>)	MN = Mint (<i>Lamiaceae</i>)	TA = Tamarix (<i>Tamaricaceae</i>)
	BC = Buttercup (<i>Ranunculaceae</i>)	GO = Goosefoot (<i>Chenopodiaceae</i>)	MO = Morning Glory (<i>Convolvulaceae</i>)	TE = Teasel (<i>Dipsacaceae</i>)
	BI = Bittersweet (<i>Celastraceae</i>)	GR = Grass (<i>Poaceae</i>)	MU = Mustard (<i>Brassicaceae</i>)	TO = Touch-me-not (<i>Balsaminaceae</i>)
	BO = Borage (<i>Boraginaceae</i>)	HE = Hemp (<i>Cannabaceae</i>)	OL = Olive (<i>Elaeagnaceae</i>)	TP = Tape-grasses (<i>Hydrocharitaceae</i>)
	BT = Butterfly Bush (<i>Buddlejaceae</i>)	HN = Honeysuckle (<i>Caprifoliaceae</i>)	PE = Pea (<i>Fabaceae</i>)	WH = Water Hyacinth (<i>Pontederiaceae</i>)
	BW = Buckwheat (<i>Polygonaceae</i>)	HO = Holly (<i>Aquifoliaceae</i>)	PI = Pink (<i>Caryophyllaceae</i>)	WM = Water Milfoil (<i>Haloragaceae</i>)
	CT = Carrot (<i>Apiaceae</i>)	IR = Iris (<i>Iridaceae</i>)	PL = Plantain (<i>Plantaginaceae</i>)	
	DD = Dodder (<i>Cuscutaceae</i>)	LO = Loosestrife (<i>Lythraceae</i>)	PT = Potatoe (<i>Solanaceae</i>)	
	DO = Dogbane (<i>Apocynaceae</i>)	MA = Mallow (<i>Malvaceae</i>)	QS = Quassia (<i>Simaroubaceae</i>)	
	FI = Figwort (<i>Scrophulariaceae</i>)	ME = Mezereum (<i>Thymelaeaceae</i>)	RO = Rose (<i>Rosaceae</i>)	
	Growth Habit:	A = aquatic plant	S = shrub (or shrub-like)	
F = forb / herb / vascular plant		T = tree		
G = grass		V = vine		
Life Cycle:	A = annual	B = biennial	P = perennial	
Flower Colour (predominant)	B = blue G = green	O = orange P = pink or purple	R = Red W = white	Y = yellow
Main Reproduction:	B = bulbs or tubers C = cuttings (vegetative)	L = layering R = rhizomes	S = seed T = stolons	
Secondary Reproduction:	B = bulbs or tubers C = cuttings (vegetative)	L = layering R = rhizomes	S = seed T = stolons	U = suckering
Plus Mechanism(s)	AL = allelopathic	NF = nitrogen fixing	SH = shade tolerant	
	AP = apomictic	PA = parasitic to host	SO = stoloniferous	
	CL = climber	PS = photosynthetic stems	ST = stimulated by fire, mutilation, cultivation or fire	
	CR = creeper	RG = rapid regeneration time	SV = seed viability (> 5 years)	
	HS = high rates of seed prod. (5000+)	RH = rhizomatous or adventitious	SY = synergistic hybridization	
	MS = modified seed (hooked, winged)	SE = seed ejection	WX = waxy leaves	
Heat Requirements:	L = low or minimal	M = moderate	H = high or maximum	
Light Requirements:	L = low or minimal	M = moderate	H = high or maximum	
Moisture Requirements:	L = low or minimal	M = moderate	H = high or maximum	
Nutritional Requirements:	L = low or minimal	M = moderate	H = high or maximum	
Horticulture Species	✓ a nursery, landscaping or garden introduction			
Miscellaneous	D = disturbance-free spread potential	E = erosion control introduction	F = forage	
	H = herbal or spice	O = odour	* = native	

Appendix IV Contacts for DMR Noxious Weed coordination

Contacts for Maple Ridge

- **Provincial:**
 - Ministry of Transportation Virginia Dragan Virginia.dragan@gov.bc.ca
 - Ministry of Environment (Parks) Joanne Hirner 604-924-2228 joanna.hirner@gov.bc.ca
 - Ministry of Forests Dave Ralph 250-371-3826
- **Regional Districts**
 - FVRD Lance Lilly 604-702-5006 llilly@fvrld.bc.ca
 - MV Parks Janice Jarvis 604-530-4983 janice.jarvis@metrovanancouver.org
- **Municipalities:**
 - Mission:
 - Jennifer Meier 604-820-3795
 - Kelly Cameron 604-820-3784
 - Pitt Meadows
 - Randy Evans 604-465-2435
 - **DMR**
 - Rod Stott, Geoff Mallory, Bernie Serne, Brian Patel, Dave Spears, David Tieu
- **Business/Agencies**
 - BC Hydro Rene Roddick 604-543-1533; Brent Wilson 604-814-1417
 - Fortis BC : Leslie Cristoff 604-592-7680
 - Canadian Pacific Railway: Joe Van Humbeck Joe_VanHumbeck@cpr.ca ; 403-319-6530.
- **Stewardship Groups:**
 - Alouette River Management Society (ARMS); Nicole Driedger, Greta Borick-Cunningham 604-467-6401 www.alouetteriver.org
 - Kanaka Education Environment Protection Society KEEPs; Ross Davies www.keeps.org
 - Community Education Environment and Development (CEEDs) Christian Cowley 604-463-2229; info@ceedcentre.org; Jack Emberly
 - Ridge Meadows Recycling Kim Day
 - Haney Horseman
 - Outdoor Club Joe Jurcich 604-465-1505
- **Invasive Species Councils**
 - Invasive Species Council of Metro Vancouver (ISCMV) Jennifer Grenz 778-926-8358
 - Invasive Plant Council Fraser Valley (IPCFV) Jeanne Hughes 604-615-9333
- **Higher Education**
 - BCIT Laurie Stott 604-476-0390

Appendix V – Funding models

User Pays

User pays applies when direct users of a good or service pay for all or part of the cost of providing it, often through a service fee or charge. It works well when the individual or business consuming the good or service can be easily identified. Activities such as certification, accreditation, audit, inspection, diagnosis or equipment rentals can be charged as fee for service. The advantage of this cost sharing mechanism is that the service is used only when it produces a net benefit for the user, giving service provider's a clear signal on the level of demand. It is a useful demand management tool when a good or service is consumed and is competitive in nature, the level of use varies between users and there are rights of exclusion. For many invasive species management services, this mechanism will not be appropriate as users find it difficult to see the tangible benefit they gain.

Beneficiary Pays

This mechanism allocates costs according to the beneficiary of the good or service. Benefits to individuals or groups are often indirect and as a result direct charges (user pays) cannot be applied. It is most appropriate for genuine public goods where the good or service is not consumed or competitive in nature or where the rights of exclusion can't work. Research is a common area where beneficiary pays is applied. A producer may benefit from the findings of research for example through development of new management options however they cannot be directly charged for this service so user pays is inappropriate. Cost sharing can be achieved for example, when invasive plants impact on an industry, through collection of producer levies that are then directed to fund the research of benefit to them.

Polluter pays

Polluter pays charges the business or individual the direct costs of pollution or contamination for example fines for disposal of waste into waterways. It requires a law enforcement approach. It is often difficult to apply in invasive plants because the business creating the problem may be difficult to catch and prosecute and direct liability is difficult to determine.

Risk Creator Pays

This mechanism applies when the person responsible for creating or generating the risk bears the cost of managing that risk. It works best when the risk creator can be easily identified and practical and cost effective options exist to share the costs. Examples of cost sharing options include levies or permit fees. Penalizing the risk creator, for example using fines for non-compliance may also be an appropriate way of recovering costs.

All landowners are required by law to control noxious weeds and eradicate prohibited noxious weeds on their property regardless of whether they personally benefit or not and they have to meet the cost of doing this. The law reflects the costs imposed on others if the designated weeds are not controlled. The landowner does not escape the obligation to pay for control by claiming they are not a beneficiary due to their contribution to generating the risk.

Just an Idea: ATV users could pay an annual fee or be required to obtain a permit as way of sharing the costs of invasive plant management arising from weeds spread on their ATV's. Such annual registration fee is a method that has been used successfully in the US in similar circumstances.

References:

Polster, D.F. 2003. The Role of Invasive Plant Species Management in Mined Land Reclamation. paper presented at the B.C. Technical and Research Committee on Reclamation, BC Mine Reclamation Symposium. Kamloops, B.C. September 15-18, 2003.



District of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council

DATE: April 7, 2014

FROM: Chief Administrative Officer

ATTN: Workshop

SUBJECT: Proposed Sign Bylaw No. 7008-2013

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with a final update on proposed Sign Bylaw No. 7008-2013 in advance of proceeding to further public consultation for additional input. The current Sign Bylaw was adopted in 1992, over twenty years ago, and Maple Ridge has gone through many changes in that time particularly in the downtown core. Signs play a major role for businesses and other community activities for advertising purposes and to assist the public in locating a business. There are times when additional temporary signage is necessary to draw attention to specific sales, a new business location or other similar short term changes in operation.

The proposed new Bylaw is intended to improve and simplify the issuance of sign permits and deals more with process and providing the correct authorities necessary for enforcement and less on changing the design, types and size of existing signage in the District. Changes to the size of fascia, free-standing, canopy or projecting signs would create a number of existing non-conforming signs. This would be challenging for business and sign companies to repair or replace their sign coverage.

This report includes a draft of the proposed bylaw. The draft Bylaw has been reviewed by the District's Legal Counsel. The next step is again solicit further public feedback on the proposed draft bylaw prior to first reading. It is intended to work with the Chamber of Commerce and the Downtown Maple Ridge Business Improvement Association (DMBIA) on soliciting feedback on the proposed bylaw.

RECOMMENDATION(S):

Receive this report as information.

DISCUSSION:

a) Background Context:

In May of 2012, staff held two Public Information Meetings, the first on May 16, 2012 for local business owners interested in discussing possible changes to the Sign Bylaw. The second meeting was held on May 30, 2012 and was attended primarily by local sign companies who have a vested interest in any potential changes to the Bylaw. The first meeting was attended by thirty-nine people and the second one by ten (10) people. While staff did receive some valuable input from the people attending further input from the businesses that will eventually be affected by the proposed new Sign Bylaw is desirable.

Staff has now finished a complete re-write of the Sign Bylaw and is now ready to bring the Proposed Sign Bylaw back to the public forum for further input before bringing to Council for consideration of adopting the document. The main focus has been to make the Bylaw more user friendly and easier to read and interpret. The proposed Bylaw corrects a number of significant problems with the current Bylaw; the key areas are as follows:

1. Significant improvements and additions to the Definition Section of the Bylaw to provide clarity of terms and positions.
2. Identifying and separating those sign types that either wholly or partially encroach onto municipal property, whether they are on the roadway, sidewalk, boulevard, or overhang any of these areas. Liability issues must be dealt with for these encroachments by way of third party liability insurance to protect the District against potential liability claims.
3. Sandwich Board or Pedestal Signs to be dealt with as an encroachment agreement between the Engineering and Bylaw Departments with specific requirements for placement, size and liability insurance. Encroachments where permitted, must be incorporated into the streetscape in a safe manner or the must be prohibited completed.
4. Where applications are made for sign types that are not addressed in the Sign Bylaw the applicant has the option of using the Development Permit process. The appropriate changes have been made to the Bylaw to clarify this process.
5. Incorporate into the Bylaw the current process on requests for the placement of private and public sector information signs on public rights of ways for specific short periods of time.
6. Incorporate into the Bylaw requirements for signage for the True North Fraser Signage Program as well as the Heritage Commission sign program.
7. More precise regulations around private development signs, their placement and durations of placement.
8. Clearly defined time frame for the municipality to remove signs that no longer apply to the property they advertise.
9. The use of “banner” type signs as temporary portable signs instead of the free standing read-o-graph signs.
10. An increase in sign application fees. The last fee increase was approved by Council in 1990 by Bylaw Amendment 4373-1990. The following increases in the proposed Bylaw are to bring them in line with the actual cost of provided the service.

The work completed on the proposed new Sign Bylaw is to create an integrated sign permit system that involves the Permits and Bylaws Department along with Engineering and at times the Planning Department. The intent of proposed Bylaw is to provide for more clarity in the application process and clearly differentiate between signs on private and public property. The proposed Bylaw sets out the process for applying for each type of sign where applicable.

Additional amendments provided for in the proposed Bylaw include changes to the definitions that have been made to clarify the terms and to reflect current staff titles. In addition, the appropriate amendments were made to provide for imperial conversions to metric measurements in the Bylaw because this equivalency is requested for by the public on a consistent basis. The metric measurement is the legal measurement in Canada while the imperial conversion is for convenience and readability only.

A specific section has been created for Temporary Service Event signs. This type of sign permit is for Health and Welfare and community organizations such as schools, service clubs, churches, and municipal sponsored events and only events held in Maple Ridge. The signs themselves are displayed on public property such as rights of ways and boulevards and other times on private property.

Election Signs:

Election signs fall under the following categories:

- Federal
- Provincial
- Municipal
- School Trustee

The Canada Elections Act, Elections BC Act, Local Government Act and the Community Charter provide broad regulations pertaining to elections signs. In essence however, they defer to municipalities to regulate the size and placement of election signs. An exception to this is that Elections BC Act prohibits the placement of election signs within 100 meters of a voting place. The Ministry of Transportation also has a policy with regard to election signs on Provincial roads.

A review of the following municipalities regulations with regard to election signs shows a range of how election signs are regulated:

- Richmond
- Surrey
- Port Coquitlam
- Port Moody
- Coquitlam
- Delta
- Pitt Meadows
- Township of Langley
- The District of North Vancouver
- West Vancouver

The majority of the above municipalities regulate election signs through their sign bylaws. Some municipalities regulate election signs through their Election Procedures Bylaws. Richmond has a specific Election Signs Bylaw.

Within those bylaws are a wide range of regulations. The majority of the bylaws are straight forward and simply regulate the timing of the placement and removal of the signs, the size of the signs and the requirement for the signs not to be placed in a potential hazard causing location.

Timing of the Placement of Election Signs

Most municipalities differentiate between the timing of the placement of Federal/Provincial signs and municipal/school trustee signs. The range of times is as follows:

Federal/Provincial	Time of writ to 30 days before the election
Municipal/School Trustee	10 to 21 days before the election

Timing for Removal of Election Signs

Federal/Provincial	4 to 14 days after the election
Municipal/School Trustee	4 to 14 days after the election

Size of Signs

The review of other municipalities bylaws shows a range of permitted sizes and a range of allowable maximum heights.

Size Range	4 to 32 square feet
Height Above Ground	6 to 10 feet

The draft bylaw includes the following which represent the most common clauses among the bylaws reviewed.

- In the case of provincial or federal elections, the signs are not erected more than thirty (30) days prior to the election or event and are removed within four (4) days after the election;
- In the case of municipal and school trustee elections, the signs are not erected more than twenty (20) days prior to the general local election or event and are removed within four (4) days after the election;
- The sign does not exceed 0.4 square metres (4 square feet);
- The height above ground does not exceed 0.09 square metres to 0.7 square metres (1 ft to 8 ft);
- The placement of the sign does not interfere with traffic sightlines at street intersections or with the safety of pedestrians.
- The placement of election signs are permitted on private property with the consent of the owner or occupant of the property.
- Elections signs are not permitted on any vehicles or trailers attached to vehicles or any roof top or any existing sign.
- Strata bylaws cannot prohibit owners or tenants from displaying campaign signs in their units, however, they may set reasonable conditions on the size and type of signs that can be displayed and may prohibit signs from being displayed in common areas of the building and property.
- Regulations regarding the size, placement and permitted dates for posting Election Signs apply to those posted on private property as well as public.
- The Chief Election Officer, or any person acting under the Chief Election Officer's direction, may remove any election sign that the Chief Election Officer, or any person acting under the Chief Election Officer's direction, has reasonable grounds to believe is erected or in place in contravention of this Bylaw.
- Election signs that have been removed in accordance with the section above will be stored for a period of one week after general voting day and the candidate or their agent may claim the sign(s) during that period, following which the material may be destroyed or otherwise disposed by the Chief Election Officer or any person acting

under the Chief Election Officer's direction without notice and without compensation to the owner of the sign.

- Other than as authorized in writing by the District, no person shall display on any election sign or other election advertising a logo, trademark or official mark, in whole or in part, owned or licensed by the District.

Some municipalities have unique specific requirements. These include:

1. \$100 deposit from each candidate (used to offset the costs of sign removal)
2. A limit of one sign per location
3. Designating specific locations where signs can only be placed
4. Identifying specific street and roadways where signs cannot be placed
5. Prohibiting signs on fee simple property owned or leased by the municipality

As stated above the proposed bylaw includes regulations common to some of the municipalities and at this juncture none of the above 5 regulations have been included in the draft bylaw pending discussion with Council. Council may wish staff to pursue some of these items further.

b) Desired Outcome(s):

That Council support proposed Sign Bylaw 7008-2013 by referring it for further public consultation.

c) Citizen/Customer Implications:

The proposed Sign Bylaw has the potential to provide a significant improvement to the sign permit application process and to clean the street scape of a number of unauthorized signs.

d) Interdepartmental Implications:

The Licences, Permits and Bylaws Department has coordinated in the review process and solicited input from the public, other municipal departments and the municipal solicitor.

e) Financial Implications:

The current sign permit fees are \$50.00 for permanent signs and \$20.00 for temporary signs. Staff have conducted a survey of sign permit fees in other jurisdictions in the lower mainland and are recommending the fee structure that will actually cover the majority of the costs for plan checking and inspections for permanent costs. The fees are based on the size of the proposed sign as the degree of complexity in the plan review and necessary documentation to be checked becomes more difficult and takes more time the larger the proposed sign becomes. With respect to temporary signs staff are recommending a modest increase in the cost from \$20.00 for a 30 day period to \$30.00 for a 30 day period. The proposed sign fee schedule is set out in Schedule A of this Bylaw.

f) Alternatives:

To not refer the proposed Sign Bylaw 7008-2013 for public consultation at this time and provide staff with further direction.

CONCLUSIONS:

The proposed Bylaw is the culmination of considerable input and consultation. It is prudent however, now that the Bylaw has been drafted, to again solicit public input on the Bylaw itself prior to the Bylaw being advanced to First Reading an additional phase of public input will be completed. This will include a public information meeting as well as soliciting feedback through the Chamber of Commerce and the DMBIA.

“Original signed by E.S. (Liz) Holitzki”

Prepared by: E.S. (Liz) Holitzki
Director: Licences, Permits and Bylaws

“Original signed by David Pollock on behalf of Frank Quinn”

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

“Original signed by J.L. (Jim) Rule”

Concurrence: J.L. (Jim) Rule
Chief Administrative Office

LH/jd

Appendix I – Draft copy of Sign Control Bylaw No. 7008 – 2013

APPENDIX I



District of Maple Ridge

Sign Control Bylaw No. 7008 - 2013

Effective Date:

District of Maple Ridge
Sign Control Bylaw No. 7008 – 2013

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District of Maple Ridge

Sign Control Bylaw No. 7008 -2013

A bylaw to regulate signs within the District of Maple Ridge.

WHEREAS Pursuant to section 908 of the *Local Government Act*, R.S.B.C. 1996, c. 323 but subject to the provisions of the Motor Vehicle Act R.S.B.C. 1996, C318 and the Transportation Act, S.B.C., 2004 c. 44 Council may, by bylaw regulate the number, size, type, form, appearance and locations of signs in the District, and the bylaw may contain different provisions for different zones, different uses within a zone, and different classes of highways;

AND WHEREAS Pursuant to sections 8(4) and 65 of the *Community Charter*, S.B.C., C. 26 Council may, by bylaw regulate and impose requirements in relation to signs and advertising in the District and regulate or prohibit the erection, placing, alteration, maintenance, demolition and removal of a sign, sign board, advertisement, advertising device or structure;

AND WHEREAS Council wishes to allow for signs in the District, while simultaneously preserving and enhancing Maple Ridge's character, and ensuring that signs are designed, constructed, installed and maintained so that energy consumption is minimized, and public safety and traffic safety are not compromised.

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

Part 1 Citation

1.1 This bylaw may be cited as Sign Control Bylaw No. 7008-2013.

Part 2 Severability

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

Part 3 Previous Bylaw Repeal

3.1 Sign Bylaw No. 4653 – 1992 is hereby repealed.

Part 4 Definitions

For words not defined in this Bylaw, the definitions contained in the Maple Ridge Zoning Bylaw and the Maple Ridge Highway and Traffic Bylaw as amended from time to time shall apply. Where the same words are defined in more than one bylaw, the definition in this Bylaw shall apply for purposes of administering this Bylaw.

“Abandoned Sign” means any **sign** which no longer directs persons to or advertises a business, lessor, owner, product or activity conducted or product in existence or available on the parcel where the **sign** is displayed or which is not identifying the owner, occupant, occupancy, user or use of the lot of a building or structure on the lot, on which such **sign** is situated.

“Awning” means a detachable system of fabric or other material which is supported entirely from the exterior wall of a building by a fixed or retractable frame.

“Awning Sign” means a non-illuminated **sign** on an awning which shall only be painted on, affixed to by means of a decal, or form part of the fabric of an awning which does not extend vertically or horizontally beyond the limits of such awning.

“Balcony Sign” means a **sign** supported on, against or suspended from a balcony.

“Balloon Sign” means an inflated three-dimensional device which is affixed or anchored to the ground or a structure and which contains information and where the intent is to attract the attention of persons for the express purpose of the communication of that information.

“Banner Sign” means a flexible plastic or fabric **sign**, excluding an awning, affixed to a building that is used as a temporary sign but excludes a flag.

“Building” means any structure used or intended for supporting or sheltering any use or occupancy.

“Bench Sign” means a **sign** affixed to, painted or placed upon part of a bench located on public property at a bus stop, rest area or park.

“Billboard” means an exterior structure displaying advertising material of a non-accessory nature pasted or otherwise affixed flat to the face of such structure and which exceeds 28m² (301 sq. ft) .

“Bus Shelter” a covered structure intended to shelter bus patrons within or above public property which is approved by the District located at a bus stop in ordinary use by buses operated by a public transit authority.

“Business” means the carrying on of a commercial or industrial undertaking of any kind or nature or the providing of professional, personal or other services for the purpose of gain or profit.

“Building Official” includes the Chief Building Official, Building Inspectors, Gas/Plumbing Inspectors, Electrical Inspectors, Trades Inspectors, Safety Officers and Plan Checkers designated by the Corporation of the District of Maple Ridge.

“Bylaw Enforcement Officer” means the person appointed from time to time by the Council to act in the capacity as the District Bylaw Enforcement Officer.

“Canopy” means a permanent non-retractable hood, shelter or cover which projects from the wall of a building but does not include a projecting roof.

“Canopy Sign” means a **sign** attached to or constructed on the face of the canopy.

“Changeable Copy Sign” means a **sign** on which copy can be changed manually through the use of attachable letters, numerals, graphics or pictorial panels.

“Clearance” means the vertical distance measured from natural grade to the underside of a **sign** or its supporting structure whichever is less or the bottom of an awning valance.

“Construction” means the erection, alteration, replacement, addition, removal, moving and demolition of Buildings, Structures and of all appurtenances thereto including without limitation, electrical and other systems, fittings appliances and accessories of every nature and kind, and includes and all site preparation, excavation, filling and grading,

“Construction Sign” means a temporary **sign** promoting a construction or real estate development project which may also be used to identify the owner, general contractor, sub-trades, architect, engineers and others associated with the design, planning, development and financing of a project under construction.

“Corner lot” means a lot at the intersection or junction of two or more highways.

“Council” means the Council of the Corporation of the District of Maple Ridge.

“Development Sign” means a **sign** required by the District to identify lands proposed for rezoning or a **sign** indicating that a site is being developed for any commercial or industrial purposes following Third Reading of a Zoning Amendment Bylaw for such change of zone. Electric temporary **signs** shall not be permitted for this purpose.

“Directional Sign” means a **sign** which only communicates information regarding pedestrian or vehicular movement on the lot on which the **sign** is located.

“Director of Engineering” means the Director of Engineering for the District of Maple Ridge or their designate.

“Director of Finance” means the Director of Finance for the District of Maple Ridge or their designate.

“Director of Licences, Permits and Bylaws” means the Director of Licences, Permits and Bylaws for the District of Maple Ridge or their designate.

“Director of Planning” means the Director of Planning for the District of Maple Ridge or their designate.

“Directory sign” means a **sign** that identifies the occupants of a building containing more than one occupant.

“District” means the District of Maple Ridge.

“Election Sign” means a temporary **sign** promoting a political candidate, party, or cause in relation to a federal, provincial, municipal or school trustee election or public referendum.

“Electronic Message Board Sign” means a **sign** in or on which the information that is displayed can be changed automatically by means of the electronic switching of lamps or illuminated tubes.

“Erected” means attached, altered, built, constructed, reconstructed, enlarged, or moved and shall include painting of **signs** but does not include copy changes on any Changeable Copy **Sign**.

“Facade” means the exterior face of a building upon which a **sign** is to be placed.

“Fascia Sign” means a flat **sign**, whether illuminated or not, running for its whole length parallel to the face of the wall of the structure to which it is attached and not projecting more than 40.6 cm (16 inches) from the face of the wall to which it is attached and which does not extend beyond the horizontal width nor above the roof line of the building to which it is attached.

“Flag Sign” means a flag that represents an organization that is used as a **sign** but does not include a flag representing a country of the world or any province, Canadian territory or municipal corporation.

“Flashing Sign” means an illuminated **sign** which contains flashing lights, which includes the illusion of intermittent or flashing light, by means of animation or an externally mounted intermittent light source exhibiting pronounced changes in light intensity or exhibits rapid repetition of illumination, but does not include an automatic Changeable Copy **Sign** indicating only the time, date, or temperature, of electronically controlled messages.

“Freestanding Sign” means a permanent **sign** which is entirely self-supporting and is neither attached to nor forms part of a building or structure,

“Frontage” means the length of the common boundary shared by the front lot line of that lot and a highway adjacent to the lot excluding a lane. On a corner lot, the frontage shall be the shorter of the highway boundaries, regardless of the direction the buildings on the lot face.

“Front Lot Line” means the lot line common to a lot and an abutting highway excluding a lane.

“Government Sign” means a **sign** authorized to be erected or placed within a highway or on a lot, under the provisions of any statute, Order-in-Council, bylaw, resolution of Council or by order of the Municipal Engineer, and includes, but is not limited to, traffic **signs**, signals, and pavement markings, street name **signs**, neighborhood

identifications **signs**, park identification **signs** and public notice board **signs**.

“Grade” means the average finished ground level directly underneath the **sign**. Where a **sign** is located over a street, the average finished grade shall mean the elevation established by the District for the surfacing of the public sidewalk or boulevard, excluding landscape berms and planter boxes.

“Height” of a **sign** means the vertical distance from the grade to the highest part of the **sign** which includes any portion of architectural feature of the supporting frame.

“Highway” means the area of every public right of way lying between two property lines title to which area is vested in the District and which is designated or intended for or used by the general public for the passage of vehicles or persons and means the area of every public right of way lying within any District Park title to which area is vested in the District and which is designated or intended for or used by the general public for the passage of vehicles.

“Highway Encroachment Agreement” means an agreement entered into between an individual or company and the District to allow **signs** on a highway.

“Home Occupation Sign” means a non-illuminated **sign** attached to the dwelling or accessory structure which indicates that a home occupation business, as permitted by Maple Ridge Zoning Bylaw, is conducted within the dwelling or accessory structure on the property where the **sign** is located provided a valid business licence for such business has been issued by the District.

“Identification Sign” means a **sign** which contains no advertising but is limited to the name, address and number of a building, institution or person and to the activity carried on in the building or institution or person or the occupation of the person.

“Illuminated Sign” means a **sign** designed to give forth any artificial light, either directly from a source of light incorporated in or connected with such **sign**, or indirectly from an artificial source, so shielded that no direct illumination from it is visible elsewhere than on the site itself.

“Logo” means a symbolic representation, not including any words, names or numbers unless part of a registered trademark, which is used exclusively to simplify advertising of a product, business, service or activity and which contains no additional identification, information or message.

“Lot” means “parcel” as defined under the Land Title Act, including a bare land strata lot, but excluding a lot created under the Condominium Act.

“Lot Line” means any line which forms the boundary of a **Lot**.

“Maximum Height” means the vertical distance measured from the grade as defined in this Bylaw to the highest point of such **sign**. In the case of a roof **sign**, the maximum height shall be measured from the roof or parapet level at the location which includes any and all architectural design and detailing.

“Minimum Height” means the vertical distance measured from the grade as defined in this Bylaw to the lower limit of such **sign** or sign structure.

“Municipal Engineer” means the person appointed by Council to that position and includes his or her delegate.

“Mural” means a pictorial representation other than a logo or graffiti, painted on a building or structure, which is entirely decorative and does not identify or depict a land use, a business, the name of a person or place, or the sale of a product or service.

“Open House Sign” means a temporary **sign**, which advertises the location of a property for sale at which an open house is to be held.

“Permanent Sign” means a **sign** which is affixed to or constructed as part of a building structure or in the case of a free standing **sign**, mounted on a permanent base, column or pole that is attached to the ground.

“Portable Free Standing Sign” means a **sign**, graphic or display for business or information purposes, which can be readily moved from place to place and which is not affixed to a building, to another permanent structure, or to the ground, and may include a sandwich board **sign**.

“Portable Sign” means a **sign** not fixed to the land or to a building or structure and may include a **Banner sign** provided the maximum **sign** area does not exceed 1.2 metres by 2.4 meters (4x8 feet).

“Prohibitive Sign” means a **sign** that provides a warning, prohibition or penalty respecting the site or premises on which it is located, such as “No Entry” “Danger” “Keep Out” or similar such **signs**.

“Projecting Sign” means a **sign**, other than a canopy or fascia **sign**, which projects more than 40 cm (16 inches) from the face or wall of any building or structure.

“Pump Island Canopy” means a canopy built to shelter fuels at a gasoline bar or gasoline service station and a pump island canopy that is L-shaped or angularly-connected shall be considered to be one pump island canopy.

“Pump Island Canopy Sign” means a **sign** attached to or constructed as part of a gasoline bar or gasoline service station pump island canopy.

“Real Estate Sign” means a temporary **sign** indicating that a parcel of land or property on which the **sign** is located is available for rent, lease or sale.

“Revolving Sign” means any **sign** or portion of a **sign**, all or part of which revolves or rotates, or partly revolves or rotates, but does not include animated **signs**.

“Roof” means the top enclosure of a building and does not include a roof that is sloped more than 60° from horizontal.

“Roof line” means the horizontal line made by the intersection of the wall of the

building with the roof of the building. In the case of a building with a pitched roof, the roof line shall be at the level of the eaves. Or means either the horizontal line made by the intersection of an exterior wall of the building with the roof covering or the top of a parapet wall, whichever is higher.

“Roof Sign” means any **sign** erected or placed wholly or partly above the top of the roofline or parapet of a building.

“Sandwich Board Sign” means any one or two faced non-illuminated **sign** located on a municipal sidewalk.

“Sign” means any structure, device, advertisement, advertising device or visual representation that is visible from any street, highway, lane or private property, used to advertise, indentify, or communicate information or attract the attention of the public for any purpose and without limiting the generality of the forgoing includes any symbols, letter, figures, illustrations or painted forms, but does not include a flag, mural, traffic control device, or any element which is an integral part of the design of a building.

“Sign Area” means the total area within the outer edge of the frame or boarder of a **sign**. Where a **sign** has no frame, border or background the areas of the **sign** shall be the area contained within the shortest line surrounding the whole group of letters, figures or symbols of such **sign**. Except as hereinafter provided, each side or face of a multiface **sign** shall be counted in computed the **sign** area thereof. If a side or face of a multiface **sign** cannot be seen by a person not on the site of the **sign** it shall not be counted in computing the **sign** area thereof.

“Sign Copy” means letters, characters, numbers or graphics making up the message on a **sign**.

“Sign Copy Area” means

“Sign Owner” means the person, or his or her authorized agent in lawful control of a **sign**.

“Sign Permit” means a **sign** permit issued pursuant to this Bylaw.

“Special Event Sign” means a temporary **sign** indicating that a community event or activity is taking place, or is being carried on and excludes third party advertising.

“Temporary Sign” means a **sign** which may be moved or removed and is in place for a limited period of time.

“Third Party Advertising” means a **sign** advertising a business, merchandise, service or activity which is not sold, produced, manufactured, furnished or performed on the parcel on which the **sign** is located.

“Under Awning Sign” means a **sign** suspended from, and entirely under, an awning.

“Under Canopy sign” means a **sign** suspended from, and entirely under, a canopy.

“Vehicle Sign” means any **sign** or **signs** attached to or painted on or otherwise attached to a vehicle where the principle purpose of the vehicle is to serve as a **sign** or a **sign** support structure.

“Wall Sign” means a **sign** which is painted on or attached generally parallel to a building facade and includes permanent **signs** installed inside a window which are intended to be viewed from the outside.

“Window Sign” means a temporary **sign**, picture, symbols or combination thereof, painted on, attached to or installed on, or otherwise placed on a window, intended for viewing from outside and includes posters, placards, decals or similar representations but excludes seasonal holiday lighting and decorations, hours of business, street addresses, telephone numbers, accreditation **signs** and credit card logos.

Part 5 Interpretation

- 5.1 Metric units of measurement are used for all measurements in this Bylaw. Use of Imperial measurements in this Bylaw are for convenience purposes only and should there be a dispute the valid measurement defaults to metric.
- 5.2 The illustrations in this Bylaw are for illustrative purposes only and they shall in no way be held or deemed to define, limit, modify, amplify or add to the interpretation, construction or meaning of any section in this Bylaw or the scope or intent of this Bylaw.

Part 6 General Provisions

- 6.1 No person shall set up, exhibit, erect, place, alter, move or maintain a **sign** in the District except those permitted by and in conformance with this Bylaw. A valid **sign** or demolition permit shall be obtained prior to the set up, exhibition, erection, placing, altering, maintaining or demolition of a **sign** pursuant to this Bylaw. Read-o-graph and changeable letter **signs** and electronic message board **signs** are not considered altered by virtue only of the message being changed.
- 6.2 The design of every **sign** shall be aesthetically pleasing and shall not detract from the architectural integrity of any building or structure to which it is attached, or beside which it is located. The arrangement and grouping of **signs** on a building shall be integrated with the architecture of the said building. Structural supports, bracing and ties for **signs** shall be kept to a minimum number, consistent with structural adequacy and as much as possible shall be concealed within the body of the **sign** itself.
- 6.3 All **signs** together with their supporting structures and any electrical equipment shall be kept fully operable, in good repair and maintained in a safe and clean condition.
- 6.4 No **sign** shall be erected, rebuilt, enlarged, extended, relocated or attached to, suspended from, or supported on any structure or the lands on a lot unless the **sign**

fully complies with the provisions or Maple Ridge Building Bylaw and this Bylaw.

- 6.5 No **sign** shall be erected or lit in such a manner as to interfere with the visibility or safe operation of a traffic control device or to interfere with motorist visibility at an access to or egress from a highway or so as to be unsafe to the public in the vicinity of such **sign**.
- 6.6 Any **sign** erected in contravention to this Bylaw may be removed at the expense of the owner, applicant or lessee.
- 6.7 **Signs** not specifically permitted in this Bylaw are prohibited.
- 6.8 Nothing in this Bylaw shall be taken to relieve any persons from complying with the provisions of any other Bylaw of the District.
- 6.9 This Bylaw applies to the entire area of the District.
- 6.10 No **sign**, canopy or structural element for the support or protection of a **sign** shall have affixed to or contain any flashing, animated, rotating, moving or oscillating electrical components, except for electronic message boards unless expressly permitted in this Bylaw.
- 6.11 A permit will be issued for either one banner **sign** or one portable **sign** at any one time, but not both at the same time.
- 6.12 **Signs** projecting over a pedestrian area shall have a clearance to the underside of the projection of at least 2.4 m (8.0 ft) above grade or sidewalk while **signs** projecting over an area frequented by vehicular traffic shall have a clearance to the underside of the projection of at least 5 m (16.40 ft) above grade. No **sign** shall project over the travelled portion of a highway.
- 6.13 The illumination for any **sign** shall not create a direct glare upon any surrounding lot or premises.
- 6.14 Any **sign** unlawfully occupying a portion of a highway or public place may be removed by a **Bylaw Enforcement Officer**. The fees for recovery of the **sign** are set out in Schedule "D" of this bylaw. **Signs** not recovered within fourteen (14) days of impoundment may be disposed of by the **District**.

Part 7 Exemption

- 7.1 This Bylaw does not apply to:
- (a) notices issued by the government of Canada, the government of British Columbia, a Court, by the District or by the School Board;
 - (b) traffic control devices provided for in the Motor Vehicle Act;
 - (c) **signs** erected by the Provincial Ministry of Highways for highway purposes. These **signs** may be flashing and/or illuminated where special circumstances or safety dictates;

- (d) **signs** on or over District highways installed or authorized by the Director of Engineering for control of traffic and parking or for street names and direction;
- (e) Development Signs required by the District during the processing of development applications,
- (f) **signs** located in the interior of buildings and not visible from a highway;
- (g) murals provided that the mural does not advertise or intend to advertise a specific product or service and they are located on public use buildings or on properties where a Development Permit specifically permits such use;
- (h) non-illuminated **signs** inside a store window limited to providing the following information:
 - (i) store hours;
 - (ii) whether the store is open or closed; or
 - (iii) the existence of a sale, where the **sign** is present for not more than thirty (30) consecutive days in any one (1) six (6) month period;
- (i) display of goods inside store windows or inside store fronts;
- (j) flags and emblems of civic, or non-profit societies, educational, religious organizations;
- (k) **signs** authorized by the Director of Engineering in connection with public conveniences including **signs** on benches, bus stop shelters, and other similar structures;
- (l) **signs** containing the building number and street name only, provided the **sign** area does not exceed 0.18 m (2 sq. ft.) and the numbers or lettering shall not exceed 20 cm (8 in) in height;
- (m) the Flag of Canada or the Flag of British Columbia;
- (n) a **sign** required by law including prohibitory **signs**;
- (o) home occupation **signs** provided they are not larger than .610 m (2 square feet) and are attached to the dwelling or building where the home occupation business is operated from;
- (p) **signs** depicting danger, hazard or other safety conditions erected by an individual authorized by a public agency in the performance of his or her duty;
- (q) memorial plaque, historical tablet and similar markers provided it does not exceed 2.2 sq. m (24 sq. ft.) in area and 2.4 m (8 ft.) in height;
- (r) neighbourhood watch or block parent **sign**;

- (s) permanent subdivision identification **sign** such as an entry gate **sign** provided the **sign** is authorized by a Development Permit or by the Approving Officer at the time of subdivision approval;
- (t) one (1) Real Estate **Sign** erected on the premises offered for sale for the duration the premises is for sale;
- (u) one (1) on-site Real Estate **Sign** per premise frontage advertising the lease, sale or rental of the lot or premises upon which the **sign** is located provided that:
 - (i) In Residential Zones the **sign** area shall not exceed 0.7 sq. m (8 sq. ft.); and
 - (ii) In Commercial and Industrial Zones the **sign** area shall not exceed 2.2 sq. m (24 sq. ft.);
- (v) **signs** erected by the District for municipal purposes;
- (w) sponsorship **signs** (for the purpose of acknowledging sponsors but not for advertising sponsor's products) erected by the District's Parks & Recreation Department and/or Community Groups provided the **sign** area does not exceed 3.0 sq. m (32 sq. ft.);
- (x) window **sign** provided the **sign** does not cover more than 50% (fifty percent) of the window area;
- (y) banner **sign** used by the District and non-profit and community organizations for special event and fund raising activities, provided the Banner is used exclusively for:
 - (i) promotion of a special event for a period of no longer than thirty (30) consecutive days in a six (6) month period;
 - (ii) street beautification purposes in the District's downtown core;
 - (iii) the **sign** area of the banner does not exceed 2.2 sq. m (24 sq. ft) and
 - (iv) the banner receives District approval prior to the erection of such **sign**.
- (z) temporary **sign** advertising a special event for a community cause or charitable fund raising campaign not exceeding in area of 2.2 sq. m (24 sq. ft);
- (aa) temporary **sign** advertising an opening date of a place of business or a change of proprietorship provided:
 - (i) the **sign** area does not exceed 2.2 sq. m (24 sq. ft.) and;

- (ii) the display of the **sign** is limited to no more than 30 (thirty) consecutive days;
 - (iii) District of Maple Ridge welcome **signs** or transit information **signs**;
- (bb) vehicle **signs** except when the vehicle is stationary and visible from a highway for a period in excess of four (4) hours.
- (cc) “Beware of Dog”, “No Trespassing”, “No Discharging of Firearms” and “No Dumping” **signs**, and **signs** warning the public of existence of danger provided none of the **signs** exceed 0.2 square metres in area and do not exceed four (4) feet in height.

Part 8 Prohibited Signs

- 8.1 **Signs** that are not expressly permitted or exempted by this bylaw are hereby prohibited.
- 8.2 Without restricting or limiting the generality of the foregoing, the following **signs** are specifically prohibited:
 - 8.2.1 Any revolving or partly-revolving **signs** or any **signs** in respect of which any part thereof is revolving or partly revolving;
 - 8.2.2 Any flashing, animated or chasing-border **signs** or moving **signs** of any kind (other than the plainly illuminated hands of a clock or temperature indication), or any **sign** in respect of which any part thereof is flashing, animated or moving. This subsection applies to any strobe light or other devices which have emissions whether emitting sound, odour or other matter;
 - 8.2.3 Pennants, bunting, flags (other than patriotic flags), balloons or other inflatable devices;
 - 8.2.4 Banner **signs** except as specifically permitted under this bylaw;
 - 8.2.5 Roof **signs**, balcony **signs** and **signs** mounted or supported on the deck of a canopy;
 - 8.2.6 Any **signs** that obstruct any part of a doorway, balcony, or a window that would otherwise be capable of opening;
 - 8.2.7 Off-premise or third party **signs** except where specifically provided for elsewhere in this bylaw;
 - 8.2.8 Election signs are prohibited on any municipal park land or other lands owned or leased by the municipality.
 - 8.2.9 Any open tube neon **sign** except;

- (a) those exempted pursuant this Bylaw;
- (b) those permitted by a Development Permit;
- (c) those permitted inside windows of a business premises pursuant to this Bylaw;
- (d) any **sign** on the side of any fascia, awning or canopy;
- (e) **signs** recessed in canopies or awnings above fuel dispensing facilities;
- (f) no **signs** shall create a real or potential hazard to the safe, efficient movement of vehicular or pedestrian traffic;
- (g) no **sign** shall be placed in a manner that may obstruct any window opening, door opening, passageway, fire escape, walkway, vehicular driveway or similar feature;
- (h) flashing **sign**, except in special **sign** areas;
- (i) roof **signs**;
- (j) portable **sign**, excluding sandwich-board **signs**;
- (k) revolving **signs**, except in special **sign** areas;
- (l) billboard **sign**;
- (m) gas or other inflated **signs** supported from the ground or roof by rope or wire line;
- (n) any other **sign** not specifically permitted under this Bylaw; and
- (o) no **signs**, whether made out of paper, cardboard, cloth, canvas, plastic or similar materials, shall be tacked, posted or otherwise affixed to the walls of any structure, tree, pole, hydrant, bridge, fence or any other surface within a public place. This section shall not apply to banners, posters, placards, or notices posted by or on behalf of the District pertaining to municipal matters, or police traffic control **signs** and notices. Where a fence hoarding is erected on any street during the construction or alteration of a building, no **signs** other than those relating to the said construction or alteration shall be placed upon the said fence or hoarding.

Part 9 Non-Conforming Signs

- 9.1 Any **sign** or advertisement lawfully erected, constructed or placed prior to the adoption of this Bylaw, although such **sign** does not conform with the provisions of this Bylaw, may remain and continue to be used and maintained, provided however,

that no such **sign** shall be reconstructed, altered or moved in the District unless such **sign** shall be made to conform in all respects with the provisions of this Bylaw.

Part 10 Maintenance of Signs

- 10.1 Every **sign** shall be maintained in good repair and in a neat and safe condition at all times.
- 10.2 Normal **sign** maintenance, including replacement copy, lighting and refurbishing of **signs** shall not require a **Sign Permit** but shall conform to all other requirements of this Bylaw.
- 10.3 All **signs** shall be maintained structurally sound and free from all hazards caused or resulting from decay or failure of structural members, fixtures, lighting or appurtenances. All **sign** area, background, copy and lighting shall be maintained in readable and clean condition and the site of the **sign** shall be maintained free of weeds, debris and rubbish.

Part 11 Sign Permits and Fees

11.1 Requirements for a Permit

Every person proposing to construct, erect, place, alter, rebuild, reconstruct, move, demolish or remove a **sign** shall obtain a **sign** permit if required by this Bylaw, and all necessary approvals as required by the Maple Ridge Building Bylaw and Maple Ridge Zoning Bylaw.

11.2 Application Requirements

11.2.1 An application for a **sign** permit shall be made to the Building Department and shall:

- (a) be made on an approved application form;
- (b) be **signed** by the property owner or his agent;
- (c) specify:
 - (i) the street address of the premise and legal description of the parcel on which the proposed **sign** will be located;
 - (ii) the name and address of the owner of the premises or parcel or the company for whose benefit the **sign** is intended and where the application is made by an agent of the owner or company, the name and address of the agent;
 - (iii) a letter of authorization from the lot owner if the applicant is not the lot owner; and

- (iv) the name and address of the person or **sign** company manufacturing, erecting, placing, altering, demolishing or removing the **sign** for which the application is made;
- (d) be accompanied by 2 copies and duplicates of scaled drawings of the lot and improvements thereon specifying:
 - (i) details of all existing **signs** and buildings on the lot;
 - (ii) scaled drawings showing location, type, size, weight, construction, colour, finishing material and estimated costs of all proposed **signs**, or proposed changes to existing **signs** and supporting structures;
 - (iii) detail survey of property showing existing and proposed setbacks in accordance with the Districts Zoning Bylaw of all existing and proposed structures and **signs**;
 - (iv) scaled drawings showing the dimensions, maker's name and weight of the **sign** and, where applicable, the dimensions of the wall surface and the height of the building to which it is attached;
 - (v) the dimensions and weight of the supporting structure of the **sign**;
 - (vi) the maximum and minimum height of the **sign** from grade;
 - (vii) the proposed location of the **sign** in relation to the boundaries of the parcel upon which it is to be located;
 - (viii) the off-street parking area, parking lot aisles, site access points and driveways;
 - (ix) the dimensions and areas of any proposed landscaped areas, if applicable to the **sign** type;
 - (x) the description of the advertising copy of wording to be displayed, including the style, size, colours of all the letters, logos or similar copy of the **sign**;
 - (xi) for an illuminated **sign**, information on the technical means by which the illumination is to be accomplished;
 - (xii) where the **sign** is to be attached to an existing building, a current photograph of the face of the building to which the **sign** is to be attached;
 - (xiii) structural, footing details and material specifications

for a proposed free-standing **sign**;

- (e) the Manager of Inspection Services will require all freestanding signs to be sealed by a structural engineer with the applicable building code schedule included as part of the submission.
- (f) Any other information that is relevant to the issuance of the **sign** permit.

11.3 Permit Fees

As per Schedule “A” of this Bylaw.

11.4 Permit Expiry

Where application has been made for a permit and the proposed work set out in the application conforms with this and all other bylaws of the District and the British Columbia Building Code the Building Department shall issue a **Sign Permit** for which the application is made. The permit shall expire if active work is not commenced within a period of ninety (90) days from the date of issue of the permit.

11.5 Refusal of Permit

11.5.1 The Building Department may refuse to issue a permit if:

- (a) the information submitted for the **Sign Permit** is contrary to the provisions of the bylaw;
- (b) the information required to be submitted under this bylaw is incomplete or incorrect;
- (c) issuance is prohibited by or does not comply with the provisions of a Municipal Bylaw, the British Columbia Building Code or the specification of the “Canadian Electrical Code” adopted by the Canadian Standards Association; or
- (d) the **sign** creates a potential hazard to the safe efficient movement of vehicular or pedestrian traffic.

11.5.2 Notwithstanding any clause in this bylaw, if any work for which a permit is required by this bylaw has been commenced before the permit has been issued by the Municipality, the applicant shall pay the Municipality a permit fee that is equal to 2 (two) times the permit fee described in Schedule A – **Sign Permit Fees** of this bylaw.

Part 12 Inspections and Regulations

12.1 Inspections for Compliance

12.1.1 The Director of Licences, Permits and Bylaws or any other

official of the District is hereby authorized to enter at all reasonable times on any property, building or premises that is subject to regulation under this bylaw to ascertain whether the regulations and provisions of the bylaw are being or have been complied with and any person employed from time to time by the District as the Manager of Inspection Services, Bylaw Enforcement Officer or Building Official is hereby **designated** to act in his place for the purpose of administering this Bylaw.

- 12.1.2 The Building Official and Bylaw Enforcement Officer and their respective **designates** have the authority to order the painting, repair, alteration, clean-up or removal of **signs** which become deteriorated, dilapidated, abandoned or which constitute a hazard to public safety.
- 12.1.3 Where necessary, the projecting cantilever system shall be used to support **signs**, and in no case shall the "A" frame system be used.
- 12.1.4 No **sign**, nor any guy, stay, or attachment thereto shall be erected, placed or maintained by any person on rocks, fences or trees, except in the case of temporary **signs** complying with the requirements of this Bylaw and decorative logo **designs** painted upon or affixed to a temporary construction fence or hoarding erected on a construction site only, for a time period not exceeding the period of construction. No **sign**, guy, stay or attachment thereto shall interfere with any electric light, power, telephone or telegraph wires, or the supports thereof.
- 12.1.5 Every **sign** and the immediate surrounding premises shall be maintained by the owner or person in charge thereof in a clean, sanitary and inoffensive condition and free and clear of all obnoxious substances, rubbish and weeds.
- 12.1.6 The Building Official may order the correction of any work which is being or has been improperly done under a permit.
- 12.1.7 The Building Official may order the cessation of work that is proceeding in contravention of this bylaw by the placing of a "Stop Work Order" on the building, **sign** or elsewhere as appropriate on the property on which the contravening work is taking place.
- 12.1.8 It shall be unlawful for any person to continue to work once a Stop Work Order has been issued.
- 12.1.9 It shall be unlawful for any person to tamper with, deface or remove a Stop Work Order once it has been placed on the property by the Building Inspector.

12.2 Special Approvals

- 12.2.1 No **sign** except a light weight canvas awning or canopy **sign** shall be displayed upon or suspended over any public street or public place unless the owner has entered into an agreement with the District and has deposited a comprehensive general liability insurance policy for limits of not less than five million dollars (\$5,000,000) inclusive and duly endorsed to note the insured's acceptance of contractual liability under the "Hold Harmless" clause in the **sign** agreement and further endorsed to note such policy will not be lapsed or cancelled without thirty days written notice to the District as long as the named insured's **sign** remains on or over any public street. A copy of each renewal certificate shall be deposited with the District as a condition for the continued display of such **sign**. In the event that the owner shall fail or neglect to provide the insurance coverage required by this section, it shall be lawful for the District to forthwith and without prior notice, order the owner to remove such **sign** which is erected on private premises but encroaches onto or over a public street or public place and the said **sign** shall be removed forthwith, and in default thereof by such owner, it shall be lawful for the Director of Engineering with such employees or agents of the District as he may deem requisite, to enter upon the said premises and effect such removal at the expense of the person in default, and the District shall recover the expense thereof, with interest at the rate of six (6) percentage per annum, with costs in like manner as Municipal Taxes on the said premises.
- 12.2.2 Every such owner shall remain fully responsible for all losses, costs, damages or expenses which may arise as the result of the display of said **sign** until such time as the same has been removed.

12.3 Removal of Signs

- 12.3.1 The owner of any lot upon which an abandoned **sign** is located shall remove such **sign** within fifteen (15) days of the same becoming an abandoned **sign**.
- 12.3.2 The Director of Licences, Permits and Bylaws or their **designate** may remove from public property any **sign** installed or placed without a valid permit.
- 12.3.3 Recovery costs for impounded signs are as per Schedule D of this bylaw.

12.4 Comprehensive Sign Plan

- 12.4.1 Any development site of not less than 0.2 hectares in any Commercial or Industrial District that is comprised of a number of individual establishments forming a comprehensive

development unit may make application for comprehensive **sign** plan approval. Such a plan, which shall include the location, size, height, colour, lighting and orientation of all **signs**, and shall be submitted for approval to the Director of Licences, Permits and Bylaws or their **designate**.

- 12.4.2 Such a comprehensive plan shall comply with the overall **sign** area and density regulations of the bylaw and shall result in an improved relationship between the various parts of the plan.

12.5 Development Permit Areas

On lands which have been **designated** Development Permit Areas, **sign** regulations contained in this Bylaw may be varied through the application and approval of a Development Variance Permit by Council. The erection of a new **sign** or the replacement, alteration or modification of an existing **sign** (a **sign** permitted and constructed through a Development Permit) which has been included in an existing Development Permit, shall require an amendment to the Development Permit.

12.6 Variance

Variances to the provision of this Bylaw may be granted by Council through a Development Variance Permit in accordance with the District of Maple Ridge Zoning Bylaw.

Part 13 Specific Sign Regulations

The following regulations apply specifically to the types of **signs** referred to in each section heading.

13.1 Awning signs:

- (a) shall be permitted in Commercial, Industrial and Public Service zones;
- (b) shall only be permitted where the awning is projecting more than one (1) metre (3.3 feet) from the building face;
- (c) shall not be electrified;
- (d) may be indirectly lighted;
- (e) shall have the same copy area as that permitted in Part 13; 13.3 Facia Signs of this bylaw for requirements of facia **signs**;
- (f) shall have a minimum height of 2.5 metres (8.2 feet) from the nearest finished grade of the site and shall not project below the lower edge of the canopy or awning;
- (g) shall have a maximum height of 7.62 metres (25 feet) and

furthermore the **sign** shall be no higher than the top of the roof line or wall of the building to which it is affixed;

13.2 Canopy Signs

- 13.2.1 Shall be permitted in Commercial, Industrial and Public Service zones;
- 13.2.2 The minimum height of a canopy **sign** above the nearest finished grade of the site shall be 2.5 metres (8.2 feet) and shall not project below the lower edge of the canopy;
- 13.2.3 The maximum **sign** area shall be 0.6 square metres (6.5 square feet) per lineal metre of the canopy frontage to which it is affixed and a maximum of sixty (60) percent of the background of the **sign** can be copy. For theatres and cinemas, the maximum shall be 1.6 square metres (17.2 square feet) per lineal metre of the canopy frontage to which it is affixed and a maximum of sixty (60) percent of the background of the **sign** can be copy, but in no case shall the sign area exceed 60% of the canopy area to which the sign is to be placed.
- 13.2.4 No canopy **sign** shall extend or project above the upper edge of a canopy or marquee by more than 600mm (2.0 feet)
- 13.2.5 The vertical dimension of a canopy **sign** shall not exceed 600mm (2.0 feet). For theatres and cinemas the maximum shall be 1.5 metres (4.9 feet).
- 13.2.6 The width of the base of the canopy shall not be less than the length of the projection.

13.3 Facia Signs

- 13.3.1 Only the frontage of the property on which the **sign** is located shall be used for **sign** area calculations.
- 13.3.2 A facia **sign** shall not project more than 300mm (1.0 feet) beyond the building face and shall not extend above the sill of any window or above guard rails or balustrades immediately above such **sign**.
- 13.3.3 The minimum height of a facia **sign** shall be 2.5 metres (8.2 feet) from the nearest finished grade of the site on which they are situated; provided however, that this subsection does not apply to:
 - (a) Facia **signs** created by printing, painting or inscribing directly upon a wall of a building or structure;
 - (b) Facia **signs** situated entirely over private property and immediately above a landscaped area **designated** to keep

pedestrians away from the wall to which the **sign** is affixed;

- (c) Facia **signs** entirely recessed into the wall to which they are affixed;

13.3.4 No part of a facia **sign** shall project above the wall to which it is affixed.

13.4 Freestanding Signs

13.4.1 The minimum height of a freestanding **sign** shall be 2.5 metres (8.2 feet) provided, however, that freestanding **signs** may be less than 2.5 metres (8.2 feet) from the nearest finished grade of the site upon which they are situated where:

- (a) they are situated on or over land other than that used from time to time as a place for the parking of automobiles or used as a driveway; and
- (b) such **signs** do not obscure the view from a road or sidewalk or other premises in the vicinity; and
- (c) where such **signs** are an integral part of a permanent comprehensibly **designed** landscaped area, such landscaping to be in size equal to that of the **sign**.

13.4.2 Where a freestanding **sign** projects over a vehicular traffic area such as parking lot aisles or driveways, a minimum clearance of 4.2 metres (13.8 feet) shall be maintained. Where the vehicle traffic area serves as the fire department access route this height shall be increased to 5 metres (14.60 ft).

13.4.3 The maximum height of a freestanding **sign** shall be 10.5 metres (34.5 feet).

13.4.4 A freestanding **sign** may be located in a required yard provided that such **sign** is not closer than 1.5 metres (4.9 feet) to:

- (a) the point of intersection of the intersecting property lines on a corner lot;
- (b) any adjoining lot;
- (c) any site access or exit points.

13.4.5 For each freestanding **sign**, landscaping around the base of the **sign** on the site shall be provided as follows:

- (a) 1 square metre (10.8 square feet) of landscaping for every 1 square metre (10.8 square feet) of **sign** copy; and
- (b) 0.2 square metres (2.2 square feet) of landscaping for every

0.1 metre (4 inches) height above 3 metres (9.8 feet).

13.4.6 For a freestanding **sign**, no guy wires shall be used. The support structure shall form an integral part of the **design**.

13.4.7 The copy area for freestanding **signs** shall not exceed sixty (60) percent of the **sign** area.

13.5 Projecting Signs

13.5.1 The minimum height of a projecting **sign** shall be 2.5 metres (8.2 feet) from the nearest finished grade.

13.5.2 The maximum area of a projecting **sign** shall be seven (7) square metres (75.4 square feet) and the copy area of the **sign** shall not exceed sixty (60) percent of the **sign** area.

13.5.3 No part of a projecting **sign** shall be higher than the top of the roof line or wall to which it is affixed, except that the surrounding structure may extend 300mm (1.0 foot) above the parapet or roof line of a building provided the surrounding structure is not being used to calculate allowable copy area.

13.5.4 The maximum height of a projecting **sign** shall be 7.5 metres (24.6 feet) from the nearest finished grade.

13.5.5 The maximum projection shall be 1.5 metres (4.9 feet) beyond the building face to which it is affixed.

13.5.6 The **sign** may project 250mm (10 inches) from the building face for each metre that the **sign** is located from the nearest edge or corner of the business premise to which the sign pertains.

13.6 Temporary Portable Sign

13.6.1 One (1) portable non-flashing **sign** identifying a business may be permitted per legal lot provided that:

- (a) where a legal lot is comprised of a number of strata lots, only one **sign** is permitted for the parent legal lot;
- (b) the **sign** is no larger than 3 square metres (32.3 square feet) in area per **sign** face;
- (c) the **sign** shall not be located on any public right-of-way nor on any public property;
- (d) only Banner type **signs** shall be permitted as Temporary Portable **Signs**;

- (e) no portable **sign** shall be energized by any means other than that approved by the electrical code.

- 13.6.2 Temporary signs pertaining to community campaigns, drives or events are subject to a permit as per Schedule C of this Bylaw.
- 13.6.3 A temporary portable **sign** shall be permitted for one thirty (30) day consecutive time period in a ninety (90) day period.
- 13.6.4 Any portable **sign** up for longer than the permitted thirty (30) days may be removed at the owner's expense.
- 13.6.5 Any portable **sign** placed on public right-of-way may be removed at the owner's expense.
- 13.6.6 The conditions set out in section 13.6 do not apply to **District** sanctioned event advertising.

13.7 Electronic Message Board Sign

- 13.7.1 Changeable copy **Electronic Message Board Signs** shall be permitted to a maximum area of three (3) square metres (32.3 square feet) per **sign** face in addition to the allowable **Sign Area** for the primary **Freestanding Sign** in those zones allowed in Schedule B of this bylaw.
- 13.7.2 **Electronic Message Board Signs** are not permitted on secondary **Freestanding Signs** on the same property. Where permanent **Electronic Message Board Signs** are installed, no temporary portable **signs** are permitted.
- 13.7.3 Any area exceeding the above mentioned three (3) square metres (32.3 square feet) shall be included in the total calculation for **sign** area.

13.8 Readograph Signs

- 13.8.1 Changeable copy readograph **signs** shall be permitted to a maximum area of three (3) square metres (32.3 square feet) per **sign** face in addition to the allowable **sign** area for the primary freestanding **sign** in those zones allowed in Schedule B of this bylaw. It is not permitted on secondary **Freestanding Signs**. Where permanent readograph **signs** are installed, no temporary portable **signs** are permitted.
- 13.8.2 Any area exceeding the above mentioned three (3) square metres (32.3 square feet) shall be included in the total calculation for **sign** area.

13.9 On Site Directional Signs

- One (1) **Directional Sign** not exceeding 0.75 square metres (8.0 square

feet) per side shall be permitted at each entrance and exit from a property in addition to **signs** permitted in Schedule B of this bylaw.

13.10 Menu Board Signs

One (1) exterior menu board **sign** not exceeding a total **sign** area of 3.0 square metres (32.2 square feet) shall be permitted for drive-through restaurant type businesses in addition to **signs** permitted in Schedule B of this bylaw.

13.11 Election Signs

Election Signs for federal, provincial, municipal and school trustee elections are permitted provided that:

- (a) in the case of provincial or federal elections, the **signs** are not erected more than thirty (30) days prior to the election or event and are removed within four (4) days after the election;
- (b) in the case of municipal and school trustee elections, the **signs** are not erected more than twenty (20) days prior to the general local election or event and are removed within four (4) days after the election;
- (c) the **sign** does not exceed 0.4 square metres (4 feet by 4 feet);
- (d) the **sign** is not illuminated;
- (e) a deposit is left with the **District** as per Schedule A of this bylaw;
- (f) the placement of the **sign** does not interfere with traffic sightlines at street intersections or with the safety of pedestrians.
- (g) the placement of election **signs** are permitted on private property with the consent of the owner or occupant of the property;
- (h) **Elections Signs** are not permitted on any vehicles or trailers attached to vehicles or any roof top or any existing sign;
- (i) Election signs are prohibited on any municipal park land or other lands owned or leased by the municipality;
- (j) strata bylaws cannot prohibit owners or tenants from displaying campaign **signs** in their units, however, they may set reasonable conditions on the size and type of **signs** that can be displayed and may prohibit **signs** from being displayed in common areas of the building and property;
- (k) regulations regarding the size, placement and permitted dates

for posting Election **Signs** apply to those posted on private property as well as public;

- (l) the Chief Election Officer, or any person acting under the Chief Election Officer's direction, may remove any election **sign** that the Chief Election Officer, or any person acting under the Chief Election Officer's direction, has reasonable grounds to believe is erected or in place in contravention of this Bylaw;
- (m) election **signs** that have been removed in accordance with the section above will be stored for a period of one (1) week after general voting day and the candidate or their agent may claim the **sign(s)** during that period, following which the material may be destroyed or otherwise disposed by the Chief Election Officer or any person acting under the Chief Election Officer's direction without notice and without compensation to the owner of the **sign(s)**;
- (n) other than as authorized in writing by the District, no person shall display on any election **sign** or other election advertising a logo, trademark or official mark, in whole or in part, owned or licensed by the District.

Part 14 Penalty and Enactment

14.1 Every person who violates a provision of this bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this bylaw, or who neglects to or refrains from doing anything required to be done by a provision of this bylaw, is guilty of an offence and is liable to the penalties imposed under this bylaw, and is guilty of a separate offence each day that a violation continues to exist.

14.2 Every person who commits an offence is liable on summary conviction to a fine not exceeding the maximum allowed by the Offence Act.

READ A FIRST TIME on [Date]

READ A SECOND TIME on [Date]

READ A THIRD TIME on [Date]

ADOPTED by the Council on [Date]

PRESIDING MEMBER

CORPORATE OFFICER

Schedules

Schedule "A" – Sign Permit Fees

Schedule "B" – Cross Reference Table

Schedule "C" – Temporary Sign Request

Schedule "D" – Sign Impoundment Recovery Costs

DRAFT

Schedule “A” – Sign Permit Fees

- a) Each applicant for a **sign** permit shall submit a non-refundable processing fee of \$62.00 plus applicable taxes. If the **sign** is approved, this fee will be credited towards the appropriate permit fee as set out below.

- b) The following permit fee, plus applicable taxes, will be assessed for all new **signs** based on total **sign** area. For multi-faced **signs**, the total **sign** area shall be the aggregate of **sign** area on all faces.

Up to 3 sq. m [32 sq. ft.].....	\$136.00
Larger than 3 sq. m [32 sq. ft.] up to 6 sq. m [64 sq. ft.].....	\$201.00
Larger than 6 sq. m [64 sq. ft.] up to 10 sq. m [110 sq. ft.].....	\$268.00
Larger than 10 sq. m [110 sq. ft.] up to 15 sq. m [160 sq. ft.].....	\$337.00
Larger than 15 sq. m [160 sq. ft.] up to 18.6 sq. m [200 sq. ft.].....	\$403.00
Over 18.6 sq. m [200 sq. ft.].....	\$536.00

- c) If an applicant proposes to relocate or alter an existing **sign** (excluding a temporary on-site real estate development/construction **sign** or temporary off-site real estate development/construction **sign**) on the same lot without enlarging it, a relocation or alteration fee of \$126.00 plus applicable taxes will be charged under a sign permit.
- d) Enlargement, rebuilding, relocation and extension of an existing **sign** (in height, **sign** area or both) amounts to an erection of a new **sign** and requires a **sign** permit.
- e) Temporary on-site real estate development/construction **signs** and temporary off-site real estate development/construction **signs** shall be assessed the permit fee as stipulated in this bylaw and a removal deposit of \$500.00 shall be paid by the applicant. This deposit is refundable if the applicant removes the **sign** within the stipulated period. If the applicant fails to remove the **sign** to the satisfaction of the District of Maple Ridge, the removal deposit shall be forfeited and the District of Maple Ridge may use the money to offset the cost incurred by the District to remove the **sign**.
- f) **Temporary signs**, including **Election signs** are subject to a security deposit of \$100. This deposit is refundable providing that all signs are removed within the agreed time frame.

Schedule “B” – Cross Reference Table

The following cross reference indicates the type of **sign** that shall be permitted in a specific zone.

This diagram is included FOR CONVENIENCE ONLY and is not part of the **sign** bylaw.

ZONE	SIGN TYPES								
	AWNING	CANOPY	CHANGEABLE READOGRAPH	DEVELOPMENT	FACIA	FREESTANDING	HOME OCCUPATION	PROJECTING	
A-1									
A-2									
A-3									
R-1									
RS-1B									
RS-1A									
RS-1									
RS-2									
RS-3									
RM-1									
RM-2									
RM-3									
RM-4									
RM-5									
RT-1									
SRS									
RG									
RG-2									
RG-3									
RE									
RMH									
√ - PERMITTED in the zone × - NOT PERMITTED in the zone ×× - PROHIBITED IN THE MUNICIPALITY									
×× Signs prohibited in the Municipality include: Animated; Billboards; Flashing/Oscillating; Audible/Odor; Paper/Cardboard; Roof (unless approved by a DVP); Balcony Third Party									

Schedule "C" – Temporary Sign Permit Application

Pursuant to Section 13.6 of Sign Control Bylaw No. 7008-2013

Date: _____

Name of applicant: _____

Applicant's phone number: _____

Applicant's e-mail address: _____

Name of group or organization (if applicable): _____

Address of group or organization: _____

Phone number of group or organization: _____

Event start date: _____ Event end date: _____

Date signs will be erected: _____

Number of signs: _____ Size of signs: _____

Sign copy:

Location of signs (please be specific):

Schedule "C" – Temporary Sign Permit Application

Pursuant to Section 13.6 of Sign Control Bylaw No. 7008-2013

This permit shall be valid and subsisting from the _____ day of _____ and shall expire on the _____ day of _____ at _____ (pm) AND at all times during the currency thereof, shall be subject to cancellation if the holder thereof shall neglect, fail or refuse to observe and to comply with all the requirements of Maple Ridge Sign Control Bylaw No. 7008 - 2013, and is issued subject to the following conditions:

- 1) That all necessary plans and specifications of any works involved have been deposited with the Building Department and have been approved;
- 2) That the applicant shall hold and save harmless the Corporation of the District of Maple Ridge from and against all claims, damages and lien claims of every kind, arising out of or in any way connected with any works or other things for which this Permit is issued;
- 3) That the applicant shall replace and repair all municipal infrastructure effected by the work and such infrastructure is to be returned to an equal or better condition than that which existed prior to the work, all within 24 hours of the completed work, to the satisfaction of the District of Maple Ridge;
- 4) That the applicant will deposit with the Corporation a sum of One Hundred Dollars (\$100.00) in cash or cheque, to guarantee the fulfillment by me of the terms and conditions set out herein within the time specified in this permit.

(Signature of applicant)

Application: Approved ☐ or Declined ☐

Authorization:

Municipal Engineer

Security Deposit (\$_____) Refundable

Receipt No.: _____

Schedule “D” – Sign Impoundment Recovery Costs

Recovery costs for impounded signs are as follows:

Sign removal requiring equipment	\$100.00
Sign removal not requiring equipment	\$25.00

DRAFT



District of Maple Ridge

TO: His Worship Mayor Ernie Daykin
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: COMMITTEES OF COUNCIL REVIEW

MEETING DATE: April 7, 2014
FILE NO:
MEETING: Council Workshop

EXECUTIVE SUMMARY:

During its 2013 business planning deliberations, Council identified that a review of its advisory committees should be undertaken as part of Council's work plan in 2014. Some of the committees have been functioning in an advisory capacity to Council since 1999 so it is opportune at this time to ensure that the mandate of each Committee continues to be valid. The Committees of Council Policy No. 3.11, attached as Appendix I, sets out a process to be followed when Council is considering a new committee. It is recommended that a similar process be used to review the existing committees.

RECOMMENDATION:

That an Advisory Committee Task Force consisting of the Mayor, Councillor Dueck and Councillor Hogarth review the Advisory Committees of Council as described in the staff report dated April 7, 2014 and make recommendations to Council on each Committee.

DISCUSSION:

Council has indicated a desire to review its Advisory Committees. This item appears on line 37 of the 2014 Council Matrix.

Committees of Council Policy No. 3.11 describes the questions Council should ask itself when considering forming a new committee. It is recommended that these questions form the basis of this review. To complete the review it is recommended that a task force be struck to conduct the review and to make recommendation to Council on each committee. The task force would consist of the Mayor, two members of Council, the Manager of Legislative Services and the Committee Clerk. The task force would engage additional staff as required. The task force will also solicit input from the remainder of Council to assist in the review. The task force would dissolve once the review by Council is completed. The task force would be provided with background information on each committee including:

- Committee Bylaw
- Annual Budget
- Meeting schedule
- Terms of Reference
- Membership
- Accomplishments
- Staff Time

Questions to address for each committee would include, but not be limited to:

- Does this work need to continue?
- Is the work ongoing or of a limited time nature?
- Can this work be done by another group either internal or external?
- Is the membership reflective of the skills, expertise and the diversity of interests required?
- Is the mandate of this committee still relevant?

The following committees would be reviewed:

- Agricultural Advisory Committee
- Community Heritage Commission
- Cycling and Pedestrian Advisory Committee (proposed new committee)
- Economic Advisory Commission
- Municipal Advisory Committee on Accessibility Issues
- Social Planning Advisory Committee
- Public Art Steering Committee
- Environmental Advisory Committee (proposed new committee)

The following committees would not be reviewed:

- Parks & Leisure Services Commission (subject of a separate review of Joint Parks & Leisure Services)
- Advisory Design Panel (legislated by Local Government Act)
- Audit & Finance Committee (this committee functions in a different manner, allowing Council members a focused conversation with the external auditor)
- Liaison appointments to community organizations

Alternatives:

Council could choose to undertake this work without forming a task force. A smaller working group, that includes appropriate staff, however, may accomplish the work of developing recommendations in a more efficient and encompassing manner.

CONCLUSIONS:

To complete its review of advisory committees, it is recommended that a task force be struck to make recommendations on the status of existing and proposed advisory committees.

"Original signed by Ceri Marlo"

Prepared by: Ceri Marlo, C.M.C.

Manager of Legislative Services and Emergency Program

"Original signed by Paul Gill"

Approved by: Paul Gill, B.B.A, C.G.A, F.R.M

General Manager: Corporate & Financial Services

"Original signed by J.L. (Jim) Rule"

Concurrence J.L. (Jim) Rule

Chief Administrative Officer

:cm

Attachment: Committee of Council Policy No. 3.11

POLICY MANUAL

<p>Title: Committees of Council</p> <p><i>See also Council and Staff Liaison Roles Policy No. 3.10</i></p>	<p>Policy No : 3.11</p> <p>Supersedes: New</p>
<p>Authority: <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Operational</p> <p>Approval: <input checked="" type="checkbox"/> Council <input type="checkbox"/> CMT</p> <p><input type="checkbox"/> General Manager</p>	<p>Effective Date: January 26, 2011</p> <p>Review Date: 2012</p>
<p>Policy Statement:</p> <p>Advisory committees/commissions/panels, and task forces provide opportunities for citizens to become more actively involved in their community, and for issues to be considered in depth. The Council of the District of Maple Ridge will appoint advisory committees/commissions/panels and task forces to:</p> <ul style="list-style-type: none"> • Provide information and advice to Council and staff on issues of concern to the public and the District which Council will consider in its decision making • Educate and raise the awareness of Council and staff; and • Provide recommendations for consideration by Council and staff. <p>Unless authority to make decisions has been delegated by Council to a Committee or Commission by bylaw, it is not the role of these bodies to establish policy, but to act in an advisory capacity to Council. The decision-making responsibility and authority remains with Council.</p>	
<p>Purpose:</p> <p>To establish guidelines for the formation and operation of Committees of Council.</p>	
<p>Definition:</p> <p>Committees – Advisory committees, commissions and panels that provide on-going advice of a policy nature. Committees may also include Task Forces that have responsibility to consider issues within a bounded time period. Once finished their work, through resolution of Council, task forces cease to exist.</p> <p>Selection Committee – A committee comprised of the Mayor and/or the applicable committee Council appointee(s) and staff liaison(s), if appointed, that reviews applications for committee positions, interviews selected applicants and makes recommendations to Council on appointed positions.</p>	

KEY AREAS OF RESPONSIBILITY:	
Action to Take	Responsibility
<p>1. Functions The functions of the committees of Council are to:</p> <ul style="list-style-type: none"> a) respond to issues referred by Council and staff; b) listen to and report on the community's views; c) gather necessary facts, information, and opinions; d) educate and raise the awareness of Council and staff; e) in the case of advisory committees/commissions/panels, offer longer term visions of the community;; f) provide advice and recommendations to Council, staff and the public; g) raise issues to Council and staff that need to be addressed further. <p>2. Council Expectations Committees are expected to:</p> <ul style="list-style-type: none"> a) respond to the issues referred by Council and by staff; b) within their mandates, raise issues to Council and staff that committee members believe need to be addressed; c) give well-considered and timely responses to Council's need for advice; d) work within the strategic directions as outlined in Council's annual business plan; e) prepare an annual business plan (excluding task forces); f) carry out their work effectively, efficiently, and creatively. <p>3. Committee Expectations Committees can expect from Council and staff:</p> <ul style="list-style-type: none"> a) Sufficient information on the issues being addressed; b) consistent and effective staff support (where provided), within the budgetary limits of the district; c) orientation and training; d) prompt feedback on the outcomes of their advice and recommendation; e) a commitment from Council to refer issues for committee consideration as they arise. <p>4. Committee Opportunities Committees can expect opportunities to:</p> <ul style="list-style-type: none"> a) learn more about their community, and the issues that need to be addressed; b) engage with other people in dialogue and debate about the community and its issues; c) create broad visions of the community over the longer term; d) make recommendations to Council and staff. <p>Council acknowledges that it is vital that committee members feel that they are making a real difference in the life of their community.</p>	<p>Council</p> <p>Staff</p> <p>Council</p>

<p>determine if other citizens should be appointed because their background and skill set is more suitable to the upcoming work of the Committee/Commission.</p> <p>Members of Council may nominate individuals whom they know are interested in serving on a respective committee. Such nominees are to be advised that they will be required to follow the same application procedures as others and will be assessed against other candidates who have responded to the advertisings.</p> <p>The Clerk's Department will prepare an alphabetical list of applicants that will specify where an individual is a sitting member of another Committee. If an individual applies for more than one Committee, the Clerk's Department will identify with the applicant the most appropriate Committee.</p> <p>Applications will be reviewed by the Selection Committee to determine if an interview process is required and who will be interviewed. Generally an interview will be required even if there is only one candidate to ensure the candidate is suitable for the position. Interviews should also be conducted if a sitting member has reapplied and others have applied so that fair consideration can be given to all candidates. The Clerk's Department will arrange the interviews.</p> <p>Following the interviews, the Selection Committee will forward a report to a Closed meeting of Council with their recommendations for appointment to the Committee. The report is to be accompanied by resumes of the candidates under consideration. Council will vote to appoint members to the committee and announce the results at a subsequent Regular Council meeting. The term of the appointment will be specified in the resolution. A full orientation will be provided to new committee members.</p> <p>Council may remove a member at any time.</p> <p>In general, it is the policy of Council not to appoint any individual to serve on more than one committee simultaneously. It is the intent of Council to afford the opportunity for as many interested citizens as possible to serve on Committees.</p> <p>9. Conflict of Interest A conflict of interest exists where:</p> <ul style="list-style-type: none"> a) a committee member is a director, member or employee of an organization seeking a benefit from the District of Maple Ridge upon which the committee will make a recommendation; b) the committee member has a direct or indirect pecuniary interest in the outcome of committee deliberations. 	<p>Clerk's Department</p> <p>Selection Committee</p> <p>Clerk's Department</p> <p>Selection Committee</p> <p>Council</p>
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<p>A conflict of interest does not exist if:</p> <ul style="list-style-type: none"> a) the pecuniary interest of the member is a pecuniary interest in common with members of the municipality generally, or b) the pecuniary interest is so remote or insignificant that it cannot reasonably be regarded as likely to influence the member in relation to the matter. <p>Where a conflict of interest exists, committee members:</p> <ul style="list-style-type: none"> a) are not entitled to participate in the discussion of the matter or to vote on a question in respect of the matter; b) must declare to the committee that a conflict exists; and c) must absent themselves from the meeting during consideration of the issue to which the conflict relates. <p>The member's declaration of a conflict and their exit from and return to the meeting shall be noted in the minutes.</p> <p>Where a perceived conflict of interest might exist, the member may note that a perception of conflict might exist but need not declare a conflict and exit the meeting if in the member's view there is no actual conflict of interest.</p> <p>Where in the opinion of a committee a member is in a conflict of interest and has not so declared, the committee may ask for a review of the matter by the Corporate Officer. The matter, if unresolved, may then be referred for Council review.</p>	<p>Committee Members</p>
<p>10. Council Appointee</p> <p>Council will appoint at least one Council member and an alternate to the Committee. The role of the appointee includes:</p> <ul style="list-style-type: none"> a) ensuring that Council is adequately briefed as to the development of issues; b) communicating Council's position and policy; c) facilitating a clear and open dialogue between Council and the community committee; d) clarifying when they are stating their personal opinions. <p><i>See also Council and Staff Liaison Roles Policy No. 3.10</i></p>	<p>Council Appointee</p>
<p>11. Staff Liaison</p> <p>The Chief Administrative Officer may provide staff support on a case-by-case basis. The role of staff in supporting committees of Council includes:</p> <ul style="list-style-type: none"> a) providing information and professional advice; b) supporting the chairperson in developing agendas, arranging meetings, and promoting effective committee functioning; 	<p>Staff Liaison</p>

<p>c) assisting with the preparation reports to Council; d) assisting with the creation of the annual Business Plan; e) providing an annual orientation to Committee members on the work of the committee, the structure of the District, and Council's annual Business Plan and budgeting process.</p> <p>12. Reporting The committees of Council are appointed by and report directly to Council.</p> <p>a) They are consultative groups. b) Council has the responsibility for making final decisions. c) Committee members will not misrepresent themselves as having any authority beyond that delegated by Council.</p> <p>13. Reporting to Council When responding to an issue that was referred by Council, committees will submit reports directly to Council. Committees will report to Council on their activities at least twice a year either in writing or by appearing as a delegation at a meeting of Council.</p> <p>14. Annual Business Reports The committees of Council, with the exception of Task Forces, will annually submit a Business Plan to Council that is in alignment with Council's strategic directions. The format of the plan and timelines for submissions will be provided to the committees.</p> <p>15. Minutes Committee minutes, which record the decisions made at meetings, will be submitted to the Clerk's Department. Council and the Chief Administrative Officer will consider providing clerical support on a case-by-case basis.</p>	<p>Committee</p>
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Procedures for Submitting Resolutions to UBCM

1. Submit Resolutions to Area Associations

Both UBCM and its member local governments have observed that submitting resolutions first to Area Associations results in better quality resolutions overall. UBCM encourages all members to submit resolutions first to Area Associations for consideration.

Resolutions endorsed by Area Associations at their annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor. (Resolutions that an Area Association has considered but not endorsed are not conveyed to UBCM.)

Area Association submission deadlines for 2014 are as follows:

AKBLG	February 10
AVICC	February 24
SILGA	February 28
NCLGA	March 7
LMLGA	March 21

Please contact your Area Association for resolution submission procedures at the regional level.

2. Direct Submission to UBCM

If absolutely necessary, local governments may submit council- or board-endorsed resolutions directly to UBCM until **June 30, 2014**.

Resolutions should be submitted as follows:

- one copy of the resolution and background documentation, in electronic or print form
- UBCM must receive the resolution and background by **June 30, 2014**

The resolution and background documentation should be addressed to:

Reiko Tagami
Information & Resolutions Coordinator
Union of British Columbia Municipalities

For resolutions and background in electronic form, please email to:

rtagami@ubcm.ca

For resolutions and background in print form, please mail to:

60 – 10551 Shellbridge Way
Richmond BC V6X 2W9

When clarification of a resolution is required, UBCM will contact the sponsor, and the sponsor will be given one week to respond. If the sponsor does not respond within one week, then the resolution will not be printed in the *Resolutions Book* and will not be considered at Convention. This is to avoid using extra time during policy debate to clarify a poorly written resolution.

3. Resolutions Received After the Deadline

Resolutions received after the submission deadline of June 30, 2014 will not be printed in the *Resolutions Book* and may only be admitted for debate by special motion during Convention. The process for handling resolutions received after the deadline is outlined below.

- One copy of the resolution and background documentation, in electronic or print form, must be received at the UBCM Richmond office before 12:00 p.m. on Friday, September 19, 2014.
- Resolutions received after the deadline will be examined by the Resolutions Committee and separated into the following categories:
 - **Emergency** resolutions recommended to be admitted for debate
 - **Late** resolutions not recommended to be admitted for debate
- A resolution may be deemed emergency in nature **only if the topic has arisen since the June 30 deadline.**
- Emergency resolutions may be discussed only after all Section A resolutions have been debated, but not before the time printed in the Convention Program.
- No other late resolutions will be admitted for debate—they will instead be entered automatically into the resolutions cycle for the following year, starting with consideration by the appropriate Area Association. Referral to the following year ensures that these issues are not lost and that the broader membership may still consider the resolutions.

Unearned Income Exemption for Child Support Payments for Persons on Income Assistance

WHEREAS one out of every seven children in BC are living in poverty and the poverty rate for children living in families headed by lone-parents is one of the highest poverty rates of any family type in the province;

WHEREAS child support payments to lone-parents on income assistance are deducted from their income assistance payments dollar to dollar thereby removing significant funds for a family living in poverty;

THEREFORE BE IT RESOLVED that the Provincial Government amend the Employment and Assistance Regulation and the Employment and Assistance for Persons with Disabilities Regulation to add an unearned income exemption for child support payments up to \$300 per family unit per month, thus allowing families on income assistance to use those funds to financially support children.

Supplementary Memo: Background Information

Unearned Income Exemption for Child Support Payments for Persons on Income Assistance

Statistics Canada data shows that 119,000 children in BC — one out of every seven kids — are living in poverty. Nearly 20,000 of these children live with lone-parent mothers. In fact, the poverty rate for children living in families headed by lone-parent mothers was 21.5%, one of the highest poverty rates of any family type in the province.

In January 2013, almost 18,000 single parent families received income assistance in BC. Seventy percent of those families received temporary income assistance (the category of assistance with the lowest rates—the base rate for a single parent with one child is \$945.58). According to the Ministry of Social Development, approximately 4,000 of these families received child support payments that were then deducted from their income assistance payments dollar for dollar.

The Ministry has said that it deducts approximately 15 million dollars in child support payments from income assistance recipients each year. This represents less than 1% of the Ministry's total budget for income assistance. However, if divided equally between the 4,000 affected families, this would add \$3,750 to their annual budget, a significant amount to a family in poverty.

Re-introducing an exemption for child support payments would allow struggling lone parent families on income assistance to use the support payments for the intended use of financially supporting children.

Provincial Regulations to Govern the Party Bus Industry

WHEREAS there is significant concern around the safety of the party bus industry and contravention of the Motor Vehicle, Liquor Control and Licensing and Passenger Transportation Acts by individual operators it is incumbent on the industry and government to ensure that adherence to applicable regulations particularly as they pertain to the consumption of alcohol by minors be met and that new standards be created to regulate this industry.

AND WHEREAS the consumption of alcohol by minors has significant impact on their health and well-being and can result in adverse outcomes in the short and long term; overall community safety can also be significantly impacted by the activities of passengers and operators of party buses when adherence to these regulations is not met.

THEREFORE BE IT RESOLVED that the provincial government enact regulations specifically governing the Party Bus Industry to ensure that operators adhere to the Motor Vehicle, Liquor Control and Licensing and Passenger Transportation Acts.

Supplementary Memo: Background Information

Provincial Regulations to Govern the Party Bus Industry

The Party Bus industry is a relatively new phenomenon in North America. There have been a number of high profile injuries and deaths associated with party buses in the province of British Columbia. The industry is quite unique and current legislation governing transportation of passengers fails to address some of the regulative anomalies associated with party buses. Enforcement of current legislation is also difficult because of the mobility of these parties on wheels.

Hundreds of companies and owners provide party bus service in every major city and many smaller communities across Canada. Party buses differ from limousine services in that the buses are not necessarily used for transporting people from one place to another. Rather, they are often driven around without a destination, picking up and dropping off passengers over the span of several hours.

Another significant difference: party buses often come with dance floors, which passengers are encouraged to use while the bus is on the road. Obviously, people could easily be injured if they fall while the bus is in motion. Drivers can easily be distracted by the behaviour of passengers making party buses dangerous for other motorists.

It would benefit the party bus industry to have regulations in place to ensure that safe operating practices are defined and adhered to. The industry has seen its sales plummet because of the concerns highlighted in the media. Many operators are asking for new regulations to govern the industry. Restaurants and other liquor serving establishments are also asking for this industry to be regulated as they are being impacted by customers who have been over served being dropped off at their establishments.

California state legislature passed a new bill in 2013 regulating the Party Bus industry. This bill, known as the Studebaker law, was prompted by the death of a minor named Brent Studebaker who died in a horrific traffic accident after drinking all evening on a party bus. This bill calls for requirements that “the party making a reservation for a party bus or limousine to designate a chaperone, as defined, to be present on any party bus or limousine if (1) their party will include a person who is under 21 years of age and (2) alcohol will be on that bus during the provision of transportation services. The bill would impose certain responsibilities and liabilities upon designate chaperone (designee), driver, and carrier to help ensure that a person under 21 does not consume alcohol on the party bus or limousine. The bill would also provide separate responsibilities for the driver if the chartering party reports that no one under 21 will be present but that alcohol will be provided, or vice versa. Additionally, the bill would impose specified penalties for failure to comply with certain provisions.” The bill was unanimously passed and other states have also amended their current legislation governing the transportation of passengers.

In British Columbia, advocates are also asking for specific regulations for this industry. Some of the suggestions include that drivers must verify the age of passengers by seeing their identification, all drivers and operators must undergo a criminal record check and be trained in safety procedures and first aid.

The consumption of alcohol by minors impacts the community in many ways but the effects of alcohol on human development whether in utero or during adolescence can be extensive. During adolescence, the consumption of alcohol can affect growth hormones upsetting the body's normal development of organs, muscles and bones. While the brain is developing, even subtle internal changes caused by drinking can have long-lasting effects on memory and thinking. At this point, research can't determine how severe the side effects will be from heavy drinking during adolescence. The growing adolescent brain can allow an underage drinker to consume larger amounts of alcohol in one sitting. The unusually high alcohol tolerance can lead to binge-drinking, long-lasting high tolerance and alcoholism. The incidents of fatalities and injuries are higher amongst youth consuming alcohol. The brain develops well into a person's twenties explaining why risky behaviors are associated with adolescents; alcohol only serves to intensify those behaviors.

There is a need to recognize and regulate an industry that provides a unique service transporting and providing a venue for individuals to celebrate special occasions in. The service relies heavily on young people during celebratory times in their lives like proms, graduations, birthdays, etc. The Party Bus industry and government need to work together to ensure that standards and regulations protect young people and the community at large.

Assessment of Commercial Medical Marihuana Facilities

WHEREAS BC Assessment classifies and values each property in British Columbia for taxation purposes and recognition by the Agricultural Land Commission that production of marihuana is a farm use may lead to commercial medical marihuana facilities being assessed by BC Assessment as farm resulting in lower taxes being paid to local government;

AND WHEREAS, medical marihuana production facilities will generate security and policing costs not normally associated with farm use;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities lobby the Provincial Government to amend the Regulations under the BC Assessment Act to ensure that medical marihuana facilities licensed under the Health Canada Marihuana for Medical Purposes Regulations be classified as Commercial for tax purposes.

SAMPLE MODEL HOUSING RESOLUTION FOR SUPPORT FROM COUNCIL

Please customize as appropriate, particularly by providing examples of high-priority housing projects that require continued federal support.

Once your municipality has passed the resolution, please inform FCM at housing@fcm.ca.

RESOLUTION

Development of a New Long-Term Federal Plan to Fix Canada's Housing Crunch

WHEREAS, a stable and secure housing system that creates and maintains jobs and allows for a range of living options is essential to attracting new workers, meeting the needs of young families and supporting seniors and our most vulnerable citizens; and,

WHEREAS the high cost of housing is the most urgent financial issue facing Canadians with one in four people paying more than they can afford for housing, and mortgage debt held by Canadians now standing at just over \$1.1 trillion; and,

WHEREAS housing costs and, as the Bank of Canada notes, household debt, are undermining Canadians' personal financial security, while putting our national economy at risk; and,

WHEREAS those who cannot afford to purchase a home rely on the short supply of rental units, which is driving up rental costs and making it hard to house workers in regions experiencing strong economic activity; and,

WHEREAS an inadequate supply of subsidized housing for those in need is pushing some of the most vulnerable Canadians on to the street, while \$1.7 billion annually in federal investments in social housing have begun to expire; and,

WHEREAS coordinated action is required to prevent housing issues from being offloaded onto local governments and align the steps local governments have already taken with regard to federal/provincial/territorial programs and policies; and,

WHEREAS, the Federation of Canadian Municipalities (FCM) has launched a housing campaign, "Fixing Canada's Housing Crunch," calling on the federal government to increase housing options for Canadians and to work with all orders of government to develop a long-term plan for Canada's housing future; and,

WHEREAS FCM has asked its member municipalities to pass a council resolution supporting the campaign;

AND WHEREAS, our community has continuing housing needs, such as the XX and the XX, that can only be met through the kind of long-term planning and investment made possible by federal leadership;

THEREFORE BE IT RESOLVED that council endorses the FCM housing campaign and urges the minister of employment and social development to develop a long-term plan for housing that puts core investments on solid ground, increases predictability, protects Canadians from the planned expiry of \$1.7 billion in social housing agreements and ensures a healthy stock of affordable rental housing for Canadians.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the minister noted above, to the (provincial/territorial) minister of municipal affairs, to (Name of local MP), to the Federation of Canadian Municipalities and to the (Name provincial/Territorial association).