

City of Maple Ridge

**COUNCIL WORKSHOP AGENDA  
FEBRUARY 11, 2020 at 11:00 a.m.  
Blaney Room, 1st Floor, City Hall**

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

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

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**REMINDER: February 11, 2020 Council Meeting 7:00 p.m. Council Chamber**

**1. APPROVAL OF THE AGENDA**

**2. ADOPTION OF MINUTES**

**2.1 Minutes of the January 28, 2020 Council Workshop Meeting**

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

**3.1 Municipal Insurance Association of British Columbia (MIABC)**

Presentation by Thomas (Tom) Barnes, LLB; Chief Executive Officer,  
Municipal Insurance Association of British Columbia.

**4. UNFINISHED AND NEW BUSINESS**

**4.1 2020 MIABC Insurance Renewal**

Staff report dated February 11, 2020 recommending that the City's annual property and liability insurance premiums with Municipal Insurance Association of British Columbia for the combined sum of \$660,124 be approved.

**4.2 Lower Mainland Local Government Association (LMLGA) – 2020 Call for Resolutions - Annual General Meeting**

Verbal report, Director of Corporate Administration.

**5. CORRESPONDENCE – Nil**

## 5.1 UPCOMING EVENTS

### By Invitation to Mayor and Council

**Meadow Sports Heroes Society – Hometown Heroes**  
Tuesday, February 11, 5:00 – 8:00 pm  
Host & Location: Pitt Meadows Secondary School

### General Community Events

**Family Day 2020: Ravenous Raptors**  
Sunday, February 16, 1:00 – 4:00 pm  
Kanaka Creek Watershed Stewardship Centre  
11450 256 Street, Maple Ridge  
Host: Metro Vancouver Regional Parks, BC Government & Government of Canada

**Winter Family Fun Day**  
Monday, February 17, 10:00 am – 3:00 pm  
Albion Fairgrounds  
Host: Maple Ridge Lions Club

**Winter Family Fun Day 2020**  
Monday, February 17, 10:00 am – 3:00 pm  
Albion Fairgrounds  
Host: Maple Ridge Lions Club

**Family Day at The ACT**  
Monday, February 17, 11:00 am – 3:00 pm  
Host & Location: The ACT Arts Centre

## 6 BRIEFING ON OTHER ITEMS OF INTEREST / QUESTIONS FROM COUNCIL

## 7. MATTERS DEEMED EXPEDIENT

## 8. NOTICE OF CLOSED COUNCIL MEETING

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

Section 90(1)(c) labour relations and other employee relations

Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose

Section 90(1)(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*]

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

## 9. ADJOURNMENT

APPROVED BY:



DATE:

FEB 10/20

APPROVED BY:



DATE:

FEB 10/20

CHECKED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

## 2.0 Adoption of Minutes

City of Maple Ridge

***COUNCIL WORKSHOP MINUTES***

January 28, 2020

The Minutes of the City Council Workshop held on January 28, 2020 at 11:01 a.m. in the Blaney Room at City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

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***PRESENT***

***Elected Officials***

Mayor M. Morden  
Councillor J. Dueck  
Councillor K. Duncan  
Councillor C. Meadus  
Councillor G. Robson  
Councillor R. Svendsen  
Councillor A. Yousef

***Appointed Staff***

A. Horsman, Chief Administrative Officer  
L. Benson, Director of Corporate Administration (Corporate Officer)  
D. Boag, General Manager Parks, Recreation & Culture  
C. Carter, General Manager Planning & Development Services  
C. Crabtree, Acting General Manager Corporate Services  
D. Pollock, General Manager Engineering Services  
S. Nichols, Deputy Corporate Officer  
T. Thompson, Chief Financial Officer

***Other Staff as Required***

M. Canning, Acting Municipal Engineer  
C. Goddard, Director of Planning  
M. McMullen, Manager of Development and Environmental Services  
R. MacNair, Senior Advisor, Bylaw and Licensing  
M. Orsetti, Manager of Bylaw & Licensing Services  
L. Zosiak, Manager of Community Planning

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These Minutes are posted on the City Web Site at [www.mapleridge.ca](http://www.mapleridge.ca)

**1. APPROVAL OF THE AGENDA**

R/2020-015

It was moved and seconded

**That the agenda of the January 28, 2020 Council Workshop Meeting be approved as circulated.**

CARRIED

## **2. ADOPTION OF MINUTES**

### **2.1 Minutes of the January 14, 2020 Council Workshop Meeting**

R/2020-016

It was moved and seconded

**That the minutes of the Council Workshop Meeting of January 14, 2020 be adopted as circulated.**

CARRIED

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

### **3.1 Fraser Basin Council**

Presentation by Steve Litke, Senior Program Manager, Fraser Basin Council, and discussion on regional dyking issues.

Mr. Litke provided a presentation and responded to questions from Council.

The Director of Planning introduced the new Manager of Development and Environmental Services, Mark McMullen, to Council.

### **3.2 Heritage Incentives**

Presentation by Don Luxton, Heritage Consultant, on the Community Heritage Commission Heritage Incentives Study.

Mr. Luxton provided a presentation and responded to questions from Council.

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

### **4.1 Ride Hailing**

Staff report dated January 28, 2020 for information only.

Ms. MacNair spoke to the staff report and responded to questions from Council.

#### **4.2 2020 Council Workplan Matrix – First Draft**

Staff report dated January 28, 2020 recommending that staff be directed to update the 2020 Council Workplan Matrix draft dated January 28, 2020 to reflect Council feedback provided up to and including February 3, 2020.

R/2020-017

It was moved and seconded

**That the staff report dated January 28, 2020 titled “2020 Council Workplan Matrix – First Draft” be received.**

CARRIED

#### **5. CORRESPONDENCE – Nil**

##### **5.1 Lower Mainland Local Government Association – 2020 Call for Resolutions**

Correspondence previously distributed on January 14, 2020 Council Workshop Agenda. Draft Resolutions for LMLGA due to staff by Thursday, January 30, 2020.

##### **5.2 UPCOMING EVENTS**

By Invitation to Mayor and Council:

###### **RapidBus Launch – Port Coquitlam**

Wednesday, January 29

7:00 – 8:30 am

McMitchell Park, Port Coquitlam

###### **Chamber of Commerce: 2019 Business Excellence Awards Gala**

Saturday, February 1

5:00 – 11:00 pm

Thomas Haney Secondary School

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

#### **7. MATTERS DEEMED EXPEDIENT**

## 8. NOTICE OF CLOSED COUNCIL MEETING

R/2020-018

It was moved and seconded

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

Section 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality

Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose

Section 90(1)(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*]

Section 90(1)(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 council, could reasonably be expected to harm the interests of the municipality if they were held in public

Section 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party

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

CARRIED



**9. ADJOURNMENT – 12:59 p.m.**

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M. Morden, Mayor

Certified Correct

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L. Benson, Corporate Officer

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** 2020 MIABC Insurance Renewal

**MEETING DATE:** February 11, 2020  
**FILE NO:** 2389688  
**MEETING:** Council Workshop

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**EXECUTIVE SUMMARY:**

The Municipal Insurance Association of BC (MIABC) is a self-insurance pooling program formed in 1987 by the Union of British Columbia Municipalities (UBCM). It was established in response to a local government liability insurance crisis. Premiums and deductibles were increasing exponentially, and coverage was increasingly unavailable. A key goal was to provide BC's local governments with the coverage they needed at stable rates.

Several distinct advantages have come to the forefront as the association has matured. First, policies are tailor-made for the broad coverage required by local governments by the members themselves. Second, any profits made belong to the local governments, and are returned from time to time through dividends. Third, the association offers risk reduction education and management programs that address municipal issues.

The annual premiums for 2020 are due and Council approval is required. The Municipal Insurance Association of BC premiums are \$381,450 and \$278,674 for property and liability insurance, respectively.

**RECOMMENDATION:**

That the City's annual property and liability insurance premiums with Municipal Insurance Association of British Columbia for the combined sum of \$660,124 be approved.

## **DISCUSSION:**

### **a) Background Context:**

The Municipal Insurance Association of BC is a member-owned self-insurance pooling program serving BC municipalities since 1987. The City is insured for both liability and property through MIABC's programs, in addition to benefiting from a broad range of extra programs and services.

#### **Liability Insurance**

Liability coverage protects the City in the event of a legal claim against the organization or its representatives. The City's policy offers stable rates, broad coverage, and risk management education for the prevention of incidents. The City's current policy safeguards against general liability, errors and omissions, environmental liability and non-owned automobile claims. Those protected by liability insurance include elected officials, staff and volunteers, building inspectors, Council-created societies, and associate members.

MIABC's education and prevention programs provide the City with exceptional value by reducing the number of incidents, in turn mitigating insurance premium increases. In the past year, the Municipal Insurance Association of BC has offered claims management, procurement risk management, recreation facility supervision, and cannabis legislation training for its members. An upcoming seminar will provide fire and emergency with the latest information on wildfire issues.

Liability insurance costs are a function of population size, risk factor, administrative costs, and membership rebate. In 2019, the City's liability insurance premium was \$367,072. Current year premiums are \$381,450. The increase is attributable to population growth and a slightly higher pooled claims assessment tempered against decreased administration, claims management, and reinsurance costs. In addition, the City received a greater MIABC member dividend than previous years.

#### **Property Insurance**

Property insurance protects the City in the event of damage to or loss of its own property. The City's coverage includes facilities and its contents against loss of income, fire, and crime. An optional policy under the property coverage addresses smaller equipment and insures against damage caused by water, contamination, hazardous materials, and other perils.

In 2016, the City moved from broker-sourced property insurance to MIABC's three-year old property insurance pool. The MIABC policy offered comparable coverage to what the City was already procuring, at lower cost.

Although much of the City's infrastructure falls under the property policy, some items including roads, bridges, and sewer pipes are exempt. Risks related to these pieces of infrastructure are managed through regular monitoring and proactive maintenance programs provided by the City's operations departments.

The proposed policy for 2020 insures the City's assets and equipment, assessed at over \$269,000,000 in value, for \$278,674. The increase over 2019 premiums is 7.6%, and is primarily due to the introduction of new sports amenities, such as Telosky Stadium, and growth of the City's asset portfolio.

## Casual Legal Advice

In addition to the coverage and benefits already identified, the City also receives casual legal advice from the Association's external counsel, Lidstone & Company. Staff have noted that the service, offering 30-minute legal consultations on any municipal legal matter, offers an excellent supplement to our existing legal services.

## Cyber-Liability

With the increased frequency of cyber attacks against public and private organizations, the MIABC recently began offering cyber-liability coverage to mitigate costs related to investigations, damages, business interruption and other cyber-related expenses that can arise. Staff are exploring this optional coverage.

### b) Business Plan/Financial Implications:

The Municipal Insurance Association of BC annual premiums total \$660,124 and includes liability and property coverage, claims management and administration, risk management education and programs, reinsurance, and casual legal advisory services. This amount is within the existing financial plan allocation.

In 2006 MIABC began returning profits to its local government members. Since that time, it has returned dividends in every year except one. Over this period of time, the City of Maple Ridge has received \$413, 553. The City does not budget for this return of profits. The 2019 dividend was \$24,144. If a dividend is received again this year, it will generate a budget surplus.


In 2009 MIABC began another program to return profits to members: offering grants to fund new initiatives to reduce liability exposure. The City has received \$45,410 since that time to support risk management programs.

### c) Policy Implications

The Purchasing Policy allows for the City to participate in cooperative acquisition ventures with other government agencies, such as the Municipal Insurance Association of BC, to the advantage of the taxpayer, and this arrangement is compliant with applicable trade agreements. As the amount exceeds \$150,000, Council approval is required.


## CONCLUSION:

The City of Maple Ridge has been a member and owner of the Municipal Insurance Association of BC since its inception. Senior staff have held board and committee positions spanning numerous years, helping to shape and association's policies and programs to provide cost-effective insurance and other services for BC local governments to protect against legal claims and losses.



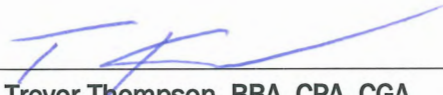
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Prepared by: **Laura Benson, CPA, CMA**  
**Director of Corporate Administration**



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Reviewed by: **Daniela Mikes**  
**Manager of Procurement**



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



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Approved by: **Christina Crabtree**  
**Acting General Manager of Corporate Services**



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Concurrence: **Al Horsman**  
**Chief Administrative Officer**