

City of Maple Ridge

COMMITTEE OF THE WHOLE AGENDA

May 3, 2022

11:00 a.m.

Virtual Online Meeting including Council Chambers

Committee of the Whole is the initial venue for review of issues. No voting takes place on bylaws or resolutions. A decision is made to send an item to Council for debate and vote or to send an item back to staff for more information or clarification before proceeding to Council.

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

For virtual participation during Community Forum please go to
www.mapleridge.ca/640/Council-Meetings and select the meeting date.

1. CALL TO ORDER

2. ADOPTION AND RECEIPT OF MINUTES

2.1 Minutes - April 19, 2022

3. DELEGATIONS/STAFF PRESENTATIONS

4. PLANNING & DEVELOPMENT SERVICES

Note:

- *Owners and/or Agents of development applications on this agenda may be permitted to speak to their item with a time limit of 10 minutes.*
- *The following items have been numbered to correspond with the Council Agenda where further debate and voting will take place, upon Council decision to forward them to that venue.*

**1101 2022-034-RZ, 11956, 11946, 11936 & 11926 236 Street and 23638
Dewdney Trunk Road, RS-3 to RM-1 and R-2**

Staff report dated May 3, 2022, recommending that Zone Amending Bylaw No. 7852-2022 to rezone from RS-3 (Single Detached Rural Residential) to RM-1 (Low Density Townhouse Residential), to permit the future construction of 52 townhomes and three single-family lots be given first reading and that the applicant provide further information as described in the report.

1102 2021-323-RZ, 23348 141 Avenue, RS-3 to R-1 and R-2

Staff report dated May 3, 2022, recommending that Official Community Plan Amending Bylaw No. 7847-2022 be given first and second reading and forwarded to Public Hearing and that Zone Amending Bylaw No. 7774-2021 to rezone from RS-3 (Single Detached Rural Residential) to R-1 (Single Detached (Low Density) Urban Residential) and R-2 (Single Detached (Medium Density) Urban Residential), to permit a future subdivision of approximately 23 single-family lots and to revise the boundaries of land use designation, be given second reading as amended and forwarded to Public Hearing.

1103 Alternate Approval Process for Park Use Bylaw, Silver Valley Road (Plan BCP 46658 Section 33 Township 12 NWD)

Staff report dated May 3, 2022, recommending that staff develop a Park Use Bylaw to permit a City storm sewer line in Dedicated Park Land located at Silver Valley Road (Plan BCP 46658 Section 33 Township 12 New Westminster District, and that staff commence public engagement through the Alternative Approval Process.

5. ENGINEERING SERVICES

1131 Award of Contract ITT-EN22-3: 236 Street Water Pump Station Replacement

Staff report dated May 3, 2022, recommending that Council approve the award to Drake Excavating (2016) Ltd., a contract contingency, an increase to the existing Stantec Consulting Ltd. contract for Engineering Design Services for the 236 Street Water Pump Station Replacement, and that the Financial Plan be amended to fund this project from the Water Revenue Fund and Development Cost Charges.

6. CORPORATE SERVICES

1151 2021 Consolidated Financial Statements

Staff report dated May 3, 2022 recommending the 2021 Consolidated Financial Statements be approved.

1152 Amendment of Consolidated Fees & Charges Bylaw

Staff report dated May 3, 2022, recommending that Maple Ridge Fees & Charges Amending Bylaw No. 7850-2020 and Maple Ridge Tree Protection & Management Amending Bylaw No. 7851-2022 be given first, second and third readings, to provide greater clarity to the public on municipal fees and to ensure rate alignment with market levels.

7. PARKS, RECREATION & CULTURE

8. ADMINISTRATION

9. OTHER COMMITTEE ISSUES

10. 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 related to the following:

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)(g) litigation or potential litigation affecting the municipality;

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

11. ADJOURNMENT

COMMUNITY FORUM

The Community Forum provides the public with an opportunity to speak with Council on items that are of concern to them, with the exception of Public Hearing bylaws that have not yet reached conclusion.

There is a 2 minute time limit per speaker with a second opportunity provided if no one else is waiting to speak, and a total of 15 minutes is provided for the Community Forum. Respectful statements and/or questions must be directed through the Chair and not to individual members of Council.

During the COVID-19 health emergency it is important to ensure that our democratic processes continue to function and that the work of the City remains transparent for all citizens. City Hall is open to the public and as of April 8, 2022, Council meetings open to the public will continue to be hosted through electronic means, with up to 25 members of the public allowed physical access to Council Chambers through a first come, first serve basis. The wearing of masks will be encouraged but not required. Sanitizer stations will be available at entry points to Council Chambers. Please check our website for the most current updates in response to the evolving Public Health Orders at: <https://www.mapleridge.ca/2408/COVID-19-Information>. We encourage the public to watch the video recording of the meeting via live stream or any time after the meeting via <http://media.mapleridge.ca/Mediasite/Showcase>.

Using Zoom, Community Forum is being facilitated via the raised hand function through the Zoom meeting. For virtual public participation during Community Forum please join the meeting by clicking on the date of the meeting at <https://www.mapleridge.ca/640/Council-Meetings>. When the meeting reaches the Community Forum portion, please raise your virtual hand to indicate you would like to speak.

For more information on these opportunities contact:

Legal and Legislative Services (Clerk's) Department at **604-463-5221** or clerks@mapleridge.ca
Mayor and Council at mayorandcouncil@mapleridge.ca

APPROVED BY:

Patrick Hlavac-Winsor

DATE:

April 28, 2022

PREPARED BY:

Corinn Howes

CHECKED BY: _____

DATE:

April 27, 2022

DATE: _____

COMMITTEE OF THE WHOLE MEETING MINUTES

April 19, 2022

The Minutes of the Committee of the Whole Meeting held on April 19, 2022 at 11:04 a.m. virtually and in Council Chambers of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

<i>PRESENT</i>	<i>Appointed Staff</i>
<i>Elected Officials</i>	S. Hartman, Chief Administrative Officer
Mayor M. Morden	C. Carter, General Manager Planning & Development Services
Councillor J. Dueck	C. Crabtree, General Manager Corporate Services
Councillor C. Meadus	S. Labonne, General Manager Parks, Recreation and Culture
Councillor G. Robson	D. Pollock, General Manager Engineering Services
Councillor A. Yousef	P. Hlavac-Winsor, General Counsel and Executive Director, Legislative Services, Acting Corporate Officer
<i>ABSENT</i>	A. Nurvo, Deputy Corporate Officer
Councillor K. Duncan	
Councillor R. Svendsen	
	<i>Other Staff as Required</i>
	C. Goddard, Director of Planning
	M. McMullen, Manager of Development & Environmental Services
	C. Nolan, Deputy Director of Finance
	H. Singh, Computer Support Specialist
	F. Smith, Director of Engineering
	T. Thompson, Director of Finance

Note: These Minutes are posted on the City website at mapleridge.ca/AgendaCenter/
Video of the meeting is posted at media.mapleridge.ca/Mediasite/Showcase

Note: Due to the COVID-19 pandemic, the Mayor, Councillors Yousef, Dueck, and Robson chose to participate electronically.

1. **CALL TO ORDER**

2. **ADOPTION AND RECEIPT OF MINUTES**

2.1 Minutes of the Committee of the Whole Meeting of April 5, 2022

It was moved and seconded

That the minutes of the April 5, 2022 Committee of the Whole Meeting be adopted.

CARRIED

2.2 ***ADOPTION OF AGENDA***

It was moved and seconded

That the agenda for the April 19, 2022 Committee of the Whole Meeting be adopted with an amendment to remove Item 1101.

CARRIED

3. ***DELEGATIONS/STAFF PRESENTATIONS*** - Nil

4. ***PLANNING AND DEVELOPMENT SERVICES***

- 1102 Staff report dated April 19, 2022, recommending that Zone Amending Bylaw No. 7845-2022 to rezone from RS-1 (Single Detached Residential) to R-1 (Single Detached (Low Density) Urban Residential), to permit a future subdivision of approximately two lots be given first reading and that the applicant provide further information as described in the staff report.

Staff provided a summary presentation and answered Council questions.

It was moved and seconded

That staff report dated April 19, 2022, titled "First Reading, Zone Amending Bylaw No. 7845-2022, 12392 Gray Street" be forwarded to the Council Meeting of April 26, 2022.

CARRIED

- 1103 Staff report dated April 19, 2022, recommending that Zone Amending Bylaw No. 7830-2022 to rezone from RS-1 (Single Detached Residential) to RT-2 (Ground-Oriented Residential Infill) to permit the future construction of a triplex be given first reading and that the applicant provide further information as described in the staff report.

Staff provided a summary presentation and answered Council questions.

Note: the Mayor left the meeting at 11:12 a.m. and reentered at 11:15 a.m.

It was moved and seconded

That the staff report dated April 19, 2022, titled "First Reading, Zone Amending Bylaw No. 7830-2022, 22020 119 Avenue" be forwarded to the Council Meeting of April 26, 2022.

CARRIED

- 1104 Staff report dated April 19, 2022, recommending that Official Community Plan Amending Bylaw No. 7846-2022 be given first and second reading and forwarded to Public Hearing and that Zone Amending Bylaw No. 7768-2021 to rezone from RS-3 (Single Detached Rural Residential) to R-1 (Single Detached (Low Density) Urban Residential) and R-2 (Single Detached (Medium Density) Urban Residential) to permit a future subdivision of approximately 17 lots, be given second reading and forwarded to Public Hearing.

Staff provided a summary presentation and answered Council questions.

It was moved and seconded

That the staff report dated April 19, 2022, titled “First and Second Reading, Official Community Plan Amending Bylaw No. 7846-2022, Second Reading, Zone Amending Bylaw No. 7768-2021, 13917 & 13992 Silver Valley Road and 13897 & 13960 232 Street” be forwarded to the Council meeting of April 26, 2022.

CARRIED

- 1105 Staff report dated April 19, 2022, recommending that the Corporate Officer be authorized to sign and seal 2015-318-DVP and 2015-318-DP to reduce the front lot, north and south interior side lots and rear lot setbacks to accommodate east wing walls, balcony projections and the required fire wall, and that the Corporate Officer be authorized to release the No-Build Covenant from title, upon payment of the outstanding Community Amenity Contributions.

Staff provided a summary presentation and answered Council questions.

It was moved and seconded

That the staff report dated April 19, 2022, titled “Development Variance Permit, Development Permit, 11655 Fraser Street” be forwarded to the Council meeting of April 26, 2022.

CARRIED

5. **ENGINEERING SERVICES - Nil**

6. **CORPORATE SERVICES**

- 1151 Staff report dated April 19, 2022, recommending that 2022-2026 Financial Plan Amending Bylaw No. 7848-2022 to update the financial plan to reflect information received since the Plan's adoption in December 2021, and 2022 Property Tax Rates Bylaw No. 7849-2022 to establish property tax rates for Municipal and Regional District purposes for the year 2022 be given first, second and third reading.

T. Thompson, Director of Finance provided a summary presentation and answered Council questions.

Note: Councillor Dueck left the meeting at 11:55 a.m. and reentered at 11:57 a.m.

Note: Councillor Robson left the meeting at 12:14 p.m. and reentered at 12:17 p.m.

It was moved and seconded

That the staff incorporate Council comments to report dated April 19, 2022, titled “2022 Property Tax Rates Bylaw and 2022-2026 Financial Plan Amending Bylaw” and come back with a report outlining additional options or to schedule of a meeting with Council at the discretion of the CAO prior to Council meeting of April 26, 2022.

CARRIED

- 1152 Staff report dated April 19, 2022 recommending that Maple Ridge Albion Dyking District Tax Rates Bylaw No. 7835-2022 and Maple Ridge Road 13 Dyking District Tax Rates No, 7836-2022 to set the 2022 rates to pay for dyke improvements and maintenance be given first, second, and third readings.

T. Thompson, Director of Finance answered Council questions.

It was moved and seconded

That the staff report dated April 19, 2022, titled “Albion and Maple Ridge Road 13 Dyking Districts 2022 Tax Rate Bylaws” be forwarded to the Council meeting of April 26, 2022.

CARRIED

Councillor Yousef opposed

- 1153 Staff report dated April 19, 2022, recommending that Recycling Charges Amending Bylaw No. 7842-2022, to update the annual regular rate increases be given first, second and third readings.

It was moved and seconded

That staff report dated April 19, 2022, titled “Recycling Charges Bylaw Amendment” be forwarded to the Council meeting of April 26, 2022.

CARRIED

7. PARKS, RECREATION & CULTURE – Nil

8. ADMINISTRATION - Nil

9. COMMUNITY FORUM - Nil

10. NOTICE OF CLOSED COUNCIL MEETING - Nil

11. ADJOURNMENT – 12:34 p.m.

Councillor C. Meadus, Chair
Presiding Member of the Committee

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First Reading
Zone Amending Bylaw No. 7852-2022
11956, 11946, 11936 & 11926 236 Street and 23638 Dewdney Trunk Road

MEETING DATE: May 3, 2022
FILE NO: 2022-034-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties located at 11956, 11946, 11936 & 11926 236 Street and the majority of 23638 Dewdney Trunk Road, from RS-3 (Single Detached Rural Residential) to RM-1 (Low Density Townhouse Residential), to permit the future construction of 52 townhomes. The northern portion of 23638 Dewdney Trunk Road is also to be rezoned from RS-3 (Single Detached Rural Residential) to R-2 Single Detached (Medium Density) Urban Residential to create three single-family lots. To proceed further with this application additional information is required as outlined below.

As per Council Policy 6.31, this application is subject to the Community Amenity Contribution (CAC) program. The CAC rates in Policy 6.31 are currently under review, and if approved at an upcoming Council meeting, it is anticipated that this application will be subject to new rates. The expected CAC contribution rate for this rezoning application will be confirmed in the second reading report.

RECOMMENDATIONS:

1. That Zone Amending Bylaw No. 7852-2022 be given first reading; and further
2. That the applicant provide further information as described on Schedules B to E of the *Development Procedures Bylaw No. 5879-1999*, along with the information required for a Subdivision application.

DISCUSSION:**a) Background Context:**

Applicant:	Alvair Development Ltd.
Legal Description:	Lot 45 Section 16 Township 12 Plan NWP20770; Lot 46 Section 16 Township 12 Plan NWP20770; Lot 47 Section 16 Township 12 Plan NWP20770; Lot 48 Section 16 Township 12 Plan NWP20770; Lot 3 Section 16 Township 12 Plan NWP10361
OCP:	
Existing:	Urban Residential
Proposed:	Urban Residential

Within Urban Area Boundary:	Yes
Area Plan:	General Land Use Plan
OCP Major Corridor:	Yes
Zoning:	RS-3 (Single Detached Rural Residential)
Existing:	RS-3 (Single Detached Rural Residential)
Proposed:	RM-1 (Low Density Townhouse Residential); and R-2 Single Detached (Medium Density) Urban Residential
Surrounding Uses:	
North:	Use: Single-Family Residential; and Multi-Family Residential Zone: R-3 (Single Detached (Intensive) Urban Residential); and RM-1 (Low Density Townhouse Residential) Designation: Urban Residential
South:	Use: Single-Family Residential Zone: RS-1b (Single Detached (Medium Density) Residential) Designation: Urban Residential
East:	Use: Light Industrial Zone: M-2 (General Industrial) Designation: Urban Residential
West:	Use: Multi-Family Residential Zone: RM-1 (Low Density Townhouse Residential) Designation: Urban Residential
Existing Use of Property:	Single-Family Residential
Proposed Use of Property:	Single-Family Residential and Multi-Family Residential
Site Area:	1.06 ha (2.62 acres)
Access:	236 Street and a municipal lane
Servicing requirement:	Urban Standard

b) Site Characteristics:

The subject properties consist of low-density residential dwellings in the form of single-family detached houses which abut Dewdney Trunk Road and 236 Street (see Appendices A and B). There is a mix of mature indigenous and non-indigenous vegetation found throughout the site. There are no known water features and the subject properties are relatively flat with little to no changes in elevation. The subject properties are surrounded by different dwelling forms and densities, with the most dominant forms being townhouses and intensive residential dwelling units.

c) Project Description:

The development proposes to rezone the majority of the site (see Appendix C) from RS-3 (Single Detached Rural Residential) to RM-1 (Low Density Townhouse Residential) to create 52 dwelling units. The remainder of the site will be rezoned from RS-3 (Single Detached Rural Residential) to R-2 Single Detached (Medium Density) Urban Residential to create 3 single-family lots.

Multi-Family Residential – RM-1 (Low Density Townhouse Residential)

The development application proposes to rezone the majority of the site to the RM-1 zone to enable the creation of 52 dwelling units within nine separate buildings (see Appendix D). A common driveway access will be permitted from 236 Street and a secondary access is permitted from a municipal lane to the north. The proposed development will have two outdoor amenity areas and one indoor amenity area centrally located on the site. The development is proposing that a combination of the dwelling units be in a tandem parking configuration and double configuration. A table of the breakdown of tandem parking versus side-by-side parking is provided below:

Parking Configuration	Number of Dwelling Units	Percentage of Dwelling Units
Double (side-by-side)	34	65%
Tandem (one behind the other)	18	35%
Total	52	100%

The proposed number of dwelling units with tandem parking contravenes Council Policy No. 6.35, which took effect on May 25, 2021. Council Policy 6.35, subsection 2, limits the number of tandem parking garage units to a maximum of 30% (Appendix E). However, an increase in tandem garage parking may be permitted if on-street parking is available adjacent to the development and if there are geographical constraints. The site is flat, with no geotechnical constraints and parking is not permitted on Dewdney Trunk Road, but is permitted on 236 Street. Each dwelling unit will be required to install Level 2 electrical infrastructure to accommodate the future use of electric vehicles.

The proposed development will be requesting lot line setback variances for both the building faces and accessory projection structures (e.g. stairs, porches, utility closets, balconies, patios, etc.) on the front, rear, interior and exterior lot lines. The specific variances will be outlined in a future report to Council.

Single-Family Residential – R-2 (Single Detached (Medium Density) Urban Residential)

The small northern portion of the subject site fronting Dewdney Trunk Road is being proposed to be rezoned to the R-2 zone to enable the creation of three lots of not less than 336m² (0.08 acres) abutting Dewdney Trunk Road. Vehicle access to the proposed lots will be from a rear municipal lane while pedestrian access will be from both the front and back.

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

Any subdivision layout provided is strictly preliminary and could change after servicing details and analysis reports are reviewed. Any subdivision layout provided is strictly preliminary and must be approved by the Approving Officer.

d) Planning Analysis:

Official Community Plan:

The development site is currently designated *Urban Residential* in the *Official Community Plan*. The *Urban Residential* designation Major Corridor Policies support the proposed development under the - RM-1 (Low Density Townhouse Residential) zone and the R-2 Single Detached (Medium Density) Urban Residential zone. In this regard, section 3-20 of the *Official Community Plan* supports different housing forms which consist of single detached dwellings, duplexes, triplexes, fourplexes, courtyard residential developments, townhouses, and apartments along the Major Corridor. Additionally, the policy also supports maximum heights of two and a half storeys for ground-oriented developments.

Section 3-21 of the *Official Community Plan* in which the proposed development is subject to, requires that adverse parking and traffic is minimized in the existing neighbourhood whilst supporting a gradual transition of scale and density through building mass and form. The proposed development will be reviewed to ensure it conforms with the *Official Community Plan* and the *Development Permit Area Guidelines*.

Zoning Bylaw:

The current application proposes to rezone the subject properties located at 11956, 11946, 11936 & 11926 236 Street and the majority of 23638 Dewdney Trunk Road, from RS-3 (Single Detached Rural Residential) to RM-1 (Low Density Townhouse Residential), to permit the future construction of 52 dwelling units and a small portion of 23638 Dewdney Trunk Road from RS-3 (Single Detached Rural Residential) to R-2 Single Detached (Medium Density) Urban Residential to create three lots exceeding 315m² (see Appendices C and D). Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

Pursuant to Section 8.7 of the OCP, a Multi-Family Development Permit application is required to ensure the proposed townhouse portion of the site enhances existing neighbourhoods with compatible housing styles that meet diverse needs, and minimize potential conflicts with neighbouring land uses.

Advisory Design Panel:

A Multi-Family Development Permit is required for the townhouses and must be reviewed by the Advisory Design Panel prior to second reading.

Development Information Meeting:

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

e) Interdepartmental Implications:

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

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) Parks, Recreation and Culture Department;

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

f) Development Applications:

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

1. A complete Rezoning Application (Schedule B or Schedule C);
2. A Multi-Family Residential Development Permit Application (Schedule D);
3. A Development Variance Permit (Schedule E); and
4. A Subdivision Application.

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

CONCLUSION:

The development proposal is in compliance with the OCP, therefore, it is recommended that Council grant first reading subject to additional information being provided and assessed prior to second reading and it is recommended that Council not require any further additional OCP consultation.

“Original signed by Tyson Baker”

Prepared by: **Tyson Baker, B.Pl.
Planning Technician**

“Original signed by Mark McMullen” for

Reviewed by: **Charles R. Goddard, BA, MA
Director of Planning**

“Original signed by Christine Carter”

Approved by: **Christine Carter, M.PL, MCIP, RPP
GM Planning & Development Services**

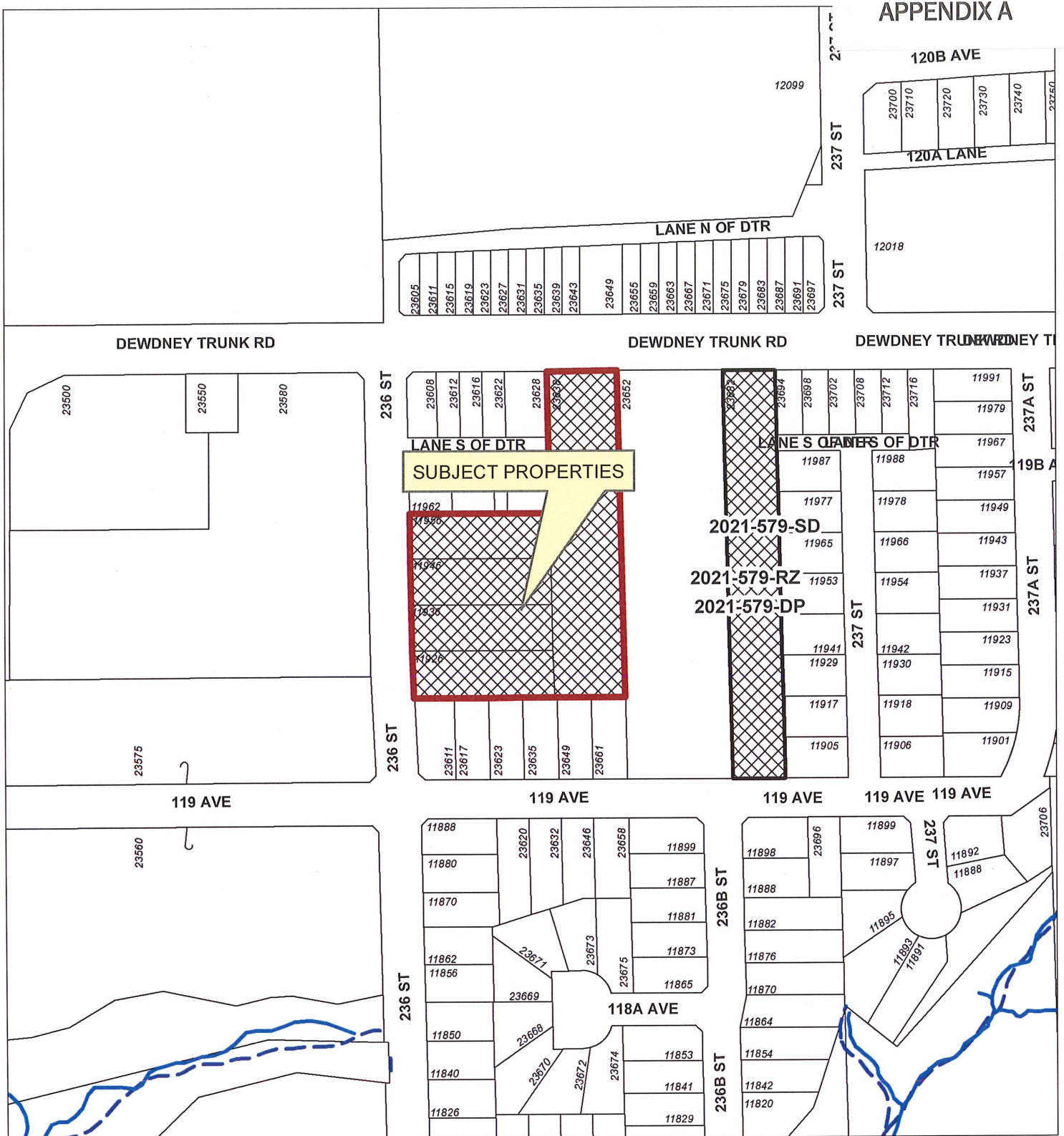
“Original signed by Scott Hartman”

Concurrence: **Scott Hartman
Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Zone Amending Bylaw No. 7852-2022
Appendix D – Proposed Site Plan
Appendix E – Policy No. 6.35

APPENDIX A



Scale: 1:2,500

Legend

- Stream
- - - Ditch Centreline
- - - Indefinite Creek
- Active Applications (RZ/SD/DP/VP)

11956/ 46/ 36/ 26 236 STREET &
23638 DEWDNEY TRUNK ROAD
PID'S: 009-527-664, 009-527-681,
009-527-702, 003-899-993 & 002-684-047

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

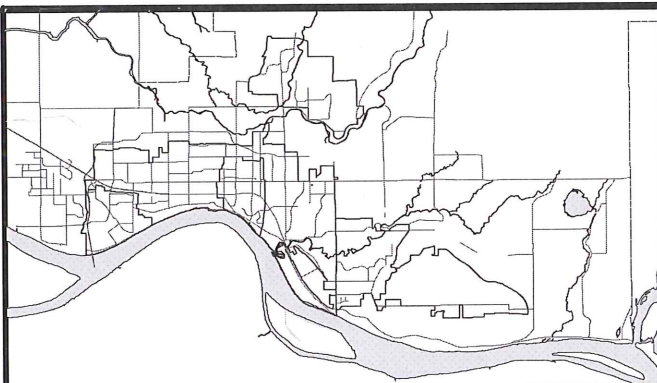
mapleridge.ca

FILE: 2022-034-RZ/DP
DATE: Apr 14, 2022

BY: AH



Scale: 1:2,500



11956/ 46/ 36/ 26 236 STREET &
23638 DEWDNEY TRUNK ROAD
PID'S: 009-527-664, 009-527-681,
009-527-702, 003-899-993 & 002-684-047

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2022-034-RZ/DP
DATE: Apr 14, 2022

BY: AH

**CITY OF MAPLE RIDGE
BYLAW NO. 7852-2022**

A Bylaw to amend Schedule 'A' Zoning Map forming part of
Zoning Bylaw No. 7600-2019 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 7600-2019 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7852-2022."
2. Those parcels or tracts of land and premises known and described as:

Lot 45 Section 16 Township 12 New Westminster District Plan 20770;
Lot 46 Section 16 Township 12 New Westminster District Plan 20770;
Lot 47 Section 16 Township 12 New Westminster District Plan 20770;
Lot 48 Section 16 Township 12 New Westminster District Plan 20770; and
Lot 3 Section 16 Township 12 New Westminster District Plan 10361

and outlined in heavy black line on Map No. 1960 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RM-1 (Low Density Townhouse Residential) and R-2 (Single Detached (Medium Density) Urban Residential).

3. Maple Ridge Zoning Bylaw No. 7600-2019 as amended and Map 'A' attached thereto are hereby amended accordingly.

READ a first time the day of , 20

READ a second time the day of , 20

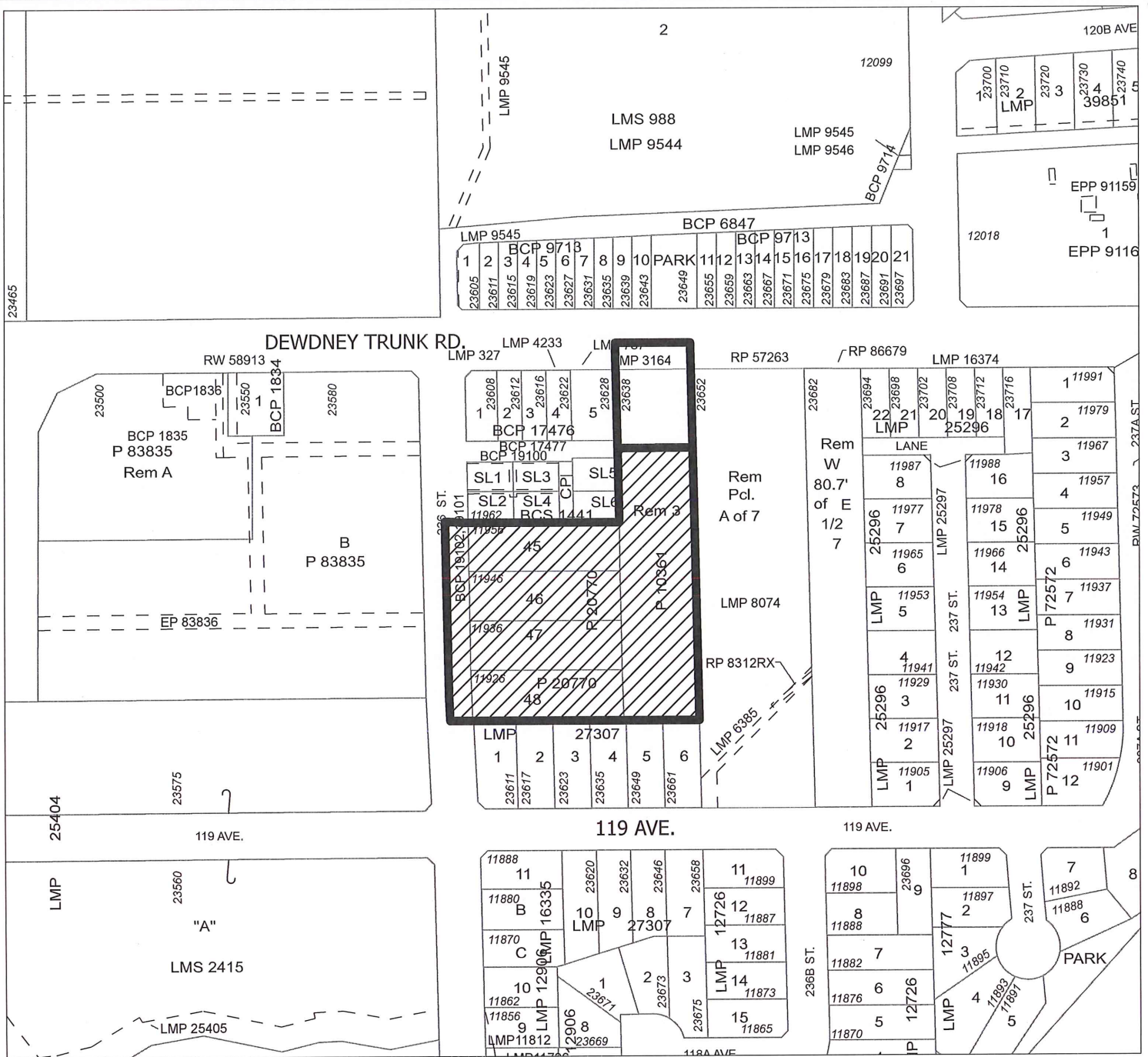
PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



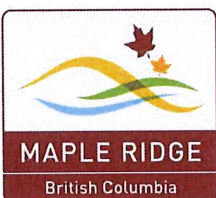
MAPLE RIDGE ZONE AMENDING

Bylaw No. 7852-2022

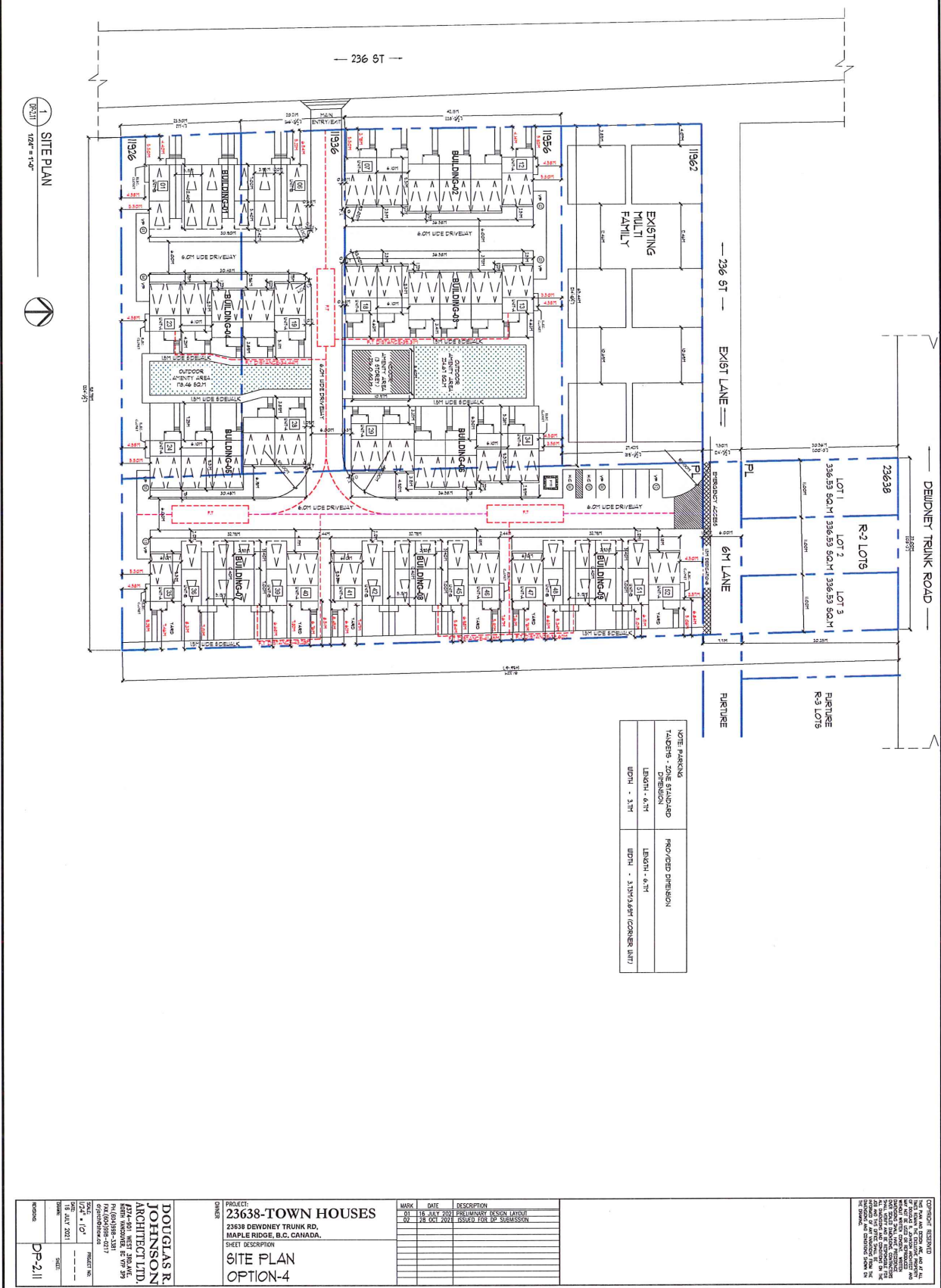
Map No. 1960

From: RS-3 (Single Detached Rural Residential)

To:  R-2 (Single Detached (Medium Density) Urban Residential)
 RM-1 (Low Density Townhouse Residential)



SCALE 1:2,500



NOTE: PARKING TADERS - ZONE STANDARD DIMENSION	PROVIDED DIMENSION
LENGTH - 6.7M WIDTH - 3.7M	LENGTH - 6.7M WIDTH - 3.13M+0.65M (CORNER UNIT)

[illegible]

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1734-01, WEST 3RD AVE. NORTH WACO, TEXAS 76797 PH (800) 998-5381 FAX (800) 998-0217 dpc@dpinc.co	PROJECT NO. _____ DATE 16 JULY 2021 DRAWN SHEET _____ REVISIONS
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POLICY MANUAL

Tandem Parking Garage Units Within Townhouse Developments		Policy No.: 6.35
Authority: Legislative <input type="checkbox"/> Operational <input checked="" type="checkbox"/>		Effective Date: May 25, 2021
Approval: Council <input checked="" type="checkbox"/> CMT <input type="checkbox"/> General Manager <input checked="" type="checkbox"/>		Supersedes: N/A
Policy Statement: That with respect to the percentage of tandem parking garage units permitted within a townhouse development with at-grade parking, mainly the RM-1 (Low Density Townhouse Residential) zone, be it resolved that the policy take effect when approved by Council. <ol style="list-style-type: none"> 1. This policy shall apply to all RM-1 (Low Density Townhouse Residential) zoned developments. 2. Council desires no more than 30% tandem parking garage units within the development. 3. Should site-specific conditions, such as geotechnical, watercourse or natural features significantly impact the developable area of the site, up to a maximum of 50% tandem parking garage units may be permitted, as provided in <i>Zoning Bylaw 7600-2019</i>, at the discretion of the Director of Planning. 4. Such an increase in tandem parking garage units shall only be permitted if on-street parking is available adjacent to the development. 		
Purpose: To restrict the amount of tandem parking garage units provided within a townhouse development and to reduce the need for a Development Variance Permit should a variance be warranted based on site-specific conditions.		
Definitions: Tandem Parking: means the placement of one parking space behind another parking space, such that only one parking space has unobstructed access to a drive aisle, driveway or highway.		
Key Areas of Responsibility		
Action to Take	Responsibility	
Advise developers of the Tandem Parking Garage Unit restriction and enforce it through plan review.	Planning	



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: First and Second Reading
Official Community Plan Amending Bylaw No. 7847-2022
Second Reading
Zone Amending Bylaw No. 7774-2021
23348 141 Avenue

MEETING DATE: May 3, 2022
FILE NO: 2021-323-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property located at 23348 141 Avenue from RS-3 (Single Detached Rural Residential) to R-1 (Single Detached (Low Density) Urban Residential) and R-2 (Single Detached (Medium Density) Urban Residential), to permit a future subdivision of approximately 23 single-family lots. Council granted first reading to Zone Amending Bylaw No. 7774-2021 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on July 13, 2021.

The proposed development is in compliance with the policies of the Silver Valley Area Plan in the Official Community Plan (OCP). Ground-truthing on the site has established the developable areas, and as a result, an OCP amendment is required to revise the boundaries of the land use designations to fit the site conditions.

Pursuant to Council Policy 6.31, this application is subject to the Community Amenity Contribution (CAC) Program at a rate of \$5,100.00 per single family lot, for an estimated amount of \$117,300.00, or such rate as adopted by Council prior to third reading of this rezoning application.

RECOMMENDATIONS:

1. That, in accordance with Section 475 of the *Local Government Act*, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7847-2022 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
2. That Official Community Plan Amending Bylaw No. 7847-2022 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
3. That it be confirmed that Official Community Plan Amending Bylaw No. 7847-2022 is consistent with the Capital Expenditure Plan and Waste Management Plan;
4. That Official Community Plan Amending Bylaw No. 7847-2022 be given first and second reading and forwarded to Public Hearing;

5. That Zone Amending Bylaw No. 7774-2021 be given second reading as amended, and forwarded to Public Hearing;
6. That the following terms and conditions be met prior to final reading:
 - i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Amendment to Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, Figure 3A-Blanney Haney and Figure 4 - Trails / Open Space;
 - iii) Road dedication as required;
 - iv) Park dedication as required, including construction of multi-purpose trails and removal of all debris and garbage from park land;
 - v) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
 - vi) Registration of a Restrictive Covenant prohibiting building or subdivision and release of liability until a municipal water system is installed to service the subject properties to the satisfaction of the City;
 - vii) Registration of a Restrictive Covenant for the protection of the Environmentally Sensitive areas (wetlands) on the subject property;
 - viii) Registration of a Statutory Right-of-Way plan and agreement for City infrastructure;
 - ix) Registration of a Restrictive Covenant Tree Protection and Stormwater Management;
 - x) In addition to the Ministry of Environment Site Disclosure Statement, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site; and
 - xi) That a voluntary contribution be provided in keeping with the Council Policy 6.31 with regards to Community Amenity Contributions applicable at the time of third reading of this application.

DISCUSSION:

1. Background Context:

Applicant:	Morningstar Homes Ltd.
Legal Description:	Parcel "One" (Explanatory Plan 16905) Lot "G" Section 33 Township 12 New Westminster District, Plan 16208
OCP:	
Existing:	Eco-Clusters and Conservation
Proposed:	Eco-Clusters and Conservation
Within Urban Area Boundary:	Yes
Area Plan:	Silver Valley Area Plan
OCP Major Corridor:	No
Zoning:	
Existing:	RS-3 (Single Detached Rural Residential)
Proposed:	R-1 (Single Detached (Low Density) Urban Residential) and R-2 (Single Detached (Medium Density) Urban Residential)
Surrounding Uses:	
North:	Use: Single-Family Residential Zone: RS-3 (Single Detached Rural Residential) Designation: Conservation and Eco-Clusters
South:	Use: Single-Family Residential Zone: RS-3 (Single Detached Rural Residential) Designation: Conservation and Eco-Clusters
East:	Use: Single-Family Residential Zone: RS-3 (Single Detached Rural Residential) Designation: Eco-Clusters
West:	Use: Single-Family Residential Zone: RS-3 (Single Detached Rural Residential) Designation: Conservation and Eco-Clusters
Existing Use of Property:	Single-Family Residential (1 house)
Proposed Use of Property:	Single-Family Residential (23 houses)
Site Area:	1.49 ha (3.7 acres)
Access:	141 Avenue and new road proposed under Rezoning Application 2020-168-RZ
Servicing Requirements:	Urban Standard
Flood Plain:	No
Fraser Sewer Area:	Yes

2. Project Description:

The applicant is proposing to rezone the subject property from RS-3 (One Family Rural Residential) to R-1 (Single Detached (Low Density) Urban Residential), with five lots ranging from 372m² to 569.5m², and R-2 (Single Detached (Medium Density) Urban Residential), with 18 lots ranging from 315m² to 357m², to allow a subdivision of approximately 23 single-family lots (see Appendix A).

3. Planning Analysis:

i) Official Community Plan:

The subject properties are designated Eco-Cluster; Conservation and Open Space (see Appendix B). The Eco-Cluster designation refers to the developable portions of the site. Some adjustments in the designations have been made in response to ground-truthing as noted above. These have been adjusted as shown in Appendix C. Section 5.4.6 of the Silver Valley Area Plan speaks to Eco-Cluster densities, as follows:

- i. Densities and housing types should be diversified within and between Eco-Clusters.
- ii. The densities of Eco-Clusters in the eastern sector should be lower than other Eco-Clusters due to limited access and the requirements for accommodating equestrian activities, i.e. pastures and stables.
- iii. An Eco-Cluster includes varying levels of density, ranging from 5 to 15 units per hectare, in the form of single and/or multi-family units, dependent on proximity to a Hamlet centre, slope constraints, view impacts, and existing development.
- iv. Residential areas should be developed in a manner to allow a gradual and natural increase in density over time.

The Eco-Cluster designation is intended to provide development opportunities in sparsely developed or rural areas, in a cluster form which supports sensitive integration of housing into a natural forest setting. Eco-Clusters are located in areas where topography is difficult and the existing rural character should be retained. The specific areas include steep slopes and watercourse are proposed to be designated as Conservation and dedicated to the City as park. The proposed development, with single-family lots and park area, is consistent with the Area Plan.

ii) Zoning Bylaw:

The application proposes a mixture of R-1 (Single Detached (Low Density) Urban Residential), and R-2 (Single Detached (Medium Density) Urban Residential) zones lots (see Appendix D). The table below details the minimum parcel sizes for each zone.

Zone	Minimum Lot Area	Estimated No. of Lots
R-1 (Single Detached (Low Density) Urban Residential)	371m ²	5
R-2 (Single Detached (Medium Density) Urban Residential)	315m ²	18

iii) Off-Street Parking and Loading Bylaw:

Each of the residential zones requires two off-street parking stalls to be provided per lot. The R-1 Single Detached (Low Density) Urban Residential) zone permits a secondary suite as an accessory use; an additional parking stall would be required if a secondary suite was developed in those homes.

iv) Development Permits:

Pursuant to Section 8.10 of the OCP, a Natural Features Development Permit application is required for all development and subdivision activity or building permits for:

- All areas designated *Conservation* on Schedule “B” or all areas within 50 metres of an area designated *Conservation* on Schedule “B”, or on Figures 2, 3 and 4 in the Silver Valley Area Plan;
- All lands with an average natural slope of greater than 15 percent; and
- All floodplain areas and forest lands identified on Schedule “C”

to ensure the preservation, protection, restoration and enhancement of the natural environment and for development that is protected from hazardous conditions.

v) Development Information Meeting:

A Development Information Meeting (DIM) was conducted via the Public Comment Opportunity process from March 10, 2022 to March 19, 2022. The applicant received 13 comment cards from the public in which 11 supported and 2 opposed the proposed development. A summary of the main comments and discussions with the attendees was provided by the applicant (see Appendix E).

vi) Parkland Requirement:

As there are more than two additional lots proposed to be created, the developer will be required to comply with the park dedication requirements of Section 510 of the *Local Government Act* prior to subdivision approval.

For this project, there is sufficient land that is proposed to be dedicated as park, amounting to approximately 0.22 ha or 14% of the site being required to be dedicated as park as a condition of final reading.

4. Interdepartmental Implications:

i) Engineering Department:

The Engineering Department has identified that the services required in support of this development do not yet exist on the site. Similar to other development in this neighbourhood of Silver Valley the applicant will need to enter into a Rezoning Servicing Agreement and post securities to do the work identified in the agreement prior to final reading of the bylaw.

Highlights of comments by Engineering include:

- Road dedication along 141 Avenue as required to meet the requirements of the Subdivision & Development Servicing Bylaw for a collector road. The internal road dedications will be a condition of the future subdivision.
- Frontage upgrades along 141 Avenue to an urban collector road standard. The internal roads will be constructed to an urban standard as a condition of the future subdivision application.
- Extension of municipal services along the 141 Avenue as required to meet the requirements of the Subdivision & Development Servicing Bylaw.
- Improvements to the municipal water system to ensure there are adequate fire flows to support the development.
- Construction of a municipal trail system.

ii) **Parks, Recreation and Culture Department:**

The Silver Valley Area Plan identifies a trail through the development site. The dedication and development of this trail as well as, park dedication is a condition of rezoning.

iii) **Environmental Implications:**

The proposed site plan has been considered through an extensive review with the Environmental Section and the applicant's Environmental Professionals. The site plan reflects this collaborative approach in site design. The site design incorporated the recommendations of the Environmental Impact Assessment, the Arborist Report, the Geotechnical Report, the Wildfire Hazard Assessment, and the Stormwater Management Plan to achieve the objectives of the Silver Valley Area Plan.

During the City review of the Watercourse Protection Development Permit, Natural Features Development Permit and subdivision applications, there will be further work with the applicant's consultants on the development site and park areas on:

- the assessment of trees which need to be removed to ensure wind firmness;
- planting of replacement trees as required; and
- coordination with engineering and environmental requirements for stormwater management.

5. School District No. 42 Comments:

Pursuant to Section 476 of the *Local Government Act*, consultation with School District No. 42 is required at the time of preparing or amending the OCP. A referral was sent to School District No. 42 and their response is Appendix G.

6. Intergovernmental Issues:

i) **Local Government Act:**

An amendment to the OCP requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section 477 of the *Local Government Act*. The amendment required for this application, to conservation and open space boundaries, is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

The amendment has been reviewed with the Financial Plan/Capital Plan and the Waste Management Plan of the Greater Vancouver Regional District and determined to have no impact.

7. Citizen/Customer Implications:

The applicant has conducted a Developers Information Meeting which is a City requirement. There is a statutory Public Hearing required as part of the rezoning process for this application.

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7847-2022, that second reading be given to Zone Amending Bylaw No. 7774-2021, and that application 2021-323-RZ be forwarded to Public Hearing.

“Original signed by Wendy Cooper”

Prepared by: **Wendy Cooper, M.Sc., MCIP, RPP
Planner**

“Original signed by Charles Goddard”

Reviewed by: **Charles R. Goddard, BA, MA
Director of Planning**

“Original signed by Christine Carter”

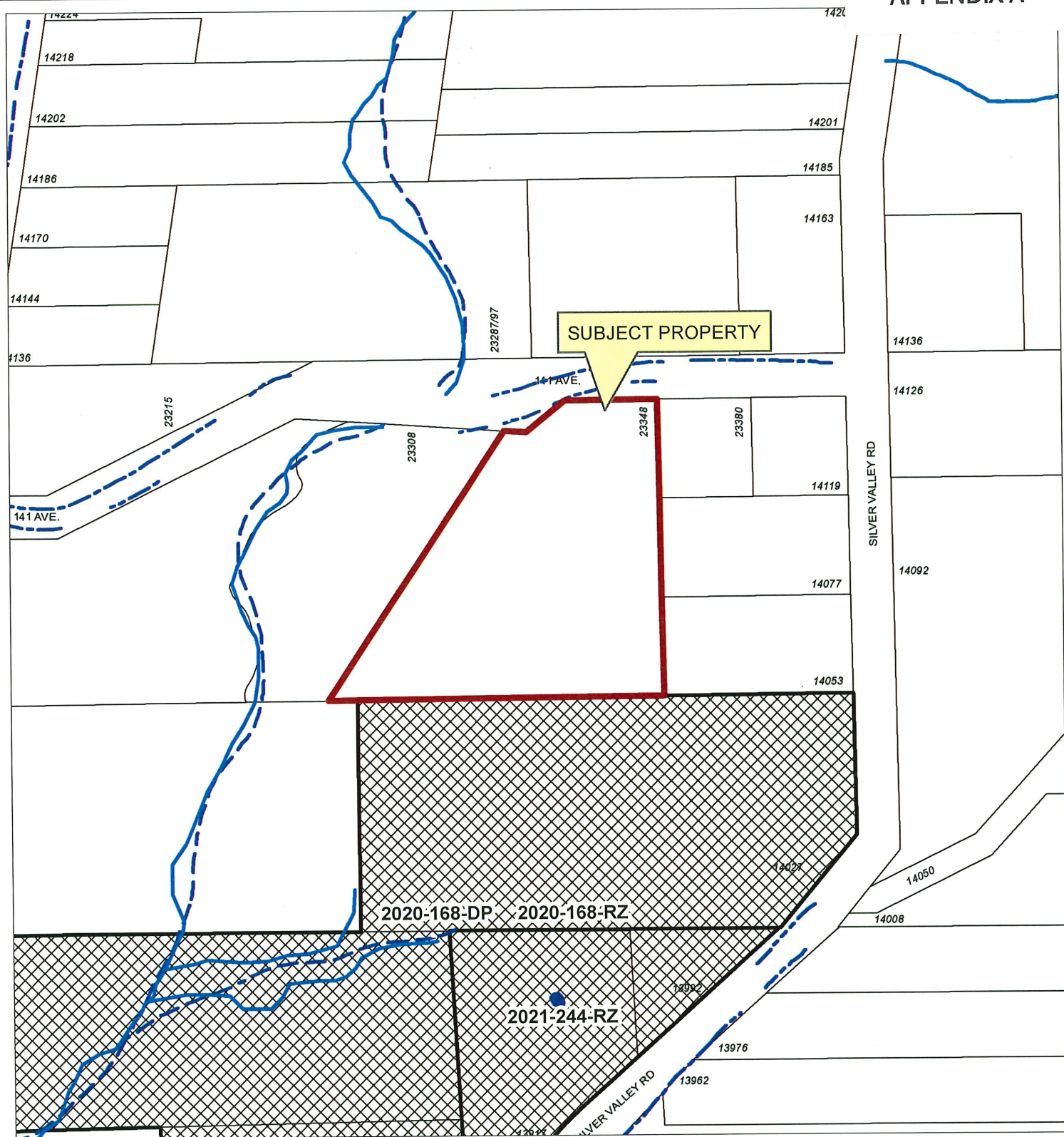
Approved by: **Christine Carter, M.PL, MCIP, RPP
GM Planning & Development Services**

“Original signed by Scott Hartman”

Concurrence: **Scott Hartman
Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7847-2022
Appendix D – Zone Amending Bylaw No. 7774-2021
Appendix E – DIM Summary form Applicant
Appendix F – Site Plan
Appendix G – School District No. 42 Response



SUBJECT PROPERTY



Scale: 1:2,500

Legend

- Stream
- Ditch Centreline
- ... Indefinite Creek
- Lake or Reservoir
- Active Applications (RZ/SD/DP/VP)

23348 141 AVENUE
PID: 003-826-589

PLANNING DEPARTMENT

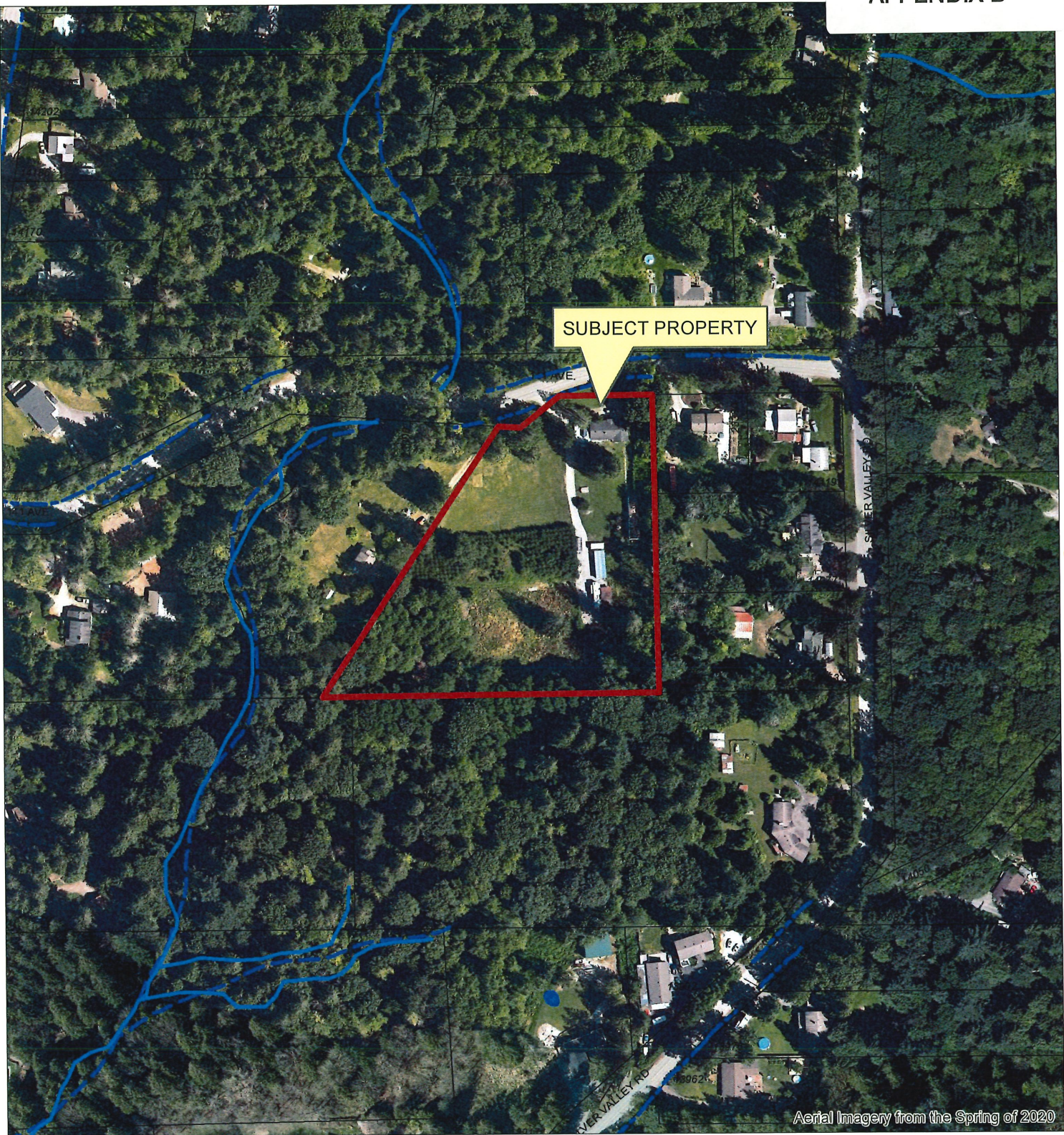


MAPLE RIDGE
British Columbia

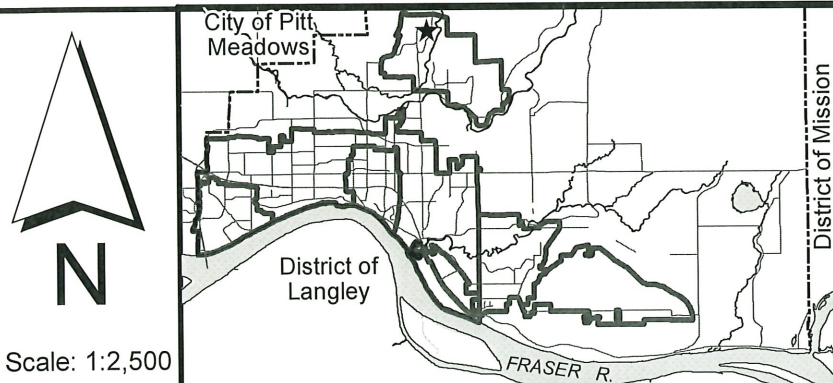
mapleridge.ca

FILE: 2021-323-RZ
DATE: Jun 14, 2021

BY: PC



Aerial Imagery from the Spring of 2020



Scale: 1:2,500

23348 141 AVENUE
PID: 003-826-589

PLANNING DEPARTMENT



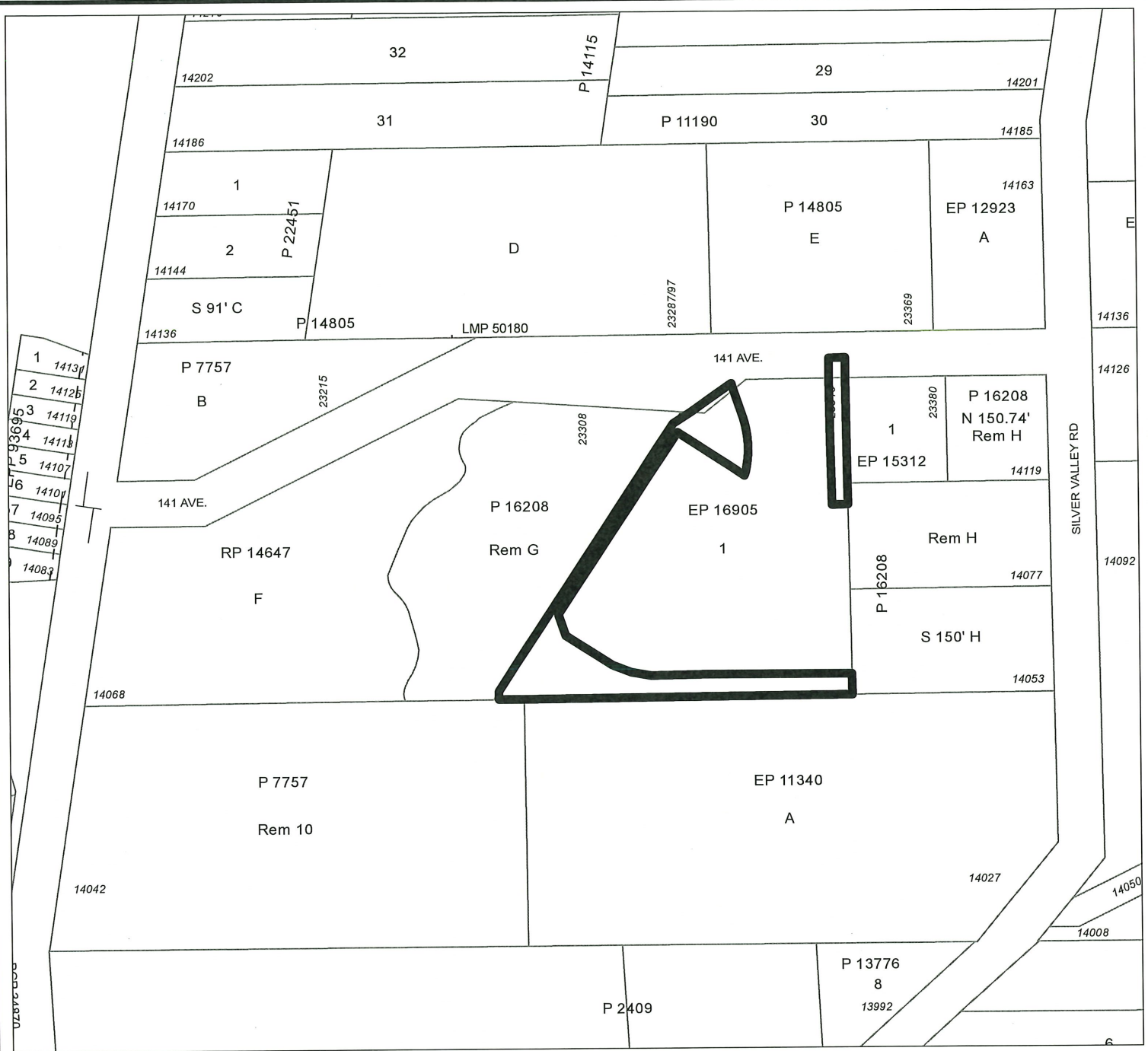
MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2021-323-RZ
DATE: Jun 14, 2021

BY: PC

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7847-2022

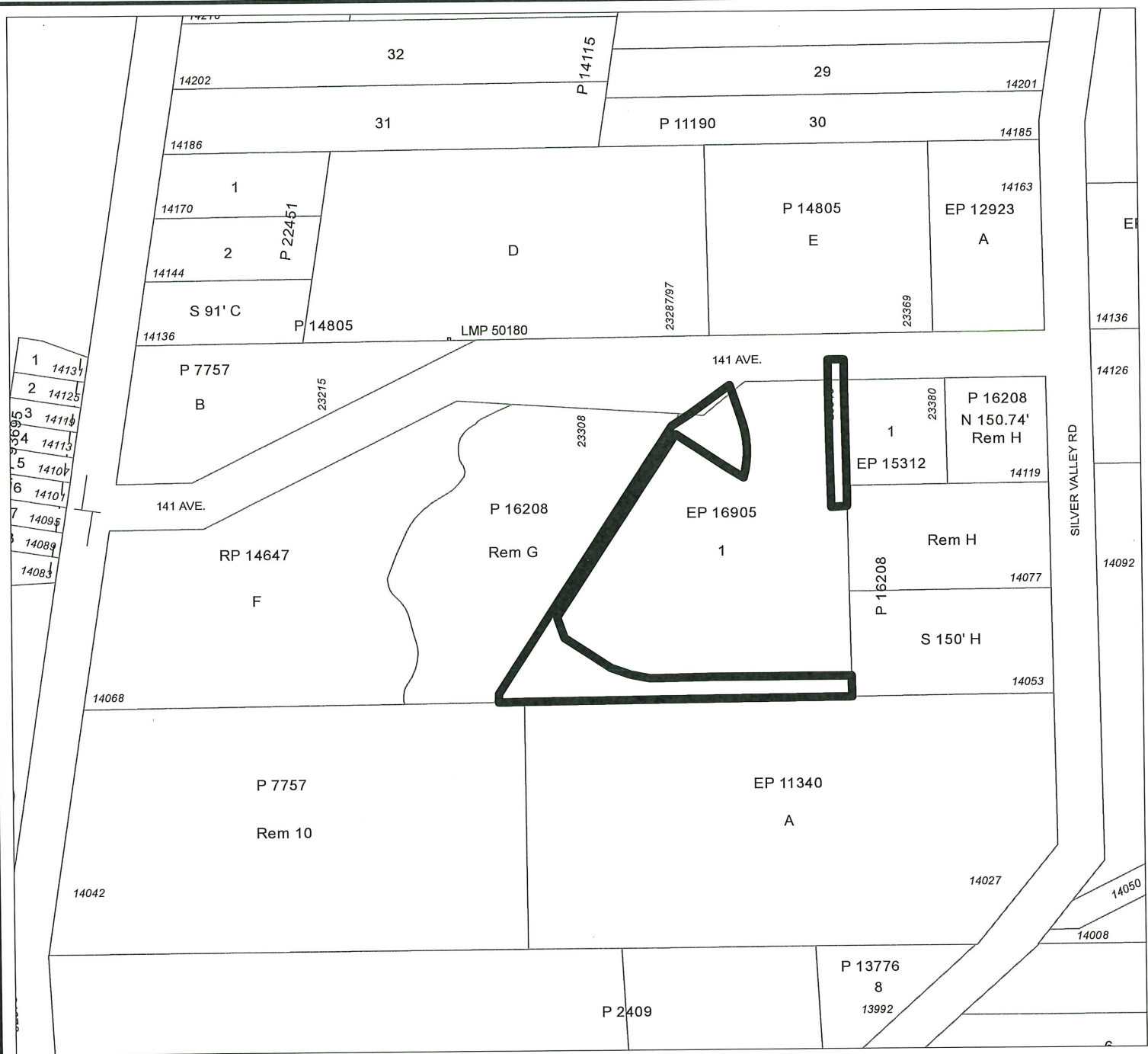
Map No. 1061

Purpose: To Amend Figure 2 of the Silver Valley Area Plan
From: Eco Cluster

To: Conservation



SCALE 1:2,500



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7847-2022

Map No. 1062

Purpose: To Amend Figure 4 of the Silver Valley Area Plan as shown

 To Add To Conservation



SCALE 1:2,500

**CITY OF MAPLE RIDGE
BYLAW NO. 7774-2021**

A Bylaw to amend Schedule "A" Zoning Bylaw Map forming part of
Zoning Bylaw No. 7600-2019 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 7600-2019 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7774-2021."

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

Parcel "One" (Explanatory Plan 16905) Lot G Section 33 Township 12 New Westminster Plan 16208

and outlined in heavy black line on Map No. 1897 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to R-1 (Single Detached (Low Density) Urban Residential), and R-2 (Single Detached (Medium Density) Urban Residential).

3. Maple Ridge Zoning Bylaw No. 7600-2019 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 9th day of November, 2021.

READ a second time as amended the day of , 20

PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



March 21st, 2022

Planning Department
City of Maple Ridge
11995 Haney Place, Maple Ridge
Attention: Wendy Cooper

**Re: 2021-323-RZ – Public Comment Opportunity – Karasin Phase 3
23348 141st Avenue, Maple Ridge**

Dear Wendy,

The following documents reflect the results from our Development Information / Public Comment Opportunity held from March 10th – 19th, 2022.

1. Public Comment Opportunity Summary
2. Copy of Site Signs, News Ad, and Invitation Letter
3. 13 Comment Cards (11 in Support, 2 Opposed)

We trust the above is in order and we would like to request a Report to Council for Second Reading.

Warm Regards,

A handwritten signature in blue ink, appearing to read "Addie Anderson".

Addie Anderson
Development Manager
Morningstar Homes

580-861 201 Street
Langley, BC V2Y 0G9
aanderson@mstarhomes.com

Public Comment Opportunity Summary

The Public Comment Opportunity for 2021-323-RZ was held during March 10th – 19th, 2022 inclusive. Comments were collected mainly through emails to aanderson@mstarhomes.com, some by phone (which were recorded and approved to submit), and by comment card provided.

The following documents were provided to notify the public, per DIM policy:

1. Posted update to the Development Information Sign, (March 1st, 2022)
2. Ads in the *Maple Ridge Pitt Meadows News* (February 25th and March 4th, 2022)
3. Invitation Letter delivered to neighbourhood residents (March 5th, 2022)

Summary of Feedback:

13 responses were collected:

11 responses were in support.

2 responses were opposed.

Comment Summary

Please review attached original comment cards for details.

Development Sign: Updated for PCO March 1st, 2022





Invitation Letter Package Mailed and Shared with Residents



March 5th, 2022

PUBLIC COMMENT OPPORTUNITY FOR 2021-323-RZ
23348 141st Avenue, Maple Ridge
March 10-19th, 2022

Re: 2021-323-RZ – OCP, REZONING

Dear Neighbour,

You are invited to participate in a Public Comment Opportunity to review and provide comments on the proposed development in your neighbourhood. The intent of this opportunity is to seek input from the area residents on the proposed development and address any questions which may arise. The proposal includes the following components:

Official Community Plan Boundary Amendment:

Existing: Eco Cluster

Proposed: Eco Cluster and Open Space

Zoning Amendment:

Existing: RS-3 (Single Detached Rural Residential)

Proposed: R-1 (Single Detached Low Density Residential), R-2 (Single Detached Medium Density Residential)

Subdivision Proposal:

23 Single Family Homes, min lot size: 315m²

Trail Extension: ~50m, Park Area: ~3,040m², Total Site Size: ~3.7 Acres

If you require additional information or would like to provide your comments, please contact: Morningstar Homes at 778-688-4000 or by email aanderson@mstarhomes.com, or the City of Maple Ridge Planning Department 604-467-7341.

PUBLIC COMMENT OPPORTUNITY PERIOD:

March 10-19th, 2022

EMAIL OR CALL FOR INFORMATION AND TO PROVIDE COMMENTS:

778-688-4000 aanderson@mstarhomes.com

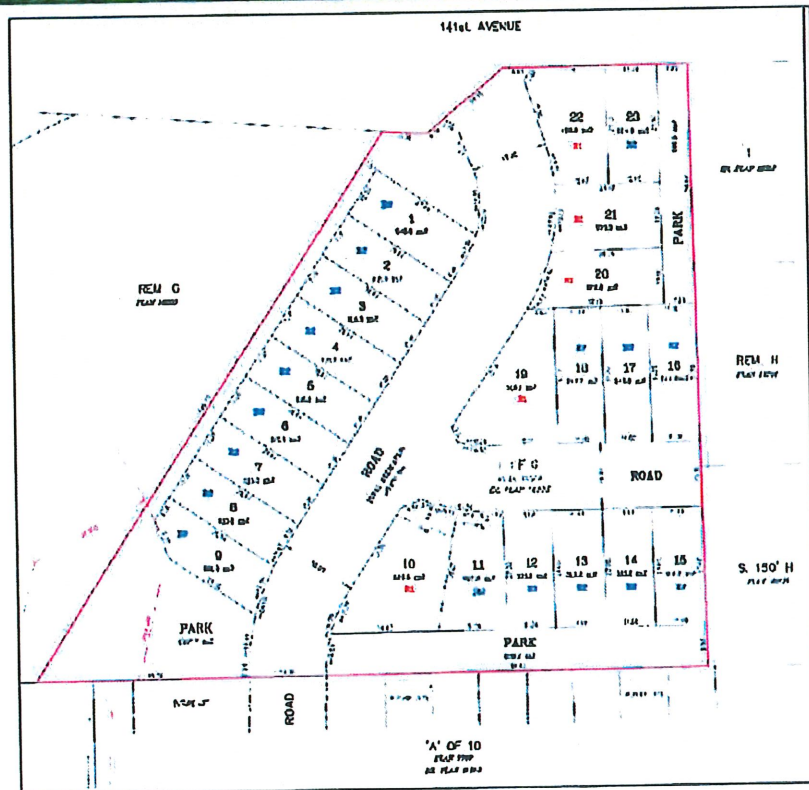
Sincerely,

Addie Anderson
Development Manager
Morningstar Homes Ltd.
778-688-4000

Please note that all comment and attendance sheets produced as a result of this Public Comment Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request

580-861 201 Street
Langley, BC V2Y 0G9
aanderson@mstarhomes.com

Proposed Subdivision Plan – 2021-323-RZ Phase 3



Please note that all comment and attendance sheets produced as a result of this Public Comment Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request

PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at:
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to

aanderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.

Comments will be collected during March 10th – 19th 2022.

Name:

Phone Number:

Address:

Brief description of your relationship to the community:

(For example: live in the area / work in the area / visit for recreation etc.)

Provide your comments on the 2021-323-RZ Proposal:

Do you have any questions for Morningstar Homes?

Signature: _____

Date: _____

Please note that all comment and attendance sheets produced as a result of this Public Comment Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request



Comment Cards and Emails Received

13 Total

11 in Support

2 Opposed

580-861 201 Street
Langley, BC V2Y 0G9
aanderson@mstarhomes.com



PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at:
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to
aanderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.

Comments will be collected during March 10th – 19th 2022.

Name:

Phone Number:

Address:

Brief description of your relationship to the community:

(For example: live in the area / work in the area / visit for recreation etc.)

Grew up in Whonnock

Provide your comments on the 2021-323-RZ Proposal:

I supported 2nd Phase and I support the 3rd Phase as well.

Thank you for helping build our communities and being part of the housing supply solution.

Do you have any questions for Morningstar Homes?

What has to happen for the city to expedite home construction permits to tackle the serious housing supply problem?

Signature: _____

Date: March 7, 2022

Please note that all comment and attendance sheets produced as a result of this Public Comment
Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request

MORNINGSTAR

PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to
banderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.
Comments will be collected during March 10th - 19th 2022.

Name:

Phone Number:

Address:

Brief description of your relationship to the community:
(For example: live in the area / work in the area / visit for recreation etc.)

Maple Ridge resident for 31 years.
Silver valley Resident for 14 years.

Provide your comments on the 2021-323-RZ Proposal:

Proposal starts addressing housing needs of
community and housing stock and diverse
needs.

Do you have any questions for Morningstar Homes?

Continue building the high quality homes
which add value to the neighborhood.

Signature:

Date:

Please note that all comment and other documents submitted in connection with this project
will be provided to the City of Maple Ridge and form part of the public record.



PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at:
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to
aanderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.

Comments will be collected during March 10th – 19th 2022.

Name:

Phone Number:

Address:

Brief description of your relationship to the community:

(For example: live in the area / work in the area / visit for recreation etc.)

I live in Anderson Creek Estates, a small neighbourhood of 27 homes next to Bride Ridge off 232 (another Morningstar development)

Provide your comments on the 2021-323-RZ Proposal:

I have had a chance to review the plan as depicted in the proposed plan and am pleased to see single family homes coming into that development in this phase. I think this mix of different units (homes vs townhomes) is good.

Do you have any questions for Morningstar Homes? ~~Yes~~ (None, I have already asked)

As neighbours to Bride Ridge, well into its 3rd year of construction, we continue to be satisfied with Morningstar's behaviour throughout this time. We have no reason to believe this project would be any different. As a company, Morningstar's messaging and execution seem to be very aligned/consistent. That's always a good sign. We therefore, support their new project proposals.

Signature: _____

Date: Mar 11

2022

Please note that all comment and attendance sheets produced as a result of this Public Comment Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request

PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at:
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to
aanderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.

Comments will be collected during March 10th – 19th 2022.

Name:

Phone Number:

Address:

Brief description of your relationship to the community:
(For example: live in the area / work in the area / visit for recreation etc.)

Live in the area

Provide your comments on the 2021-323-RZ Proposal:

Very excited about it, Morningstar has beautiful homes & they are a great developer to have in the community.

Do you have any questions for Morningstar Homes?

N/A

Signature: _____

Date: MAR 11 2022

Please note that all comment and attendance sheets produced as a result of this Public Comment Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request

PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at:
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to
aanderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.

Comments will be collected during March 10th – 19th 2022.

Name:

Phone Number:

Address:

Brief description of your relationship to the community:

(For example: live in the area / work in the area / visit for recreation etc.)

- We are neighbours to Morningstar's development on 110 AVENUE in Maple Ridge.
 - Morningstar & Addie Anderson have proven to be excellent to deal with in regards to updates or information on the project. Provide your comments on the 2021-323-RZ Proposal. Meet door.
 - We are in support of Morningstar's 2021-323-RZ proposal.
 - Morningstar has proven that they can build quality homes, protect the environment and build positive relationships.
- Do you have any questions for Morningstar Homes?

- Just a comment! Keep up the great work! Morningstar is building quality homes and adding well designed additions to our neighbourhoods!

Signature: _____

Date: March 17, 2022



PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at:
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to
aanderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.
Comments will be collected during March 10th – 19th 2022.

Name:

Phone Number:

Address:

Brief description of your relationship to the community:

(For example: live in the area / work in the area / visit for recreation etc.)

I live in the area

Provide your comments on the 2021-323-RZ Proposal:

I supported this proposal before, and still support this.

Do you have any questions for Morningstar Homes?

Signature: _____

Date: *March 17th 2022*

Please note that all comment and attendance sheets produced as a result of this Public Comment Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request



PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at:
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to
aanderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.

Comments will be collected during March 10th – 19th 2022.

Name:

Phone Number:

Address:

Brief description of your relationship to the community:

(For example: live in the area / work in the area / visit for recreation etc.)

We own a home nearby and have lived in Silver valley for almost 10 years.
We use and enjoy the trails in the area often.

Provide your comments on the 2021-323-RZ Proposal:

I supported phase 1 and 2, and also support phase 3. The conservation and eco-cluster zoning strikes a nice balance between nature and development. Looking forward to the upgrades on Silver Valley Road.

Do you have any questions for Morningstar Homes?

None.

Signature: _____

Date: _____

Mar 17 2022

Please note that all comment and attendance sheets produced as a result of this Public Comment Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request



PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at:
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to
aanderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.

Comments will be collected during March 10th – 19th 2022.

Name:

Phone Number:

Address:

Brief description of your relationship to the community:

(For example: live in the area / work in the area / visit for recreation etc.)

I work in the area as well as spend time visiting local establishments in my free time.

Provide your comments on the 2021-323-RZ Proposal:

The new development is a great idea and would benefit our community. It would provide more housing which is needed in our neighbourhood. Post-development the community would see extensive social and economic benefits which would impact everyone in the community.

Do you have any questions for Morningstar Homes?

I have no questions currently.

Signature: _____

Date: 03-17-2022

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PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

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If you have any questions, call 778-688-4000.

Comments will be collected during March 10th – 19th 2022.

Name: _____

Phone Number: _____

Address: _____

Brief description of your relationship to the community:

(For example: live in the area / work in the area / visit for recreation etc.)

I have lived and worked in Maple Ridge for the last 2 years now.

Provide your comments on the 2021-323-RZ Proposal:

Having visited other Morning Star developments, I have been impressed with their desire to include trails, park and riparian works that add to the livability of these homes. The addition of these homes, will open up more areas for people and kids to explore their neighbourhood.

Do you have any questions for Morningstar Homes?

Are you hoping to develop more homes on the lot to the east of the proposed subdivision.

Signature: _____

Date: March 7, 2022

Please note that all comment and attendance sheets produced as a result of this Public Comment Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request



PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at:
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to
aanderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.

Comments will be collected during March 10th – 19th 2022.

Name: _____

Phone Number: _____

Address: _____

Brief description of your relationship to the community:

(For example: live in the area / work in the area / visit for recreation etc.)

I am a neighbour to this development and have lived in the Silver Valley on 141st since 1977.

Provide your comments on the 2021-323-RZ Proposal:

- I like the traffic connections through 141st and Silver Valley Road
- I like the trail connection and park areas.

Do you have any questions for Morningstar Homes?

No.

Signature: _____

Date: March 11th 2022

Please note that all comment and attendance sheets produced as a result of this Public Comment Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request



PUBLIC COMMENT OPPORTUNITY - COMMENT CARD

2021-323-RZ Proposed Subdivision by Morningstar Homes at:
23348 141st Avenue, Maple Ridge

Once completed, please scan or take a photo of your comment card and send it to
aanderson@mstarhomes.com or text it to 778-688-4000.

If you have any questions, call 778-688-4000.
Comments will be collected during March 10th – 19th 2022.

Name: _____

Phone Number: _____

Address: _____

Brief description of your relationship to the community:
(For example: live in the area / work in the area / visit for recreation etc.)

LIVE / WORK

Provide your comments on the 2021-323-RZ Proposal:

I SUPPORT THIS DEVELOPMENT
THERE IS AN EXTREME SHORTAGE
OF HOUSES IN MAPLE RIDGE

Do you have any questions for Morningstar Homes?

Signature: _____

Date: MARCH 14/22

Please note that all comment and attendance sheets produced as a result of this Public Comment
Opportunity will be provided to the City of Maple Ridge and form part of the public record that is available for viewing by the public upon request

Addie Anderson

From:
Sent: March 19, 2022 3:50 PM
To: Addie Anderson
Cc:
Subject: Public Comment For 2021-323-RZ

Please submit this as my public comment for the proposed development of 23348 141st Ave. I own and reside at

Our family and property has been greatly impacted by development in the area. The impacts on the environment and quality of life here due to increased crime, noise, garbage and traffic are not being addressed by the city as new proposals are approved. I am concerned that plans are drawn up based on past environmental conditions without consideration to the evolving climate and extreme weather conditions we are sure to see in future years. With limited road access to the area, thousands of people being stranded in a fire or flood event could have tragic consequences. I love my long time home in Silver Valley but no longer have the sense of calm and security I once did here.

Addie Anderson

From:
Sent: March 19, 2022 9:12 PM
To: Addie Anderson
Subject: Re: 2021-323-RZ; 23348 141st Avenue

Thanks, Addie.

On Saturday, March 19, 2022, 07:11:25 p.m. PDT, Addie Anderson <aanderson@mstarhomes.com> wrote:

Hello

Thank you for your feedback. I will include it in the package to council.

Regarding your comment about preserving forested areas - to help clarify, this parcel of land had been cleared by the previous owners and maintained as a Christmas tree and hobby farm over the past decade. No natural forest ecosystem is being removed for this proposal. In fact, many trees along the edges of the development are being retained within the proposed park dedication.

If you have any other questions, please do not hesitate to reach out.

Thank you,

Addie Anderson

On Mar 19, 2022, at 6:51 PM, ~ wrote:

Hi Addie,

I have the following comments regarding the above development application:

I do not support this development application for the following reasons:

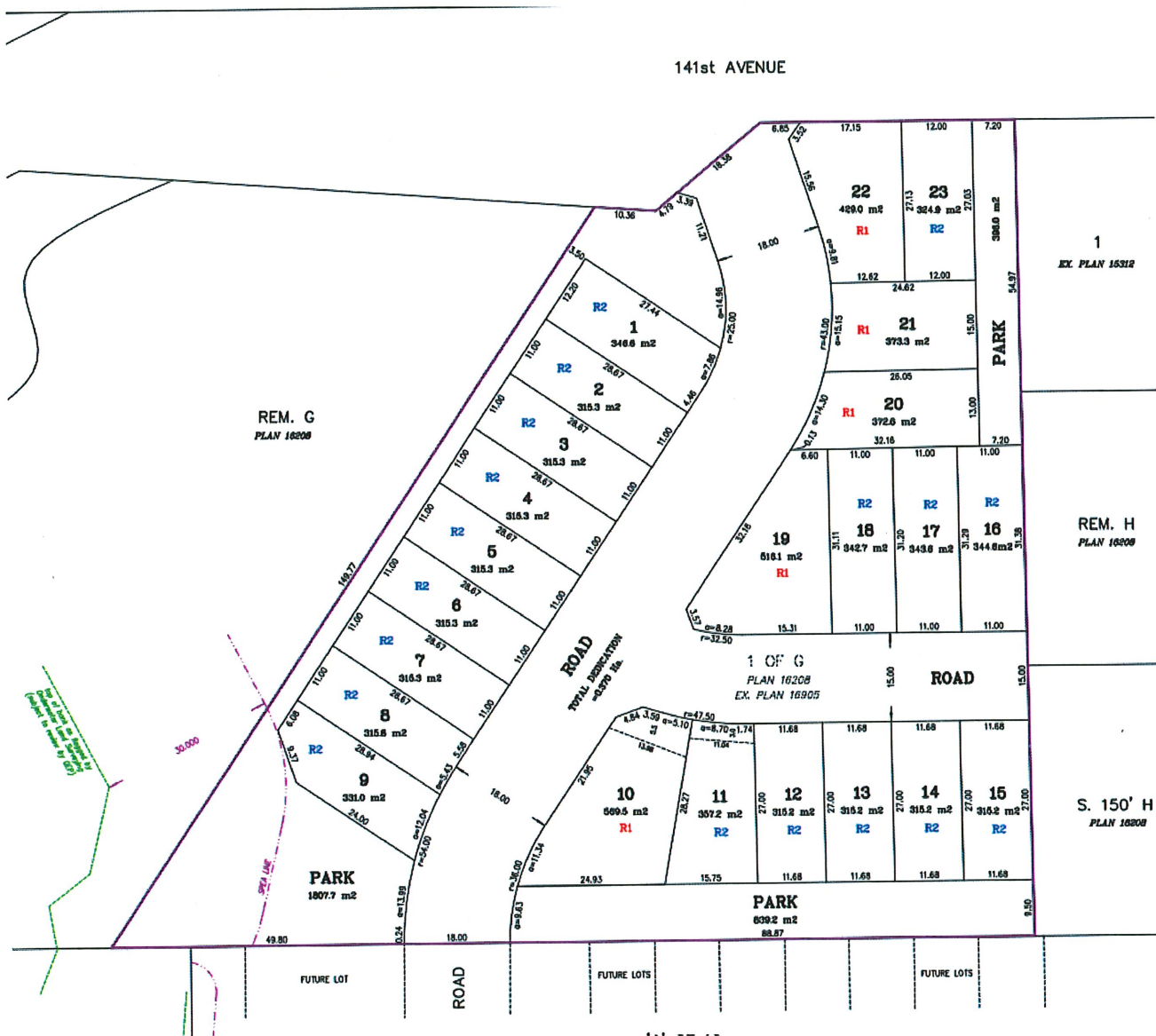
In view of worsening climate change effects, in particular the hotter and drier summers, I think the concept of eco-clusters such as this one needs to be revisited. In case of a forest fire, the people living in these homes may become trapped, as access is by one single road.

Also as a result of worsening climate change, extreme rainfall events are expected to increase. Further development on the mountainside will increase the risk of flooding and erosion downstream.

I also do not think it's a good idea to allow more single family development on a mountainside so far from amenities, as those who will be living here will be 100% car dependent.

Another reason why I am opposed to this development is the need to preserve forested areas as much as possible.

Thanks,





April 3, 2022

City of Maple Ridge
11995 Haney Place
Maple Ridge, BC V2X 6A9

Attention: Wendy Cooper

Dear Ms. Cooper:

Re: File #: 2021-323-RZ
Legal: Lot: G, Section: 33, Township: 12, Plan: NWP16208
Location: 23348 141 AVE
From: RS-3 (Single Detached Rural Residential)
To: R-1 (Single Detached (Low Density) Urban Residential), R-2 (Single Detached (Medium Density) Urban Residential)

The proposed application would affect the student population for the catchment areas currently served by Yennadon Elementary and Garibaldi Secondary School.

Yennadon Elementary has an operating capacity of 628 students. For the 2021-22 school year the student enrolment at Yennadon Elementary is 688 students (110% utilization) including 76 students from out of catchment.

Garibaldi Secondary School has an operating capacity of 1050 students. For the 2021-22 school year the student enrolment at Garibaldi Secondary School is 982 students (94% utilization) including 270 students from out of catchment.

Sincerely,

Flavia Coughlan
Secretary Treasurer

The Board of Education of School District No. 42 (Maple Ridge – Pitt Meadows)

cc: Ihor Politylo
David Vandergugten
Derek Oppedisano



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: May 3, 2022
FILE NO: 2020-168-RZ
MEETING: C o W
SUBJECT: Alternate Approval Process for Park Use Bylaw
Silver Valley Road (Plan BCP 46658 Section 33 Township 12 NWD);
Zone Amending Bylaw No. 7662-2020
13960 232 Street, 13897 and 14027 Silver Valley Road

EXECUTIVE SUMMARY:

Council granted third reading to Zone Amending Bylaw No. 7662-2020 on June 22, 2021, to permit a future subdivision of approximately 64 lots for the properties located at 13960 232 Street and 13897 & 14027 Silver Valley Road. One of the conditions that must be met by the applicant prior to adoption of Zone Amending Bylaw No. 7662-2020 is the installation of a storm sewer line to service the properties (see Appendices A and B). The proposed routing of this storm sewer line is through a portion of a park (Appendix C).

As required under Section 27 of the *Community Charter*, S.B.C., 2003, c26, a bylaw must be approved by Council to permit the utilization of park land for this proposed storm sewer line. That bylaw will come before Council under a separate report at a later date and will take into account the results of the required public notice/process or alternative approval process for public to comment on the encumbrance of the park land.

RECOMMENDATIONS:

1. That staff develop a Park Use Bylaw to permit a City storm sewer line in Dedicated Park Land located at Silver Valley Road (Plan BCP 46658 Section 33 Township 12 New Westminster District); and further
2. That staff commence public engagement through the Alternative Approval Process for the proposed Park Use Bylaw to permit a City storm sewer line in Dedicated Park Land located at Silver Valley Road (Plan BCP 46658 Section 33 Township 12 New Westminster District), subject to the compliance with the notice provisions of Sections 27, 86 and 94 of the *Community Charter*, S.B.C., 2003, c.26.

DISCUSSION:

a) Background Context:

Applicant: Morningstar Homes Ltd.

Legal Description: Silver Valley Road (Dedicated Park on Plan BCP 46658, Section 33, Township 12, New Westminster District)

OCP:		
Existing:	Open Space	
Within Urban Area Boundary:	Yes	
Area Plan:	Silver Valley Area Plan	
OCP Major Corridor:	Yes	
Zoning:		
Existing:	RS-3 (One Family Rural Residential)	
Proposed:	RS-3 (One Family Rural Residential)	
Surrounding Uses:		
North:	Use:	Single-Family Residential under rezoning application 2020-168-RZ
	Zone:	RS-3 (Single Detached Rural Residential)
	Designation:	Eco Cluster, Conservation, and Open Space
South:	Use:	Single-Family Residential
	Zone:	RS-1 (Single Detached Residential)
	Designation:	Low Density Urban
East:	Use:	Silver Valley Road then across the road
		Single-Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Eco Cluster and Conservation
West:	Use:	Single-Family Residential
	Zone:	RS-1b (Single Detached (Medium Density) Residential)
	Designation:	Low/Medium Density Residential
Existing Use of Property:	Park	
Proposed Use of Property:	Park	
Site Area:	2.24 ha (5.53 acres)	
Access:	232 Street and Silver Valley Road	
Servicing requirement:	Urban Standard	

b) Site Characteristics:

The subject park is located in the Silver Valley neighbourhood east of 232 Street, west of Silver Valley Road, and south of 13920 232 Street as shown on Appendix C. The subject park contains a mixture of coniferous and deciduous trees. The subject park is a passive park containing a constructed gravel multi- use trail. This gravel multi-use trail runs from Silver Valley Road through the park to 232 Street.

c) Project Description:

The proposed use within the park land would be the installation of a City storm sewer line. Since the park land was dedicated park under Section 510 of the Local Government Act (LGA) there was no title created at the time of subdivision. In order to use this dedicated park for purposes other than park, public notice and approval through alternate process must be obtained, and a bylaw must be created to allow the use and encumbrance through a Statutory Right Of Way (SRW).

The City Engineering and Parks Departments support the proposed City storm sewer line through the subject park.

The proposed area to be used for the City storm sewer line is conceptual and requires refinement through the detailed engineering design at time of approval of the Servicing Agreement.

An SRW is an encumbrance on a parcel of land, and Section 27 of the *Community Charter* requires that such an encumbrance (even if unregistered) on land dedicated as park by a subdivision plan require the adoption of a bylaw allowing for same. This is based on the broad definition of the word “dispose” in the *Interpretation Act*, whereby to charge the land with an encumbrance may be interpreted as a disposition of the park land interest for the purpose it was dedicated. That bylaw will come before Council under a separate report at a later date and will take into account the results of the required public notice/process or alternative approval process for public to comment on the encumbrance of the park land.

CONCLUSION:

The proposed use of the subject park will provide a necessary routing for a City storm sewer line. It is recommended that Council authorize staff to bring forward an appropriate bylaw to permit the installation of a City storm sewer line within the subject park property.

“Original signed by Wendy Cooper”

**Prepared by: Wendy Cooper, M.Sc., MCIP, RPP
Planner**

“Original signed by Charles Goddard”

**Reviewed by: Chuck Goddard, BA, MA
Director of Planning**

“Original signed by Patrick Hlavac-Winsor”

**Reviewed by: Patrick Hlavac-Winsor
General Counsel and Executive Director,
Legal & Legislative Services**

“Original signed by Christine Carter”

**Approved by: Christine Carter, M.PL, MCIP, RPP
GM Planning & Development Services**

“Original signed by Scott Hartman”

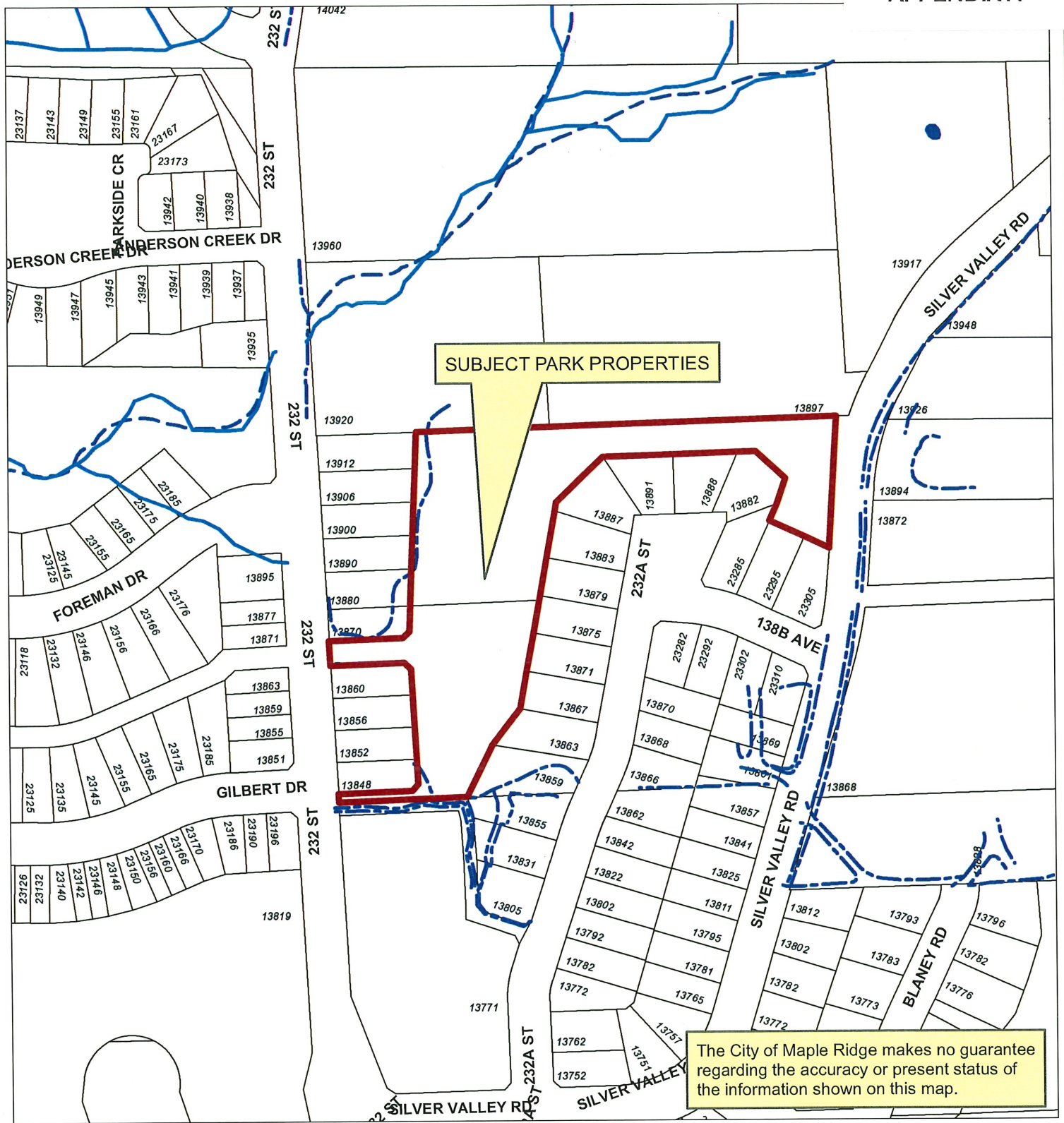
**Concurrence: Scott Hartman
Chief Administrative Officer**

The following appendices are attached hereto:

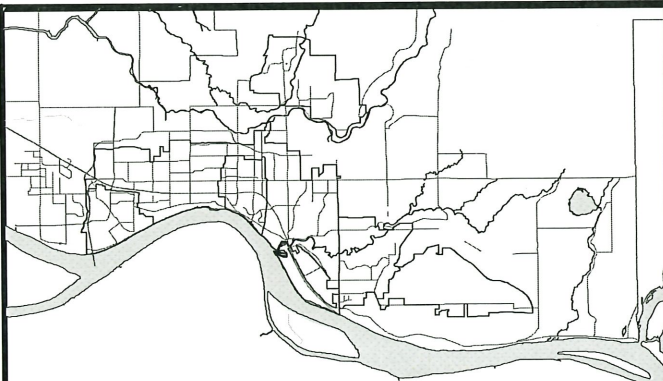
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Storm Sewer Alignment



Scale: 1:2,500



PLANNING

PLANNING DEPARTMENT



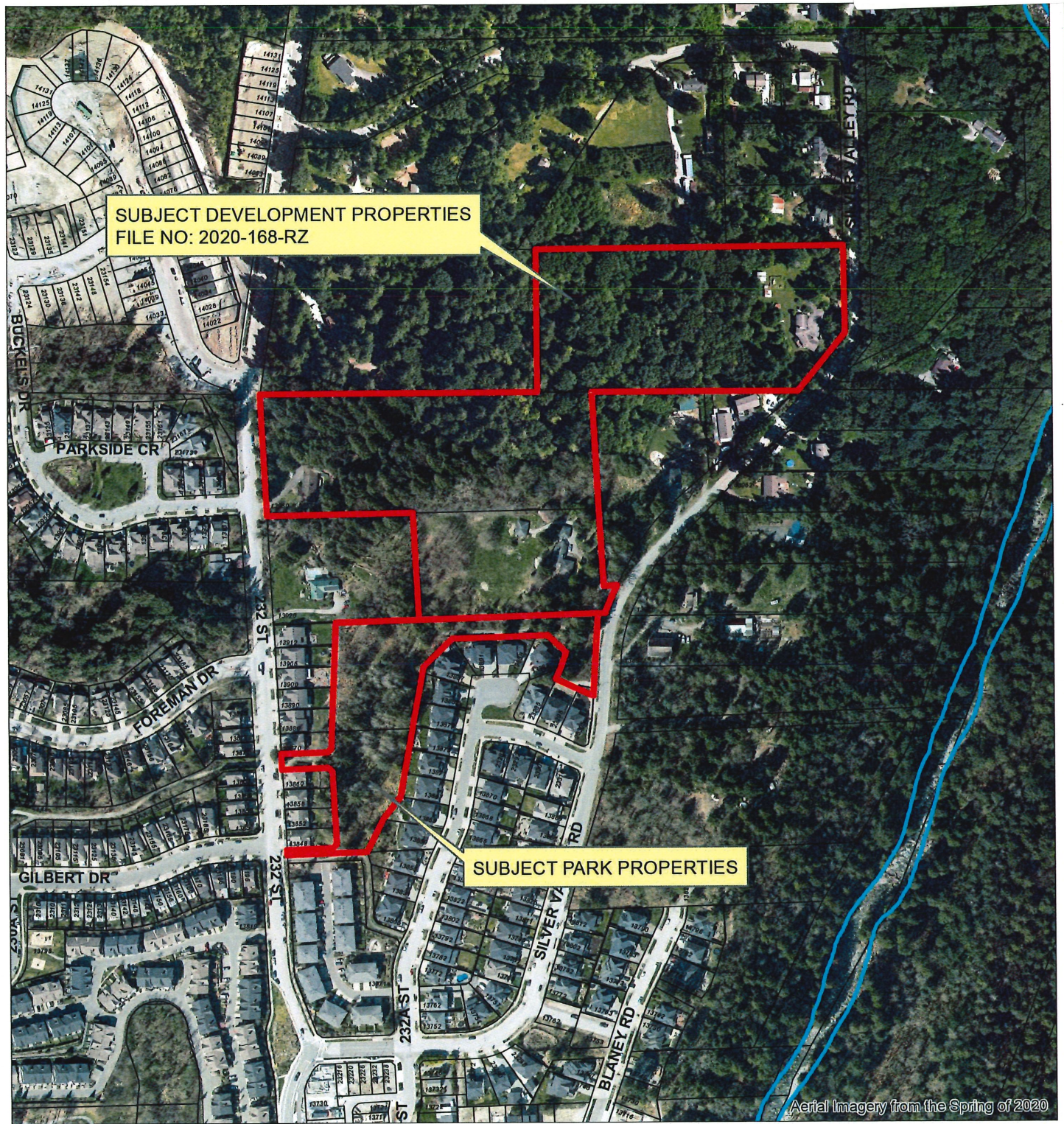
MAPLE RIDGE

British Columbia

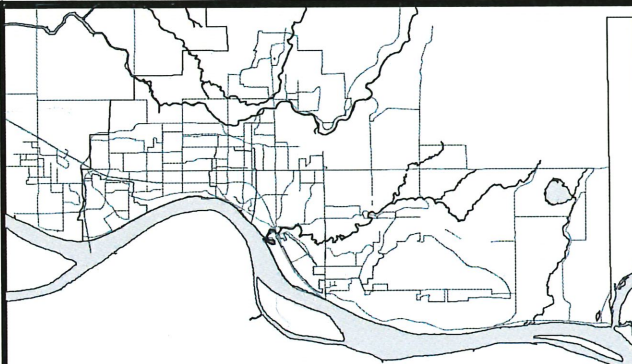
mapleridge.ca

FILE: Subject Map
DATE: Apr 13, 2022

BY: AH



Scale: 1:4,000



SUBJECT PROPERTY MAP

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

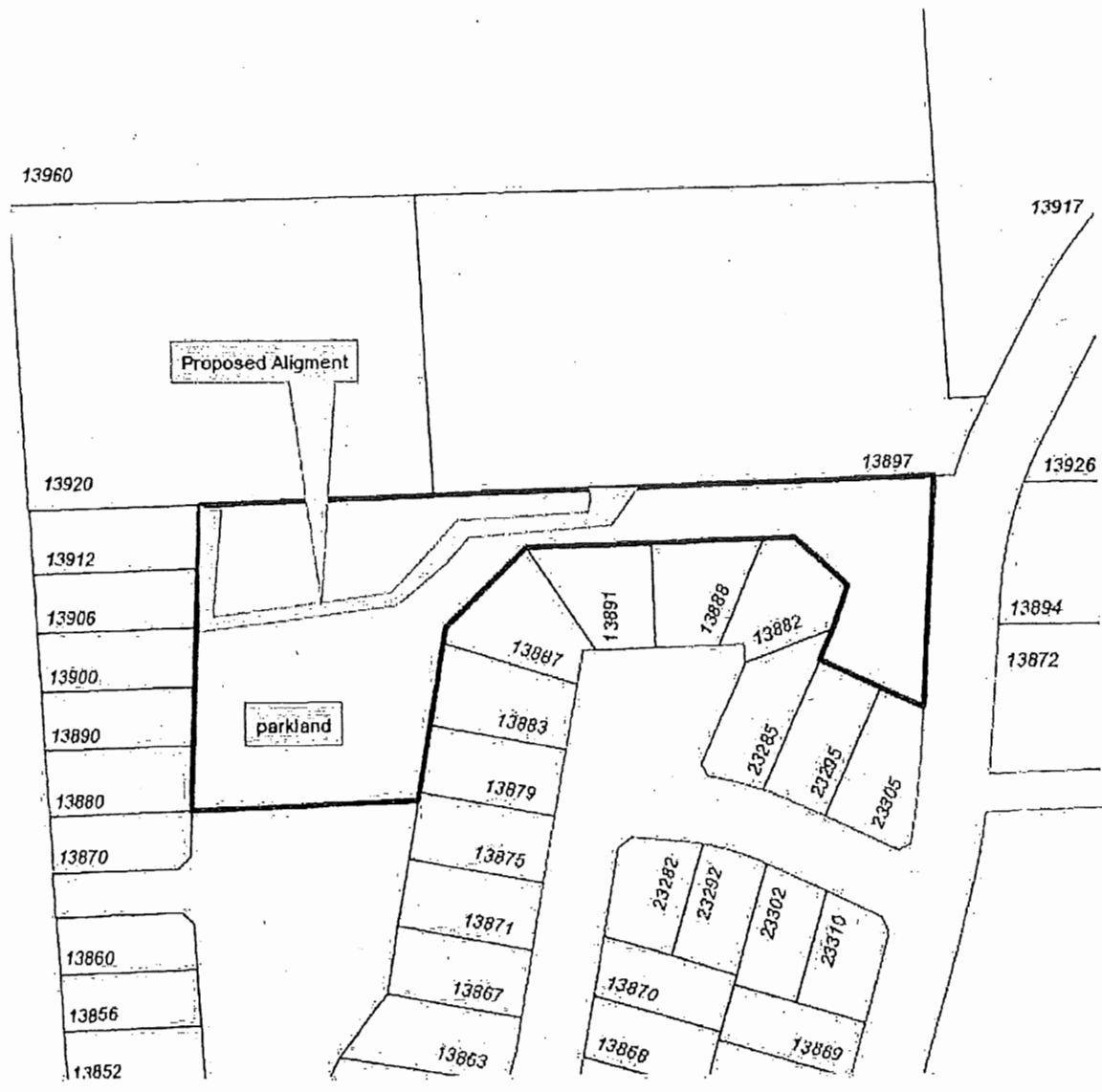
mapleridge.ca

FILE: 2020-168-RZ & Park Properties

DATE: Apr 13, 2022

BY: DT

232 Street



Storm Sewer Alignment

ENGINEERING DEPARTMENT



MAPLE RIDGE
British Columbia

mapleridge.ca

DATE: Apr 13, 2022

BY: RO

TO: His Worship Mayor Michael Morden
and Members of Council
MEETING DATE: May 3, 2022
FILE NO: 11-5255-70-116

FROM: Chief Administrative Officer
MEETING: CoW

SUBJECT: Award of Contract ITT-EN22-3: 236 Street Water Pump Station Replacement

EXECUTIVE SUMMARY:

The purpose of this report is to obtain Council approval to award the 236 Street Water Pump Station Replacement construction contract to Drake Excavating (2016) Ltd. in the amount of \$5,352,110.00, excluding taxes.

The project generally consists of site clearing and grading, retaining walls, a new single storey pump station building with equipment and instrumentation, a standby generator, watermain installation and connection to the existing water system, site drainage, and security system. The contract also includes the construction of frontage improvements to an Urban Standard as well as a horse trail across the south property frontage.

The project supports Council's Strategic Plan of Growth by increasing water distribution capacity in support of the development of Silver Valley. These upgrades are part of the approved 2022 Financial Plan and the procurement process was consistent with the City's Procurement Policy.

An Invitation to Tender for the project was issued on January 27, 2022 and closed on April 5, 2022. Eleven compliant bids were received and the lowest compliant bid was submitted by Drake Excavating (2016) Ltd. in the amount of \$5,352,110.00 (excluding taxes), approximately \$320,000 over the project estimate, or a 6% budget discrepancy. This price escalation reflects current market conditions.

Further, Stantec Consulting Ltd. (Stantec) is the City's engineering consultant hired to complete the design phase of the project. In awarding the construction contract, additional services are required of Stantec, including engineering construction support, inspection services and contract administration. This report recommends increasing their contract by \$350,000.00 to provide these construction services.

The project is funded through Development Cost Charges and the Water Revenue Fund. Additional funds are required to adjust for market pricing and maintain project contingencies. The contingency allocation will only be used if needed, for unforeseen items.

RECOMMENDATION:

That Contract ITT-EN22-3: 236 Street Water Pump Station Replacement be awarded to Drake Excavating (2016) Ltd. in the amount of \$5,352,110.00 excluding taxes; and

That a contract contingency of \$535,000.00 be approved to address potential variations in field conditions; and

That the existing Stantec Consulting Ltd. contract for Engineering Design Services for 236 Street Water Pump Station Replacement be increased by \$350,000.00; and

That the Financial Plan be amended to increase the project funding by \$320,000.00 from the Water Revenue Fund and Development Cost Charges; and further

That the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) Background Context:

The existing 236 Street pump station was built in 1996 to service the Silver Valley community and its need for replacement was determined by the long-term Capital Works program. The existing pump station and all its pertinent equipment has reached the end of their design life, as well as the need to meet the future demands of the developing Silver Valley area.

The existing pump station site, located on the park property on the southwest corner of 132 Avenue and 236 Street, is constrained and cannot accommodate the necessary upgrades that are required. The City acquired the property at 13215 236 Street and oversaw the demolition of the existing single-family home on the property in 2020. To facilitate construction of the new larger pump station, the current pump station will remain in service to ensure there are no interruptions to the water supply in the area. After the completion and commissioning of the new pump station, the existing pump station will be decommissioned and demolished.

The 236 Street pump station boosts the water pressure from the Greater Vancouver Water District (GVWD) supply to the 176m Rockridge/Silver Valley pressure zone. The pumped water is stored at the Rockridge Reservoir and is used to meet domestic and fire flows demands to the area. Additionally, this system discharges water to the existing lower pressure zones through Pressure Reducing Valves (PRV's) and will also service future high-pressure zones.

The new pump station will allow for further growth and development in the area in accordance with the OCP.

The project generally consists of site clearing and grading, retaining walls, a new single storey pump station building with equipment and instrumentation, a standby generator, watermain installation and connection to the existing water system, site drainage, and security system.

As part of neighborhood urbanization, the work will also upgrade the road frontage to an Urban Collector standard. This consists of road widening, ditch infill, curb and gutter, road drainage, separated sidewalks, driveway letdown, street lights, street trees and a horse trail across the south property frontage.

Tender Evaluation

An Invitation to Tender was issued on January 27, 2022 and closed on April 5, 2022. Eleven compliant bids were received, listed below from lowest to highest price. The lowest tender price was submitted by Drake Excavating (2016) Ltd. in the amount of \$5,352,110.00, excluding taxes.

	<u>Tender Price (excluding taxes)</u>
Drake Excavating (2016) Ltd.	\$5,352,110.00
Industra Construction Corp.	\$5,488,375.25
GCL Contractors Inc.	\$5,498,836.00
Pomerleau Inc.	\$5,534,455.00
Tritech Group Ltd.	\$5,567,169.64
Westport Construction Group Inc.	\$5,670,295.00
NAC Construction Corp.	\$5,914,440.00
Regehr Contracting Ltd.	\$6,381,747.00
Kingston Construction Ltd.	\$6,665,856.20
EXO Construction Group	\$6,959,234.45
HANNA Infrastructure Ltd.	\$7,093,948.90

The number of bids received and the range of prices indicate a competitive environment and a fair market value for the project. The tendering process was compliant with the City's Procurement Policy. Drake Excavating (2016) Ltd. has completed similar work for the City previously.

It is recommended that the contract be awarded to Drake Excavating (2016) Ltd. in the amount of \$5,352,110.00 (excluding taxes).

b) Desired Outcome:

The desired outcome is to provide reliable water distribution with sufficient capacity for all current and future residents in the area.

c) Strategic Alignment:

This project supports Council's Strategic Plan to manage municipal infrastructure to accommodate future developments and growth in accordance to the OCP.

d) Citizen/Customer Implications:

Construction will commence after the project is awarded and is anticipated to be completed in fall 2023. 236 Street is expected to remain open to traffic throughout construction as the majority of work will take place on the property. Attempts will be made to minimize the impact to everyday traffic, residents and businesses in the neighborhood. However, short-term lane closures will be required when completing road upgrades. There will be an approved traffic management plan and traffic control personnel will be provided as required. The general public will be informed of traffic changes and construction progress through the City's website and social media sources.

e) Interdepartmental Implications:

The Engineering Department has worked with the Engineering Operations Department in developing this project. Tie-ins to the live water system will be completed by the City crews.

The Infrastructure Development section of the Engineering Department was also consulted on the off-site road upgrades required of an Urban Collector road. This will ensure the works are coordinated with and tie into upgrades being completed by development properties in the area.

Contract Administration and Inspection Services during construction will be provided Stantec Consulting Ltd.

f) Business Plan/Financial Implications:

There are funds available from the 236 Street Water Pump Station Replacement (LTC No. 017086 & 015041) to complete construction of this project. Additional funds are required to provide a project contingency.

Current Expenditures (Excluding Taxes):

Property Acquisition and Building Demolition	\$ 1,868,606.38
Service Disconnections (Water & Sewer – Engineering Operations)	\$ 2,139.41
Engineering Design Services (Stantec)	\$ 410,660.84
Total Current Costs	\$ 2,281,406.63

Projected Expenditures (Excluding Taxes):

Water Tie-ins (Engineering Operations)	\$ 200,000.00
Electrical Service and Design (BC Hydro)	\$ 67,537.10
Construction Contract – Drake Excavating (2016) Ltd.	\$ 5,352,110.00
Construction Contingency (As Needed)	\$ 535,000.00
Consultant Construction Support Services (Stantec)	\$ 350,000.00
Existing Pump Station Demolition	\$ 20,000.00
Total Projected Costs	\$ 6,524,647.10

Total Projected Expenditures **\$ 8,806,053.73**

Project Funding Sources:

Development Cost Charges (2017, 2018, 2019, 2021)	\$ 1,708,322.00
2021 Water Revenue Fund (LTC No. 017086 & 015041)	\$ 6,791,678.00
Additional funding from Development Cost Charges	\$ 64,000.00
Additional funding from Water Revenue Fund	\$ 256,000.00
Total Funding Sources	\$ 8,820,000.00

CONCLUSION:

The tender price \$5,352,110.00 (excluding taxes) by Drake Excavating (2016) Ltd. for the 236 Street Water Pump Station Replacement is the lowest compliant tendered price. It is recommended that Council approve the award to Drake Excavating (2016) Ltd. and that a contract contingency of \$535,000.00 be approved to address unforeseen items.

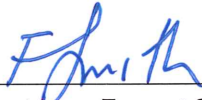
It is also recommended that Council approve an increase to the existing Stantec Consulting Ltd. contract for Engineering Design Services for the 236 Street Water Pump Station Replacement in the amount of \$350,000.00 for consultant construction support services. It is further recommended that the Financial Plan be amended to fund this project from the Water Revenue Fund and Development Cost Charges in the amount of \$320,000.00.



Submitted by: **Bradley Romeo**
Acting Manager of Design & Construction



Financial: **Trevor Thompson, BBA, CPA, CGA**
Concurrence: **Director of Finance**



Reviewed by: **Forrest Smith, P.Eng.**
Director of Engineering

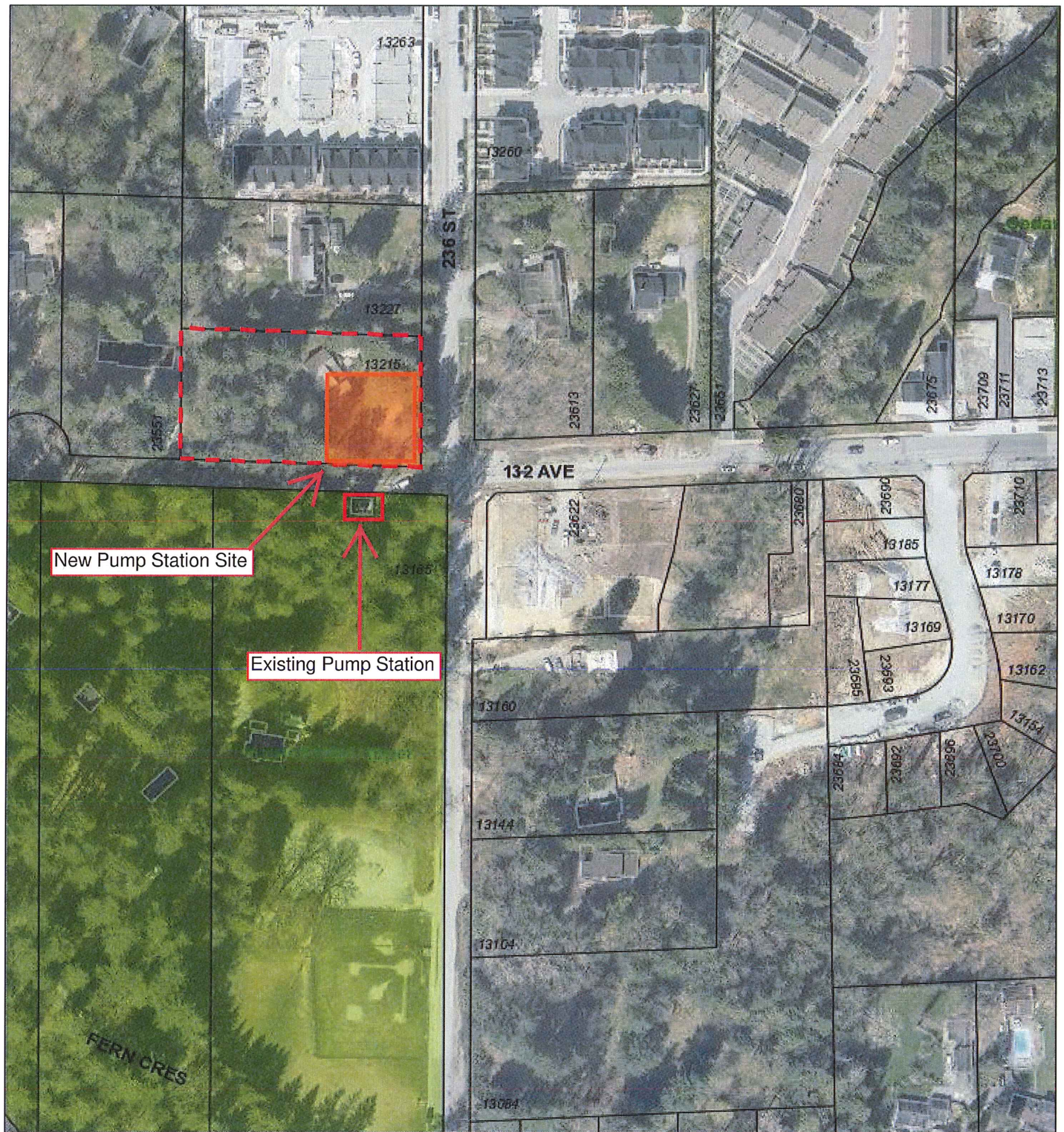


Approved by: **David Pollock, P.Eng.**
General Manager Engineering Services



Concurrence: **Scott Hartman**
Chief Administrative Officer

Attachments:
(A) Map



New Pump Station Site

Existing Pump Station

City of Pitt Meadows

Township of Langley

FRASER R.

District of Mission

236 Street Water Pump Station Replacement
Project No. ITT-EN22-3

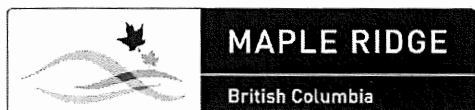


0 10 20 40 60 80 m
0 35 70 140 210 280 ft
The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.

Engineering File No. 11-5255-70-116



Scale: 1:2,000



mapleridge.ca

CITY OF MAPLE RIDGE

TO:	His Worship Mayor Morden and Members of Council	MEETING DATE:	May 3, 2022
FROM:	Chief Administrative Officer	FILE NO:	05-1830-20
		MEETING:	CoW
SUBJECT:	2021 Consolidated Financial Statements		

EXECUTIVE SUMMARY:

The purpose of this report is to communicate the financial results for the City of Maple Ridge's 2021 fiscal year. Each year staff undertake a number of processes to review and refine the data that feeds into the City's Financial Statements and from time to time restatements are needed to previously reported results. In 2021, we have restated prior years' results to reflect information regarding the retroactive RCMP settlement.

Financial reporting in local government serves to communicate the fiscal health and well-being of a community. In 2021, the City's operations were impacted by the ongoing pandemic but overall results for the year remain positive. Our Net Financial Position increased by \$1.56 million to \$121.35 million and our Accumulated Surplus increased by \$33.66 million to \$1.292 billion.

The 2021 Financial Statements have been prepared using the accounting standards and reporting model mandated by the Public Sector Accounting Board (PSAB). BDO Canada LLP has conducted an audit of the Financial Statements and they will form an integral part of the 2021 Annual Report. In order to satisfy current audit rules, Council must approve the Financial Statements before BDO can issue their final audit opinion. The audit report will be "unqualified". This is the highest form of assurance an auditor can provide and indicates the Statements are free of material misstatements and that readers can rely on them for decision making purposes.

RECOMMENDATION:

That the 2021 Consolidated Financial Statements be approved.

DISCUSSION:

Financial reporting in local government serves to communicate the fiscal health and well-being of a community and there are two main documents that accomplish this: the **Financial Plan** and the **Financial Statements**, each with very different objectives.

The **Financial Plan** is a forward-looking document that sets out the City's planned expenditures and transfers to Reserves for the next five years, and also identifies how those expenditures and transfers will be funded. The *Community Charter* requires that municipalities prepare a "balanced budget". This means that the total of any proposed expenditures or transfers to Reserves must not exceed the total of proposed revenues or transfers from Reserves. In simple terms, the Financial Plan answers the question: "What are we going to do and how are we going to pay for it?"

In contrast, the **Financial Statements** are a retrospective document that looks at the year that has just ended, comparing our actual financial performance in the year to the activities identified in the Financial Plan. The *Community Charter* requires municipalities to prepare the Financial Statements in accordance with generally accepted accounting principles for local governments. In Canada, those principles are set by the Public Sector Accounting Board (PSAB). The objective of a municipality's Financial Statements is to report on its financial condition at a point in time and its financial performance for the year.

The differing objectives of the Financial Plan and the Financial Statements, combined with the different rules guiding their preparation, can easily result in confusion when trying to compare the two documents. For example, the Financial Plan treats transfers to and from Reserves as transactions, while the Financial Statements, at the consolidated level, ignore transfers as they take place within the corporate entity. It is important to keep the different rules and objectives in mind as we look at financial results for 2021.

The 2021 Consolidated Financial Statements present the City's results of operations during the year and the financial position as at December 31, 2021. Financial performance is compared to the Financial Plan adopted in May of 2021 as this was the plan used to set property taxation rates, and to prior year results, as restated. The transactions included in the Financial Statements are those that took place between the City and outside parties. Internal transactions, such as transfers between Reserves, which are important for financial planning purposes, have been eliminated.

The City's auditors, BDO Canada LLP, have conducted an audit of the Statements and, pending Council's acceptance of the statements, will finalize their audit report. The audit report will be "unqualified". This is the highest form of assurance an auditor can provide and indicates the Statements are free of material misstatements and that readers can rely on them for decision making purposes.

There are a number of key terms in the Financial Statements that are important to be familiar with before drawing any conclusions about the 2021 results:

- **Net Financial Position:** provides a snapshot of where the City stood financially in terms of the resources it held and the amounts it owed at December 31, 2021. It is the difference between our financial assets and our liabilities and is considered an indicator of financial flexibility. If Net Financial Position is negative, it is referred to as Net Debt and indicates that revenues that will be collected in the future are needed to pay for liabilities that already exist. If it is positive, it is referred to as Net Financial Assets and may indicate a greater degree of flexibility.
- **Accumulated Surplus:** is the total of all the City's assets, both financial and non-financial, less our liabilities. It represents the net economic resources available for service provision. The largest element of this number is the value of our tangible capital assets, the physical assets used in day-to-day service provision, meaning the Accumulated Surplus balance does not represent a source of cash available to finance our day-to-day operations.
- **Annual Surplus:** is the difference between annual revenues and expenses, as reported on the Statement of Operations. It is important to keep in mind that items included in revenue do not necessarily represent cash received during the year. For example, the value of contributed tangible capital assets is reported as a revenue, but does not represent cash the City received. On the expense side, only the annual cost of using those assets is recognized through amortization. The amounts expended for capital investment or renewal is not included, nor is the value of infrastructure contributed to the City through development. This accounting requirement results in a large reported Annual Surplus, but does not represent a cash surplus.

The City's Financial Statements are comprised of the following:

- Statement of Financial Position
- Statement of Operations
- Statement of Change in Net Financial Assets
- Statement of Cash Flow
- Significant Accounting Policies
- Notes to the Financial Statements
- Segment Report
- Supporting Schedules 1-2

The Notes to the Financial Statements provide additional information for the items found on the Statement of Financial Position and the Statement of Operations and are referenced on each of these statements. Of note, Schedule 6 is a temporary schedule to the Financial Statements and meets the Provincial requirement to provide information regarding the use of the BC Safe Restart funding received by the City. Once that funding is fully utilized, it will no longer form a part of the City's Financial Statements.

A discussion of the Financial Statements follows:

Statement of Financial Position

The Statement of Financial Position provides information about the City's assets, both financial and non-financial, and its liabilities. One of the key indicators on this statement is the Net Financial Position. As noted above, it is calculated by subtracting our liabilities from our financial assets and is one piece of information available to assess the City's financial flexibility. At the end of 2021, the City had Net Financial Assets of \$121.35 million, an increase of \$1.56 million from 2020.

The other key indicator that appears on this Statement is Accumulated Surplus. As noted above, this is the total of all of our assets, both financial and non-financial, less our liabilities. This number represents the net economic resources available for service provision. The bulk of this number comes from the value of our tangible capital assets, meaning it does not represent cash that can be spent to support our operations. At the end of 2021, the City's Accumulated Surplus was \$1.292 billion compared to \$1.259 billion, as restated, for 2020. Of this amount, \$1.154 billion is the book value of the City's tangible capital assets, compared to \$1.122 billion in 2020.

Key items to note on the Statement of Financial Position:

- 2020 results were restated to reflect information regarding the retroactive compensation increases for the RCMP as a result of the ratification of their first collective agreement. This resulted in an increase to accounts payable of \$4.4 million and an equivalent decrease to both Net Financial Position and Accumulated Surplus.
- Combined cash and cash equivalents, and portfolio investments increased by \$46.13 million. This is linked to an increase in liabilities such as accounts payable and accrued liabilities, deferred and restricted revenues, refundable deposits and debt.
- Accounts receivable and recoverable local improvements decreased by \$0.8 million
- Debt increased by \$26.29 million due to accessing previously improved borrowing of \$29 million, net of principal payments.
- Accounts payable and accrued liabilities increased by \$3.99 million.

Statement of Operations

The Statement of Operations reports the City's revenues and expenses for the year. The difference between revenues and expenses is referred to as the Annual Surplus if positive, or the Annual Deficit if negative. It is important to note that accounting rules require us to include, in revenues items, such as the value of infrastructure contributed to the City through development, but on the expense side we include only the cost of using those assets through amortization, not the value of the assets received. As such, this results in a reported Annual Surplus that does not represent a cash surplus. In 2021, the City recorded contributed infrastructure with a value of \$16.4 million. This amount was recognized as revenue. On the expense side, the amortization recorded for these assets was approximately \$94 thousand. The City's Annual Surplus was \$33.66 million and almost 50% of that amount comes from the transactions associated with contributed assets received during the year, and as noted previously, there is no cash received by the City related to these assets.

As noted earlier in this Report, when the Financial Plan is prepared, we ensure that all planned sources of funding are equal to all planned uses of funding. This is referred to as a "Balanced Budget". Not all of the elements that result in a Balanced Budget are included in the Statement of Operations. Some Financial Plan transactions, such as transfers to and from Reserves, are eliminated from the summary Financial Statements as they are internal transactions; other items are not included as they do not meet the definition of an expense. For example, our planned investment in tangible capital assets will result in an expenditure of resources, but not an expense. The annual cost of using our tangible capital assets, recorded as amortization, is an expense and is included on this Statement. A reconciliation between the Financial Plan and the Financial Statements is shown in Note 19 to the Financial Statements.

The restatement of previously reported results for 2020 led to an increase in Protective Services expenses of \$1.95 million and an equivalent decrease in the annual surplus. As noted in the section on the Statement of Financial Position, Accumulated Surplus was reduced by \$4.4 million.

The following discusses the Statement of Operations:

Consolidated Revenues: Actual \$180.2 million; Budget \$219.0 million

Not all monies the City receives are recorded as revenues at the time of receipt. Monies, such as Development Cost Charges, that are collected for specific capital works are recorded as a liability when received. When we budget for the capital expenditures that are funded from these sources we also budget to record the revenue, which results in a draw down of the liability. If capital expenditures do not occur, no revenue is recognized and the funds remain on hand, recorded as a liability.

In 2021, consolidated revenues were below budget by \$38.9 million. This is comprised of variances in a number of categories, particularly those related to capital. The following highlights some of the key variances:

- Government Transfers (grants) revenues were below budget estimates by \$7.07 million due to timing delays in grant funded capital projects.
- Development revenues below budget estimates by \$28.67 million, due in large part to factors such as DCC liabilities not being drawn down to fund the related work.
- Asset disposals before the end of their estimated useful life resulted in a reported loss of \$1 million. This is an accounting entry associated with the disposal or replacement of the City's tangible capital assets before the end of their estimated useful service life and does not represent a cash loss.

As noted above, revenues below budget estimates for development revenues do not represent a cash shortfall as the related expenditures did not occur. Similarly, revenues recorded for contributed assets

does not represent a cash windfall as this number represents the value of assets received, not a payment received by the City.

Consolidated Expenses – Actual \$146.5 million; Budget \$163.9 million

Expenses are comprised of general operating expenses for goods and services, labour, interest on debt and amortization of our tangible capital assets. The actual cash expended to invest in the replacement or acquisition of assets is not reflected on this Statement.

In 2021, consolidated expenses were below budget by \$17.5 million. Some key items contributing to this result include:

- Approximately \$0.7 million in interest costs related to authorized borrowing that had not been entered into as at December 31.
- \$1.4 million from Financial Plan estimates for the RCMP contract.
- Approximately \$8.0 million in projects scheduled for 2021 that will proceed in 2022.
- Savings of approximately \$4.2 million on labour costs, due in part to facility closures related to the pandemic, a higher than normal number of vacancies throughout the organization and ongoing recruitment challenges.
- Approximately \$3 million in additional savings from Parks Recreation & Culture.

Statement of Change in Net Financial Assets

The change in Net Financial Position in a year is explained by the difference between revenues and expenditures. If we recognize more revenue than we expend, then the net financial position will increase; if less, then it will decrease. In 2021, the City's financial position increased by \$1.56 million to \$121.35 million. It is important to keep in mind that as part of the City's long-term financial planning processes, we may collect revenues over time to build capacity for future expenditures. This practice will increase the City's financial assets, and the net financial position, until the related expenditures occur.

Statement of Cash Flow

The Statement of Cash Flow explains the change in the balance of cash and cash equivalents for the year, showing the impact of various types of transactions on the balance. For example, the statement shows that \$47.87 million was generated from operating activities and that \$40.87 million was used for capital activities.

Segment Report

The Segment Report enhances the information found on the Consolidated Statement of Operations. The information is laid out in the same manner, but provides a greater level of detail. City services have been segmented by grouping activities by function, as directed by PSAB. For example, protection of the public is achieved by activities such as bylaw enforcement and inspection services, in addition to police and fire fighting services, so all of these activities are reported as part of the Protective Services segment. Revenues that are directly related to the costs of a function have been reported in each segment, including revenues related to capital investment. Expenses are broken down into the categories of goods and services, labour, debt servicing, and amortization. The Segment Report allows us to see how much each segment contributes to the Annual Surplus before considering allocations of taxes and other municipal resources. As described earlier, Annual Surplus is the difference between annual revenues and expenses.

The following table shows the departments included in each segment:

Reporting Segments						
General Gov't	Protective Svc	Parks Recreation & Cultural	Planning; Public Health & Other	Transportation	Water	Sewer
Administration Legal & Legislative Economic Dev Communications Finance Human Resources Information Svc	Police Fire Bylaws Inspection Svc Emergency Svc	Parks Leisure Svc Youth Svc Arts Library	Planning Recycling Cemetery Social Planning	Engineering Operations Drainage Roads	Water	Sewer

The above discussion focuses on the Consolidated Financial Statements, and, as noted, consists of transactions only with outside parties; internal transactions, such as transfers, are not included.

The following section of the report looks at some areas of our organization in isolation, particularly the General Revenue Fund and the Sewer and Water Utilities. While the Financial Statements do not show each of these elements in isolation, they are incorporated into the Statement of Operations.

Throughout 2021 Council received quarterly financial updates for the City's operating funds. Preliminary results for 2021 were presented on March 8, 2022. As indicated at the time of the presentation, final results for the year differed from those presented. The following provides a summary update of the information provided in March, further separated into our General Revenue Fund and the Sewer and Water Utilities.

General Revenue

The majority of the City's diverse day-to-day operations fall within the General Revenue fund and includes activities ranging from the development of plans to guide the community's future, to maintaining infrastructure such as roads to all the activities integral to the delivery of the City's Strategic Plan. In late 2020, the City received funding through the BC Safe Restart Fund to help offset the impact of COVID-19 on City operations. After offsetting the 2020 impact, we had \$2.3 million held in reserve to assist with ongoing costs in 2021. The majority of this funding was exhausted during 2021 to offset revenue shortfalls and increased costs leaving us with a small residual balance of \$165,000 to address any remaining 2022 impacts associated with the pandemic.

At the end of 2021 the General Revenue Accumulated Surplus is \$8.56 million, reduced from previously reported results due to the use of this one-time funding source to support the acquisition of strategic properties. Restated results are impacted by the prior years flow through of the RCMP settlement.

Sewer and Water Utilities

The Sewer and Water Utilities are self-funded business units that manage the collection and distribution of water and liquid waste and the related infrastructure. A large portion of the costs in the utilities are driven by the Regional District and Council has employed a rate stabilization practice for a number of years to manage fluctuations in these costs. Under this practice, we will see cycles where Accumulated Surplus amounts are deliberately built up over a period of time, then subsequently drawn down in order to provide for our commitment towards larger regional projects as well as variations in our own annual infrastructure investment. This practice allows Council to smooth the impact of variations in annual spending levels on our rate payers.

As set out in the financial plan, the Accumulated Surplus balances in both the Sewer and Water Utilities were drawn down in 2021.

The following shows the Accumulated Surplus amounts in each of the General Revenue fund and the Sewer and Water Utilities, and can also be found in Note 14 to the Financial Statements:

	2021	2020
General Revenue	\$ 8,563,194	\$ 6,662,021
Sewer Utility	5,966,930	6,270,330
Water Utility	<u>13,707,170</u>	<u>16,656,631</u>
	<u>\$ 28,237,294</u>	<u>\$ 29,588,982</u>

Reserves

The City's Reserves are an important financial planning tool, providing a mechanism to build capacity over time to undertake strategic projects or address long-term infrastructure sustainability requirements. They are reviewed on a regular basis to assess their adequacy, with adjustments made when capacity permits.

The City's Reserves consist of two distinct categories, Reserve Funds and Reserve Accounts. Reserve funds are statutory, meaning they are established by bylaw for specific purposes. Once monies are transferred to a reserve fund, they can only be used for the purpose outlined in the establishing bylaw. Reserve accounts are appropriations of surplus, established to meet specific business needs. They can be established or dissolved as directed by Council, as long as identified business needs are met and risks are managed appropriately.

Note 15 to the Financial Statements provides a listing of all the City's Reserves showing an opening balance of \$129.4 million and a closing balance of \$139.7 million. Contributors to the increase of \$10.3 million include the following:

Rate stabilization provision	\$1.5 million
One-time costs – Corporate Priorities	\$0.7 million
Capital Projects in progress	\$4.5 million
Net draw from Police Svc Reserve for retro	-\$3.1 million
Repay Capital Works for internal borrowing	\$4.6 million
Drainage Improvements	\$1.5 million

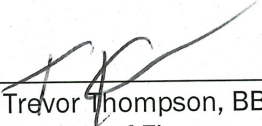
CONCLUSION:

The 2021 Consolidated Financial Statements have been prepared using the accounting standards and reporting model mandated by the Public Sector Accounting Board (PSAB). BDO Canada LLP has conducted an audit of the Financial Statements. In order to satisfy current audit rules, Council must formally approve the Financial Statements before BDO can issue their final audit opinion. The audit report will be "unqualified". This is the highest form of assurance an auditor can provide and indicates the Statements are free of material misstatements and that readers can rely on them for decision making purposes.

Overall results for 2021 are positive. We ended the year with an Annual Surplus amount of \$33.6 million, and an Accumulated Surplus balance of \$1.29 billion. The City's Reserves and long-term financial plans reflect the ability of the City to meet its future obligations.



Prepared by: Catherine Nolan, CPA, CGA
Deputy Director of Finance



Reviewed by: Trevor Thompson, BBA, CPA, CGA
Director of Finance



Approved by: Christina Crabtree
GM, Corporate Services



Concurrence: Scott Hartman
Chief Administrative Officer

Attachments: 2021 Consolidated Financial Statements
BDO Audit Results Letter

City of Maple Ridge

Financial Statements and Auditor's Report

For the Year Ended December 31, 2021



Management's Responsibility for Financial Reporting

The information in this report is the responsibility of management. The consolidated financial statements have been prepared in accordance with Canadian Public Sector accounting guidelines as outlined under "Significant Accounting Policies". These include some amounts based on management's best estimates and careful judgment.

Management maintains a system of internal accounting controls to provide reasonable assurance that assets are safeguarded and that transactions are authorized, recorded, and reported properly. Management also administers a program of proper business compliance.

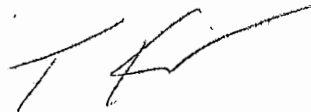
BDO Canada LLP, the Municipality's independent auditors have audited the accompanying financial statements. Their report accompanies this statement.

Council carries out its responsibility for the consolidated financial statements jointly with its Audit and Finance Committee. The Committee meets with management on a scheduled basis and at least semi-annually with BDO Canada LLP to review their activities and to discuss auditing, internal control, accounting policy, and financial reporting matters.

BDO Canada LLP has unrestricted access to the Municipality, the Audit and Finance Committee, and Council. Council approves the consolidated financial statements, the Audit and Finance Committee reviews the recommendations of the independent auditors for improvements to controls as well as the actions of management to implement such recommendations.



Scott Hartman
Chief Administrative Officer



Trevor Thompson, BBA, CPA, CGA
Director of Finance

Independent Auditor's Report

To the Mayor and Council of the City of Maple Ridge

Opinion

We have audited the consolidated financial statements of the City of Maple Ridge (the "City"), which comprise the Consolidated Statement of Financial Position as at December 31, 2021, the Consolidated Statements of Operations, Changes in Net Financial Assets and Cash Flows for the year then ended, and notes and schedules, comprising a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2020 and its results of operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Restated Comparative Information

We draw attention to Note 24 of the consolidated financial statements, which explains that certain comparative information presented for the year December 31, 2021 has been restated. Our opinion is not modified in respect of the matter.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements (Continued)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Unaudited Information

We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of 'Schedule 2 - Schedule for BC Safe Restart Grant' that is included in these consolidated financial statements.

Chartered Professional Accountants

Vancouver, British Columbia
[REPORT DATE]

Consolidated Statement of Financial Position

as at December 31, 2021

	2021	2020 Restated - Note 24
Financial Assets		
Cash and cash equivalents (Note 1)	\$ 116,531,792	\$ 130,961,876
Portfolio investments (Note 2)	150,882,727	90,320,234
Accounts receivable (Note 3)	16,238,012	15,032,584
Recoverable local improvements (Note 4)	772,641	1,175,712
Other assets (Note 5)	1,121,812	814,397
Inventory available for resale	<u>56,169</u>	<u>56,169</u>
	285,603,153	238,360,972
Liabilities		
Accounts payable and accrued liabilities (Note 6)	32,035,516	28,047,896
Deferred revenue (Note 8)	18,065,700	15,286,398
Restricted revenue (Note 9)	38,083,113	30,738,864
Refundable performance deposits and other	25,945,403	20,473,999
Employee future benefits (Note 10)	3,145,300	3,348,200
Debt (Note 11)	<u>46,975,903</u>	<u>20,676,495</u>
	164,250,935	118,571,852
Net Financial Assets	<u>121,352,218</u>	<u>119,789,120</u>
Non Financial Assets		
Tangible capital assets (Note 12, Schedule 1)	1,154,325,050	1,122,447,588
Undeveloped land bank properties (Note 13)	15,526,529	15,526,529
Supplies inventory	533,617	461,953
Prepaid expenses	<u>1,003,351</u>	<u>853,216</u>
	1,171,388,547	1,139,289,286
Accumulated Surplus (Note 14)	<u>\$ 1,292,740,765</u>	<u>\$ 1,259,078,406</u>

Scott Hartman
Chief Administrative Officer

Trevor Thompson, BBA, CPA, CGA
Director of Finance

The accompanying summary of significant accounting policies and notes to the Consolidated Financial Statements are an integral part of this statement.

Consolidated Statement of Operations

For the year ended December 31, 2021

	Budget 2021 Note 19	Actual 2021	Actual 2020 Restated - Note 24
Revenue (Segment Report, Note 23)			
Taxes for municipal purposes (Note 16)	\$ 99,130,772	\$ 99,296,699	\$ 94,914,905
User fees and other revenue	49,956,147	50,497,200	45,433,301
Government transfers (Note 17)	13,873,679	6,803,129	11,004,973
Development revenue	33,683,054	5,016,024	13,801,911
Interest and investment income	2,428,004	2,411,236	5,286,485
Gaming revenues	-	780,946	323,738
Refinancing and asset disposal losses	-	(1,065,038)	(3,099,311)
Contributed tangible capital assets (Note 12)	<u>20,000,000</u>	<u>16,435,062</u>	<u>21,023,012</u>
	219,071,656	180,175,258	188,689,014
Expenses (Segment Report, Note 23)			
Protective services	47,815,543	45,049,842	42,305,469
Transportation services	26,742,409	22,798,719	22,354,372
Recreation and cultural	26,535,488	21,263,223	19,197,925
Water utility	18,004,850	16,757,542	15,351,570
Sewer utility	14,930,985	13,395,349	12,899,985
General government	22,083,435	20,074,697	17,633,091
Planning, public health and other	<u>7,867,485</u>	<u>7,173,527</u>	<u>6,744,713</u>
	163,980,195	146,512,899	136,487,125
Annual Surplus	<u>55,091,461</u>	<u>33,662,359</u>	<u>52,201,889</u>
Accumulated Surplus - beginning of year	<u>1,259,078,406</u>	<u>1,259,078,406</u>	<u>1,206,876,517</u>
Accumulated Surplus - end of year (Note 14)	<u>\$ 1,314,169,867</u>	<u>\$ 1,292,740,765</u>	<u>\$ 1,259,078,406</u>

The accompanying summary of significant accounting policies and notes to the Consolidated Financial Statements are an integral part of this statement.

Consolidated Statement of Change in Net Financial Assets

For the year ended December 31, 2021

	Budget 2021 Note 19	Actual 2021	Actual 2020 Restated - Note 24
Annual Surplus	\$ 55,091,461	\$ 33,662,359	\$ 52,201,889
Add (Less):			
Change in Tangible Capital Assets			
Acquisition of tangible capital assets	(204,796,530)	(57,444,676)	(69,544,005)
Amortization	24,037,321	23,863,066	23,641,391
Proceeds from disposal of tangible capital assets	-	139,110	96,614
Loss on disposal of tangible capital assets	-	1,565,038	3,099,312
	<u>(180,759,209)</u>	<u>(31,877,462)</u>	<u>(42,706,688)</u>
Change in Other Non Financial Assets			
Increase in supplies inventory	-	(71,664)	(144,450)
Increase in prepaid expenses	-	(150,135)	(187,666)
	<u>-</u>	<u>(221,799)</u>	<u>(332,116)</u>
Increase (decrease) in Net Financial Assets	(125,667,748)	1,563,098	9,163,085
Net Financial Assets beginning of the year	<u>119,789,120</u>	<u>119,789,120</u>	<u>110,626,034</u>
Net Financial Assets end of the year	<u>\$ (5,878,628)</u>	<u>\$ 121,352,218</u>	<u>\$ 119,789,120</u>

The accompanying summary of significant accounting policies and notes to the Consolidated Financial Statements are an integral part of this statement.

Consolidated Statement of Cash Flow

For the year ended December 31, 2021

	Actual 2021	Actual 2020 Restated - Note 24
Operating transactions		
Annual surplus	\$ 33,662,359	\$ 52,201,889
Items not utilizing cash		
Amortization	23,863,066	23,641,391
Loss on disposal of assets	1,065,038	3,099,311
Contributed tangible capital assets	(16,435,062)	(21,023,012)
Actuarial adjustment on debt	(440,357)	(399,333)
Restricted revenues recognized	(4,550,168)	(13,155,174)
	<u>3,502,517</u>	<u>(7,836,817)</u>
Change in non-cash operating items		
Increase in prepaid expenses	(150,135)	(187,666)
Increase in supplies inventory	(71,664)	(144,451)
Decrease (increase) in accounts receivable	(1,205,428)	2,624,954
Decrease in recoverable local improvements	403,071	518,259
Increase in other assets	(307,415)	(16,420)
Increase (decrease) in accounts payable and accrued liabilities	3,987,620	(5,560,873)
Increase (decrease) in deferred revenue	2,779,302	(1,515,409)
Increase (decrease) in refundable performance deposits	5,471,404	(3,151,736)
(Decrease) in employee future benefits	(202,900)	(650,799)
	<u>10,703,855</u>	<u>(8,084,141)</u>
Cash provided by operating transactions	47,868,731	36,280,931
Capital transactions		
Proceeds on disposal of tangible capital assets	139,110	96,614
Cash used to acquire tangible capital assets	(41,009,614)	(48,520,994)
	<u>(40,870,504)</u>	<u>(48,424,380)</u>
Investing transactions		
Proceeds on disposal of land available for sale	500,000	-
(Increase) decrease in portfolio investments	(60,562,493)	74,217,909
	<u>(60,062,493)</u>	<u>74,217,909</u>
Financing transactions		
Proceeds from debt issues	29,000,000	-
Debt repayment	(2,260,235)	(2,215,522)
Collection of restricted revenues	11,894,417	7,312,362
	<u>38,634,182</u>	<u>5,096,840</u>
(Decrease) increase in cash and cash equivalents	(14,430,084)	67,171,300
Cash and cash equivalents - beginning of year	130,961,876	63,790,576
Cash and cash equivalents - end of year	<u>\$ 116,531,792</u>	<u>\$ 130,961,876</u>

The accompanying summary of significant accounting policies and notes to the Consolidated Financial Statements are an integral part of this statement.

Summary of Significant Accounting Policies For the year ended December 31, 2021

The City of Maple Ridge (the "City") is a municipality in the province of British Columbia and operates under the provisions of the Community Charter. The City provides municipal services such as fire, public works, planning, parks, recreation and other general government services.

(a) Reporting Entity and Basis of Consolidation

These financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards (PSAS) using guidelines developed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

They consolidate the activities of all of the funds of the City and the City's wholly owned subsidiaries C.D.M.R. Developments Ltd. and Maple Ridge Municipal Holdings Ltd. Transactions between the City's funds and wholly owned subsidiaries have been eliminated and only transactions with outside entities are reported.

(b) Basis of Accounting

The basis of accounting followed in these financial statements is the accrual method and includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenses in the period the goods and services were acquired and a liability was incurred.

(c) Non-financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of business.

(d) Tangible Capital Assets

Tangible capital assets are a special class of non-financial assets and are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation and installation costs, design and engineering fees, legal fees and site preparation costs. Interest costs are not capitalized during construction. Amortization is recorded on a straight line basis over the estimated life of the tangible capital asset commencing once the asset is put into use. Assets under construction are not amortized. Contributed tangible capital assets are recorded at estimated fair value at the time of the contribution and are also recorded as revenue.

Estimated useful lives of tangible capital assets are as follows:

Buildings (including building components)	7 to 50 years
Transportation network	10 to 75 years
Storm sewer system	10 to 75 years
Fleet and equipment	8 to 20 years
Technology	3 to 25 years
Water system	10 to 85 years
Sanitary sewer system	30 to 75 years
Furniture and fixtures	3 to 20 years
Structures	15 to 75 years

Natural resources, works of art and historic assets are not recorded as assets in these consolidated financial statements.

(e) Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard.

A liability for remediation of a contaminated site is recognized when a site is not in productive use or an unexpected event occurs and the following criteria are met:

- i. an environmental standard exists;
- ii. contamination exceeds the environmental standards;
- iii. the City is directly responsible or accepts responsibility;
- iv. it is expected that future economic benefits will be given up; and
- v. a reasonable estimate of the amount can be made.

The liability is recognized as management's best estimate of the cost of remediation and post-remediation, including operation, maintenance and monitoring, that are an integral part of the remediation strategy for a contaminated site. Management has assessed its potential liabilities for contamination, including sites that are no longer in productive use and sites for which the City accepts responsibility. There were no such sites that had contamination in excess of an environmental standard requiring remediation at this time, therefore no liability was recognized at December 31, 2021 or December 31, 2020.

(f) Landfill Closure and Post Closure Costs

The Ministry of Environment establishes certain requirements for the closure and post closure monitoring of landfill sites. The obligation for closure and post closure costs associated with the City's former landfill is based on the present value of estimated future expenses.

(g) Expense Recognition

Expenses are recorded using the accrual basis of accounting whereby expenses are recognized as they are incurred and measurable based upon receipt of goods and services and/or the legal obligation to pay.

(h) Revenue Recognition

Taxation

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. Annual levies for non-optional municipal services and general administrative services are recorded as taxation for municipal purposes in the year they are levied. Taxes receivable are recognized net of an allowance for anticipated uncollectable amounts. Levies imposed by other taxing authorities are not included in the City's revenues.

Through the British Columbia Assessments' appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded.

User fees and other revenue

Charges for sewer and water usage are recorded as user fees and other revenue when the services are provided.

Government transfers

Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Government transfers are recorded as deferred revenue when transfer stipulations give rise to a liability and are recognized in the statement of operations as the stipulated liabilities are settled.

Development revenues

Receipts that are restricted by the legislation of senior governments or by agreement with external parties are a liability of the municipality and are reported as Restricted Revenues at the time they are received. When qualifying expenditures are incurred Restricted Revenues are brought into revenue as development revenue.

Investment income

Investment income is recorded on the accrual basis and recognized when earned. Investment income is allocated to various reserves and operating funds on a proportionate basis.

To the extent that financial instruments have no stated rate of return, investment income is recognized as it is received.

Contributed tangible capital assets

Subdivision developers are required to provide subdivision infrastructure such as streets, lighting, sidewalks, and drainage etc. Upon completion, these assets are turned over to the City. Contributed tangible capital assets are recorded at their estimated fair value at the time of contribution and are also recorded as revenue.

(i) Use of estimates/measurement uncertainty

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring use of management estimates relate to the useful lives of tangible capital assets, determination of employee future benefits, landfill closure and post closure obligations, the outcome of litigation and claims, and the percentage of completion of buildings and subdivision inspections. Actual results could differ from these estimates.

(j) Budget figures

The budget figures reported in the Consolidated Financial Statements represent the 2021 component of the Financial Plan Bylaw, No. 7727-2021, adopted by Council on May 11, 2021.

(k) Financial instruments

The City's financial instruments consist of cash and cash equivalents, portfolio investments, accounts receivable, recoverable local improvements, other assets, accounts payable and accrued liabilities, refundable performance deposits and debt. Unless otherwise indicated, it is management's opinion that the City is not exposed to any significant interest, credit or currency risks arising from these financial instruments.

(l) Cash and cash equivalents

Cash and cash equivalents are comprised of the amounts held in the City's bank accounts and investments with an original term to maturity of three months or less.

(m) Portfolio Investments

Investments with an original term to maturity of more than three months from the date of acquisition are reported as portfolio investments. Investments and pooled investments are reported using the cost method. Provisions for declines in the market value of investments are recorded when they are considered to be other than temporary. Declines in the market values of investments are considered to be other than temporary when the carrying value exceeds market value for more than three years.

(n) Basis of segmentation

Municipal services have been segmented by grouping services that have similar service objectives (by function). Revenues that are directly related to the costs of the function have been attributed to each segment. Interest expense is allocated to functions based on the purpose of specific borrowings.

(o) Employee future benefits

The City and its employees make contributions to the Municipal Pension Plan, and the employees accrue benefits under this plan based on service. The City's contributions are expensed as incurred. As this is a multi-employer plan, no liability is attributed to the City and no liability is recorded in the financial statements.

Sick leave benefits and retirement severance benefits are also available to the City's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The liabilities under these benefit plans are accrued based on projected benefits prorated as the employees render services necessary to earn the future benefits.

Notes to the Consolidated Financial Statements

For the year ended December 31, 2021

1. Cash and cash equivalents

Cash and cash equivalents as at December 31, 2021 were comprised as follows:

	<u>Dec 31, 2021</u>	<u>Dec 31, 2020</u>
Cash	\$ 108,452,634	\$ 120,961,876
Cash equivalents	<u>8,079,158</u>	<u>10,000,000</u>
	<u>\$ 116,531,792</u>	<u>\$ 130,961,876</u>

Cash equivalents were comprised of a pooled mortgage fund or term deposits held at Canadian banking institutions with an effective interest rates of **4.82%** (1.90% for 2020).

2. Portfolio Investments

Portfolio investments include Canadian bank notes, Guaranteed Investment Certificates and BC Credit Union term deposits with effective interest rates of 0.85% - 2.69%. A portion of the bank notes held have interest payments linked to the performance of a set of equities or a financial index without stated or certain interest rates. In 2021 gains were \$Nil (\$319,170 for 2020).

The carrying value of Portfolio Investments at December 31, 2021 was **\$150,882,727** (\$90,320,234 for 2020). The market value at December 31, 2021 was **\$151,802,777** (\$90,540,977 for 2020).

3. Accounts Receivable

	<u>2021</u>	<u>2020</u>
Property Taxes	\$ 5,594,269	\$ 6,824,750
Other Governments	3,178,097	1,394,155
General and Accrued Interest	4,257,060	4,320,952
Development Cost Charges	<u>3,395,482</u>	<u>2,660,826</u>
	16,424,908	15,200,683
Less: Allowance for Doubtful Accounts	<u>(186,896)</u>	<u>(168,099)</u>
	<u>\$ 16,238,012</u>	<u>\$ 15,032,584</u>

4. Recoverable Local Improvements

The City provides interim financing for certain geographically localized capital projects. It recovers these amounts from benefiting property owners. Interest rates are established at the outset of the process and are a function of borrowing rates at the time. Repayment is typically made over fifteen years.

5. Other Assets

Debt Reserve Fund:

The Municipal Finance Authority of British Columbia (MFA) provides capital financing for regional districts and their member municipalities. As part of each loan issuance, 1% of the gross debt proceeds are held back by the MFA to form the MFA's Debt Reserve Fund (DRF). The amounts in the DRF are held in trust for each borrower by the MFA, as protection against borrower default. Upon maturity of each debt issue, the DRF and any interest earned is discharged to the borrower. The City has estimated that there is only a remote possibility that these funds will not be recovered and therefore these funds have been included in Other Assets of **\$1,121,812** (\$814,397 for 2020).

6. Accounts Payable and Accrued Liabilities

	<u>2021</u>	<u>2020</u> (Restated-Note 24)
Accounts Payable:		
General	\$ 9,779,172	\$ 8,237,574
Other Governments	14,853,709	12,951,353
Salaries and Wages	<u>1,639,827</u>	<u>960,069</u>
	26,272,708	22,148,996
Accrued Liabilities:		
Landfill Liability	3,750,986	4,078,820
Vacation Pay	887,756	686,557
Other Employment Benefits	<u>1,124,066</u>	<u>1,133,523</u>
	5,762,808	5,898,900
	\$ 32,035,516	\$ 28,047,896

The City's Landfill closed in 1989 and legislation requires closure and post closure care of solid waste landfill sites. Closure is estimated to be completed in 2030 and includes final covering, landscaping, erosion control, leachate and gas management. Post closure requirements extend for 30 years beyond completion of the closure plan and includes inspection and maintenance of the final covering, ground water monitoring, gas management systems operations, inspections and annual reports.

The liability recognized in the consolidated financial statements is the present value of the expected future cash flows for the closure and post closure care activities and is subject to measurement uncertainty. The inflation rate used was 2.16% (2% for 2020) and the discount rate was 2.59% (2.43% for 2020). As at the Consolidated Financial Statement date the feasibility of a revised closure plan is being considered. Should a revised plan be approved by the provincial regulator, it is expected the liability will increase.

7. Contingencies and Commitments:

- (a) Where losses related to litigation are likely and can be reasonably estimated management accrues its best estimate of loss. These amounts are included in accounts payable and accrued liabilities.

There are various other claims by and against the City, the outcome of which cannot reasonably be estimated. Any ultimate settlements will be recorded in the year the settlements occur and are not expected to be material.

- (b) In 1998 the City entered into an agreement to purchase ice sheet time for five years commencing in 1999, with five five-year renewal options. In 2018, the agreement was renewed for an additional five-year period. The minimum annual payment due for the provision of ice time is \$706,000. Additional ice time is purchased separately. These payments are recorded as expenses when the ice time is provided.
- (c) The City is a shareholder and member of E-Comm Emergency Communications for British Columbia Incorporated ("E-Comm") whose services provided include: regional 9-1-1 call centre for the Greater Vancouver Regional District; Wide Area Radio network; dispatch operations; and records management. The city has 1 Class A share and 2 Class B shares (of a total of 36 Class A shares and 19 Class B shares issued and outstanding as of December 31, 2021).

As a class A shareholder, the City shares in both funding the future operations and capital obligations of E-Comm (in accordance with a cost sharing formula), including any lease obligations committed to by E-Comm up to the shareholder's withdrawal date.

8. Deferred Revenues

Deferred revenues held by the City were comprised as follows:

	December 31, 2020	Additions	Revenue earned	December 31, 2021
Property taxes	\$ 7,631,955	\$ 16,481,461	\$ 15,524,180	\$ 8,589,236
Connection Revenues	1,481,290	1,119,944	759,740	1,841,494
Other	6,173,153	5,441,923	3,980,106	7,634,970
	<u>\$ 15,286,398</u>	<u>\$ 23,043,328</u>	<u>\$ 20,264,026</u>	<u>\$ 18,065,700</u>

9. Restricted Revenues

Restricted revenues held by the City were comprised as follows:

	December 31, 2020	Collections/Interest	Disbursements	December 31, 2021
Development cost charges	\$ 15,030,851	\$ 8,825,955	\$ (2,779,710)	\$ 21,077,096
Parkland acquisition charges	2,071,971	124,020	-	2,195,991
Other	13,636,042	2,944,442	(1,770,458)	14,810,026
	<u>\$ 30,738,864</u>	<u>\$ 11,894,417</u>	<u>\$ (4,550,168)</u>	<u>\$ 38,083,113</u>

10. Employee Future Benefits

The City provides employee future benefits in the form of severance benefits and vested and non-vested sick leave to qualifying employees. These benefits are not separately funded.

Severance benefits are cash settlements paid to employees who cease their employment with the City after a specified period of time. Employees hired before February 11, 1999 qualify for five days pay per year of employment, provided they either work a minimum of 20 years with the City or retire as defined by the Public Sector Pension Plan Act. Full time employees hired after February 11, 1999 qualify for 20 days pay provided they work a minimum of 10 years with the City and retire as defined by the Public Sector Pension Plan Act.

The City permits regular employees to accumulate up to 18 days per year of service for future illnesses up to a maximum of 250 days. For certain qualifying employees a portion of this benefit vests; for the balance, this benefit does not vest and cannot be converted to any other type of benefit.

An actuarial valuation of these benefits was performed to determine the City's liability and accrued benefit obligation as at December 31, 2021. The valuation resulted in a cumulative unamortized actuarial loss of **\$64,200** at December 31, 2021, (cumulative unamortized gain of \$30,300 for 2020). Actuarial gains or losses are amortized over the expected average remaining service life of employees. The benefit liability at December 31, 2021 was **\$3,145,300**, (\$3,348,200 for 2020) comprised as follows:

	2021	2020
Accrued benefit obligation, beginning of year	\$ 3,317,900	\$ 3,329,400
Add: Current service costs	200,400	172,200
Interest on accrued benefit obligation	49,100	96,800
Actuarial loss	82,300	574,800
Less: Benefits paid during the year	<u>(440,200)</u>	<u>(855,300)</u>
Accrued benefit obligation, end of year	3,209,500	3,317,900
 Add: Unamortized actuarial (loss)/gain	 <u>(64,200)</u>	 <u>30,300</u>
Accrued Benefit liability	<u>3,145,300</u>	<u>3,348,200</u>

10. Employee Future Benefits (cont'd)

Actuarial assumptions used to determine the City's accrued benefit obligation are as follows:

	<u>2021</u>	<u>2020</u>
Discount rate (long-term borrowing rate)	2.25 %	1.50 %
Expected future inflation rate	2.00 %	2.00 %
Merit and inflationary wage and salary increases averaging	2.73 %	2.59 %
Estimated average remaining service life of employees (years)	12.0	11.0

11. Debt

The City obtains debt instruments through the Municipal Finance Authority (MFA), pursuant to security issuing bylaws under authority of the Community Charter, to finance certain capital expenditures. Debt is reported net of Sinking Fund balances and interest expense is reported net of Sinking Fund earnings. During the year, the City's outstanding debt balance was reduced by a combination of direct principal payments and sinking fund earnings totaling **\$2,700,592** (\$2,614,854 for 2020). Interest payments for the year totalled **\$1,581,216** (\$1,220,765 for 2020).

The gross amount of debt less sinking fund installments and actuarial adjustments to date are as follows:

MFA Issue	Bylaw No.	Purpose	Rate	Due	Gross Debt	Cumulative Payments	2021 Debt Outstanding	2020 Debt Outstanding
93	6246	Downtown Civic Facilities	5.70%	2027	32,100,000	21,317,769	10,782,231	12,410,564
99	6246	Downtown Office Complex	5.00%	2026	16,300,000	11,048,247	5,251,753	6,207,226
121	6560	Animal Shelter	2.90%	2027	625,000	333,508	291,492	334,621
121	6559	Cemetery Expansion	2.90%	2037	1,520,000	389,978	1,130,022	1,180,454
121	6679	Cemetery Expansion	2.90%	2037	700,000	179,595	520,405	543,630
153	6558	Fire Hall #4	2.41%	2031	6,000,000	-	6,000,000	-
153	7370	Leisure Ctr. Reno	2.41%	2046	3,500,000	-	3,500,000	-
153	7371	Synthetic Field	2.41%	2046	7,000,000	-	7,000,000	-
153	7372	Albion Community Ctr.	2.41%	2046	8,500,000	-	8,500,000	-
153	7374	Hammond Community Ctr.	2.41%	2046	2,000,000	-	2,000,000	-
153	7376	MRSS Track Facility	2.41%	2046	2,000,000	-	2,000,000	-
					<u>80,245,000</u>	<u>33,269,097</u>	<u>46,975,903</u>	<u>20,676,495</u>

The following debenture debt amounts plus projected Sinking Fund earnings are payable over the next five years and thereafter are as follows:

	<u>Debt Payments</u>
2022	\$ 3,543,365
2023	3,590,639
2024	3,639,248
2025	3,689,229
2026	3,740,622
Thereafter	19,159,180
Sinking Fund earnings	<u>9,613,620</u>
	<u>\$ 46,975,903</u>

The City has the following authorized but unissued financing available as at December 31, 2021:

<u>L/A Bylaw</u>	<u>L/A Amount</u>	<u>L/A Bylaw</u>	<u>L/A Amount</u>
#6560	\$ 275,000	#6679	\$ 1,100,000
#7373	1,000,000	#7374	500,000
#7375	1,000,000	#7376	500,000
#7377	23,500,000		
Total		\$ <u>27,875,000</u>	

12. Tangible Capital Assets

		Net book value	
		2021	2020
Land	\$	287,303,392	\$ 271,742,707
Buildings		85,896,611	77,357,035
Transportation network		216,622,442	216,737,333
Storm sewer system		222,817,744	222,065,866
Fleet and equipment		20,263,737	17,771,496
Technology		6,217,561	6,516,919
Water system		136,157,705	134,784,335
Sanitary sewer system		141,032,148	138,719,265
Other		38,013,710	36,752,632
	\$	<u>1,154,325,050</u>	\$ <u>1,122,447,588</u>

For additional information, see the Schedule of Tangible Capital Assets (Schedule 1)

During the year there were no write-downs of assets (2020 - \$Nil). In addition, the fair value of roads and related infrastructure, underground networks and land contributed to the City totaled **\$16,435,062** (\$21,023,012 for 2020) and was capitalized and recorded as revenue at the time of recognition.

Natural assets, works of art, artifacts, cultural and historic assets are not recorded as assets in these financial statements. The City controls various works of art and historical treasures including artifacts, paintings, sculptures and mosaics located at City sites and public display areas.

13. Undeveloped Land Bank

The City owns property in various areas identified for future growth in the Official Community Plan. These properties are not currently used in the provision of service to the citizens of Maple Ridge. The properties represent a strategic, non-renewable resource available for the advancement of Council's strategic plan.

14. Accumulated Surplus

Accumulated Surplus is comprised of operating surpluses and equity in tangible capital assets held in the general, sewer and water funds as well as reserves. Accumulated surplus for 2021 is **\$1,292,740,765** (\$1,259,078,406 for 2020) and is distributed as follows:

		2021	2020
Operating surplus	General	\$ 8,563,194	\$ 6,662,021
	Sewer	5,966,930	6,270,330
	Water	<u>13,707,170</u>	<u>16,656,631</u>
		28,237,294	29,588,982
Equity in the capital funds	General	842,930,177	822,245,719
	Sewer	142,398,327	139,718,499
	Water	<u>139,437,695</u>	<u>138,119,026</u>
		1,124,766,199	1,100,083,244
Reserves	Funds	44,524,272	37,237,663
	Accounts	<u>95,213,000</u>	<u>92,168,517</u>
		139,737,272	129,406,180
Accumulated Surplus		<u>\$ 1,292,740,765</u>	<u>\$ 1,259,078,406</u>

15. Reserves

	December 31, 2020	Interest Allocated	Contributions/ Transfers	Use of Reserves	December 31, 2021
Reserve Funds					
Local Improvement	\$ 2,661,126	\$ 8,621	\$ -	\$ -	\$ 2,669,747
Equipment Replacement	18,496,667	101,465	3,445,707	(2,460,568)	19,583,271
Capital Works	10,565,706	57,966	5,552,549	-	16,176,221
Fire Department Capital Acquisition	3,546,671	17,449	1,927,755	(1,397,173)	4,094,702
Sanitary Sewer	1,198,573	7,169	21,462	-	1,227,204
Land	768,920	4,207	-	-	773,127
Total Reserve Funds	37,237,663	196,877	10,947,473	(3,857,741)	44,524,272
Reserve Accounts					
Specific Projects - Capital	15,969,700	-	927,402	(3,097,341)	13,799,761
Specific Projects - Operating	11,258,271	-	5,781,447	(7,192,834)	9,846,884
Self Insurance	734,261	3,287	45,000	(128,739)	653,809
Police Services	12,830,122	70,089	1,527,275	(4,680,522)	9,746,964
Fire Services	-	-	485,230	-	485,230
Core Development	2,812,203	13,139	5,749,667	(6,850,837)	1,724,172
Recycling	3,926,764	21,705	269,848	(111,423)	4,106,894
Community Safety Initiatives	906,857	-	-	(134,111)	772,746
Building Inspections	3,549,607	19,423	-	-	3,569,030
Gravel Extraction	891,383	4,982	19,992	(3,500)	912,857
Community Works (Gas Tax)	717,813	4,313	616,463	(372,013)	966,576
Facility Maintenance	120,587	4,039	2,125,000	(1,801,482)	448,144
Snow Removal	850,061	-	-	-	850,061
Park & Recreation Improvements	4,738,602	-	2,394,214	(1,822,795)	5,310,021
Cemetery Maintenance	164,517	-	92,323	-	256,840
Infrastructure Sustainability (Town Centre Bldgs)	6,280	-	762,211	(768,491)	-
Infrastructure Sustainability (Roads)	5,433,724	31,552	3,792,315	(3,842,173)	5,415,418
Infrastructure Sustainability (Drainage)	2,721,578	16,963	942,692	(339,640)	3,341,593
Drainage Improvements	4,214,589	27,578	2,000,239	(444,534)	5,797,872
Gaming Revenues	2,030,682	-	780,946	(558,132)	2,253,496
Self Insurance (Sewer)	165,436	-	6,504	-	171,940
Self Insurance (Water)	145,748	-	6,504	-	152,252
Specific Projects (Sewer)	10,116,388	-	5,310,469	(3,664,754)	11,762,103
Specific Projects (Water)	7,863,344	-	8,560,325	(3,555,332)	12,868,337
Total Reserve Accounts	92,168,517	217,070	42,196,066	(39,368,653)	95,213,000
Total Reserves	\$ 129,406,180	413,947	53,143,539	(43,226,394)	139,737,272

16. Property Tax Levies

In addition to its own tax levies, the City is required to collect taxes on behalf of various other taxing authorities. These include the provincial government for local school taxes, incorporated dyking districts located within the City and organizations providing regional services in which the City has become a member. Taxes levied for other agencies are not included in City revenues. Total tax levies were comprised as follows:

	2021	2021 Budget	2020
Municipal Tax Levies	\$ 99,296,699	\$ 99,130,772	\$ 94,914,905
Levies for other authorities			
School taxes	42,974,954	42,992,343	35,174,508
TransLink	8,277,785	8,280,503	7,617,871
British Columbia Assessment	1,259,526	1,259,644	1,210,627
Metro Vancouver Regional District	1,693,254	1,693,750	1,476,913
Dyking Districts	744,042	744,042	730,556
Municipal Finance Authority	6,003	6,005	5,644
Total Collections for Others	54,955,564	54,976,287	46,216,119
Total Tax Levies	\$ 154,252,263	\$ 154,107,059	\$ 141,131,024

17. Government Transfers

Government transfers recognized as revenues during the year were comprised of the following:

	2021			2020
	Capital	Operating	Total	Total
Federal Gov't	\$ 1,069,155	\$ 628,463	\$ 1,697,618	\$ 918,996
Provincial Gov't	355,064	2,163,197	2,518,261	8,204,151
TransLink	882,409	1,677,278	2,559,687	1,838,502
Other	25,564	2,000	27,564	43,324
Total	<u>\$ 2,332,192</u>	<u>\$ 4,470,938</u>	<u>\$ 6,803,130</u>	<u>\$ 11,004,973</u>

18. Trust Funds

Certain assets have been conveyed or assigned to the City to be administered as directed by an agreement or statute. The City holds the assets for the benefit of, and stands in a fiduciary relationship, to the beneficiary. The following trusts are excluded from the City's consolidated financial statements:

	Balance Dec 31, 2020	Interest Earned	Receipts	Disbursements	Balance Dec 31, 2021
Latecomer Fees	\$ 15,234	\$ -	\$ 161,803	\$ 177,037	\$ -
Cemetery Perpetual Care	1,335,821	13,433	74,961	13,433	1,410,782
Election Surplus	8,642	48	-	-	8,690
Metro Vancouver Sewer & Drainage District	733,732	-	2,441,899	953,565	2,222,066
TransLink	220,075	-	1,311,665	612,292	919,448
Road 13 Dyking District	1,443,905	-	173,639	196,564	1,420,980
Albion Dyking District	2,109,753	-	300,468	8,736	2,401,485
	<u>\$ 5,867,162</u>	<u>\$ 13,481</u>	<u>\$ 4,464,435</u>	<u>\$ 1,961,627</u>	<u>\$ 8,383,451</u>

19. Expenses and Expenditures by Object

	Operations	Capital Acquisitions	2021 Total	2021 Budget	2020 Total
Goods and services	\$ 70,531,201	\$ 40,189,670	\$ 110,720,871	\$ 267,807,617	\$ 114,417,344
Wages and salaries	50,488,315	819,944	51,308,259	54,630,845	45,198,372
Interest	1,630,317	-	1,630,317	2,300,942	1,317,565
Total	122,649,833	41,009,614	163,659,447	324,739,404	160,933,281
Amortization expenses	23,863,066	-	23,863,066	24,037,321	23,641,391
Contributed tangible capital assets	-	16,435,062	16,435,062	20,000,000	21,023,012
Total Expenses and Expenditures	<u>\$ 146,512,899</u>	<u>\$ 57,444,676</u>	<u>\$ 203,957,575</u>	<u>\$ 368,776,725</u>	<u>\$ 205,597,684</u>

20. Budget

Budget amounts represent the Financial Plan Bylaw adopted by Council on May 11, 2021. The Financial Plan anticipated use of surpluses accumulated in previous years to balance against current year expenditures in excess of current year revenues.

The following shows the reconciliation of the amounts presented on the financial statements to the approved budget:

Revenue	
Taxation	\$ 99,130,772
User fees and other revenue	49,956,147
Other	49,984,737
Contributed subdivision infrastructure	<u>20,000,000</u>
Total Revenue	<u>219,071,656</u>
Expenses	
Protective services	47,815,543
Transportation services	26,742,409
Recreation and cultural	26,535,488
Water utility	18,004,850
Sewer utility	14,930,985
General Government	22,083,435
Planning, public health and other	<u>7,867,485</u>
Total expenses	<u>163,980,195</u>
Annual Surplus	<u>\$ 55,091,461</u>
Less:	
Capital expenditures	204,796,530
Debt repayment	3,304,398
Add:	
Interfund transfers	77,580,142
Amortization	24,037,321
Borrowing proceeds	<u>51,392,004</u>
Financial Plan Bylaw	<u>\$ -</u>

21. Contractual Rights

There are a number of development projects in progress throughout the City where there is a requirement for the developer to provide infrastructure to the City, such as roads, sewers, sidewalks and street lighting. The estimated fair value of the infrastructure is recognized as "contributed tangible capital assets" revenue in these consolidated financial statements when the City accepts responsibility for the infrastructure. Estimated fair value is determined at the time the assets are recognized.

22. Municipal Pension Plan

The City of Maple Ridge and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31 2020, the plan has about 220,000 active members and approximately 112,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as of December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The City of Maple Ridge paid **\$3,848,908** (2020 \$3,672,047) for employer contributions while employees contributed **\$3,218,889** (2020 \$3,087,136) to the plan in fiscal 2021.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

23. Segmented Information

The City is a diversified municipal government entity in the province of British Columbia that provides a wide range of services to its citizens. Municipal services have been segmented by grouping activities that have similar service objectives (by function) and separately disclosed in the segment report. Where certain activities cannot be attributed to a specific segment they have been reported as unallocated. The segments and the services they provide are as follows:

Protective Services

Protective Services is comprised of the Ridge Meadows RCMP detachment, the Maple Ridge Fire Department, bylaw enforcement, inspection services and emergency services. Services provided by the segment are focused on protecting the citizens of Maple Ridge.

Transportation Services

Transportation Services is comprised of Engineering, Operations, Drainage and Roads. Services provided by the segment include the construction and maintenance of transportation related infrastructure.

Recreation and Cultural

Recreation and cultural services provides library services, access to recreation facilities and maintains and operates City parks.

Water Utility

The Water Utility, in conjunction with Metro Vancouver, provides safe, clean, reliable water to the residents and businesses of the City of Maple Ridge.

Sewer Utility

The Sewer Utility collects waste water and transports it to treatment plants operated by Metro Vancouver in addition to maintaining the sanitary sewer infrastructure.

23. Segmented Information (cont'd)

General Government

General Government provides administrative, legislative and support services for the City. Functions include financial planning and reporting, information technology, economic development and communications. Commercial operations are also included in this segment.

Planning, Public Health and Other

This segment is comprised of Planning, Recycling, Cemetery and Social Planning. Activities include land use guidelines, development of the City's official community plan, management of the recycling contract and improving the social well-being of the community.

Unallocated

Unallocated includes revenues that cannot be directly attributed to the activities of an identified functional segment.

24. Prior Period Adjustment

The City contracts its policing services to the Royal Canadian Mounted Police (RCMP). Over the past several years, the RCMP has been engaged with its members in the formation of their first collective agreement, which was ratified in August 2021. The newly formed collective agreement provides for retroactive pay to members for services starting in 2017. The City has not previously accrued for retroactive pay during the negotiations.

As the liability for retroactive pay is linked to the timing of service provision, the City has retroactively adjusted the Consolidated Financial Statements to reflect estimated prior year costs related to the new collective agreement.

The prior year comparative figures have been adjusted as follows:

	<u>Previously Reported</u>	<u>Increase (Decrease)</u>	<u>Restated</u>
Accumulated surplus - beginning of year	\$1,209,359,166	\$(2,482,649)	\$1,206,876,517
Accounts payable	23,613,524	4,434,372	28,047,896
Net financial assets	124,223,492	(4,434,372)	119,789,120
Expenses	134,535,402	1,951,723	136,487,125
Accumulated surplus - end of year	1,263,512,778	(4,434,372)	1,259,078,406

Segment Report

Consolidated Report of Segmented Revenue and Expenses

For the year ended December 31, 2021

	Protective Services	Transportation Services	Recreation and Cultural	Water Utility	Sewer Utility
Revenue					
Tax revenue	\$ -	\$ -	\$ -	\$ 143,675	\$ 988,855
Other revenues	5,973,439	509,180	2,035,266	20,448,105	14,109,201
Government transfers	1,634,867	3,189,959	1,031,558	-	499,593
Development revenue	2,998	1,676,683	1,949,106	139,031	940,634
Interest and investment income	-	-	-	-	-
Gaming Revenues					
Asset disposal gain(loss)	(4,723)	(877,632)	38,847	(184,408)	(535,309)
Contributed infrastructure	-	8,361,722	6,218,900	677,688	1,176,752
Total Revenue	7,606,581	12,859,912	11,273,677	21,224,091	17,179,726
Expenses					
Operating:					
Goods and services	23,292,538	4,551,798	9,578,753	12,276,298	10,018,700
Labour	19,432,264	6,349,505	8,155,771	1,734,338	610,128
Debt Servicing	108,964	-	948,472	-	-
Sub total	42,833,766	10,901,303	18,682,996	14,010,636	10,628,828
Amortization	2,216,076	11,897,416	2,580,227	2,746,906	2,766,521
Total Expenses	45,049,842	22,798,719	21,263,223	16,757,542	13,395,349
Excess (deficiency) of revenue over expenses	\$ (37,443,261)	\$ (9,938,807)	\$ (9,989,546)	\$ 4,466,549	\$ 3,784,377

General Government	Commercial Tower	Planning Public Health & Other	Unallocated	Total 2021 Actual	Total Budget	Total 2020 Actual Restated - Note 24
\$ -	\$ -	\$ 2,388,360	\$ 95,775,809	\$ 99,296,699	\$ 99,130,772	\$ 94,914,905
2,225,402	1,935,457	3,261,150	-	50,497,200	49,956,147	45,433,301
423,753	-	23,400	-	6,803,130	13,873,679	11,004,973
296,294	-	11,277	-	5,016,023	33,683,054	13,801,911
-	-	-	2,411,236	2,411,236	2,428,004	5,286,485
			780,946	780,946	-	323,738
(1,553)	-	(260)	500,000	(1,065,038)	-	(3,099,311)
-	-	-	-	16,435,062	20,000,000	21,023,012
2,943,896	1,935,457	5,683,927	99,467,991	180,175,258	219,071,656	188,689,014
6,156,531	754,626	3,901,957	-	70,531,201	83,011,087	67,122,046
11,209,220	-	2,997,089	-	50,488,315	54,630,845	44,406,123
125,976	403,052	43,853	-	1,630,317	2,300,942	1,317,565
17,491,727	1,157,678	6,942,899	-	122,649,833	139,942,874	112,845,734
1,425,292	-	230,628	-	23,863,066	24,037,321	23,641,391
18,917,019	1,157,678	7,173,527	-	146,512,899	163,980,195	136,487,125
\$ (15,973,123)	\$ 777,779	\$ (1,489,600)	\$ 99,467,991	\$ 33,662,359	\$ 55,091,461	\$ 52,201,889

Schedule of Tangible Capital Assets

For the year ended December 31, 2021

	Land ²	Building	Transportation Network	Storm System
Historical Cost ¹				
Opening cost	\$ 271,742,707	\$ 133,225,678	\$ 351,884,173	\$ 295,595,030
Additions	15,560,685	11,428,597	7,377,235	5,340,913
Disposals	-	(187,754)	(2,362,402)	(704,494)
	287,303,392	144,466,521	356,899,006	300,231,449
Accumulated Amortization				
Opening balance	-	55,868,643	135,146,840	73,529,164
Amortization expense	-	2,881,585	7,113,536	4,068,653
Effect of disposals	-	(180,318)	(1,983,812)	(184,112)
	-	58,569,910	140,276,564	77,413,705
Net Book Value as at December 31, 2021	<u>\$ 287,303,392</u>	<u>\$ 85,896,611</u>	<u>\$ 216,622,442</u>	<u>\$ 222,817,744</u>
Net Book Value as at December 31, 2020	\$ 271,742,707	\$ 77,357,035	\$ 216,737,333	\$ 222,065,866

¹ Historical cost includes work in progress at December 31, 2021 of **\$31,977,067** (\$20,064,975 for 2020) comprised of: Land \$614,988 (\$631,732 for 2020); Buildings \$20,275,525 (\$10,259,878 for 2020); Transportation network \$876,825 (\$806,550 for 2020); Storm system \$24,641 (\$180,344 for 2020); Fleet and equipment \$430,962 (\$169,640 for 2020); Technology \$177,218 (\$416,509 for 2020); Water system \$1,960,180 (\$2,383,718 for 2020); Sanitary system \$6,697,799 (\$5,039,278 for 2020); and Other \$918,930 (\$177,325 for 2020). Work in progress is not amortized.

² Additions to land are net of \$-Nil (\$-Nil for 2020) of land reclassified to inventory available for sale.

³ "Other" at net book value includes Furniture and Fixtures at \$967,734 (\$1,091,973 for 2020) and Structures at \$37,045,974 (\$35,660,657 for 2020)

Fleet and Equipment	Technology	Water System	Sanitary System	Other³	Total
\$ 33,722,110	\$ 15,227,025	\$ 176,010,509	\$ 192,366,192	\$ 54,919,553	\$ 1,524,692,977
4,454,888	879,355	4,135,138	5,629,791	2,638,074	57,444,676
<u>(473,485)</u>	<u>(125,666)</u>	<u>(325,140)</u>	<u>(1,138,525)</u>	<u>(272,469)</u>	<u>(5,589,935)</u>
37,703,513	15,980,714	179,820,507	196,857,458	57,285,158	1,576,547,718
15,950,614	8,710,106	41,226,174	53,646,927	18,166,921	402,245,389
1,922,056	1,176,648	2,577,358	2,756,068	1,367,162	23,863,066
<u>(432,894)</u>	<u>(123,601)</u>	<u>(140,730)</u>	<u>(577,685)</u>	<u>(262,635)</u>	<u>(3,885,787)</u>
<u>17,439,776</u>	<u>9,763,153</u>	<u>43,662,802</u>	<u>55,825,310</u>	<u>19,271,448</u>	<u>422,222,668</u>
<u>\$ 20,263,737</u>	<u>\$ 6,217,561</u>	<u>\$ 136,157,705</u>	<u>\$ 141,032,148</u>	<u>\$ 38,013,710</u>	<u>\$ 1,154,325,050</u>
\$ 17,771,496	\$ 6,516,919	\$ 134,784,335	\$ 138,719,265	\$ 36,752,632	\$ 1,122,447,588

Schedule 2

Schedule for BC Safe Restart Grant
For the year ended December 31, 2021
(unaudited)

Grant Received	
Balance of BC Safe Restart Grant	\$ 2,286,400
Application of Grant	
Lost revenue*	1,151,287
Operational adaptations**	<u>969,500</u>
Total Application	\$ <u>2,120,787</u>
Balance Remaining	\$ <u>165,613</u>

* Lost revenues are comprised of revenue shortfalls associated with the closure of City Recreation facilities

**Operational adaptations are comprised of expenditures incurred to facilitate remote work and meeting attendance for staff and Council, the installation of physical barriers in the workplace, increased cleaning and various other incremental costs.

City of Maple Ridge

Audit findings report to the Mayor and Council
for the year ended December 31, 2021

START

BDO

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To the Mayor and Council of City of Maple Ridge

We are pleased to provide you with the results of our audit of City of Maple Ridge's (the "City") consolidated financial statements for the year ended December 31, 2021.

The enclosed final report includes our approach to your audit, including: significant risks identified and the nature, extent, and results of our audit work. We also report any significant internal control deficiencies identified during our audit and reconfirm our independence.

During the course of our audit, management made certain representations to us—in discussions and in writing. We documented these representations in the audit working papers.

The business environment has changed for us all during the time of COVID-19. Cash flow, strategy, operations: each has received a rethink. As your auditors, we have relied on our digital audit suite to stay connected—among ourselves, with management, and with you.

This report has been prepared solely for the use of the City's Mayor and Council and others within the organization, and should not be distributed without our prior consent. Consequently, we accept no responsibility to a third party that uses this communication.

We look forward to discussing our audit conclusions with you. In the meantime, please feel free to contact us if you have any questions or concerns.

Yours truly,

BDO Canada LLP

BDO Canada LLP



For the year ended December 31, 2021

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Audit at a glance

Status of the Audit

We have substantially completed our audit of the consolidated financial statements for the year ended December 31, 2021.

We conducted our audit in accordance with Canadian generally accepted auditing standards. The objective of our audit was to obtain reasonable, not absolute, assurance about whether the consolidated financial statements are free from material misstatement.

Please refer to the draft consolidated financial statement package for a copy of our draft independent auditor's report.

Independence & Professional Ethics

Our Independence Letter is included in [Appendix 5](#).

We have complied with relevant ethical requirements and confirm that we are independent with respect to the City within the meaning of the Code of Professional Conduct of the Chartered Professional Accountants of British Columbia.

Scope of our Work

The scope of the work performed was substantially the same as that described in our Planning Report to the Mayor and Council.

As communicated to you in our Planning Report, preliminary materiality for all items other than infrastructure was set at \$3.2m and materiality for infrastructure was set at \$22.5m. These levels are based on expenses and tangible capital assets, respectively, and were based on the prior year results with consideration for the current year's planned results.

Final materiality for all items other than infrastructure has been revised to \$3m, and materiality for infrastructure has been revised to \$23m.

Auditor's Responsibility With Respect To Fraud

Our responsibilities with respect to fraud were communicated in our Planning Report to the Mayor and Council.

We are not aware of any fraud affecting the City. If you have become aware of changes to processes or are aware of any instances of actual, suspected, or alleged fraud since our discussions held at planning, please let us know.

For the year ended December 31, 2021





Audit findings

As part of our ongoing communications with you, we are required to have a discussion on our views about significant qualitative aspects of the City's accounting practices, including accounting policies, accounting estimates and consolidated financial statements disclosures. We look forward to exploring these topics in depth and answering your questions. A summary of the key discussion points are below:

Financial statement areas	Risks noted	Audit findings
Risk of Fraudulent Revenue Recognition <i>[Rebuttable presumption]</i>	Auditing standards require us to consider the risk of fraudulent revenue recognition, due to the nature of the City's revenue, we have rebutted this presumption.	Grant funding received was confirmed through a review of agreements. We also ensured the revenue is recorded accurately in accordance with the settlement of any stipulations.
Recognition of Grant & Government Transfer Revenue	Nevertheless, accounting standards relating to grant and government transfer revenue recognition are complex and open to variation in application. There is a risk that grants or revenue derived from other government transfers may be incorrectly deferred into future periods or recognized prior to stipulations being met.	We reviewed the deferred revenue balances by examining supporting documentation and validate the accounting treatment. Other revenues streams also contain revenue recognition issues which we reviewed in with the context of the relevant revenue recognition standards. All audit testing was performed in this area as planned with no issues to report.
Management Override of Internal Controls <i>[Mandatory audit consideration]</i>	Management is generally in a unique position to perpetrate fraud because of its ability to directly or indirectly manipulate accounting records, and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. This risk is not unique to the City.	We reviewed transactions recorded in the various ledgers for unusual or non-recurring adjustments not addressed by other audit procedures. We reviewed the controls relating to processing of journal entries and examined a sample of journal entries subject to risk. All audit testing was performed in this area as planned with no issues to report where controls were overridden.



Internal control matters



We are required to report to you in writing about any significant deficiencies in internal control that we have identified during the audit.

A significant deficiency is defined as a deficiency or combination of deficiencies in internal control that merits the attention of those charged with governance.

The audit expresses an opinion on the City's consolidated financial statements. As a result, it does not cover every aspect of internal controls—only those relevant to preparing the consolidated financial statements and designing appropriate audit procedures. This work was not for the purpose of expressing an opinion on the effectiveness of internal control.

No control deficiencies were noted that, in our opinion, are of significant importance to discuss.

During the audit, we performed the following procedures regarding the City's internal control environment:

- ▶ Documented operating systems to assess the design and implementation of control activities that were relevant to the audit.
- ▶ Discussed and considered potential audit risks with management.

We considered the results of these procedures in determining the extent and nature of audit testing required.

Management Letter

Please refer to [redacted] for observations we have made during the course of our audit, as well as best practice recommendations relating to these matters.

Audit differences

Unadjusted difference

	Increase (Decrease) - in \$			
	Assets	Liabilities	Opening Accumulated Surplus	Annual Surplus
To reflect developer contributed tangible capital assets that the City obtained control over during November-December 2020 as additions to the prior year (2020) accumulated surplus, instead of the current year (2021) annual surplus.				
<i>Dr. Developer contributed asset revenue</i> <i>Cr. Opening accumulated surplus</i>			2,800,000	(2,800,000)
Effect of prior year's reversing errors	-	-	-	-
Total unadjusted differences	-	-	\$2,800,000	(\$2,800,000)

Adjusted difference

During the year, a new collective bargaining agreement was finalized between The National Police Federation and The Royal Canadian Mounted Police. This agreement included provisions to retroactively increase pay rates for members of the RCMP between 2017 and 2021, and as a result, costs to the City for policing services provided in this time period increased. The RCMP had issued guidance in previous years that would have enabled a reasonable estimate (for accounting purposes) of these costs to have been made. Given that the services had been provided in each of these previous years, accounting standards require an estimate to have been made for the cost increases, and an accrued liability then be recognized in each prior accounting period.

Management has recorded an adjustment to reflect the amount of the cost increase pertaining to years prior to 2021 (approximately \$4.4m) as an adjustment to the opening accumulated surplus for each of the years ended December 31, 2021 and 2020. Please refer to Note 24 in the draft consolidated financial statements for a full summary of the impact of this adjustment on the consolidated financial statements.



How we audit financial statements

IDENTIFY AND ASSESS RISK

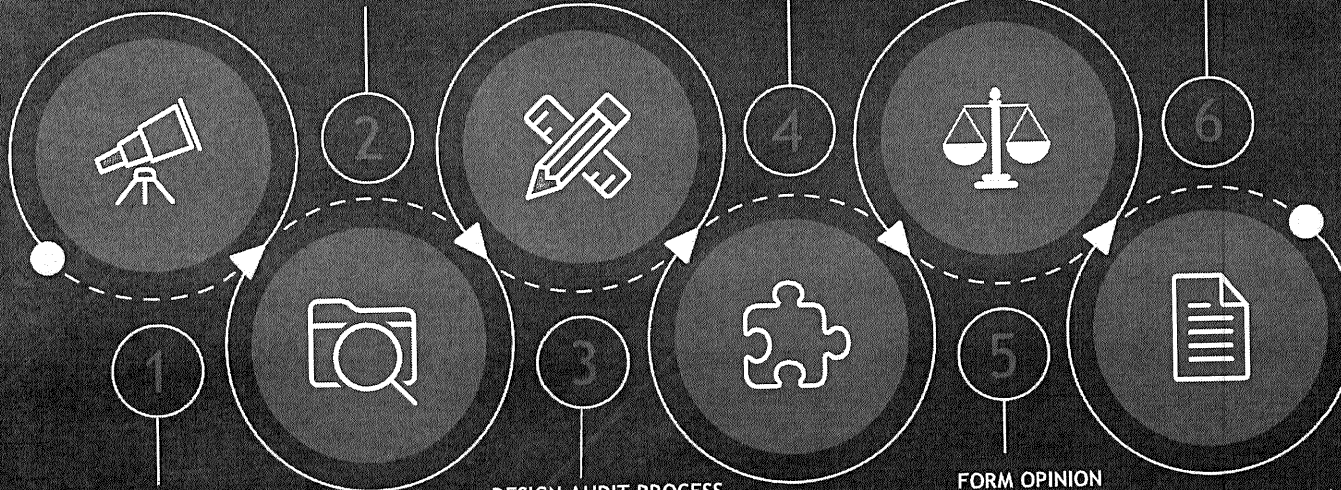
Focus on those areas of financial statements that contain potential material misstatements as a consequence of the risks you face

OBTAIN AUDIT EVIDENCE

Perform audit procedures while maintaining appropriate degree of professional skepticism, to conclude whether or not the financial statements are presented fairly

REPORT

Communicate our opinion and details of matters on which we are required to report



SCOPING

Complete a preliminary review to plan the audit, determine the materiality level, and define the audit scope

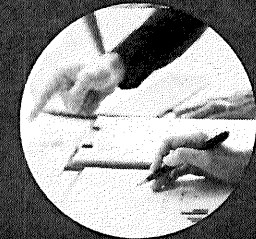
DESIGN AUDIT PROCESS

Design an appropriate audit strategy to obtain sufficient assurance and enable us to report on the financial statements

FORM OPINION

Evaluate whether we have enough evidence to conclude that the financial statements are free from material misstatement, and consider the effect of any potential misstatements found

New Standard for Audit Quality



ISQM 1

The quality of an audit depends not only on the people conducting it—but also on the systems underpinning it. These new rules up the ante for your audit quality.

[SEE THE STANDARD](#)



Your audit: Client-centricity in action

The cornerstone of each audit engagement is how we deliver our services.

Our firm is deliberately structured to allow one partner to every six staff members. This means easy access to senior staff and the lead partner throughout your audit, as well as a quick turnaround on any questions. It also helps our team gain a better understanding of your organization.

Our audit process differs from the typical audit in our use of in-field reviews, subject to COVID-19 safety protocols. The benefit of these in-field reviews is that final decision-makers are on site ensuring issues are resolved and files closed quickly.

We offer clients the full-service expertise of a national firm. Even more: As part of the global BDO network, we provide seamless and consistent cross-border services to clients with global needs. Yet we maintain a local community focus. The comprehensive range of services we deliver is complemented by a deep industry knowledge gained from nearly 100 years of working within local communities.

OUR AUDIT APPROACH SUPPORTS

CONSISTENCY

Drives consistency and quality in audit execution throughout BDO, enabling us to be responsive to your size and location needs, providing access to the latest technology solutions

CUSTOMIZATION

Providing sufficient flexibility to allow us to customize the scope of our work to meet your organizational needs, risk profile and changes

A DIGITAL APPROACH

We promote a paperless audit where we perform and document our audit and exchange information with you and your team using technology

EXCEPTIONAL DELIVERY

Using our highly trained teams, supported by state-of-the-art technologies and underpinned by an exceptionally intuitive audit methodology, to enable timely and efficient delivery of your audit

COMPLIANCE

Our audit approach and related technologies ensure compliance with Canadian Auditing Standards (CASs)

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Appendices

- ▶ [Appendix A: Management Letter Point](#)
- ▶ [Appendix B: Independence Letter](#)
- ▶ [Appendix C: Representation letter](#)



Appendix A: Management Letter Point

Current Year Recommendations

We have not raised any new recommendations in the current year.

Update on Prior Year Recommendations

Records and Financial Management Software

We previously commented on two elements of City's information systems: tangible capital asset record keeping and document management. We had observed that the City's enterprise resource planning system ("ERP") is at the end of its useful life, and that this is impacting the City's ability to maintain complete and timely tangible capital asset records. We had recommended that the City begin investigating options to replace the current ERP system and consider a dedicated system for the management and planning of the City's infrastructure. We also recommended that the City consider incorporating a digital document storage solution alongside or within any new system implementation in order to reduce reliance on paper-based processes and storage.

In response, management previously noted the City's long-term capital program includes a provision to replace the City's financials systems in the near future, and that these recommendations will be considered within the scope of that plan.

We have not identified any further recommendations in relation to this matter throughout the course of the current year's audit engagement, but continue to emphasize the importance of this matter.

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Appendix B: Independence Letter



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BDO Canada LLP
1100 Royal Centre
1055 West Georgia Street
Vancouver, British Columbia
V6E 3P3

April 13, 2022

To the Mayor and Council
The City of Maple Ridge

Dear Mayor and Council:

We have been engaged to audit the consolidated financial statements of The City of Maple Ridge (the "City") for the year ended December 31, 2021.

Canadian generally accepted auditing standards require that we communicate at least annually with you regarding all relationships between the City and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the appropriate provincial institute/order and applicable legislation, covering such matters as:

- Holding a financial interest, either directly or indirectly in a client;
- Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- Economic dependence on a client; and
- Provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters arising since April 27, 2021, the date of our last letter.

We are not aware of any relationships between the City and our Firm that, in our professional judgment may reasonably be thought to bear on independence that have occurred from April 27, 2021, to the date of this letter.

We hereby confirm that we are independent with respect to the City within the meaning of the Code of Professional Conduct of the Chartered Professional Accountants of British Columbia as of the date of this letter.

This letter is intended solely for the use of the Mayor and Council, management and those charged with governance within the City and should not be used for any other purpose.

Yours truly,

BDO Canada LLP

Chartered Professional Accountants



Appendix B: Representation letter

For the year ended December 31, 2022

City of Maple Ridge
11995 Haney Place
Maple Ridge, BC, V2X 6A9

[REPORT DATE]

BDO Canada LLP
Chartered Professional Accountants
1100 Royal Centre
1055 West Georgia Street
Vancouver, BC, V6E 3P3

This representation letter is provided in connection with your audit of the consolidated financial statements ("financial statements") of the City of Maple Ridge for the year ended December 31, 2021 for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Financial Statements

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated November 14, 2019, for the preparation of the financial statements in accordance with Canadian public sector accounting standards; in particular, the financial statements are fairly presented in accordance therewith.

- The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement and/or disclosure that are reasonable in accordance with Canadian public sector accounting standards.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian public sector accounting standards.
- All events subsequent to the date of the financial statements and for which Canadian public sector accounting standards require adjustment or disclosure have been adjusted or disclosed.
- The financial statements of the entity use appropriate accounting policies that have been properly disclosed and consistently applied.

Information Provided

- We have provided you with:
 - access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
 - additional information that you have requested from us for the purpose of the audit; and
 - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- We are responsible for the design, implementation and maintenance of internal controls to prevent, detect and correct fraud and error, and have communicated to you all deficiencies in internal control of which we are aware.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.

- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

Fraud and Error

- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others.

General Representations

- Where the value of any asset has been impaired, an appropriate provision has been made in the financial statements or has otherwise been disclosed to you.
- We have provided you with significant assumptions that in our opinion are reasonable and appropriately reflect our intent and ability to carry out specific courses of action on behalf of the entity when relevant to the use of fair value measurements or disclosures in the financial statements.
- We confirm that there are no derivatives or off-balance sheet financial instruments held at year end that have not been properly recorded or disclosed in the financial statements.
- Except as disclosed in the financial statements, there have been no changes to title, control over assets, liens or assets pledged as security for liabilities or collateral.
- The entity has complied with all provisions in its agreements related to debt and there were no defaults in principal or interest, or in the covenants and conditions contained in such agreements.
- There have been no plans or intentions that may materially affect the recognition, measurement, presentation or disclosure of assets and liabilities (actual and contingent).
- The nature of all material uncertainties have been appropriately measured and disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
- There were no direct contingencies or provisions (including those associated with guarantees or indemnification provisions), unusual contractual obligations nor any substantial commitments, whether oral or written, other than in the ordinary course of business, which would materially

affect the financial statements or financial position of the entity, except as disclosed in the financial statements.

Other Representations Where the Situation Exists

- We have informed you of all known actual or possible litigation and claims, whether or not they have been discussed with legal counsel. Since there are no actual, outstanding or possible litigation and claims, no disclosure is required in the financial statements.
- We will provide to you, when available and prior to issuance by the entity, the final version of the document(s) comprising the annual report.
- We have provided you all the relevant information in order to appropriately record and disclose the restatement made to correct a misstatement in the prior period financial statements that affect the comparative information. This restatement was for the accrual of retro pay for RCMP services.

Yours truly,

Scott Hartman, Chief Administrative Officer

Trevor Thompson, Director of Finance

Catherine Nolan, Corporate Controller

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Bylaw 7575-2019 Maple Ridge Fees & Charges Bylaw Amendments

MEETING DATE: May 3, 2022
FILE NO: 01-0110-01
MEETING: CoW

EXECUTIVE SUMMARY:

The Maple Ridge Fees and Charges Bylaw was adopted in 2020 to provide transparency and ease of access to costs for municipal services. Over time new schedules have been added as fees have been reviewed. Most recently, Development Application and Subdivision and Development Servicing fees were added to the Bylaw.

The proposed amendments add front counter Finance fees to the Bylaw, re-positions Parks, Recreation & Culture rates in line with market, adjusts language within Planning fees, and amend the Tree Protection and Management Bylaw to reference the new bylaw.

RECOMMENDATION:

That Maple Ridge Fees & Charges Amending Bylaw No. 7850-2022 be given first, second and third reading; and further

That Maple Ridge Tree Protection & Management Amending Bylaw No. 7851-2022 be given first, second and third reading.

DISCUSSION:

a) Background Context:

In 2020, the City of Maple Ridge adopted the Fees & Charges Bylaw to initiate the process of consolidating all municipal charges into a single bylaw. Since the original bylaw was adopted, schedules for Development Application and Subdivision & Development Servicing fees have been added.

The amendments proposed in this report seek to provide clarity on existing fees, incorporate a new schedule for General Administration fees, and update Parks, Recreation & Culture (PRC) admissions and rental fees. A comparison between current fees and proposed rates is provided in Attachment A.

Development Application Fees - Housekeeping

Council approved a new structure and rates for development applications in July 2021, coming into effect in September. After operating under the new structure for several months, Planning staff have proposed text amendments to clarify the purpose and application of new fees.

The most notable amendment is the multi-family rezoning fee which currently reads “per lot” and is proposed to be “per unit”. During development industry consultation on the new fee model last year,

per unit language was always utilized and has been applied since adoption of the fees without issue. The fee is commonly applied in this manner in other jurisdictions.

All proposed changes are provided in Table 1 with text removals in **red** and additions in **green**.

Table 1 - Development Application Fee Amendments

Current Verbiage	New Verbiage
Multi-Family – plus: Per Lot	Multi-Family – plus: Per Unit
Subdivision Extension Fee	Subdivision PRL Extension Fee
PRL Extension Fee	
Rezoning Extension at 1st and 3rd Reading	Rezoning Extension at Third Reading
Official Community Plan Extension at 1st and 3rd Reading	Official Community Plan Extension at Third Reading
Heritage Alteration Agreement	Heritage Conservation Restrictive Covenant
Landscape Inspection Request	Landscape Re-Inspection Request

To ensure transparency, the Tree Protection & Management Bylaw requires updating to reflect the consolidated bylaw. A proposed amendment to the Bylaw, as noted in Attachment C, updates the reference and public facing documentation.

Finance Miscellaneous Fees

The Revenue and Collections Department, also known as the Tax Counter, is a front-line department that liaises with the public on property tax and utility related issues and collects payment on behalf of City departments. In 2015, the department introduced a bylaw to formalize fees for record requests. In 2017, the bylaw was amended to include fees for Fire Department incident records. The attached bylaw amendment introduces the fees into the consolidated bylaw and aligns rates with the market.

Recommended increases are proposed based on a regional survey conducted in late 2021. New rates align with the average values found in the assessment, as noted in the tables of Appendix B. All current City rates are below average for like services provided by other jurisdictions. Proposed increases bring fees inline with the market, while including an annual schedule of increases at 2%.

These fees will form the first component of the General Administration section of the Maple Ridge Fees & Charges Bylaw. This section captures fees for corporate services and aligns with common practice in the municipal sector.

Recreation Fees and Charges

The most recent increase to recreation facility fees came as a phased approach implemented between 2014 and 2016, with a subsequent report in 2019 on the Synthetic Field Sport User Annual Contribution fee and the dry floor rate. Council deferred the implementation of new fees during the introduction of the Fees & Charges Bylaw in 2020, due to the uncertainty of the COVID-19 pandemic and potential financial impacts to residents. Staff are recommending a modest increase of most recreation fees, effective September 1, 2022, to offset the rise in operating costs.

The recommended fee adjustments included in this report were brought to the Parks, Recreation & Culture Advisory Committee on March 31, 2021. After some minor revisions based on feedback from the Committee, fees were brought back for subsequent review on September 29, 2021 and endorsed unanimously to move forward for Council's consideration.

On an annual basis, staff review the rental and admission rates of several Lower Mainland recreation facilities, including but not limited to Mission, Pitt Meadows, Langley, Coquitlam and Port Coquitlam. The data gathered is used to determine current market rental and admission rates compared to operating costs to ensure we are in line with regional comparators.

Based on an analysis of neighbouring municipalities, staff are recommending the following changes:

Overall, rates to be adjusted to reflect market average. This equates to an average increase of 2-5% for most fees with a higher increase, in some cases, for commercial rates with a gradual increase over the next 3 years.

Where the City of Maple Ridge was above market average it is recommended that rates stay the same. Specifically:

- No increase to the 10 Pass Membership and a 5% reduction in 1 Year Memberships.
- No increase to Gymnasium fees (except for Commercial rates).
- No increase to CLASS A fields for Adult Non-Profits in Special Events & Regular Use.

Market and registrant analysis identified opportunities to re-configure rate structures to meet standard industry practices and better serve the needs of the City's customers. The following adjustments are proposed as a result:

- Removal of the 6-Month Membership Pass.
- Flat rate for users accessing the Outdoor Pool.
- Amalgamating the Fundraising category into Special Events for Sport Fields.
- Separation of CLASS A fields and Artificial Field fees and a 10% increase for the Artificial Field Fees over the next 2 years (no increase for regular use by youth/senior, non-profit agencies).
- Introduction of the Swim Club rate for Hammond Pool in alignment with fee classification at the Maple Ridge Leisure Centre.
- Introduction of a Junior B Hockey rate based on best practice research and as determined in collaboration with the local Junior B club.
- Integration of the Albion Community Centre and it's multi-use spaces.

Lastly, by way of Council decision on June 4, 2019, no increases to the Sport Field User Annual Contribution and Miscellaneous Fees are proposed.

Electric Vehicle Parking Rates

Since 2013 the City of Maple Ridge has provided electric vehicle charging at no cost to the public to promote adoption of electric and hybrid transportation. Community usage has increased rapidly since the program initiated, as noted in Figure 1.

All charging stations are currently located within the civic area of the Town Centre. Currently, users pay the standard parking rate, where applicable, for use of stalls with access to EV chargers. No additional charges apply.

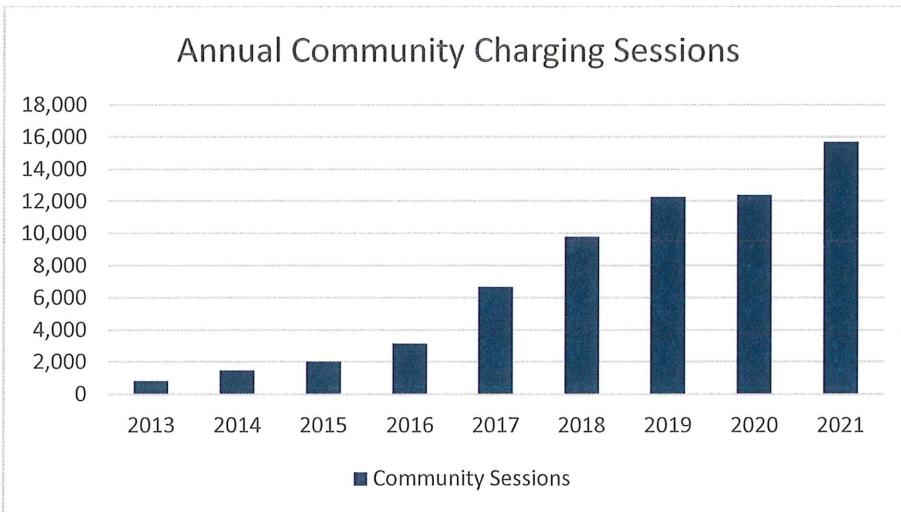


Figure 1 - Annual EV Charging Sessions on Municipal Network

With the construction of c'usquanela Elementary, School District No. 42 installed the first charging stations at a school site within the District. To promote turnover of the parking stalls and recover operating costs, the School District levies a fee of \$1.50 per hour (\$0.025 per minute) for charging at the two stations located in the parking lot. Two, dual-port charging stations are being installed at the City's co-located Albion Community Centre parking lot.

Staff from the School District approached City representatives regarding a common charging rate for the co-located site. It is recommended that the City adopt a parking rate in alignment with School District fees to balance demand of the two sets of chargers and parking spaces. The new fee is only applicable to the Albion Community Centre parking lot. A joint one-year review with the School District will be conducted to ensure that the intent of fee-matching is being achieved.

b) Desired Outcome:

Adjusting fee-for-service rates to reflect operating costs and market conditions re-balances the reliance on general revenue taxation. In addition, consolidating fee schedules into a single bylaw adds transparency and simplifies access to municipal fees and charges.

c) Strategic Alignment:

Regular updates of City fees and charges are in alignment with the Growth priority of Council's Strategic Plan. Maintaining a balance of user-pay to general revenue subsidized services supports tax-payer affordability and accessibility to City programs.

d) Citizen/Customer Implications:

Fee updates to Finance and PRC rates were last adopted in 2015 and 2014, respectively. Modest fee increases assist in offsetting facility operating costs, while balancing the need to ensure services and facilities remain accessible to all residents.

e) Interdepartmental Implications:

Implementation of proposed rates will require the support of the Information Technology Department. Amendments will be made over the summer months, if proposed changes are approved.

f) Business Plan/Financial Implications:

The proposed amendments to Planning and Finance fees will have a negligible impact on revenues due the low volume, low value nature of the fees. Adjustments to Parks, Recreation and Culture fees have been noted with the Finance Department and will be accounted for in the upcoming Financial Plan. However, the realization of budgeted revenue is subject to many factors influenced by COVID-19 health orders.

g) Policy Implications:

The systematic review and update of fees is identified in Policy 9.0 of the Financial Sustainability Plan Policy. In alignment with the Policy, new rates will come into effect September 1, 2022 to allow for a three month notification period if adopted by the end of May. The lone exception being Electric Vehicle Parking Rates which are to come into effect with adoption of the bylaw amendment.

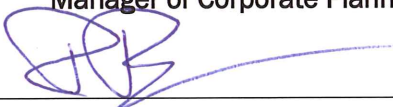
h) Alternatives:

Council may choose to defer increases to fees and charges. This approach is not recommended, as delaying the implementation of updated Parks, Recreation & Culture fees past September 1st would impact users with a more aggressive increase in the future. New revenue generated from this service would not be realized until September 2023.

CONCLUSION:

The proposed amendment to the Maple Ridge Fees & Charges Bylaw provides greater clarity to the public on municipal fees and aligns rates with market levels.


Prepared by: **Dan Olivieri**
Manager of Corporate Planning & Consultation


Reviewed by: **Russ Brummer**
Manager of Business Operations



Reviewed by: **CK Lee**
Manager of Revenue & Collections


Reviewed by: **Mark McMullen**
Manager of Development & Environmental Services

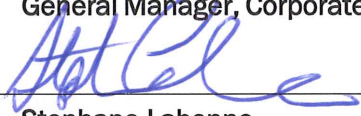

Reviewed by: **Trevor Thompson**
Director of Finance



Approved by: **Christine Carter**
General Manager, Planning & Development Services



Approved by: **Christina Crabtree**
General Manager, Corporate Services



Approved by: **Stephane Labonne**
General Manager, Parks, Recreation & Culture



Concurrence: **Scott Hartman**
Chief Administrative Officer

Attachments:

- (A) Attachment A – Rate Change Comparison
- (B) Attachment B - Property Information Regional Comparison
- (C) Attachment C – Maple Ridge Tree Protection & Management Amending Bylaw No. 7851-2022
- (D) Attachment D – Maple Ridge Fees & Charges Amending Bylaw No. 7850-2022

Attachment A – Rate Change Comparison

General Administration

Copying Costs	Current	Proposed	Adjustment
Standard copies - 8.5 x 11	\$0.50	\$0.50	0%

Property Information Request/Tax Certificate	Current	Proposed	Adjustment
From property owner	No Charge	No Charge	0%
From non-owner	\$35.00	\$40.00	14%
Requests through BC Online (BC Online customers will have BC Online administration fee added to this fee)	\$35.00	\$40.00	14%
Payment File for Mortgage Company Tax Clients - per folio/roll number	\$7.50	\$10.00	33%
Returned Cheque Fee	\$25.00	\$30.00	20%

Historical Property Related Information – Per Hour	Current	Proposed	Adjustment
From property owner - First hour	No Charge	No Charge	0%
From property owner - Additional hour or portion	\$35.00	\$40.00	14%
From non-owner	\$35.00	\$40.00	14%
Requests through BC Online (BC Online customers will have BC Online administration fee added to this fee)	\$35.00	\$40.00	14%

Fire Department Record Requests	Current	Proposed	Adjustment
Fire Incident/Investigation Reports (including color photographs)	\$200.00	\$200.00	0%
MVA/Medical Incident Report	\$100.00	\$100.00	0%

Attachment A – Rate Change Comparison

Parks, Recreation & Culture

Admissions

Child	Current	Proposed	Adjustment
Single	\$ 2.90	\$ 3.05	5%
10 Pass	\$ 26.10	\$ 26.10	0%
20 Pass	\$ 46.40	\$ 48.72	5%
1 Month	\$ 26.10	\$ 27.41	5%
3 Months	\$ 69.60	\$ 73.08	5%
1 Year	\$ 261.00	\$ 247.95	-5%

Youth/Student/Senior	Current	Proposed	Adjustment
Single	\$ 3.90	\$ 4.10	5%
10 Pass	\$ 35.10	\$ 35.10	0%
20 Pass	\$ 62.40	\$ 65.52	5%
1 Month	\$ 35.10	\$ 36.86	5%
3 Months	\$ 93.60	\$ 98.28	5%
1 Year	\$ 351.00	\$ 333.45	-5%

Adult	Current	Proposed	Adjustment
Single	\$ 5.70	\$ 5.99	5%
10 Pass	\$ 51.30	\$ 51.30	0%
20 Pass	\$ 91.20	\$ 95.76	5%
1 Month	\$ 51.30	\$ 53.87	5%
3 Months	\$ 136.80	\$ 143.64	5%
1 Year	\$ 513.00	\$ 487.35	-5%

Family	Current	Proposed	Adjustment
Single	\$ 10.44	\$ 10.96	5%
10 Pass	\$ 98.46	\$ 98.46	0%
20 Pass	\$ 167.04	\$ 175.39	5%
1 Month	\$ 98.46	\$ 103.38	5%
3 Months	\$ 262.56	\$ 275.69	5%
1 Year	\$ 984.60	\$ 935.37	-5%

Drop-In Skating - Single	Current	Proposed	Adjustment
Child	\$ 2.60	\$ 2.73	5%
Youth/Student/Senior	\$ 3.50	\$ 3.68	5%
Adult/Parent & Tot	\$ 4.73	\$ 4.97	5%
Family	\$ 8.33	\$ 8.75	5%

Attachment A – Rate Change Comparison

Outdoor Pool Admission - Single	Current	Proposed	Adjustment
Child	1.76	\$ 1.90	See report
Youth/Student/Senior	2.37	\$ 1.90	See report
Adult/Parent & Tot	3.03	\$ 2.86	See report

Fairgrounds (Hrly)

Barns	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 8.16	\$ 8.32	2%
Adult Non-Profit	\$ 12.24	\$ 12.48	2%
Private	\$ 20.40	\$ 20.81	2%
Commercial	\$ 22.44	\$ 22.89	2%
Non-Resident	\$ 24.48	\$ 24.97	2%

Grounds & Showrings	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 7.14	\$ 7.28	2%
Adult Non-Profit	\$ 10.71	\$ 10.92	2%
Private	\$ 17.85	\$ 18.21	2%
Commercial	\$ 19.64	\$ 20.03	2%
Non-Resident	\$ 21.42	\$ 21.85	2%

Halls

Great Hall - Albion Community Centre (Hrly)	Current	Proposed	Adjustment
Youth/Senior Non-Profit	NA	\$ 49.35	NA
Adult Non-Profit	NA	\$ 74.02	NA
Private	NA	\$ 123.37	NA
Commercial	NA	\$ 244.31	NA
Non-Resident	NA	\$ 237.33	NA

Hammond Hall - Hourly	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 25.46	\$ 25.97	2%
Adult Non-Profit	\$ 38.20	\$ 38.96	2%
Private	\$ 63.66	\$ 64.93	2%
Commercial	\$ 83.17	\$ 87.33	5%
Non-Resident	\$ 78.12	\$ 79.68	2%

Whonnock Hall - Hourly	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 83.18	\$ 84.84	2%
Adult Non-Profit	\$ 124.77	\$ 127.27	2%
Private	\$ 207.95	\$ 212.11	2%
Commercial	\$ 232.68	\$ 244.31	5%
Non-Resident	\$ 232.68	\$ 237.33	2%

Attachment A – Rate Change Comparison

Kitchen (Day Rate)	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 34.16	\$ 34.84	2%
Adult Non-Profit	\$ 51.25	\$ 52.28	2%
Private	\$ 85.41	\$ 87.12	2%
Commercial	\$ 120.30	\$ 122.71	2%
Non-Resident	\$ 120.30	\$ 122.71	2%

Pools (Hrly)

Competition/Teach Pool (Per Lane)	Current	Proposed	Adjustment
Swim Club - Competition Pool	\$ 5.96	\$ 5.96	0%
Swim Club - Teach Pool	\$ 5.07	\$ 5.07	0%
Youth/Senior Non-Profit	\$ 9.88	\$ 10.37	5%
Adult Non-Profit	\$ 14.82	\$ 15.56	5%
Private	\$ 24.70	\$ 25.94	5%
Commercial	\$ 31.38	\$ 32.95	5%
Non-Resident	\$ 29.28	\$ 30.74	5%

Hammond Pool (Whole Pool)	Current	Proposed	Adjustment
Swim Club	NA	\$ 20.28	NA
Youth/Senior Non-Profit	\$ 26.75	\$ 27.29	2%
Adult Non-Profit	\$ 40.13	\$ 40.93	2%
Private	\$ 66.88	\$ 68.22	2%
Commercial	\$ 70.54	\$ 74.07	2%
Non-Resident	\$ 68.14	\$ 69.50	2%

Arenas (Hrly)

Ice - Prime Time	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 110.34	\$ 115.86	5%
Adult Non-Profit	\$ 165.50	\$ 173.78	5%
Private	\$ 275.84	\$ 289.63	5%
Commercial	\$ 304.99	\$ 320.24	5%
Non-Resident	\$ 295.04	\$ 309.79	5%

Ice - Non-Prime Time	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 82.76	\$ 86.90	5%
Adult Non-Profit	\$ 124.13	\$ 130.34	5%
Private	\$ 206.88	\$ 217.22	5%
Commercial	\$ 228.74	\$ 240.18	5%
Non-Resident	\$ 221.28	\$ 232.34	5%

Attachment A – Rate Change Comparison

Dry Floor - Prime Time	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 44.03	\$ 44.03	See report
Adult Non-Profit	\$ 66.05	\$ 66.05	See report
Private	\$ 110.08	\$ 110.08	See report
Commercial	\$ 139.61	\$ 146.59	5%
Non-Resident	\$ 131.85	\$ 131.85	See report

Ice - Junior B	Current	Proposed	Adjustment
Prime Time/Games	NA	\$ 121.37	NA
Non-Prime/Practices	NA	\$ 91.04	NA

Rooms (Hrly)

Multi-Purpose Room (capacity 1-15)	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 4.51	\$ 4.74	5%
Adult Non-Profit	\$ 6.76	\$ 7.10	5%
Private	\$ 11.27	\$ 11.83	5%
Commercial	\$ 13.84	\$ 14.53	5%
Non-Resident	\$ 13.84	\$ 14.53	5%

Multi-Purpose Room (capacity 15-30)	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 9.01	\$ 9.46	5%
Adult Non-Profit	\$ 13.52	\$ 14.20	5%
Private	\$ 22.53	\$ 23.66	5%
Commercial	\$ 27.67	\$ 29.05	5%
Non-Resident	\$ 27.67	\$ 29.05	5%

Multi-Purpose Room (capacity 40-60)	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 11.83	\$ 12.42	5%
Adult Non-Profit	\$ 17.75	\$ 18.64	5%
Private	\$ 29.58	\$ 31.06	5%
Commercial	\$ 35.57	\$ 37.35	5%
Non-Resident	\$ 32.62	\$ 34.25	5%

Multi-Purpose Room (capacity 60-80)	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 13.94	\$ 14.64	5%
Adult Non-Profit	\$ 20.91	\$ 21.96	5%
Private	\$ 34.85	\$ 36.59	5%
Commercial	\$ 48.36	\$ 50.78	5%
Non-Resident	\$ 45.36	\$ 47.63	5%

Attachment A – Rate Change Comparison

Gymnasium	Current	Proposed	Adjustment
Youth/Senior Non-Profit	\$ 49.35	\$ 49.35	0%
Adult Non-Profit	\$ 74.02	\$ 74.02	0%
Private	\$ 123.37	\$ 123.37	0%
Commercial	\$ 154.31	\$ 154.31	0%
Non-Resident	\$ 132.64	\$ 132.64	0%

Fields (Hrly)

Youth/Senior Non-Profit

Artificial Turf	Current	Proposed	Adjustment
Commercial	\$ 22.07	\$ 23.17	5%
Special Event	\$ 5.52	\$ 5.80	5%
Regular Use	\$ -	\$ -	NA

Class A	Current	Proposed	Adjustment
Commercial	\$ 22.07	\$ 23.17	5%
Special Event	\$ 5.52	\$ 5.80	5%
Regular Use	\$ -	\$ -	NA

Class B	Current	Proposed	Adjustment
Commercial	\$ 16.44	\$ 17.26	5%
Special Event	\$ 4.11	\$ 4.32	5%
Regular Use	\$ -	\$ -	NA

Class C	Current	Proposed	Adjustment
Commercial	\$ 5.49	\$ 5.76	5%
Special Event	\$ 1.37	\$ 1.44	5%
Regular Use	\$ -	\$ -	NA

Adult Non-Profit

Artificial Turf	Current	Proposed	Adjustment
Commercial	\$ 22.07	\$ 23.17	5%
Special Event	\$ 17.07	\$ 17.92	5%
Regular Use	\$ 12.70	\$ 13.34	5%

Class A	Current	Proposed	Adjustment
Commercial	\$ 22.07	\$ 23.17	5%
Special Event	\$ 17.07	\$ 17.07	0%
Regular Use	\$ 12.70	\$ 12.70	0%

Attachment A – Rate Change Comparison

Class B	Current	Proposed	Adjustment
Commercial	\$ 16.44	\$ 17.26	5%
Special Event	\$ 11.44	\$ 12.01	5%
Regular Use	\$ 6.65	\$ 6.98	5%

Class C	Current	Proposed	Adjustment
Commercial	\$ 5.49	\$ 5.76	5%
Special Event	\$ 2.75	\$ 2.89	5%
Regular Use	\$ -	\$ -	NA

Local, Private or Political (Hourly)	Current	Proposed	Adjustment
Artificial Turf	\$ 22.07	\$ 23.17	5%
Class A	\$ 22.07	\$ 23.17	5%
Class B	\$ 16.44	\$ 17.26	5%
Class C	\$ 5.49	\$ 5.76	5%

Commercial (Hourly)	Current	Proposed	Adjustment
Artificial Turf	\$ 24.28	\$ 25.49	5%
Class A	\$ 24.28	\$ 25.49	5%
Class B	\$ 18.08	\$ 18.98	5%
Class C	\$ 6.04	\$ 6.34	5%

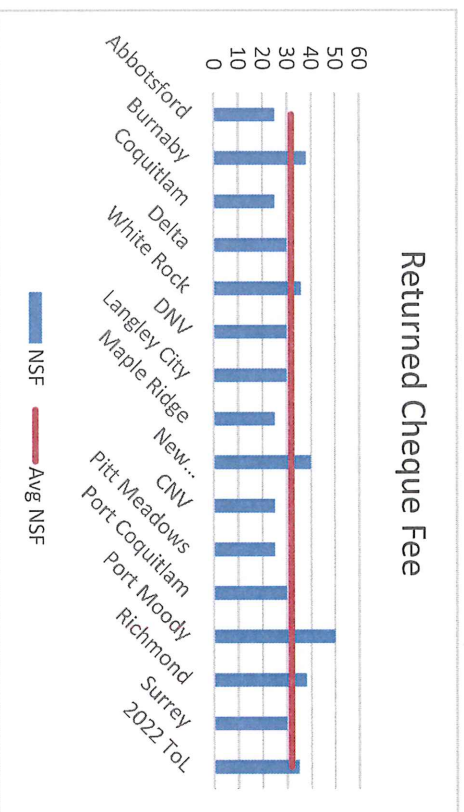
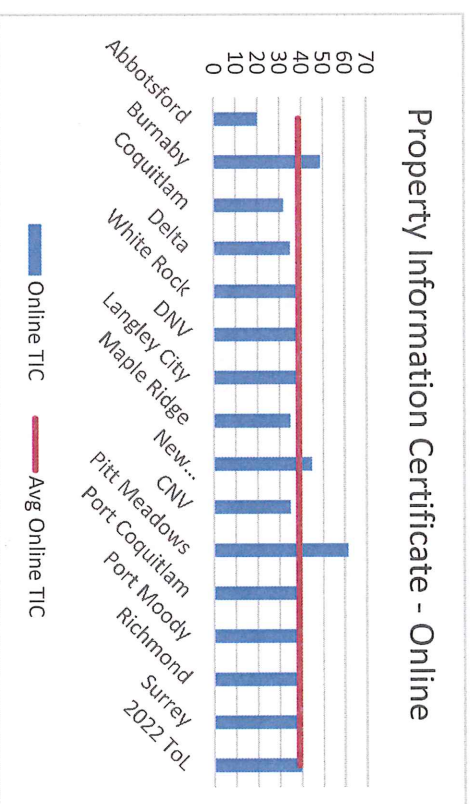
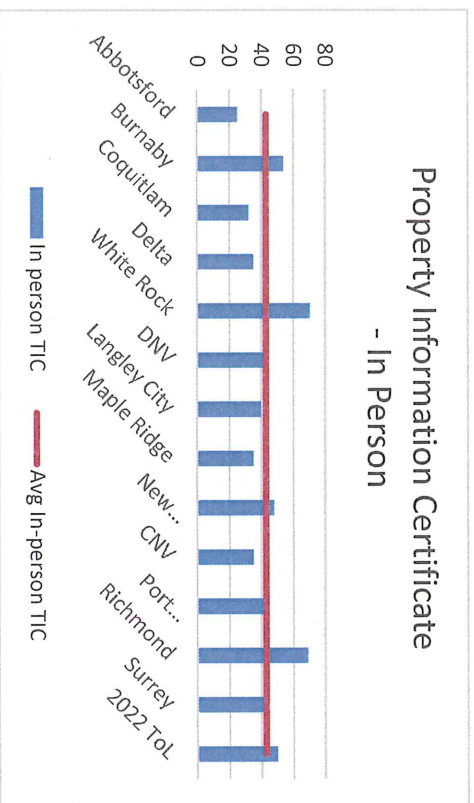
Non-Resident	Current	Proposed	Adjustment
Artificial Turf	\$ 26.48	\$ 29.13	5%
Class A	\$ 26.48	\$ 29.13	5%
Class B	\$ 19.73	\$ 24.66	5%
Class C	\$ 6.59	\$ 8.57	5%

Sports Field User Annual Contribution	Current	Proposed	Adjustment
Fall/Winter Clubs - per registration	\$ 30.00	\$ 30.00	See report
Spring/Summer Clubs - per registration	\$ 15.00	\$ 15.00	See report

Miscellaneous

	Current	Proposed	Adjustment
Park Shelter (day rate)	\$ 70.00	\$ 73.50	5%
Event Trailer (day rate)	\$ 147.31	\$ 147.31	NA
Tennis/Sport Court (Commercial)	\$ 15.00	\$ 15.75	5%

Attachment B – Property Information Regional Comparison



Attachment B – Property Information Regional Comparison

Table 2 - Comparator Municipalities

Municipality
Abbotsford
Burnaby
Coquitlam
Delta
White Rock
District of North Vancouver
City of Langley
Maple Ridge
New Westminster
City of North Vancouver
Pitt Meadows
Port Coquitlam
Port Moody
Richmond
Surrey
Township of Langley

THE CORPORATION OF THE CITY OF MAPLE RIDGE
Bylaw No. 7851-2022

A Bylaw to amend Maple Ridge Tree Protection & Management Bylaw No. 7314-2015

WHEREAS it is deemed expedient to amend Maple Ridge Tree Protection & Management Bylaw No. 7314-2015;

NOW THEREFORE the Council of the Corporation of the City of Maple Ridge, ENACT AS FOLLOWS:

1. This bylaw shall be cited for all purposes as "Maple Ridge Tree Protection & Management Amending Bylaw No. 7851-2022".
2. Tree Protection & Management Bylaw No. 7314-2015 is amended by:
 - (a) Replacing **6.1 (d)** in its entirety with "be accompanied by the applicable Permit fee in accordance with Schedule C of the Maple Ridge Fees & Charges Bylaw No. 7575-2021."
 - (b) Replacing **Schedule "D"** Tree Permit Application with Schedule "A" of the Maple Ridge Tree Protection & Management Amending Bylaw 7851-2022.

READ a first time the day of , 2022

READ a second time the day of , 2022

READ a third time the day of , 2022

RECONSIDERED AND ADOPTED the day of , 2022

PRESIDING MEMBER

CORPORATE OFFICER

Schedule A – Tree Permit Application



Maple Ridge Tree Management Bylaw No. 7133-2015
Schedule “D”

TREE PERMIT APPLICATION

1. Full name(s) and address of **applicant**:

Postal Code: _____ Home phone: _____ Cell: _____

Email: _____

2. Full name(s) and address of **owner** (if different than applicant):

Postal Code: _____ Telephone: _____

Email: _____

A consent form signed by the Owner must accompany this application if applicant and owner are not the same.

3. Full name of **tree cutting company**:

Phone: _____ Email: _____

4. **Property** proposed for tree cutting:

Street Address: _____

Or Legal Description: _____

5. **Purpose** of proposed tree cutting: (hazard trees must be verified by City staff):

6. **Number, Type and Location of trees** to be cut: (trees are to be tagged on site):

7. **Draw a dimensional sketch of the parcel** showing the approximate location of the trees to be cut, the location of the trees to be retained, the location of barrier fencing, the location and species of any required Replacement Trees, topographic and hydrological features, structures, roads and other information useful in determining location.
8. A **Tree Management Plan** must accompany this application if tree cutting is taking place on property that is under a development application, when cutting more than 20 trees; or when clearing more than 500 square metres of land.

FEE: Applications for a permit shall be accompanied by the prescribed fee as set out in the Maple Ridge Fees and Charges Bylaw No. 7575-2019.

Urban Area and Urban Reserve and Rural parcels less than 0.5 ha	\$75 for first tree + \$25 each additional tree
Rural Area on parcels greater than 0.5 ha	\$75 for 11 th tree + \$25 each additional tree
Development & Large Scale Clearing:	\$300 base fee + \$25 per tree
Tree Replacement:	\$600

I HEREBY DECLARE that the above information is correct, and that I will abide by all the applicable provisions of the Maple Ridge Tree Protection and Management bylaw and conditions of the Tree Removal Permit issued pursuant to this application.

Name of Applicant(s):

Signature of Applicant(s):

Date: _____

THE CORPORATION OF THE CITY OF MAPLE RIDGE
Bylaw No. 7850-2022

A Bylaw to amend Maple Ridge Fees & Charges Bylaw No. 7575-2019

WHEREAS it is deemed expedient to amend Maple Ridge Fees & Charges Bylaw No. 7575-2019;

NOW THEREFORE the Council of the Corporation of the City of Maple Ridge, ENACT AS FOLLOWS:

1. This bylaw shall be cited for all purposes as "Maple Ridge Fees & Charges Amending Bylaw No. 7850-2022".
2. Maple Ridge Fees & Charges Bylaw No. 7575-2019 is amended by:
 - (a) In the **Table of Contents**, under **Fees** and **Description**:
 1. Adding Schedule D General Administration as the last row with the Descriptions:
"Copying Costs"
"Record Requests"
 - (b) In **Part 3, Previous Bylaw Repeal** below 3.1 add "3.2 Bylaw No. 7137-2017 as amended is hereby repealed in its entirety";
 - (c) Replacing Schedule B "Parks, Recreation & Culture Fees" with Fees & Charges Amending Bylaw 7850-2022 Schedule A "Parks, Recreation & Culture Fees", attached hereto;
 - (d) Adding Schedule D "General Administration Fees" with Fees & Charges Amending Bylaw 7850-2022 Schedule B "General Administration Fees", attached hereto;
 - (e) Replacing the cell in the Rezoning Table in Schedule "C" from "Multi-Family – plus: Per Lot" to "Multi-Family – plus: Per Unit"
 - (f) Retitling "Subdivision Extension Fee" to "Subdivision PRL Extension Fee";
 - (g) Removing PRL Extension Fee row in its entirety;
 - (h) Retitling "Rezoning Extension at 1st and 3rd Reading" with "Rezoning Extension at 3rd Reading";
 - (i) Retitling "Official Community Plan Amendment Extension at 1st and 3rd Reading" with "Official Community Plan Amendment Extension at 3rd Reading";
 - (j) Retitling "Heritage Alteration Agreement" to "Heritage Conservation Restrictive Covenant";
 - (k) Retitling "Landscape Inspection Request" to "Landscape Re-Inspection Request".
 - (l) Adding Schedule E "Electric Vehicle Parking Fees" with Fees & Charges Amending Bylaw 7850-2022 Schedule C "Electric Vehicle Parking Fee", attached hereto.

READ a first time the day of , 2022

READ a second time the day of , 2022

READ a third time the day of , 2022

RECONSIDERED AND ADOPTED the day of , 2022

PRESIDING MEMBER

CORPORATE OFFICER

Schedule A – “Parks, Recreation & Culture Fees”

Schedule “B” – Parks, Recreation & Culture Fees

Note:

1. New rates come into effect September 1 of the noted year.
2. All fees are exclusive of tax, which will be added, if applicable.
3. Non-prime time rates will be a 50% reduction of the regular rates and applied to all hours outside of the prime time windows listed below:

Days	Hours
Monday – Friday	5:00 pm – 9:00 pm
Saturday/Sunday (Year-Round)	8:00 am – 9:00 pm

Admissions

Child	2022
Single	\$ 3.05
10 Pass	\$ 26.10
20 Pass	\$ 48.72
1 Month	\$ 27.41
3 Months	\$ 73.08
1 Year	\$247.95

Youth/Student/Senior	2022
Single	\$ 4.10
10 Pass	\$ 35.10
20 Pass	\$ 65.52
1 Month	\$ 36.86
3 Months	\$ 98.28
1 Year	\$333.45

Adult	2022
Single	\$ 5.99
10 Pass	\$ 51.30
20 Pass	\$ 95.76
1 Month	\$ 53.87
3 Months	\$143.64
1 Year	\$487.35

Schedule A – “Parks, Recreation & Culture Fees”

Family	2022
Single	\$ 10.96
10 Pass	\$ 98.46
20 Pass	\$175.39
1 Month	\$103.38
3 Months	\$275.69
1 Year	\$935.37

Drop-In Skating - Single	2022
Child	\$ 2.99
Youth/Student/Senior	\$ 4.03
Adult/Parent & Tot	\$ 5.44
Family	\$ 9.58

Outdoor Pool Admission - Single	2022
Child	\$ 1.90
Youth/Student/Senior	\$ 1.90
Adult/Parent & Tot	\$ 2.86

Schedule A – “Parks, Recreation & Culture Fees”

Arenas

All rates are listed hourly

Ice - Prime Time	2022	2023	2024
Youth/Senior Non-Profit	\$ 115.86		
Adult Non-Profit	\$ 173.78		
Private	\$ 289.63		
Commercial	\$ 320.24	\$ 336.25	\$ 353.06
Non-Resident	\$ 309.79		

Ice - Non-Prime Time	2022	2023	2024
Youth/Senior Non-Profit	\$ 86.90		
Adult Non-Profit	\$ 130.34		
Private	\$ 217.22		
Commercial	\$ 240.18	\$ 252.19	\$ 264.80
Non-Resident	\$ 232.34		

Dry Floor - Prime Time	2022	2023	2024
Youth/Senior Non-Profit	\$ 44.03		
Adult Non-Profit	\$ 66.05		
Private	\$ 110.08		
Commercial	\$ 146.59	\$ 149.52	\$ 152.51
Non-Resident	\$ 131.85		

Ice - Junior B	2022
Prime Time/Games	\$ 121.37
Non-Prime/Practices	\$ 91.04

Schedule A – “Parks, Recreation & Culture Fees”

Fairgrounds

Stage included at no-charge when booking grounds All rates are hourly
--

Barns	2022
Youth/Senior Non-Profit	\$ 8.32
Adult Non-Profit	\$ 12.48
Private	\$ 20.81
Commercial	\$ 22.89
Non-Resident	\$ 24.97

Grounds & Showrings	2022
Youth/Senior Non-Profit	\$ 7.28
Adult Non-Profit	\$ 10.92
Private	\$ 18.21
Commercial	\$ 20.03
Non-Resident	\$ 21.85

Attachment D – Maple Ridge Fees & Charges Amending Bylaw No. 7850-2022

Halls

<p>Non-Prime time rates will be a 50% reduction of the regular rates. Facility rates are hourly Kitchen rates are daily</p>

Great Hall - Albion Community Centre	2022	2023	2024	2025
Youth/Senior Non-Profit	\$ 49.35			
Adult Non-Profit	\$ 74.02			
Private	\$123.37			
Commercial	\$244.31	\$256.53	\$269.35	\$282.82
Non-Resident	\$237.33			

Hammond Hall - Hourly	2022	2023	2024	2025
Youth/Senior Non-Profit	\$ 25.97			
Adult Non-Profit	\$ 38.96			
Private	\$ 64.93			
Commercial	\$ 87.33	\$ 91.70	\$ 96.28	\$101.10
Non-Resident	\$ 79.68			

Whonnock Hall - Hourly	2022	2023	2024	2025
Youth/Senior Non-Profit	\$ 84.84			
Adult Non-Profit	\$127.27			
Private	\$212.11			
Commercial	\$244.31	\$256.53	\$269.35	\$282.82
Non-Resident	\$237.33			

Kitchen	2022	2023	2024	2025
Youth/Senior Non-Profit	\$ 34.84			
Adult Non-Profit	\$ 52.28			
Private	\$ 87.12			
Commercial	\$122.71	\$125.16	\$127.67	\$130.22
Non-Resident	\$122.71			

Schedule A – “Parks, Recreation & Culture Fees”

Pools

All rates are listed hourly

Competition/Teach Pool (Per Lane)	2022	2023	2024	2025
Swim Club - Competition Pool	\$ 5.96			
Swim Club - Teach Pool	\$ 5.07			
Youth/Senior Non-Profit	\$ 10.37			
Adult Non-Profit	\$ 15.56			
Private	\$ 25.94			
Commercial	\$ 32.95	\$ 34.60	\$ 36.33	\$ 38.14
Non-Resident	\$ 30.74			

Hammond Pool (Whole Pool)	2022	2023	2024	2025
Swim Club	\$ 20.28			
Youth/Senior Non-Profit	\$ 27.29			
Adult Non-Profit	\$ 40.93			
Private	\$ 68.22			
Commercial	\$ 74.07	\$ 77.77	\$ 81.66	\$ 85.75
Non-Resident	\$ 69.50			

Fields

Youth/Senior Non-Profit

Artificial Turf	2022	2023
Commercial	\$ 23.17	\$ 24.33
Special Event	\$ 5.80	\$ 6.09
Regular Use	\$ -	

Class A	2022	2023
Commercial	\$ 23.17	
Special Event	\$ 5.50	
Regular Use	\$ -	

Class B	2022	2023
Commercial	\$ 17.26	
Special Event	\$ 4.32	
Regular Use	\$ -	

Class C	2022	2023
Commercial	\$ 5.76	
Special Event	\$ 1.44	
Regular Use	\$ -	

Schedule A – “Parks, Recreation & Culture Fees”

Adult Non-Profit

Artificial Turf	2022	2023
Commercial	\$ 23.17	\$ 24.33
Special Event	\$ 17.92	\$ 18.82
Regular Use	\$ 13.34	\$ 14.01

Class A	2022
Commercial	\$ 23.17
Special Event	\$ 17.07
Regular Use	\$ 12.70

Class B	2022
Commercial	\$ 17.26
Special Event	\$ 12.01
Regular Use	\$ 6.98

Class C	2022
Commercial	\$ 5.76
Special Event	\$ 2.89
Regular Use	\$ -

Local, Private or Political (Hourly)	2022	2023
Artificial Turf	\$ 23.17	\$ 24.33
Class A	\$ 23.17	
Class B	\$ 17.26	
Class C	\$ 5.76	

Commercial (Hourly)	2022	2023	2024	2025
Artificial Turf	\$ 25.49	\$ 26.76	\$ 28.10	\$ 29.51
Class A	\$ 25.49	\$ 26.76	\$ 28.10	\$ 29.51
Class B	\$ 18.98	\$ 19.93	\$ 20.93	\$ 21.97
Class C	\$ 6.34	\$ 6.66	\$ 6.99	\$ 7.34

Non-Resident	2022	2023
Artificial Turf	\$ 29.13	\$ 30.59
Class A	\$ 29.13	
Class B	\$ 24.66	
Class C	\$ 8.57	

Schedule A – “Parks, Recreation & Culture Fees”

Miscellaneous				
Sports Field User Annual Contribution	2022	2023	2024	2025
Park Shelter (day rate)	\$ 73.50			
Event Trailer (day rate)	\$ 147.31			
Tennis/Sport Court (Commercial)	\$ 15.75	\$ 16.54	\$ 17.36	\$ 18.23

Schedule “D” – General Administration Fees

Copying Costs	2022	2023	2024	2025
Standard copies - 8.5 x 11	\$ 0.50	\$ 0.51	\$ 0.52	\$ 0.53

Property Information Request/Tax Certificate	2022	2023	2024	2025
From property owner	No Charge	No Charge	No Charge	No Charge
From non-owner	\$ 40.00	\$ 40.80	\$ 41.62	\$ 42.45
Requests through BC Online (BC Online customers will have BC Online administration fee added to this fee)	\$ 40.00	\$ 40.80	\$ 41.62	\$ 42.45
Payment File for Mortgage Company Tax Clients - per folio/roll number	\$ 10.00	\$ 10.20	\$ 10.40	\$ 10.61
Returned Cheque Fee	\$ 30.00	\$ 30.60	\$ 31.21	\$ 31.84

Historical Property Related Information – Per Hour	2022	2023	2024	2025
From property owner - First hour	No Charge	No Charge	No Charge	No Charge
From property owner - Additional hour or portion	\$ 40.00	\$ 40.80	\$ 41.62	\$ 42.45
From non-owner	\$ 40.00	\$ 40.80	\$ 41.62	\$ 42.45
Requests through BC Online (BC Online customers will have BC Online administration fee added to this fee)	\$ 40.00	\$ 40.80	\$ 41.62	\$ 42.45

Fire Department Record Requests	2022	2023	2024	2025
Fire Incident/Investigation Reports (including color photographs)	\$200.00	\$204.00	\$208.08	\$212.24
MVA/Medical Incident Report	\$100.00	\$102.00	\$104.04	\$106.12

Schedule “E” – Electric Vehicle Parking Fees

Albion Community Centre	2022
Level 2 EV Charging Session Parking Rate	\$0.025/min (\$1.50/hr)