

City of Maple Ridge

COUNCIL WORKSHOP AGENDA

July 9, 2019

1:30 p.m.

Blaney Room, 1st Floor, City Hall

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

REMINDERS

July 9, 2019

Council Meeting

7:00 p.m.

1. **APPROVAL OF THE AGENDA**
2. **ADOPTION OF MINUTES**
 - June 25, 2019 Council Workshop Meeting
 - July 2, 2019 Council Workshop Meeting
3. **PRESENTATIONS AT THE REQUEST OF COUNCIL**
4. **UNFINISHED AND NEW BUSINESS**
 - 4.1 **Metro Vancouver Presentation - Emission Regulation for Cannabis Production and Processing**
 - Esther Berube, Division Manager, AQ Bylaw Development
 - 4.2 **TransLink B-Line and Area Transit Plan Presentation**
 - Sarah Ross, Director, System Planning
 - Matt Craig, Senior Planning Manager
 - 4.3 **Lougheed Transit Corridor Study: Process Review and Next Steps**

Staff report dated July 9, 2019 recommending that the established Lougheed Transit Corridor Study process be reaffirmed.

4.4 Youth Strategy Implementation Plan Recommendations

Staff report dated July 9, 2019 that the Youth Strategy implementation Plan be endorsed.

4.5 Maple Ridge Town Centre Business Walk

Staff report dated July 9, 2019 providing information on a Business Walk in the Town Centre scheduled for September 2019.

4.6 Contracting Practices

Presentation by the Acting Municipal Engineer

Staff report dated July 9, 2019 providing information on project delivery models used by the City of Maple Ridge to expedite and deliver on Capital Works projects.

4.7 The Mann Cup National Championships

Staff report dated July 9, 2019 recommending the delay of installation of ice at Cam Neely Arena for approximately 3 weeks to allow use of the arena by the Senior A Burrards Lacrosse Club in hosting the Canadian Lacrosse Association (CLA) National Championships, the Mann Cup, should the team win the Western Lacrosse Association (WLA) Championship and that a one-time only accommodation be funded through accumulated surplus to purchase ice time from neighbouring facilities for minor ice user groups.

5. CORRESPONDENCE

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

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

Once direction is given the appropriate response will be sent.

5.1 City of White Rock – Proposed Vacancy Tax

Letter dated June 26, 2019 from Mayor Darryl Walker, Mayor, to the Union of British Columbia Municipalities ("UBCM") requesting support of a UBCM resolution requesting an amendment to the *Community Charter* to permit municipalities to impose, by bylaw, an annual vacancy tax on taxable residential and commercial properties.

5.2 City of Richmond – Recovering Costs for Local Climate Change Impacts

Letter dated June 28, 2019 from David Weber, Director, City Clerk's Office, City of Richmond, requesting favourable consideration of a resolution by the City of Richmond that legislation be enacted to hold the fossil fuel industry responsible for its role in causing climate change.

5.3 Upcoming Events

By Invitation to Mayor and Council

July 10, 2019 5:00 pm to 8:00 pm	Youth Wellness Centre, Health & Wellness Unlimited, 22932 Lougheed Highway, Maple Ridge Organizer: Fitness Unlimited
July 15, 2019 11:00 am to 2:00 pm	Friends in Need Food Bank Volunteer Appreciation BBQ, Maple Ridge Park, Maple Ridge Organizer: Friends in Need Food Bank


General Community Events

July 9, 2019 7:30 pm to 9:30 pm	Twilight Tuesdays, Memorial Peace Park, Maple Ridge Organizer: Maple Ridge Concert Band
July 10, 2019 6:30 pm to 8:00 pm	Play Nights in the Park, Memorial Peace Park, Maple Ridge Organizer: Maple Ridge Parks Recreation & Culture
July 10, 2019 7:00 pm to 8:30 pm	Zumba at Port Haney Wharf, 22300 River Road, Maple Ridge Organizer: Latin Flavour Fitness
July 11, 2019	Thursday Music in the Park, Memorial Peace Park, Maple Ridge Organizer: Variété D'Arts Society
July 13, 2019 9:00 am to 2:00 pm	Haney Farmers Market, Memorial Peace Park, Maple Ridge Organizer: Haney Farmers Market
July 13, 2019 9:00 pm to 10:30 pm	Hammond Movie Night, Memorial Peace Park, Maple Ridge Organizer: Aquatics, Maple Ridge Parks, Recreation & Culture
July 16, 2019 7:30 pm to 10:00 pm	Music on the Wharf, Port Haney Wharf, 22300 River Road, Maple Ridge Organizer: Maple Ridge Historical Society

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

7. *MATTERS DEEMED EXPEDIENT*

8. *ADJOURNMENT*

Checked by: 
Date: 7/5/19

2.0 Adoption of Minutes

City of Maple Ridge

COUNCIL WORKSHOP MINUTES

June 25, 2019

The Minutes of the City Council Workshop held on June 25, 2019 at 1:33 p.m. in the Blaney Room at City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT	Appointed Staff
<i>Elected Officials</i>	K. Swift, Acting Chief Administrative Officer
Mayor M. Morden	D. Pollock, General Manager Engineering Services
Councillor C. Meadus	D. Boag, Acting General Manager Parks, Recreation & Culture
Councillor G. Robson	G. Goddard, Director of Planning
Councillor R. Svendsen	L. Benson, Director of Corporate Administration
Councillor A. Yousef	T. Thompson, Chief Financial Officer
	<i>Other Staff as Required</i>
ABSENT	B. Elliott, Manager of Community Planning
Councillor Duncan	L. Zosiak, Planner 2
Councillor J. Dueck	A. Bowden, Planner 1

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

Note: Mayor Morden was not in attendance at the start of the meeting. As Acting Mayor, Councillor Meadus chaired the meeting in his absence.

1. **APPROVAL OF THE AGENDA**

R/2019-369

It was moved and seconded

That the agenda of the June 25, 2019 Council Workshop Meeting be amended by adding as item 4.4 Union of British Columbia Municipalities ("UBCM") Banquet Sponsorship by People's Republic of China and that the agenda as amended be approved.

CARRIED

2. *MINUTES*

~~2.1 Minutes of the June 11, 2019 and June 18, 2019 Council Workshop Meeting~~

R/2019-370

It was moved and seconded

That the minutes of the Council Workshop Meeting of June 11, 2019 and the June 18, 2019 be adopted as circulated.

CARRIED

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

4. *UNFINISHED AND NEW BUSINESS*

4.1 Lougheed Corridor Consultation Summary

Staff report dated June 25, 2019 outlining the outcomes of a public consultation process for the Lougheed Transit Corridor study.

The Manager of Community Planning introduced the topic. L. Zosiak, Planner and A. Bowen gave a presentation providing a summary of the public consultation process and highlighting the outcomes of the study.

Note: Mayor Morden joined the meeting at 1:40 pm during the presentation and assumed the Chair.

R/2019-371

It was moved and seconded

That staff be directed to allow applications within the Lougheed Transit Corridor Study Area to proceed, providing they meet the intent of the OCP and current ongoing planning work.

CARRIED

4.2 Capital Plan Update

The Chief Financial Officer gave a presentation providing information on the Capital Plan process and highlighting the 2019 Capital Plan.

4.3 Secondary Suites Regulatory Review – Options Report

Staff report dated June 25, 2019 recommending that a report be provided outlining draft Zoning Bylaw amendments to explore regulations for secondary suite units and that bylaw enforcement on the owner-occupancy requirement continue to be held in abeyance until after first and second readings of bylaw amendments.

L. Zosiak, Planner gave a slide presentation outlining the background and providing options for expanding secondary suites regulations.

Note: Mayor Morden left the meeting at 3:27 pm during the presentation, and Councillor Meadus assumed the Chair. He returned to the meeting at 3:32 pm and assumed the Chair at 3:34 pm.

R/2019-372

It was moved and seconded

That staff bring back a report exploring accountability mechanisms related to the Social Housing Plan and the matter of owner occupancy for secondary suites; and further

That the May 7th, 2019 Council motion directing the abeyance of a current bylaw enforcement issue related to the requirement of owner occupancy of a secondary suite be renewed.

CARRIED

4.2 Union of British Columbia Municipalities ("UBCM") Banquet Sponsorship by People's Republic of China

Council discussion – no resolution

5. *CORRESPONDENCE* – Nil

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

7. *MATTERS DEEMED EXPEDIENT* - Nil

8. *ADJOURNMENT* - 4:13 pm

M. Morden, Mayor

Certified Correct

L. Benson, Corporate Officer

City of Maple Ridge

COUNCIL WORKSHOP MINUTES

July 2, 2019

The Minutes of the City Council Workshop held on July 2, 2019 at 3:18 p.m. in the Blaney Room at 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>	K. Swift, Acting Chief Administrative Officer
Mayor M. Morden	D. Pope, Acting General Manager Parks, Recreation & Culture
Councillor J. Dueck	D. Pollock, General Manager Engineering Services
Councillor C. Meadus	C. Goddard, Director of Planning
Councillor G. Robson	L. Benson, Director of Corporate Administration
Councillor R. Svendsen	T. Thompson, Chief Financial Officer
Councillor A. Yousef	<i>Other Staff as Required</i>
	V. Richmond, Manager of Parks Planning & Development
<i>ABSENT</i>	C. Crabtree, Chief Information Officer
Councillor Duncan	

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

1. **APPROVAL OF THE AGENDA**

R/2019-405

It was moved and seconded

That the agenda of the July 2, 2019 Council Workshop Meeting be approved as circulated.

CARRIED

2. **MINUTES – Nil**

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

4. **UNFINISHED AND NEW BUSINESS**

4.1 **Engineering Department Update**

Presentation by the General Manager Engineering Services

4.2 Parks & Facilities Update

Presentation by the Manager of Parks Planning & Development

4.3 Community Safety Plan

Staff report dated July 2, 2019 recommending a Community Safety Steering Committee be established and that Terms of Reference be developed, and that funding be provided from the Community Safety Initiative budget.

R/2019-406

It was moved and seconded

That staff be directed to establish a Community Safety Steering Committee and develop Terms of Reference; and

That \$100,000 be funded from the Community Safety Initiative budget for a dedicated resource to support the development of the Community Safety Plan; and further

That \$155,000 be funded from the Community Safety Initiative budget to fund immediate actions in support of Community Safety Plan goals.

CARRIED

5. *CORRESPONDENCE*

5.1 Upcoming Events

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

7. *MATTERS DEEMED EXPEDIENT - Nil*

8. *ADJOURNMENT - 5:45 p.m.*

M. Morden, Mayor

Certified Correct

L. Benson, Corporate Officer

TO: His Worship Michael Morden
and Members of Council

FROM: Chief Administrative Officer

MEETING DATE: July 9, 2019

FILE REFERENCE: 2019-032-CP

MEETING: Workshop

SUBJECT: Lougheed Transit Corridor Study: Process Review and Next Steps

EXECUTIVE SUMMARY:

At the June 25, 2019 Council Workshop staff reported out on Phase 2 and 3 of the Lougheed Transit Corridor Study. During the meeting, Council raised the following questions and concerns:

- Length of time and staff resources utilized thus far and needed to complete the study; and
- Current development applications on hold pending study outcomes.

This report addresses the above listed topics and provides an opportunity to adjust the Lougheed Transit Corridor Study process with an alternative recommendation, should Council see fit.

RECOMMENDATION:

That the established Lougheed Transit Corridor Study process be reaffirmed.

BACKGROUND:

Lougheed Transit Corridor Study Process

In September 2018, Council endorsed a planning process for the Lougheed Transit Corridor Study with an anticipated timeline of one year. Initially, staff proposed to undertake the study in two parts: the first stage encompassing land west of the Maple Ridge Cemetery and Ridge Meadows Hospital, and the second stage including lands east of the cemetery and hospital to the Town Centre boundary. At Council's direction, the two stages were joined together to cover the entire corridor at the same time. Further, the Town Centre and its Area Plan were not included in the overall process, but were to be reconsidered once the Lougheed Transit Corridor Study process concluded.

The first phase of the study involved participating in a regional study with Metro Vancouver, which was delayed in its completion.

At the February 26, 2019 Council Workshop, staff reported out on Phase 1 of the study, and provided a more detailed process diagram, as shown below.

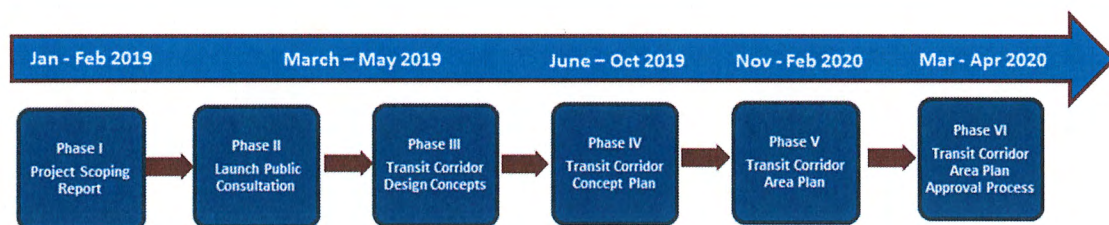


Figure 1: Lougheed Transit Corridor Study Process

DISCUSSION:

Draft Concept Plan:

Over the summer, staff will be preparing a high-level land use concept plan for the study area using emerging concepts from public feedback. This concept plan will focus on the block level and identify general opportunities for mixed-use building types, broadening housing choices, improved pedestrian and cycling movements, and supporting the creation of more employment floor spaces. Under the current process, shown in Figure 1 above, it is proposed that a draft Concept Plan be brought before Council for endorsement in September 2019.

For the draft Concept Plan, it is anticipated that some existing land uses will remain the same, while new land uses will also be proposed. It is also anticipated that the creation of new zones will be needed to support land use changes within the Lougheed Transit Corridor, aimed at shaping more urban, diverse, and pedestrian-oriented re-development. The draft concept plan will contain the following components:

- Generalized land uses
- Future road and trail networks
- Proposed road cross sections
- Guiding Principles for future development

At the June 25th workshop, Council expressed an interest in expediting the remaining phases of the Lougheed Transit Corridor Study process. While an endorsement of the land use Concept Plan would allow development applications in the study area to move forward based on the land uses identified in the Concept Plan, Council indicated that staff resources might be needed to address other priorities of Council. Staff raise for Council two possible limitations to abbreviating the Lougheed Transit Corridor Study process: 1) the shortened opportunity for public engagement would be inconsistent with public expectations for the planning of the corridor area; and 2) an absence of possible zoning work needed to implement the Lougheed Transit Corridor Concept Plan.

Noting such limitations, staff recommend that the next steps involve preparation of an Area Plan document (Phase 5), which will include:

- Parcel level land use plan refined from the draft concept plan
- Area plan goals, objectives and policies
- Road standard cross sections
- Proposed transportation network
- A zoning matrix aligning the land use designations with the permitted zones

Additionally, staff will work to create new zoning to support the new Plan, and a consultant will be hired to prepare Development Permit Guidelines. Once adopted by Council, the Area Plan and Development Permit Guidelines will form part of the Official Community Plan. Both of these documents will require four readings from Council and a Public Hearing (Phase 6).

Alternative Recommendation:

Should Council wish to alter the Lougheed Transit Corridor Study process, the following alternative is included:

1. That a draft Lougheed Transit Corridor Concept Plan be brought to Council in September 2019 for endorsement and at that point end the Lougheed Transit Corridor Study.

If Council has identified higher priority land use planning work through the Strategic Plan, this option would create a shortened timeline to free up staff time for other work. In-stream and new applications would be reviewed in the context of the endorsed concept plan.

In-stream Development Applications:

Council expressed a desire to move in-stream development applications in the study area forward. Specifically, at the June 25, 2019 Council Workshop Council directed the following:

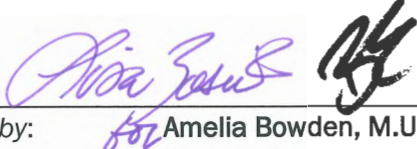
That staff be directed to allow applications within the Lougheed Transit Corridor Study Area to proceed, providing they meet the intent of the OCP and current ongoing planning work.

Presently, three rezoning applications have come before Council for consideration prior to or during the Lougheed Transit Corridor Study. Due to prior Council directions, one application has been held in abeyance until completion of the study, while the other two have received first reading were not permitted to proceed prior to endorsement of a Concept Plan.

Based on the above Council direction, each of these development applications will be reviewed as the draft Concept Plan is being prepared over the summer. An update on these rezoning applications will be provided to Council when the draft Concept Plan is brought forward in September 2019.

CONCLUSION:

At the June 25, 2019 Council Workshop, Council raised some concerns about the Lougheed Transit Corridor Study in terms of timeline, Council priorities, and in-stream applications. This report has outlined additional information on the draft concept plan elements and outstanding study work. It is recommended that Council re-affirm the established Lougheed Transit Corridor Study process; however, an alternative recommendation is also included for Council's consideration.


Prepared by: *for* Amelia Bowden, M.Urb, MCIP, RPP
Planner 1


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


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


Concurrence: Kelly Swift, MBA
Acting Chief Administrative Officer

TO:	His Worship Mayor Michael Morden and Members of Council	MEETING DATE:	July 9, 2019
FROM:	Chief Administrative Officer	FILE NO:	2246047
SUBJECT:	Youth Strategy Implementation Plan Recommendations		

EXECUTIVE SUMMARY:

In late 2018, Council approved the Maple Ridge Youth Planning Table (YPT) Terms of Reference (TOR) for the purpose of stewarding the Maple Ridge Youth Strategy (YS). Since this time, staff has worked with the YPT membership to develop a recommended implementation plan (Attachment 1) for Council's consideration.

The Plan aligns recommendations from the 2017 Youth Strategy Action Plan, which includes input from over 800 surveys. With Council's endorsement, the YPT would proceed with carrying out the implementation plan for the benefit of children, youth and emerging adults in our community. Many of the deliverables are underway at a grassroots level, however, will be enhanced over time as grant funds become available.

RECOMMENDATION:

That the Youth Strategy Implementation Plan as presented in the July 2, 2019 report titled "Youth Strategy Implementation Plan Recommendations" be endorsed.

DISCUSSION:

a) Background Context:

Over the past several months, the YPT youth strategy implementation sub-committee has met regularly with stakeholders to develop an implementation plan for the Youth Strategy. The Plan includes timelines and potential funding sources in addition to prioritizing the deliverables based on the following terms:

- Short Term (0-2 years);
- Medium Term (3-5 years);
- Long Term (5-7 years)
- and Ongoing (actions considered essential or in progress)

While some of the actions are considered short or medium term, they may take some time to implement as they are identified as grant dependent. Also, many of the ongoing initiatives that are within PRC's existing work plan are already in play, however at a very grassroots level. Sustainability or growth of some of these programs could be addressed through an influx of funding via annual business planning or other potential sources.

Furthermore, while the City has influence over many aspects that affect our youth population, certain issues fall outside of local government jurisdiction and will rely on support, funding, or

guidance from senior levels of government, other agencies and local community organizations. Implementation of the plan overall, will require continued communication, collaboration and action by many partners, potentially including the City of Pitt Meadows, through the ongoing work of the Youth Planning Table and will be woven into the City's business planning cycle where appropriate.

b) Desired Outcome:

The desired outcome is to ensure proper program and amenity resources and supports are in place for our children, youth and emerging adults to engage fully in community life.

c) Strategic Alignment:

This aligns with Council's priority focus on Community Safety by ensuring that citizens have access to services and agencies are accountable for their role in those services and Inter-Government Relations by working with senior levels of government to deliver priorities identified in the Youth Strategy Implementation Plan.

d) Citizen/Customer Implications:

The Plan provides staff and partners with a road map to achieve the healthy development of the City's children, youth and emerging adult population.

e) Business Plan/Financial Implications:

Any additional financial implications related to the Plan will be brought forward for Council's consideration as part of the business planning process in the fall.

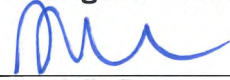
CONCLUSION:

The Youth Strategy Implementation Plan is the result of a coordinated effort between the City of Maple Ridge, The Community Network, the Social Policy Advisory Committee and other key partners and stakeholders to ensure that the goals identified in the Youth Strategy Action Plan are completed in a timely and collaborative manor. The Plan ensures that the proper resources and supports are in place for our younger population to feel and be supported fully in community life.

Prepared by:


Tony Cotroneo
Manager of Community Engagement

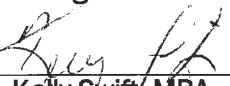
Prepared by:


Danielle Pope
Director of Recreation & Community Engagement

Approved by:


David Boag,
Acting General Manager Parks, Recreation & Culture

Concurrence:


Kelly Swift, MBA
Acting Chief Administrative Officer

Maple Ridge Youth Strategy – Implementation Plan (June 2019)

Goal Area One					
Goal 1.1–Reduce barriers and provide more opportunities for youth recreation					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
1.1.1	Provide more youth-oriented recreation opportunities during “after school hours” (3-8pm and summer) that are affordable, accessible, and meet the needs and interests of local youth, including a range of sports, leisure, music, arts and culture.	Lead: CMR, YPT, Youth Council Potential Partners: SD42, Aboriginal Education, Family Education, Sport Network, Rick Hansen Foundation, Local Sports Organizations and Foundations	Existing Staff Resources	Ongoing	Actively seeking grant opportunities and partnership. <ul style="list-style-type: none"> Current youth-oriented recreation opportunities during after school hours 3-6PM: <ul style="list-style-type: none"> Mentorship Program GMYC After School Program Pilot
1.1.2	Work with community partners to explore funding and transportation options to support youth in accessing recreation opportunities.	Lead: CMR, YPT, Youth Council Potential Partners: SD42, Family Education, Active Transportation Committee, Seniors Network /CEED Centre, Translink	Existing Staff Resources	Ongoing	Actively seeking grant opportunities for additional cost efficiencies. Currently supporting community partners using the CMR YOI bus.
1.1.3	Continue to engage with youth about the type, amount, and location of recreation they desire.	Lead: CMR, YPT, Youth Council Potential Partners: RCMP, RMODCAT, SD42, Foundry	Existing Staff Resources	Ongoing	Actively engaging Youth Council on a weekly basis. Encouraging youth participation and representation at the YPT.
Goal 1.2–Increase transportation options for youth					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
1.2.1	Work with community partners to explore the potential to develop a local youth transportation program to support youth to get around (to school, recreation) and better connect areas of the City underserved by transit (i.e., community Ride Share program or	Lead: YPT, Youth Council Potential Partners: SD42, Active Transportation Committee, Seniors Network/ CEED Centre	Grant Dependent	Medium Term (3-5 Years)	n/a

	a community shuttle with safe options designed specifically for youth).					
1.2.2	Continue to advocate to TransLink and senior levels of government for more public transit service in the City.	Lead: YPT, Youth Council Potential Partners: CMR, Active Transportation Committee, Seniors Network/ CEED Centre, SPAC, Community Network	Existing Staff Resources	Ongoing	Ensuring youth participation and representation at the Active Transportation Committee.	
1.2.3	Provide clear information on how to access public facilities using public transit and safe bike routes.	Lead: CMR, YPT, Youth Council Potential Partners: Active Transportation Committee	Existing Staff Resources	Ongoing	Actively providing feedback to Pathways to improve the quality of resources made accessible to community members.	
Goal 1.3–Support safe, inclusive, and youth friendly public and social spaces						
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS	
1.3.1	Collaborate with youth to create a variety of fun, interesting social spaces in parks and public spaces (i.e., covered outdoor spaces, seating areas, designated graffiti walls/areas, temporary parks/parkettes).	Lead: CMR Potential Partners: RCMPT, RMODCAT, SD42, Foundry	Existing Staff Resources	Ongoing	Ensuring youth have the opportunities and support necessary throughout the collaboration process.	
1.3.2	Integrate child and youth-friendly principles into land use planning and development applications.	Lead: CMR Potential Partners: YPT, Youth Council	Existing Staff Resources	Short Term (0-2 Years)	n/a	
1.3.3	Encourage CPTED (Crime Prevention Through Environmental Design) principles in the design of neighborhoods and public facilities as well as parks and public spaces.	Potential Lead: CMR Potential Partners: RCMPT	Existing Staff Resources	Medium Term (3-5 Years)	n/a	
1.3.4	Provide sufficient garbage and recycling bins throughout the City.	Lead: CMR Potential Partners: YPT, Youth Council, Ridge Meadows Recycling Society and Maple Ridge Transfer Station	Grant Dependent	Long Term (5-7 Years)	n/a	
1.3.5	Work with community partners and local businesses to provide a range of all-ages venues, events, and activities throughout the City (i.e., concerts, open mic nights, movie nights, etc.).	Lead: CMR Potential Partners: YPT, Youth Council, BIA, Farmers Market, RMODCAT, ACT	Existing Staff Resources	Ongoing	Actively seeking grant opportunities and partnership for the expansion of all-ages venues, events and activities throughout MR.	

1.3.6	Continue to provide safe spaces for youth (such as Youth Centres) throughout the community.	Lead: CMR, YPT Potential Partners: Youth Council, SD42, Foundry	Existing Staff Resources	Ongoing	Continue to advocate for youth friendly spaces and places as new facilities become available.
1.3.7	Work with local youth to conduct a City-wide neighborhood safety audit to identify areas in need of improvement.	Lead: CMR, YPT Potential Partners: RCMP, SD42, Youth Council, Seniors Network, Community Services, MACAI	Existing Staff Resources	Ongoing	Grant funding has been received to conduct a space audit of civic facilities in the downtown core, specifically supporting the Seniors Network and accessibility within the CMR.
1.3.8	Develop and implement a mini-grants program to support youth and other community members to initiate small community projects to enhance safety, beautification, inclusivity, or social connections.	Lead: CMR Potential Partners: Coast Capital Savings, YPT, Youth Council, SD42, SPAC	Existing Staff Resources	Ongoing	Actively seeking youth specific grant opportunities: Currently supporting youth in accessing the Neighbourhood Grants Program.
1.3.9	Work with Katzie First Nation to explore the potential to develop an Aboriginal hub or Friendship Centre to support local First Nations, especially youth, to come together to connect with different community services.	Lead: YPT Potential Partners: Anishinaabe, Katzie, FRIS, SD42	Existing Staff Resources	Short Term (0-2 Years)	n/a
1.3.10	Continue to advocate to provincial and federal governments for funding to realize a new Civic Cultural Facility in Maple Ridge to provide a safe welcoming space for youth to gather and access resources.	Lead: CMR, Foundry Potential Partners: YPT, Youth Council	Existing Staff Resources	Under Review	UNDER REVIEW
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
1.4.1	Work with School District 42 and other community partners to promote cycling by providing information/ presentations about safe cycling routes and rules of the road, hosting 'Bike to School' weeks, and providing free Resources (i.e., headlights, reflector strips).	Potential Lead: Active Transportation Committee, SD42, CMR, YPT Potential Partners: Youth Council, Active Transportation Committee, ICBC, HUB Cycling Organization, RCMP	Existing Staff Resources	Medium Term (3-5 Years)	n/a
1.4.2	Work with community partners to develop a bike donation program to provide marginalized youth with bikes.	Lead: CMR Potential Partners: RCMP, YPT, Youth Council, Community Services	Existing Staff Resources	Ongoing	Currently happening at a grassroots level. Community members donate bikes to the GMVC and are then re-distributed to youth.

1.4.3	Continue to encourage and promote pedestrian-oriented development and safe, walkable neighborhoods with sufficient lighting and pedestrian infrastructure (i.e., crosswalks, sidewalks).	Lead: CMR, YPT, Youth Council Potential Partners: Active Transportation Committee	Existing Staff Resources	Ongoing	Encouraging and supporting youth representation and participation at Committees of Council.
Goal 2.1 – Advocate for the needs of youth and emerging adults					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
2.1.1	<p>Identify a Youth Services Advocate to advocate for the needs of youth and emerging adults by:</p> <p>a.) Advocating to senior levels of government for funding and support for services and programs, affordable housing, education, transportation, minimum wage increase, and other opportunities that benefit youth, families, and emerging adults, emphasizing the fact that Maple Ridge has a higher proportion of children and youth than the province as a whole.</p> <p>b.) Identifying and applying for relevant grant programs and other funding opportunities.</p> <p>c.) Promoting and implementing this Youth Strategy with local youth, parents, caregivers, service providers, community partners, and local media.</p> <p>d.) Supporting youth to share their voices with Council and senior levels of government.</p>	<p>Lead: YPT</p> <p>Potential Partners: MLA, MP, Coast Capital, SPAC, PLEA, Work BC, Foundry, Youth Council, CMR</p>	Existing Staff Resources	Ongoing	Actively seeking grant opportunities and partnership for the continuum of advocacy, encouraging youth representation and participation on committees of council.

Goal 2.2 – Host a Youth Forum – for youth by youth

ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
2.2.1	Host a Youth Forum to discuss the goals, desires, and accomplishments of youth in Maple Ridge and share information about existing resources, programs, services and activities.	Lead: YPT, SD42, Foundry Potential Partners: Youth Council, MRODCAT, SD42, SPAC, DSAC, Foundry, Community Network	Existing Staff Resources	Ongoing	SD42 currently hosts the following forums for students in the community: <ul style="list-style-type: none"> o Celebration Of Respect o Job Fair o University Fair Currently working on a youth mental health and gap analysis grant to support a forum next spring. Recently applied for the CMA grant, and if successful will offer the following youth forums: <ul style="list-style-type: none"> o Youth mental health o Substance use Currently planning a financial literacy workshop for youth. This will take place in Fall 2019.
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
2.3.1	Actively seek youth input on municipal decisions, including youth representation on civic committees and youth engagement targets for community engagement processes.	Lead: YPT, Youth Council Potential Partners: CMR, SD42, DSAC, Dan's Kids, Katzie Youth	N/A	Ongoing	Encouraging and inviting youth representation at municipal council meetings.
2.3.2	Identify and implement tools and strategies to gather input from younger community members during community engagement processes (e.g., social media, surveys, school workshops, events at youth-friendly locations).	Lead: SD42, Foundry, CMR, Youth Council, YPT Potential Partners: MLA, MP, MR Council, MCFD, ACT, Fraser Health, Library	Existing Staff Resources	Ongoing	Recently created a branding and marketing sub-committee engaging youth in the development of marketing and promotion tools for the YPT.
2.3.3	Actively seek opportunities to involve youth in fun, innovative civic projects such as public art, temporary parks, community gardens, and events.	Lead: CMR, YPT, Youth Council Potential Partners: ACT, Library, Katzie, Seniors Network	Existing Staff Resources	Ongoing	Actively seeking youth volunteers for the Community Gardens program. And currently engaging youth in a "Yarn Bombing" public art project which will be displayed at upcoming civic events.
2.3.4	Create meaningful opportunities for youth and emerging adults to implement the Youth Strategy and to provide input to Council on other civic issues or initiatives (i.e., Youth Committee).	Lead: CMR, YPT, Youth Council, SD42 Potential Partners: DPAC, Aboriginal Education, Katzie,	Existing Staff Resources	Ongoing	Recently created "UPLAN" a youth led sub-committee of the YPT. UPLAN breaks down silos and provides youth with a voice to advocate for themselves throughout the collaboration and implementation of the Youth Strategy.

				Foundry, SPAC, Library, Fraser Health, Youth Council			
2.3.5	Create youth-friendly communications (i.e., brochure, video, presentation) to explain how City Hall works and how community members can get involved in civic issues and share their voices with Council. Work with community partners to share information through schools and other community facilities.		Lead: YPT; Branding Sub-Committee, Foundry, Youth Council Potential Partners: SD42, MP, RMODCAT	Existing Staff Resources	Long Term (5-7 Years)	n/a	
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS		
2.4.1	Create and promote Civic Youth Awards to recognize and celebrate the contributions that local youth and emerging adults make to the community.	Lead: Community Foundation, Chamber of Commerce, YPT, Youth Council, SPAC Potential Partners: CMR, SD42, MACAI	Existing Staff Resources	Ongoing	Youth are currently recognized through the following Civic Youth awards: <ul style="list-style-type: none"> o Canada Day Youth Awards o "You Rock" o Citizen of the Year 		
2.4.2	Continue to celebrate Youth Week and use it as an opportunity to engage youth and other community members through positive civic projects and events.	Lead: CMR, Foundry, Work BC, Youth Council Potential Partners: BIA, Business Community, Community Foundation, Coast Capital Savings	Existing Staff Resources	Ongoing	This year Youth Week celebrations in MR engaged approximately 500 youth and other community members, as well as provided engagement with community partners: <ul style="list-style-type: none"> o Coast Capital Savings o Domino's Pizza o Coastal Riders 		
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS		
2.5.1	Advocate to community partners to support the creation of a youth publication (blog, magazine, etc.) to promote local youth voices in the community.	Lead: CMR, Branding Sub-Committee Potential Partners: Youth Council, Foundry, SD42, Local Sporting Associations and Organizations	Partnerships	Ongoing	Currently exploring options with community partners and youth for the creation of a youth publication.		

Goal Area Three					
Goal 3.1—Support wellness, mental health and preventative substances use services for youth					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
3.1.1	Continue to support and develop the Youth Wellness Centre to provide a local, integrated hub of services for youth.	Lead: Foundry Potential Partners: YPT, Youth Council, Community Services, CMR	Existing Staff Resources	Ongoing	Currently maintain an active partnership with Community Services.
3.1.2	Continue to advocate to provincial and federal governments for long-term, sustainable funding for the Youth Wellness Centre to improve access to health and wellness services for local youth.	Lead: Foundry, YPT Potential Partners: Fraser Health, Youth Council, CMR	Existing Staff Resources Partnerships	Ongoing	Foundry has committed to the ongoing operation of long-term and sustainable health/wellness services for youth.
3.1.3	Advocate to community partners to develop and implement a preventative approach to youth wellness and resilience, including: a.) Integrating wellness, mental health, and substance use prevention into school curriculums from K-12. b.) Identifying a staff in each elementary and high school to support wellness, mental health, and substance use initiatives. c.) Providing meaningful information and resources to youth about wellness, stress management, mental health, substance use, and other risky behavior, including safe drug use (i.e., what to do in case of overdose), lived experience, and other information (i.e., what do drugs feel like, what do they do). d.) Promoting and integrating self-care and self-regulation (i.e., stress management, yoga, mindfulness) along with regular, open discussions about mental health and wellness.	Potential Lead: Foundry, SD42, MCFD Potential Partners: YPT, Youth Council, RCMP, Options, Alouette Addictions, PLEA, ASTRA, CISUR, Options for Sexual Health, ONYX, Fraser Health, BCRPA, CMR	Partnerships Existing Staff Resources	Ongoing	May 31, 2019 applied to CMA Foundation for Healthy Canadians Grant Funding to support resiliency in regards to youth mental health and substance use. a. Alouette Addictions has partnered with SD42 to teach iMinds curriculum for grades 4-7 focused on wellness and resiliency. b. Safe and caring schools program c. Ridge Meadows Overdose Community Action Team has developed and distributed resources regarding harm-reduction and overdose prevention. d. CMR Youth Services is currently working with ShEvaesco to promote and integrate self-care and regulation programs. i. Fraser Health and Alouette Addictions continues to hold harm-reduction and overdose prevention workshops for community members and professionals.

	<p>e.) Providing meaningful sexual education that is inclusive of different sexual orientations, addresses health and safety, and is non-judgmental and informative.</p> <p>f.) Providing meaningful education and resources on violence and cruelty, including online, verbal and physical bullying, relationship violence, discrimination, and racism.</p> <p>g.) Providing free birth control and sexual health services to youth and emerging adults.</p> <p>h.) Advocating for the inclusion of in-school Drug and Alcohol counsellors in all high schools.</p> <p>i.) Providing information on confidential help lines, services, and resources for youth of all ages.</p> <p>j.) Focusing on early identification of mental health and or substance use issues and connecting youth with professionals outside of the school system for confidentiality.</p> <p>k.) Encouraging mental health first aid education for professionals and others who work with youth (ie., teachers, coaches, service providers, etc.).</p> <p>l.) Developing partnerships with treatment centres to deliver community sessions and/or workshops for professionals.</p>				
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3.1.4	Support mental health training for City staff who engage with youth.	Lead: CMR, YPT Potential Partners: Foundry, MCFD, PLEA, Red Cross	Partnerships Existing Staff Resources	Ongoing	Currently in discussions with MCFD; Aboriginal Child and Youth Mental Health Community Outreach regarding mental health training.
3.1.5	Advocate to community partners to develop early intervention techniques for youth facing mental health and substance use.	Lead: SPAC Potential Partners: Foundry, MCFD, YPT	Partnerships Existing Staff Resources	Short Term (0-2 Years)	n/a
3.1.6	Advocate to community partners to develop a support group for youth and emerging adults related to mental health and/or substance use.	Lead: Foundry Potential Partners: MCFD, Family Education, RCMP, YPT	Partnerships Existing Staff Resources	Ongoing	Currently facilitating mental health and substance abuse support groups for youth and emerging adults at Foundry. And MCFD; Aboriginal Child and Youth Mental Health Community Outreach team is currently hiring three clinicians.
Goal 3.2 – Improve awareness of and access to youth services					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
3.2.1	Work with community partners to develop and promote a Youth Wellness website as a one-stop site to support youth, emerging adults, and parents to find local resources on a range of topics including physical and mental health, substance use/addictions, financial support, housing/shelter, education, employment, etc.	Lead: Foundry Potential Partners: Community Network, YPT, Youth Council, CMR, Pathways	N/A	COMPLETE	COMPLETE
3.2.2	Promote the Youth Strategy, Youth Development Wheel, and Youth Wellness website among youth, emerging adults, parents, service providers, and other community partners and organizations.	Lead: CMR, YPT Potential Partners: YPT; Branding Sub-Committee, Youth Council	Partnerships Existing Staff Resources	Ongoing	Will continue to be a priority throughout the implementation process of the Youth Strategy.
3.2.3	Work with community partners to promote new and existing services for youth in our community and to parents and caregivers through a variety of channels including in-person outreach/presentations, print (Brochures, guides, school newsletters), and online (websites, social media).	Lead: CMR, YPT Potential Partners: Youth Council, Foundry, Community Network, SD42	Partnerships Existing Staff Resources	Ongoing	Family Education and Foundry are currently working with community partners to promote existing youth services and resources to parents and caregivers.

Goal 3.3 – Use local youth development trends to plan for youth services

ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
3.3.1	Use the Early Development Instrument (EDI) and Middle Development Instrument (MDI) results for Maple Ridge/ Pitt Meadows to evaluate youth needs over time and plan City programs, services and resources.	Lead: SD42, Fraser Health Potential Partners: UBC, SPAC, Community Network, CMR	Partnerships Existing Staff Resources	Ongoing	Are used to evaluate youth needs on an ongoing basis in the community. SPAC will be hosting a workshop on EDI and MDI in Q3 of 2019.
Goal 3.4 – Support the reintroduction of a safe house/youth shelter in Maple Ridge					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
3.4.1	Advocate to senior levels of government and other community partners for funding to reintroduce a safe house/youth shelter in Maple Ridge to help support youth in need, especially those under 16.	Lead: CMR, YPT, Youth Council Potential Partners: Foundry, Community Network, SD42	Partnerships Existing Staff Resources	Ongoing	The reintroduction of a youth safe house in the CMR was recently proposed by the Youth Safe House Sub-Committee.
Goal 3.5 – Further engage parents in youth wellbeing					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
3.5.1	Work with community partners to develop a support group for parents of youth to get advice and share best practices.	Lead: Foundry Potential Partners: SD42, MCFD	N/A	Short Term (0-2 Years)	COMPLETE
3.5.2	Advocate to community partners to raise awareness and engage parents on youth wellness, mental health, and substance use prevention and intervention.	Lead: Foundry Potential Partners: YPT, Youth Council, SD42, MCFD, CMR	Partnerships	Ongoing	Current parent drop-in group put on by the Youth Wellness Centre engaging parents on youth mental health and substance use.
Goal 3.6 – Support relief for families dealing with mental health issues					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
3.6.1	Advocate to community partners to develop and enhance relief programs for families affected by mental health issues including a range of professional support, care support, peer support groups, workshops and other resources.	Lead: MCFD, Foundry, Fraser Health Potential Partner: RMODCAT, YPT	Partnerships	Short Term (0-2 Years)	n/a

Goal Area Four					
Goal 4.1 – Support youth and emerging adults to learn important life skills and career development skills					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
4.1.1	<p>Work with School District 42 and other community partners to develop and implement classes, workshops and resources (in and out of schools) to teach life skills and career development such as:</p> <ul style="list-style-type: none"> • resume writing/interviews/job applications, • work safety, • applying for postsecondary, • money management, • goal setting, • stress management, • finding housing, • tenancy laws and landlord rights, • how to do your own taxes, and, • how to start a business, etc. 	<p>Lead: Work BC</p> <p>Potential Partner: Foundry, SD42, CMR, YPT, Youth Council</p>	Partnerships	Ongoing	Empower a Youth is currently offering financial literacy and entrepreneurship to high school students. Phase 1 has been offered at Thomas Haney and Maple Ridge Secondary Schools, the programs will be expanded in September, 2019.
4.1.2	Work with community partners to develop a volunteer learning registry to connect people who want to learn with others who can teach specific skills.	<p>Lead: Work BC</p> <p>Potential Partner: YPT; Branding Sub-Committee, Youth Council</p>	Partnerships Grant Dependent	Long Term (5-7 Years)	n/a
Goal 4.2 – Support youth and emerging adults to gain practical, real life work experience					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
4.2.1	<p>Advocate to community partners to develop a "Supporting Youth Works" program to provide more opportunities for youth and emerging adults to gain work experience and build connections in their schools and in their community by:</p> <p>a.) Developing a database of local opportunities for formal work experience (for school credit) as well as jobs and volunteer opportunities for youth and emerging adults.</p> <p>b.) Developing job fairs oriented to youth and</p>	<p>Lead: Work BC</p> <p>Potential Partner: SD42, CMR, YPT, Youth Council</p>	Partnerships Existing Staff Resources	Ongoing	Currently offering the Young Worker Speakers Program for students in grades 10-12 engaging students in workplace health and safety and providing the student WorkSafe 10-12 resource package online including information on BC Employment Standards.

	Education for youth and emerging adults out of high school.	Potential Partners: SD42, Work BC, SPAC, YPT, CMR Lead: CMR, YPT Potential Partners: Youth Council, SD42, Simon Fraser University, BCIT	Partnerships Existing Staff Resources	Ongoing	Staff are continuing outreach to the various postsecondary institutions and later in 2019 will be undertaking a local demand analysis to determine the baseline capacity needs for the community. This item continues to remain a priority.
Goal 4.4 – Support affordable housing for families and youth/emerging adults					
ACTION	GOAL	WHO	RESOURCES REQUIRED	PRIORITY/TARGET	STATUS
4.3.4	Continue to explore a possible partnership with Simon Fraser University to create a satellite campus in Maple Ridge to help youth and young adults access postsecondary opportunities locally.				
4.4.1	Continue to support the ongoing maintenance and development of adequate rental units and affordable housing as per the City's Housing Action Plan.	Lead: CMR, YPT, MP, MLA Potential Partner: Youth Council, SPAC, PLEA	Partnerships Existing Staff Resources	Short Term (0-2 Years)	n/a
4.4.2	Continue to advocate to senior levels of governments for more funding for non-market housing, rent supplements, and other programs to support low income households.	Lead: CMR, YPT, MP, MLA Potential Partner: Youth Council, MCFD, BC Housing, SPAC	Partnerships Existing Staff Resources	Short Term (0-2 Years)	n/a
4.4.3	Continue to provide information on housing rights and housing assistance as per the City's Housing Action Plan, with an emphasis on reaching older youth and emerging adults.	Lead: CMR, YPT, MP, MLA Potential Partner: Youth Council, MCFD, BC Housing, Residential Tenancy Branch	Partnerships Existing Staff Resources	Short Term (0-2 Years)	n/a

LEGEND:

- ACT – Arts Centre and Theatre
- BCRPA - British Columbia Recreation and Parks Association
- BIA – Business Improvement Association
- CISUR - Canadian Centre for Substance Use Research
- CMR – City of Maple Ridge
- CN – Community Network
- COR – SD42 “Celebration of Respect” Forum
- DSAC – District Student Advisory Council
- Foundry – Youth Wellness Centre
- FRIS – Fraser River Indigenous Society
- EDI – Early Years Development Index
- MCFD – Ministry of Child and Family Development
- MDI – Middle Years Development Index
- MR – Maple Ridge
- ONYX – Work Experience and Mentorship Opportunities for Youth
- RMODCAT – Ridge Meadows
- ShEvalesco – Programs for self-identifying young women (including Indigenous, two-spirited, LGBTQQA+, vulnerable and at-risk)
- SPAC – Social Policy Advisory Committee
- YPT – Youth Planning Table

TO:	His Worship Mayor Michael Morden and Members of Council	MEETING DATE:	July 9, 2019
FROM:	Chief Administrative Officer	FILE NO:	2226314
SUBJECT:	Maple Ridge Town Centre Business Walk	MEETING:	Council Workshop

EXECUTIVE SUMMARY:

The Economic Development and Civic Property Department (EDCP) is planning partnering with the Maple Ridge-Pitt Meadows Chamber of Commerce (Chamber) and the Downtown Maple Ridge Business Improvement Association (DMRBIA) to conduct a Business Walk in the Town Centre on Wednesday, September 11, 2019.

The goal of the Business Walk is to gain insight into the current business climate, opportunities and challenges for businesses in the Town Centre, and to determine how the City, Chamber and DMRBIA can more effectively work together to help support and maintain a vibrant Town Centre.

The Business Walk will require approximately 20-25 volunteers to administer and collect a short questionnaire to the 750 businesses in the Town Centre with a goal of collecting at least 200 completed questionnaires. The volunteers will be formed into teams that could include Mayor and Council, City staff, Chamber executives and members, DMRBIA executives and members, the local MP and MLAs, and representatives from Small Business BC, Business Development Canada (BDC), Women's Enterprise Centre, Futurpreneur, the Rotary Club and other local businesses.

RECOMMENDATION:

For information only. No motion required.

DISCUSSION:

a) Background Context:

Business Walks are a widely used business retention and expansion tool designed to quickly gauge the economic climate of businesses in a specified area. They have been used by a number of communities throughout the Province including larger communities such as Kelowna and Abbotsford, and smaller communities such as Quesnel and Pemberton.

Successful Business Walk programs typically involve a partnership between the Mayor and Council, City Staff, Chamber of Commerce, Business Improvement Association and other business service providers in the area. These programs use teams of volunteer "walkers" who visit businesses to administer a short questionnaire on the status of individual businesses and the local environment in which they operate. The Province of British Columbia and the British Columbia Economic Development Association promote and support the use of business walks as an economic development tool.

Business Walk questionnaires are typically structured to be brief and conversational. Staff are currently developing a questionnaire that will focus on the general business climate, opportunities and challenges facing local businesses, and safety and security in the Town Centre. Any businesses that require additional assistance can also be identified for follow up visits to provide one-on-one support.

The proposed Business Walk will focus on businesses in the DMRBIA's catchment area (see Appendix A.) This area has approximately 750 businesses representing a wide variety of sectors including retail, food and beverage service, business service, medical and dental offices, professional services, personal service, technology, automobile service, government and social service agencies, and technology companies.

Business Walk teams are typically made up of two volunteers who are assigned a specific walking route that can be completed in about three hours. The volunteer groups will meet at City Hall on the morning of the Business Walk for a brief training session and to receive their assigned walking routes. The teams will return to City Hall to return the completed questionnaires and provide any feedback they received from the businesses on their routes.

Given the large number of businesses in the Town Centre and the amount of area to be covered, staff are recommend using a two-step process:

1. On September 4, one week prior to the Business Walk, staff from the EDCP and DMRBIA will distribute the questionnaires to businesses in the Town Centre.
2. On September 11, the day of the Business Walk, the volunteer teams will be assigned their "walking routes" to pick-up completed questionnaires, ask for additional comments, and complete any questionnaires as necessary.

Economic Development and Civic Property staff will work with the Information Technology Department to develop an on-line version of the questionnaire as well.

b) Desired Outcome:

The primary objectives of the proposed Business Walk are to:

- identify and understand opportunities and challenges for local business,
- increase the awareness of existing business support services and agencies,
- allow the Chamber, MRBIA and other service providers to identify opportunities to develop new programs and services for local businesses
- assist identified businesses with follow-up support and assistance
- demonstrate the Mayor and Council's support for the business community.

c) Strategic Alignment:

The proposed Business Walk has strong alignment with a number of Council's strategic priorities.

1. Growth and Community Pride & Spirit

- a. Connects local businesses with existing programs and services offered by the City, DMRBIA, Chamber and other business support agencies
- b. Helps identify opportunities to create new programs and services to support growth of local businesses
- c. Helps identify opportunities to develop new and improved festivals and events in the Town Centre.

2. Community Safety

The Business Walk questionnaire will include specific questions to help identify potential areas of concern with safety and security, and provides an opportunity to connect businesses with Westridge Security and the RCMP.

3. Inter-Governmental Relations

City staff will connect with the offices of the local Member of Parliament and both local Members of the Legislative Assembly to encourage their participation in the Business Walk. The Business Walk also provides an opportunity to connect with provincial and federal business support organizations such as Small Business BC, BDC, Women's Enterprise Centre and Futurpreneur.

d) Citizen/Customer Implications:

Information gathered during the Business Walk will be used to help support a safer, more vibrant Town Centre for businesses, residents and visitors.

e) Interdepartmental Implications:

The Business Walk will require a limited amount of interdepartmental support from Information Technology to create an online questionnaire, and from Communications to promote the event. The Business Walk will also need City staff, including CMT, to volunteer for the "walking teams".

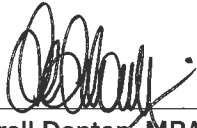
f) Business Plan/Financial Implications:

The proposed Business Walk is consistent with the EDCP's business plan goal of creating a more vibrant Town Centre and can be accommodated within the department's current budget allocation.

CONCLUSION:

Business Walks are a proven business retention and expansion tool used by communities throughout the Province to gain an insight into the local business climate. They offer a great opportunity to strengthen relationships with the Chamber of Commerce and DMRBIA, to connect local businesses with existing support programs, and to identify new opportunities to help businesses in Town Centre grow and thrive.


Prepared by: **Bruce Livingstone, BBA**
Business Retention and Expansion Officer

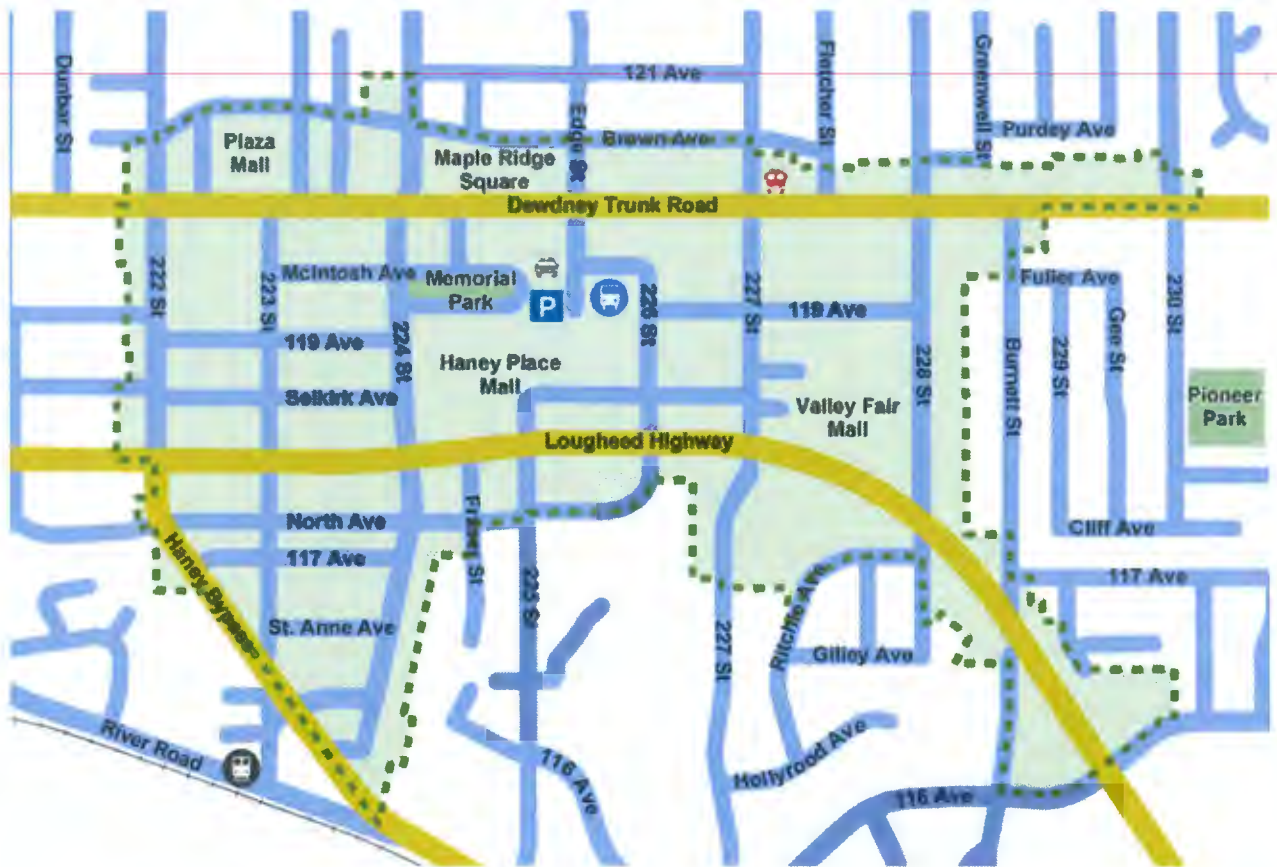

Reviewed by: **Darrell Denton, MBA**
Acting Director of Economic Development and Civic Property


Approved by: **Christine Carter, M.PL, MCIP, RPP**
General Manager Planning and Development


Concurrence: **Kelly Swift, MBA**
Acting Chief Administrative Officer

Appendix A: DMRBIA Catchment Area Map

Appendix A: DMRBIA Catchment Area Map



City of Maple Ridge

TO:	His Worship Mayor Michael Morden and Members of Council	MEETING DATE:	July 9, 2019
FROM:	Chief Administrative Officer	FILE NO:	11-5240-01
SUBJECT:	Contracting Practices	MEETING:	Workshop

EXECUTIVE SUMMARY:

The City has considered and used several different project delivery methodologies to expedite and deliver on Capital Works projects, from partial or full road closures to extended work hours. Since 2017, the City has participated in a regional taskforce comprised of representatives from other municipalities, consultants and contractors, to review potential options to streamline and advance projects efficiently while minimizing the impacts on the public.

Across the industry there are four widely accepted methodologies considered when seeking to expedite construction project delivery. These include permitting construction 24 hours per day, 7 days a week (24/7), overnight work only, extended day hours, and/or road closures.

In 2015, the City of Toronto ran a pilot test of the four methodologies for 11 projects to assess the effectiveness of extended construction working hours. Subsequent to that, the City of Surrey conducted a Contractor Survey in fall 2018 where 25 contractors were surveyed across various sizes of projects from \$1 million to in excess of \$10 million. Both approaches produced similar results.

Both municipalities identified similar concerns in that working 24/7 or over night revealed weakness in the supply chain – both materials and labour. Extended work days were generally found to reduce the contract duration but resulted in cost premiums for labourers of 15-20%. Road closures were found to be effective in reducing contract duration but result in impacts on the public. Contractors noted that flexibility in construction start dates would likely result in lower costs as it allows them to schedule limited resources. Ultimately, contractors shared that successful project delivery was all about risk allocation. The more the risk could be shared across all parties, the more effectively the project could be delivered.

RECOMMENDATION:

This report is submitted for information.

DISCUSSION:

a) Background Context:

The City has considered and used several different project delivery methodologies to expedite and deliver on Capital Works projects, from partial or full road closures to extended work hours. Since 2017, the City has participated in a regional taskforce comprised of representatives from other municipalities, consultants and contractors, to review potential options to streamline and advance projects efficiently while minimizing the impacts on the public.

Both the City of Vancouver and Burnaby were keenly interested to participate due to the small number of contractors bidding on their project (sometimes only one or two bidders).

The City routinely gets five bidders on most projects of our tenders unless it is specialized work such as pipe bursting. Also, the City strives to tender early in the year to get better pricing and secure contractor availability.

Across the industry there are four widely accepted methodologies considered when seeking to expedite construction project delivery. These include permitting construction 24 hours per day, 7 days a week (24/7), overnight work only, extended day hours, and or road closures, with the pros and cons as follows:

Work Model	Pros	Cons
24/7	<ul style="list-style-type: none"> • Reduced time in work duration • Potential for cost savings 	<ul style="list-style-type: none"> • Greatest amount of traffic disruption, noise and light pollution impacts on local residents • Difficulties in maintaining oversight • Supply chain is not robust enough to support this model. Difficult to get materials when needed. Pay a premium for night paving, etc.
Overnight Work Only	<ul style="list-style-type: none"> • Lessen work impacts during the day • Less disruptive to public 	<ul style="list-style-type: none"> • Pay a premium for labour and mobilization and demobilization costs • Supply chain issues as noted above • Longer work schedule
Extended Day Working Hours	<ul style="list-style-type: none"> • Reduced work duration (most contractors did not an work extended day) 	<ul style="list-style-type: none"> • Pay a premium for labour from 15-20% • Supply chain issues as noted above
Road Closures	<ul style="list-style-type: none"> • Reduced work duration • Potential for cost savings 	<ul style="list-style-type: none"> • Impact on Public (short term pain for long term gain)

It is important to note that the City is a member of the Regional Engineer's Advisory Committee (REAC) that is comprised of senior engineers from all municipalities in the Metro Vancouver Region. In fall 2017, REAC formed a sub-committee to work specifically with Construction Industry Representatives (Contractor's, BC Road Builder's Association, and the City of Vancouver, Burnaby and Maple Ridge) to review current practices and consider options to improve municipal construction practices throughout the Region. The sub-committee discussed a variety of issues such as how to improve contract documents, building a stronger contracting industry, quality assurance and quality control, improving project delivery and traffic management and safety.

The sub-committee held two workshops in December 2018 to better educate contractors and municipalities, and the City was co-chair with the City of Burnaby, of panel discussions at the workshops. After which in January 2019 a formal Construction Procurement Task Force was struck with the goal of creating "an environment where contractors want to bid and municipalities get good value".

The two meetings of the Construction Procurement Task Force were held on January 31, 2019 and April 11, 2019. The were well attended with representatives from the Cities of Vancouver, Burnaby, Maple Ridge, Surrey, District of North Vancouver, Port Moody, Richmond, New Westminster, Coquitlam and the Township of Langley, and representation from consultants and contractors.

At the April meeting, the City of Surrey presented its findings from the Contractors Survey. Also, there was discussion on the task force objectives of owner/municipality, contractors and consultants so that all parties had a clear understanding moving forward. The next meeting priorities are the contractor evaluations, lessons learned and feedback on road closures. Throughout this process, contractors and consultants have always commented on the City's proactive approach and strong presence.

b) Desired Outcome:

To provide an update on contracting practices in the City to improve project delivery and insure fair value for works tendered.

c) Strategic Alignment:

In line with corporate direction to deliver projects in a timely and cost effective manner.

d) Citizen/Customer Implications:

By considering different project delivery methodologies, the City seeks to reduce the impact on the public during the construction period.

e) Interdepartmental Implications:

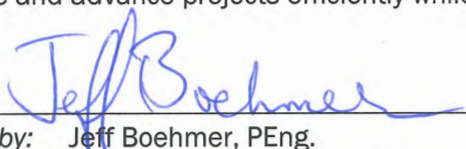
The Engineering Department will continue to work with the Operations and Finance Department in the planning and design of the new capital infrastructure projects.

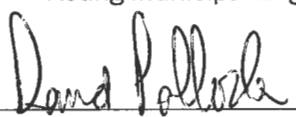
f) Business Plan/Financial Implications:

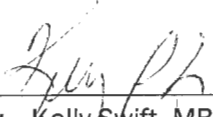
Using the correct model can lessen impacts on the public and reduce costs, however selection of the correct methodology is very much project dependent and requires careful consideration.

CONCLUSIONS:

The City has considered and used several different project delivery models to expedite and deliver on Capital Works projects, partial or full road closures provide the best opportunity to improve on project delivery. The City will continue to review on a case by case basis, options for project delivery. The City will also continue working other municipalities, consultants and contractors to find ways to streamline and advance projects efficiently while minimizing the impacts on the public.


Prepared by: Jeff Boehmer, PEng.
Acting Municipal Engineer


Approved by: David Pollock, PEng.
General Manager Engineering Services


Concurrence: Kelly Swift, MBA
Acting Chief Administrative Officer

TO:	His Worship Mayor Michael Morden and Members of Council	MEETING DATE:	July 9, 2019
FROM:	Chief Administrative Officer	FILE NO:	2236469
		MEETING:	Workshop
SUBJECT:	The Mann Cup National Championships		

EXECUTIVE SUMMARY:

The Senior A Burrards Lacrosse Club has indicated that they have a good chance of winning the Western Lacrosse Association (WLA) Championship. If the team were crowned as the Western Champions, the following Canadian Lacrosse Association (CLA) National Championships, the Mann Cup, could be hosted in Maple Ridge in September 5-14, 2019. Historically ice user groups like Ice Hockey, Figure Skating and Speed Skating have started their season during this time. Hosting the Mann Cup in Cam Neely Arena would displace the ice users for approximately 3 weeks; however, hosting a national championship as prestigious as the Mann Cup would be celebrated and embraced by the community and at a national level.

RECOMMENDATION:

That the installation of the ice at Cam Neely be delayed for approximately 3 weeks, if the Senior A Burrards Lacrosse Club win the WLA Championships and have the opportunity to host the Mann Cup at their home arena in Maple Ridge; and

that a one-time only accommodation, to a maximum, of \$10,000 be funded through accumulated surplus (if this cannot be managed through PRC's operating budget) to purchase ice from neighbouring facilities for minor ice user groups.

DISCUSSION:

a) Background Context:

In January 2019, the Senior A Burrards Lacrosse Club approached Staff to discuss the possibilities of hosting the CLA National Championships, the Mann Cup, in the Fall of 2019 if the team were crowned the Western Champions. Staff followed up by hosting a meeting with potential affected ice user groups to gauge their support and determine potential concerns ice users may be faced with if the ice was delayed.

Following the meeting, staff investigated the possibility of installing a portable Homasote flooring, typically used during the Homeshow, over the ice surface to reduce the downtime for ice users. Unfortunately, the Burrards Lacrosse Club determined that there will be no room in their play schedule to allow time for ice to be installed prior to the Mann Cup. In addition, previous research conducted for a report to Council on July 4, 2017 on subsidized ice time and temporary dry floor solutions (attached) deemed this to be cost prohibitive. In April, the

City and the Burrards Lacrosse Club reviewed their findings and a decision was made by the Club to seek an alternative venue.

During this process, staff also reached out to neighbouring municipalities to reserve ice time for user groups to accommodate the loss of ice time available at Cam Neely if the City were to delay transitioning from dry floor to ice by several weeks. This is a similar process the City undertook to accommodate our swim clubs during the aquatic retrofit project. Hours were available at Pitt Meadows Arena, Planet Ice – Rink 2, and Langley Sportsplex throughout the week, however the availability was only a fraction of the ice users normal schedule at Cam Neely and would not meet the needs of the Figure Skating Club. At that time, the cost to purchase private ice at neighbouring facilities was approximately \$10,000 after receiving revenue from the ice users at the subsidized ice rate.

On June 10, the Burrards reached out once again to City staff, Mayor and Members of Council advocating for the use of Cam Neely should the Club be successful in the CLA National Championships. With the understanding that a portable Homasote floor will not work, the alternative is to delay the ice installation at Cam Neely by approximately 3 weeks. Based on allocated hours at Cam Neely for the first three weeks of September, Minor Hockey would lose 120 hours, Figure Skating would lose 57 hours, Female Hockey would lose 12 hours, and the Flames would lose 13.5 hours.

b) Desired Outcome:

The desired outcome is to support the Senior A Burrards Lacrosse Club bid to host the CLA Mann Cup in Cam Neely if they win the WLA Championship.

c) Strategic Alignment:

The Mann Cup is a national event that would bring athletes and supporters throughout Canada to Maple Ridge to experience our City. This is in line with Council's strategic priority of Community Spirit & Pride.

d) Citizen/Customer Implications:

Associations including Minor Hockey, Female Hockey, Speed Skating and Figure Skating would all be impacted if the ice installation was delayed in Cam Neely. If the Senior A Burrards Lacrosse Club do not win the WLA Championship, then they will not move forward to the Mann Cup and there will be no impact to other ice users.

e) Business Plan/Financial Implications:

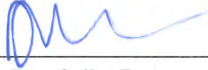
A one-time expense of \$10,000 would be required to book alternate ice times for ice users in neighbouring facilities. Due to past research, the City would only be able to provide ice users with a reduced schedule based on their regular allocation at Cam Neely. In addition, the loss of ice rental revenue during the first 3 weeks of September would be approximately \$20,000 for the City. The costs associated with this accommodation will be funded through accumulated surplus if it is unmanageable within the existing PRC budget.

CONCLUSION:

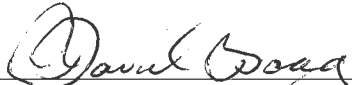
Hosting the Mann Cup is an incredible honour for the Lacrosse community. The Burrards Senior A Lacrosse Club has a chance to win the WLA Championship and host the CLA Mann Cup in Maple Ridge. Hosting a national championship as prestigious as the Mann Cup would be celebrated and embraced by the community, provincial and national level




Prepared by: Russ Brummer
Business Operations Manager



Reviewed by: Danielle Pope
Director of Recreation & Community Engagement



Approved by: David Boag
Acting General Manager Parks, Recreation & Culture



Concurrence: Kelly Swift MBA
Acting Chief Administrative Officer

Attachments:

(A) July 4, 2017 Council report - subsidized ice time and temporary dry floor solutions



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: July 4, 2017
FILE NO:
MEETING: Workshop
SUBJECT: Follow-Up Report to the Ridge Meadows Minor Hockey Presentation

EXECUTIVE SUMMARY:

Ridge Meadows Minor Hockey Association (RMMHA) presented to Council at the March 14, 2017 meeting and during that presentation described some concerns. As a result, Council directed:

That a report be provided on subsidized ice time and the impact on hours of use based on the availability of a temporary dry floor for use at the Cam Neely Arena.

RECOMMENDATION:

That staff increase funding for subsidized arena access by \$100,000 in 2017 and by \$200,000 in subsequent years, by identifying a funding source for 2017 and amending the 2018-2022 business plan accordingly.

DISCUSSION:

a) Background Context:

On March 14, 2017, RMMHA appeared as a delegation and provided a presentation to Council that identified the following concerns:

1. Their perception that the ice costs that they pay are higher than what other minor hockey associations pay in the lower mainland.
2. A need for more ice time. RMMHA reports that they have limited access to practice times other than early bird (5:30-7:00 am) and challenges securing ice time for tournaments. The Club is also at capacity (without advertising) and is concerned that they will not be able to accommodate growth.
3. Other concerns included the administrative burden that the current public-private ice structure places on them, and their perception that there is a lack of community focus. Suggestions were also made for facility improvements such as a better portable floor solution and the need for evaluation viewing areas.

At that meeting, Council directed staff to review these concerns and bring forward a report for information.

Private Operator Model

In 1996, the City entered into an agreement with RG Properties LTD (RG). In this agreement RG retained the risk and cost to construct a three pad ice rink, which includes the curling rink. It was also RG's responsibility to furnish the facility with supplies and equipment subject to trust conditions.

Conditions of this agreement include:

- RG paid all DCC's and continues to pay all operating costs associated with operating the facility.
- RG has the right to retain all revenues.
- RG holds a 30 year lease which is reviewed on a five year basis with RG holding the right to renew.
- The 30 year term ends January 2029.
- RG provides "municipal use" of the equivalent of one ice surface for a fee of approximately \$665,000.00 per annum.

In return for this annual payment, the City of Maple Ridge receives:

- Use of the equivalent of one ice/dry floor surface annually. In turn the City rents this ice back to local non-profit user groups at a reduced (subsidized) rate.
- Use of the second rink from May 1 – August 15 for seven days, 24 hours each day for special events.
- Use of office and storage space for community groups.

The City conducts regular inspections of the rinks and works with Planet Ice on ice allocations and to ensure repairs are conducted and user concerns are addressed. City staff also liaise with arena user groups and host ice and dry floor allocation meetings as part of the annual booking process for subsidized arena allocations.

Subsidized Ice Access

The traditional operating model for arenas in the past was publicly owned and operated facilities. In and around the 1990's, public-private-partnerships known as "P3's" emerged, and the agreement with RG was established based on this model.

In the current agreement, the City provides subsidized access to ice users of approximately 1,150 hours per year at Planet Ice. This includes time for minor sports organizations, adult users, community public skating and skate lesson participants. Ice sports that use this time include minor hockey, figure skating, female hockey, ringette and speed skating. Any additional ice time that groups require is purchased directly by the groups from RG at private rates; for RMMHA this represents between 20-30% of their weekly ice time. Private ice rentals include hours at Planet Ice and Pitt Meadows Arena.

In 2009 the Maple Ridge and Pitt Meadows Parks & Leisure Services Commission (PLSC) directed staff to investigate the amount of subsidized ice time available to local minor sports groups in comparison to other municipalities. As a result Council approved increased funding of \$205,000 in 2010 that was phased in over 5 years and concluded in 2014. While this funding helped to address the growing gap between subsidized ice allocations in Maple Ridge compared to the lower mainland average, it did not close that gap. This was measured through the ratio of ice time allocated per player per week which is calculated by dividing the number of hours by the number of players.

As a result of the 2010-2014 phased in funding program, the average number of hours per player per week for RMMHA increased from .05 to .10. However, the average in the lower mainland increased from .11 to .16 hours per player per week during this same period. Consequently, a more equitable comparison to the rest of the Lower Mainland was not achieved.

The column on the left below shows the subsidized rates that minor hockey associations pay in other lower mainland communities, compared to what is RMMHA pays in Maple Ridge. Private rates are not listed, as each group negotiates rates based on prime, non-prime, and shoulder time, and in some cases buy time in multiple arenas. The right-hand column includes the player time per week ratio, which was used for comparison. While Maple Ridge receives one-third less hours of subsidized ice than other municipalities, the subsidized ice rental rate applied in Maple Ridge is slightly lower (by \$6.33 per hour) than the regional average.

Lower Mainland Subsidized Ice Rates & Allocations:

Municipality	Rates 2016/2017	Hours/week 2016/17	# of Players in 2016/2017	Average Time/Player/Week (in hours)
Port Moody	\$123.65	82.25	480	.17
Port Coquitlam	\$110.00	69	447	.15
Coquitlam	\$121.62	128.75	872	.15
Abbotsford	\$116.00	n/a	n/a	n/a
Mission	\$117.50	49.50	325	.15
Burnaby	\$111.24	101	800	.13
Maple Ridge Pitt Meadows	\$110.34	108.75	1,059	.10
Average of other Communities	\$116.66	86	585	.15
Variance (MR – Avg)	-\$6.33	22.75	474	-.05

In order to achieve the regional average for RMMHA, the City would need to increase the subsidized ice allocation by approximately 46 hours/week, which would require an increase in allocation funding by approximately one-third of what is currently budgeted. This would be similar for other ice and dry floor users.

If the City were to increase subsidized allocations by one-third for all ice and dry floor minor sports, it would result in an ongoing cost of approximately \$200,000 to \$250,000, which is around a 0.20 – 0.25% tax increase. The process to confirm these costs would involve discussions with all minor sports that use the arenas regarding needs, and with RG to negotiate a specific rental rate and to establish an agreement that secures this time for local minor sports.

If additional time was purchased by the City, the intent would be to replace time that local minor sports currently buy directly from RG at private rates. While this would alleviate cost challenges that RMMHA and other ice and dry floor users face, it would not address their need for access to additional hours of ice time beyond what they currently receive. Planet Ice is currently operating at capacity for both private and subsidized hours.

Public input to the possible expansion of the Maple Ridge Planet Ice Facility was included in the Parks, Recreation and Culture community consultation.

Facility and Administrative Improvements

Both dry floor and ice users groups struggle with gaining timely access to their respective surface (dry or ice) during the transition period between sports. A request was made by user groups to research portable floors to improve access for both sports during the transitory time.

The Home Show and the City co-own a Homasote floor which is used during the Home Show to cover the ice surface and make it usable for their needs. This solution is temporary and can only be used for up to five days. Drawbacks of this solution include the Homasote floor freezing to the ice and in turn damaging the ice surface, It also causes ice to form around the corners of the dry floor surface which requires maintenance so that it does not lead to injuries.

Staff researched purchasing a new floor specifically fitted for the Cam Neely surface. This solution would require a \$300-\$400,000 capital investment. To make flooring feasible for dry floor sports, the existing floor would need to be covered by a turf sports carpet which would cost an additional \$175,000.

The largest challenge however, is that the installation and removal of the flooring system is cost prohibitive if it would be required to be done regularly. It takes up to 60 hours of RG staff time to install the flooring and an equal amount of time to remove it. This would be done at the users or City's cost. While this may be feasible for major events such as the Home Show, it is not a cost-effective approach for the shared use of an ice surface by both ice and dry floor user groups on a day to day basis for even short periods of time. Consequently, staff do not recommend proceeding with the capital investment described above.

b) Desired Outcome:

To provide sufficient and equitable access to ice opportunities for all members of the community, with customer service policies that align with core philosophies of nurturing a quality customer experience and community capacity building.

c) Strategic Alignment:

In 2010, the Parks, Recreation and Culture Master Plan recommended a review of ice use to determine if there is a need for construction of additional ice within the community.

d) Citizen/Customer Implications:

Currently Maple Ridge provides a lower ratio of access to subsidized ice than the regional average. Minor ice user groups in Maple Ridge rely on municipal subsidies to access ice time in order to provide recreation and sport opportunities to ice sport participants. Sport groups work to fill a deficit in subsidized ice by purchasing ice at private market rates, which puts a significant strain on these volunteer run organizations.

e) Business Plan/Financial Implications:

Any proposed negotiations for increased subsidized ice or improvements to the Planet Ice facility would require consultation with RG before proceeding. However, a preliminary estimate to of the cost to increase access to subsidized ice is \$200,000 to \$250,000, which is not currently planned in the budget.

CONCLUSIONS:

Upon completion of regional comparisons, staff have determined that RMMHA receives less subsidized ice time per player per week than their peers in neighbouring communities. RMMHA and other minor arena sports off-set this deficit by purchasing ice at private rates, which results in higher overall ice costs. In addition, both subsidized and private ice is close to fully allocated, with some less-desirable time remaining available. The need for additional ice time is being considered as part of the Parks, Recreation and Culture Facility Planning process that Council has undertaken.

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

Concurrence: E.C. Swabey
Chief Administrative Officer

:dp



MAYOR DARRYL WALKER
OFFICE OF THE MAYOR
WHITE ROCK, BC CANADA

June 26, 2019

To the Union of British Columbia Municipalities:

RE: PROPOSED VACANCY TAX

On June 24, 2019, White Rock City Council considered a corporate report from the Director of Financial Services titled "Proposed Vacancy Tax" (attached). Discussions stemming from this report reinforce the need for local governments to address this matter directly.

I am writing on behalf of White Rock City Council, to canvass your support of our resolution requesting UBCM work with the Province in amending the *Community Charter*. If supported, the amendment would permit municipalities the authority to impose, by bylaw, an annual vacancy tax on taxable residential and commercial properties. The City of Vancouver has set a precedent for this authority through the *Vancouver Charter*. Our resolution reads as follows:

WHEREAS The City of Vancouver has authority through the *Vancouver Charter* to implement an Annual Vacancy Tax

WHEREAS The City of White Rock is governed through the *Community Charter* where there is no current authority to implement a Vacancy Tax and it is believed that there are a number of vacant residential and commercial properties in the City of White Rock

THEREFORE BE IT RESOLVED THAT the City of White Rock request that UBCM work with the Province of British Columbia to amend the authority given to Local Governments through the *Community Charter* permitting municipalities the authority to impose, by bylaw, an annual vacancy tax on taxable residential and commercial properties, and that the criteria and administrative requirements be similar to those of the *Vancouver Charter*.

We believe that providing local governments this authority is one step closer towards addressing BC's affordable housing crisis.

A copy of the resolution has been included with this correspondence for inclusion in your agenda packages.

We appreciate your time in considering our request, and look forward to connecting at the UBCM Convention this Fall.

Sincerely,

Darryl Walker
Mayor

5.1

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: June 24, 2019

TO: Governance and Legislation Committee

FROM: Sandra Kurylo, Director of Financial Services

SUBJECT: Proposed Vacancy Tax

RECOMMENDATION

THAT the Governance and Legislation Committee receive for information the corporate report dated June 24, 2019 from the Director of Financial Services, titled "Proposed Vacancy Tax".

INTRODUCTION

This corporate report is in follow-up to Council's resolution of January 28, 2019, that directed staff to prepare a corporate report on a proposal that the City of White Rock implement a vacancy tax, similar to the City of Vancouver, with certain considerations. The motion states that the proposed vacancy tax be 5% of the tax assessed level of the property municipal levy on commercial and residential properties and include a 2.5% municipal levy on the sale of assignments ("flipping"). As well the motion states that all such receipts be earmarked for the acquisition and construction of affordable (or below market rate) housing in White Rock.

ANALYSIS

The first step in considering a plan for a vacancy tax is to determine if the City has the legal authority to impose it. The City has confirmed that, with the exception of the City of Vancouver who have their own Charter, local governments in British Columbia do not have the authority to impose a vacancy tax.

Section 193 (1) of the *Community Charter* states that a municipality may not impose a tax unless it is expressly authorized to do so by statute. The *Community Charter* provides the City with the authority to impose certain types of taxes, such as property value taxes, parcel taxes and local services taxes. However, there is no express authority in the *Community Charter* to impose a vacancy tax.

Unlike other municipalities in the province, the City of Vancouver is governed by the *Vancouver Charter*, rather than the *Community Charter*. Prior to imposing a vacancy tax, it was first necessary for them to work with the Province, to amend the *Vancouver Charter* granting them the authority to impose a vacancy tax. This was done as of July 2016.

If White Rock Council wanted to pursue a similar amendment to the *Community Charter*, an appropriate process would be through a UBCM resolution. The deadline for submitting

resolutions to the UBCM for debate at their fall conference is June 30, 2019. There are specific requirements for the drafting of such resolutions, and they must be adopted by the respective municipal councils before being submitted.

UBCM staff have advised that if resolutions are received past the June 30 deadline, they will be reported to the "Resolutions Committee" but not necessarily recommended to go forward for debate at the conference. All late resolutions are published and distributed to conference attendees, for information.

Another option is to submit a Council endorsed resolution to the LMLGA 2020 spring conference, which if supported, will be forwarded to the 2020 UBCM conference for consideration, if the City wishes.

CONCLUSION

It is recommended that the information contained in this corporate report be received.

Respectfully submitted,



Sandra Kurylo
Director of Financial Services

Comments from the Chief Administrative Officer:

This corporate report is provided for information.



Dan Bottrill
Chief Administrative Officer

RESOLUTION FOR UBCM FOR CONSIDERATION

WHEREAS The City of Vancouver has authority through the *Vancouver Charter* to implement an Annual Vacancy Tax

WHEREAS The City of White Rock is governed through the *Community Charter* where there is no current authority to implement a Vacancy Tax and it is believed that there are a number of vacant residential and commercial properties in the City of White Rock

THEREFORE BE IT RESOLVED THAT the City of White Rock request that UBCM work with the Province of British Columbia to amend the authority given to Local Governments through the *Community Charter* permitting municipalities the authority to impose, by bylaw, an annual vacancy tax on taxable residential and commercial properties, and that the criteria and administrative requirements be similar to those of the *Vancouver Charter* .



June 28, 2019

File: 10-6125-07-02/2019-Vol 01

Finance and Corporate Services Division
City Clerk's Office
Telephone: 604-276-4007
Fax: 604-278-5139

All BC Municipalities
Via email

Re: Recovering Costs for Local Climate Change Impacts

This is to advise that Richmond City Council at its Regular Council meeting held on Monday, June 24, 2019 considered the above matter and adopted the following resolution:

- (1) *That the draft letter attached to the report titled "Recovering Costs for Local Climate Change Impacts" from the Senior Manager, Sustainability and District Energy dated May 14, 2019, be endorsed; and sent to the Premier of British Columbia, British Columbia Minister of the Environment and Climate Change, British Columbia Attorney General, with copies to local MLAs, the leaders of the opposition parties and Metro Vancouver; and*
- (2) *That the draft Union of British Columbia Municipalities resolution attached to the report titled "Recovering Costs for Local Climate Change Impacts" from the Senior Manager, Sustainability and District Energy dated May 14, 2019, be endorsed and copies sent to BC Municipalities requesting favourable support at the UBCM convention.*

Accordingly, the above has been submitted to UBCM and the City of Richmond Council requests your favourable consideration of the resolution at the 2019 UBCM convention.

Yours truly,

David Weber
Director, City Clerk's Office

WHEREAS local governments have incurred significant costs in response to the real and projected threats of climate change including flooding, sea-level rise and weather variations;

AND WHEREAS fossil fuel corporations profit without sharing the costs of the pollution caused by their operations and their products:

THEREFORE BE IT RESOLVED that the Province enact legislation to hold the fossil fuel industry responsible for its role in causing climate change by making it accountable for costs incurred by governments to adapt to climate change.