City of Maple Ridge

COUNCIL MEETING AGENDA
September 29, 2020
7:00 p.m.
Virtual Online Meeting including Council Chambers

Meeting Decorum:
Council would like to remind all people present tonight that serious issues are decided at Council meetings which affect many people's lives. Therefore, we ask that you act with the appropriate decorum that a Council Meeting deserves. Commentary and conversations by the public are distracting. Should anyone disrupt the Council Meeting in any way, the meeting will be stopped and that person's behavior will be reprimanded. The meeting is live streamed and recorded by the City of Maple Ridge.

Note: This Agenda is also posted on the City's Website at www.mapleridge.ca

The purpose of a Council meeting is to enact powers given to Council by using bylaws or resolutions. This is the venue for debate of issues before voting on a bylaw or resolution.

For virtual public participation during Public Question Period register by going to www.mapleridge.ca/640/Council-Meeting and clicking on the meeting date

---

100 CALL TO ORDER

200 AMENDMENTS TO THE AGENDA

300 APPROVAL OF THE AGENDA

400 ADOPTION OF MINUTES

401 Minutes of the Regular Council Meeting of September 8, 2020

402 Report of the Public Hearing of September 15, 2020

500 PRESENTATIONS AT THE REQUEST OF COUNCIL

600 DELEGATIONS

700 ITEMS ON CONSENT

701 Minutes

701.1 Development Agreements Committee Meetings

- September 15, 2020
- September 17, 2020
- September 23, 2020

702 Reports

702.1 Quarter 2, 2020 Financial Update

Staff report dated September 15, 2020 providing a financial update on operating results to the end of the second quarter of 2020.

702.2 Disbursements for the month ended August 31, 2020

Staff report dated September 29, 2020 providing information on disbursements for the month ended August 31, 2020.

703 Correspondence

704 Release of Items from Closed Council Status

705 Recommendation to Receive Items on Consent

800 UNFINISHED BUSINESS

900 CORRESPONDENCE

1000 BYLAWS

Note: Items 1001 to 1003 are from the September 15, 2020 Public Hearing

Bylaws for Third Reading

1001 2019-425-RZ, 25057, 25123 and 25171 112 Avenue

1001.1 Maple Ridge Official Community Plan Bylaw No. 7605-2020
To amend Schedule "A" of Chapter 10.2 Albion Area Plan, Schedule 1 and Figure 1: Northeast Albion from Low/Medium Density Residential to Single Family Residential and Conservation. To amend Schedule "C" Conservation, to re-designate portions of the property to Conservation.

1001.2 Maple Ridge Zone Amending Bylaw No. 7606-2020
To rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District), R-2 (Urban Residential District) and R-3 (Special Amenity Residential District). The current application is to permit a subdivision of approximately 84 lots.

1002 2017-231-RZ, Supportive Recovery Housing
Maple Ridge Zone Amending Bylaw No. 7651-2020
To permit and regulate Assisted Living Residence as a use in the RS-1, RS-1a, RS-1c, RS-1d, RS-2 and RS-3 zones, with a base density of 3 residents per building, and to provide a Density Bonus allowing a maximum of up to 10 residents per building for Supportive Recovery Housing and Transitional Housing classes of Assisted Living Residence on certain conditions, including that the owner enter into a housing agreement with the City.

1003 2018-394-RZ, Maple Ridge Zoning Bylaw
Maple Ridge Zone Amending Bylaw No. 7600-2020
A new Zoning Bylaw which applies to all lands within the City of Maple Ridge and is intended to replace the City's existing Zoning Bylaw No. 3510-1985 to better align with the City's current policies and regulations, to meet current Provincial legislative requirements, to respond to emerging market trends and address the City's sustainability goals and vision. Additionally, the layout, functionality and clarity of the new bylaw is intended to be more user-friendly and effective.

1100 COMMITTEE REPORTS AND RECOMMENDATIONS

The items in the "Committee Reports and Recommendations" category are staff reports presented at an earlier Committee of the Whole meeting, typically a week prior, to provide Council with an opportunity to ask staff detailed questions. The items are now before the regular Council Meeting for debate and vote. Both meetings are open to the public. The reports are not reprinted again in hard copy, however; they can be found in the electronic agenda or in the Committee of the Whole agenda package dated accordingly.

Planning & Development Services

1101 2019-402-RZ, 9450 287 Street, CS-2 Text Amendment

Staff report dated September 15, 2020 recommending Maple Ridge Zone Amending Bylaw No. 7667-2020, to permit a drive-through use for a proposed Tim Horton's restaurant, be given first reading.

1102 2020-260-AL, 12564 251 Street, Non-Adhering Residential Use in the Agricultural Land Reserve

Staff report dated September 15, 2020 recommending that the application for a Non-Adhering Residential Use in the Agricultural Land Reserve to construct a new house while living in an existing house on the same property be forwarded to the Agricultural Land Commission for review and consideration.

1103 2019-289-SP, 21903 128 Ave, Soil Deposit Permit

Staff report dated September 15, 2020 recommending the application for a Soil Deposit Permit to increase the agricultural capability of the property be approved and forwarded to the Agricultural Land Commission for consideration.

1104 2020-031-RZ, Vape Retail Prohibition

Staff report dated September 15, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7629-2020, to prohibit further proposals for vape retail as principal uses, be given first reading.

1105 2020-240-RZ, 510 – 20395 Lougheed Highway, Zoning Bylaw Text Amendment

Staff report dated September 15, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7669-2020, to allow for the proposed Muse Cannabis retail store to be located 340.5 metres in distance from another cannabis retail store, be given first and second reading and be forwarded to Public Hearing.

Note: *Item 1106 was referred back to staff at the September 15, 2020 Committee of the Whole Meeting*

1106 Proposed New Cannabis Retail Store at Unit A 11771 225 Street

Engineering Services

1131 Award of Agreements, Electrical Contracting Services

Staff report dated September 15, 2020 recommending that electrical contracting services standing offer agreements be awarded to Boileau Electric and Pole Line LTD, Standard Electric BC Ltd, and Anser Power Systems Inc and that the Corporate Officer be authorized to execute the agreements.

Corporate Services

1151 2020 – 2023 Property Tax Exemption Amendment

Staff report dated September 15, 2020 recommending that the Maple Ridge Property Exemption Amending Bylaw No. 7670-2020 be given first, second and third readings.

Note: *Item 1152 has been moved to the Consent Agenda as Item 701.2*

1152 Quarter 2, 2020 Financial Update

Parks, Recreation and Culture

1171 Suspension of the 2020 Sports Field User Annual Contribution

Staff report dated September 15, 2020 recommending that the Sports Field User Contribution for the Spring/Summer and Fall/Winter season participants be suspended due to extraordinary circumstances caused by COVID-19.

1172 Maple Ridge Lawn Bowling Club Lease Agreement

Staff report dated September 15, 2020 recommending a new lawn bowling facility lease agreement with the Maple Ridge Lawn Bowling Club for a three year period with options to renew for two further terms of three years each be approved and that the Corporate Officer be authorized to execute the agreement.

Administration (including Fire and Police)

1200 STAFF REPORTS

1300 OTHER MATTERS DEEMED EXPEDIENT

1400 PUBLIC QUESTION PERIOD

1500 MAYOR AND COUNCILLOR REPORTS

1600 NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING

1700 ADJOURNMENT

APPROVED BY:

DATE: Sept 24/20

PREPARED BY: A Saint

DATE: Sept. 24, 2020

CHECKED BY: Emma

DATE: Sept. 24/20

PUBLIC QUESTION PERIOD

During the COVID-19 health emergency it is important to ensure that our democratic processes continue to function and that the work of the City remains transparent for all citizens. We are doing business a bit differently during this time by having Council members attend remotely and having only necessary staff present in person to administer the meetings. Balancing the health and safety of citizens and our democratic processes is first and foremost in our approach during this health emergency.

The purpose of the Public Question Period is to provide the public with an opportunity to ask questions of Council on items that are of concern to them, with the exception of Public Hearing bylaws which have not yet reached conclusion.

As noted, during the COVID-19 health emergency, we will be using new virtual tools to ensure that citizens' voices are being heard as part of our meetings. For more information on virtual participation please go to http://mapleridge.ca/640/Council-Meetings. Each person will be permitted 2 minutes to ask their question (a second opportunity is permitted if no one else is sitting in the chairs in front of the podium). Questions must be directed to the Chair of the meeting and not to individual members of Council. The total session is limited to 15 minutes.

If you have a question or comment that you would normally ask as part of Public Question Period, you can email clerks@mapleridge.ca before 4:00 p.m. on the day of the meeting and your questions or comments will be shared with Council. If you miss this deadline staff will respond to you in writing as soon as possible.

Council reserves the right to defer responding to a question in order to obtain the information required to provide a complete and accurate response.

Council will not tolerate any derogatory remarks directed at Council or staff members.

We thank citizens for their support as we try innovative approaches to keep us all connected even as we separate to stop the spread of COVID-19.

For more information on these opportunities contact:

Clerk's Department at 604-463-5221 or clerks@mapleridge.ca
Mayor and Council at mayorcouncilandcaol@mapleridge.ca

400 Adoption and Receipt of Minutes

401 **Minutes of Regular and Special Council Meetings**

City of Maple Ridge

COUNCIL MEETING MINUTES

September 8, 2020

The Minutes of the City Council Meeting held on September 8, 2020 at 7:03 p.m. in the Council Chambers of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT	*Appointed Staff*
Elected Officials	A. Horsman, Chief Administrative Officer
Mayor M. Morden	D. Boag, General Manager Parks, Recreation & Culture
Councillor J. Dueck	C. Carter, General Manager Planning & Development Services
Councillor K. Duncan	C. Crabtree, Acting General Manager Corporate Services
Councillor C. Meadus	D. Denton, Corporate Officer
Councillor G. Robson	D. Pollock, General Manager Engineering Services
Councillor R. Svendsen	T. Thompson, Chief Financial Officer
Councillor A. Yousef	*Other Staff as Required*
	C. Goddard, Director of Planning
	J. Mickleborough, Director of Engineering
	M. Vogel, Computer Support Specialist

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

Note: Due to the COVID-19 pandemic, Councillor Yousef participated electronically.

100 CALL TO ORDER

200 AMENDMENTS TO THE AGENDA

300 APPROVAL OF THE AGENDA

R/2020-357
It was moved and seconded

That the agenda of the Regular Council Meeting of September 8, 2020 be approved as circulated.

CARRIED

400 ADOPTION OF MINUTES

401 Minutes of the Regular Council Meeting of July 28, 2020

R/2020-358
It was moved and seconded

That the minutes of the Regular Council Meeting of July 28, 2020 be adopted as circulated.

CARRIED

500 PRESENTATIONS AT THE REQUEST OF COUNCIL – Nil

600 DELEGATIONS – Nil

700 ITEMS ON CONSENT

701 Minutes

701.1 Development Agreements Committee Meetings

- July 23, July 28, August 5, August 19 and August 26, 2020

701.2 Committees and Commissions of Council Meetings

- Public Art Steering Committee - April 9, 2020 and May 14, 2020

702 Reports

702.1 Disbursements for the month ended June 30, 2020

Staff report dated September 8, 2020 providing information on disbursements for the month ended June 30, 2020.

702.2 Disbursements for the month ended July 31, 2020

Staff report dated September 8, 2020 providing information on disbursements for the month ended July 31, 2020.

702.3 2020 Council Expenses

Staff report dated September 8, 2020 including Council expenses recorded to July 31, 2020.

703 Correspondence – Nil

704 Release of Items from Closed Council Status – Nil

705 Recommendation to Receive Items on Consent

R/2020-359
It was moved and seconded
That items on the "Items for Consent" agenda be received into the record.

CARRIED

800 UNFINISHED BUSINESS – Nil

900 CORRESPONDENCE – Nil

1000 BYLAWS

Bylaws for Adoption

1001 2017-489-RZ, 11903 and 11917 Burnett Street
Staff report dated September 8, 2020 recommending adoption.

Maple Ridge Zone Amending Bylaw No. 7407-2017
To rezone from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit construction of a 54 residential unit apartment building.

R/2020-360
Moved and seconded
That Maple Ridge Zone Amending Bylaw No. 7407-2017 be adopted.

CARRIED

1100 COMMITTEE REPORTS AND RECOMMENDATIONS

Planning & Development Services

1101 2018-182-RZ, 11040 Cameron Court, RS-2 to RS-1d

Staff report dated September 1, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7562-2019 to rezone from RS-2 (One Family Suburban Residential) to RS-1d (One Family Urban [Half Acre] Residential) to permit approximately 6 single family lots of not less than 557 m2 in area each be given first reading and that the applicant provide further information as described on Schedules C, D, E and G of the Development Procedures Bylaw No. 5879-1999, along with the information required for a subdivision application.

R/2020-361
Moved and seconded

That Zone Amending Bylaw No. 7562-2019 be given first reading; and

That the applicant provide further information as described on Schedules C, D, E, and G of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

CARRIED

1102 2020-066-RZ, 11886, 11892 and 11902 232 Street, RS-1 to RM-1

Staff report dated September 1, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7647-2020 to rezone from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential District) to permit a 47 unit townhouse residential development be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

R/2020-362
Moved and seconded

That Zone Amending Bylaw No. 7647-2020 be given first reading; and

That the applicant provide further information as described on Schedules C, D and E of the *Development Procedures Bylaw No.* 5879-1999.

CARRIED

1103 2020-168-RZ, 13960 232 Street, 13897 and 14027 Silver Valley Road, RS-3 to R-1, R-2, RST-SV

Staff report dated September 1, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7662-2020 to rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District), R-2 (Urban Residential District), RST-SV (Street Townhouse - Silver Valley) to permit a future single family subdivision and street-oriented townhouse units be given first reading and that the applicant provide further information as described on Schedules A through G, and J of the Development Procedures Bylaw No. 5879-1999, along with the information required for an Intensive Residential Development Permit and a Subdivision application.

R/2020-363
Moved and seconded

1. That In respect of Section 475 of the *Local Government Act,* requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:

    i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
    ii. The Board of any Regional District that is adjacent to the area covered by the plan;
    iii. The Council of any municipality that is adjacent to the area covered by the plan;
    iv. First Nations;
    v. Boards of Education, Greater Boards and Improvements District Boards; and
    vi. The Provincial and Federal Governments and their agencies.

and in that regard it is recommended that no additional consultation be required in respect of this matter beyond the early posting of the proposed Official Community Plan amendments on the City's website, together with an invitation to the public to comment, and;

2. That Zone Amending Bylaw No. 7662-2020 be given first reading; and

3. That the applicant provide further information as described on Schedules A through G, and J of the Development Procedures Bylaw No. 5879-1999, along with the information required for an Intensive Residential Development Permit and a Subdivision application.

CARRIED

1104 2020-217-RZ, 22000 Block and 22631 119 Avenue and Portion of 22558 McIntosh Avenue. Temporary Use Permit

Staff report dated September 1, 2020 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7664-2020 to allow a Temporary Use Permit for a public gravel parking lot for approximately 128 vehicles for a period of 3 years be given first and second reading and be forwarded to Public Hearing.

R/2020-364
Moved and seconded

1. That, in accordance with Section 475 of the Local Government Act, opportunity for early and ongoing consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7664-2020 on the municipal website, and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;

2. That Official Community Plan Amending Bylaw No. 7664-2020 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;

3. That it be confirmed that Official Community Plan Amending Bylaw No. 7664-2020 is consistent with the Capital Expenditure Plan and Waste Management Plan;

4. That Official Community Plan Amending Bylaw No. 7664-2020 be given first and second readings and be forwarded to Public Hearing; and

5. The following actions take place after third reading:
   i. That Official Community Plan Amending Bylaw No. 7664-2020 be adopted;
   ii. That the Corporate Officer be authorized to sign and seal 2020-217-CU respecting the properties located at 22000 block and 22631 119 Avenue and portion of 22558 McIntosh Avenue.

CARRIED

1105 2019-394-RZ, 20857 Golf Lane, RS-1 to R-1

Staff report dated September 1, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7611-2020 to rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District) to permit a future subdivision of approximately 6 single family lots be given second reading and be forwarded to Public Hearing.

R/2020-365
Moved and seconded

1. That Zone Amending Bylaw No. 7611-2020 be given second reading, and be forwarded to Public Hearing;

2. That Council require, as a condition of subdivision approval, the developer to pay to the City an amount that equals 5% of the market value of the land, as determined by an independent appraisal, in lieu of parkland dedication in accordance with Section 510 of the *Local Government Act;* and,

3. That the following terms and conditions be met prior to final reading:
   i. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
   ii. Approval from the Ministry of Transportation and Infrastructure;
   iii. Road dedication on Golf Lane as required;
   iv. Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
   v. Registration of a Statutory Right-of-Way plan and agreement for the driving, shooting hitting or otherwise of golf balls onto, into, through, over and above the subject property;
   vi. Registration of a Restrictive Covenant for Stormwater Management;
   vii. Removal of existing buildings;
   viii. In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. (If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site); and
   ix. That a voluntary contribution, in the amount of $30,600 ($5,100 per lot) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

CARRIED

Councillor Robson - OPPOSED

1106 2018-498-RZ, 21640 124 Avenue, RS-1 to RT-2

Staff report dated September 1, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7533-2019 to rezone from RS-1 (One Family Urban Residential) to RT-2 (Ground Oriented Residential Infill) to permit 3 dwelling units be given third reading.

R/2020-366
Moved and seconded
That Zone Amending Bylaw No. 7533-2019 be forwarded to Public Hearing.

CARRIED

1107 2017-489-DVP, 2017-489-DP, 11903 and 11917 Burnett Street

Staff report dated September 1, 2020 recommending that the Corporate Officer be authorized to sign and seal 2017-489-DVP to reduce front, rear and sideyard setbacks, to increase maximum building storeys and height and to reduce the minimum visitor parking spaces and be authorized to sign and seal 2017-489-DP to permit construction of a five storey residential building with 54 apartment units.

R/2020-367
Moved and seconded
1. That the Corporate Officer be authorized to sign and seal 2017-489-DVP respecting property located at 11903 and 11917 Burnett Street; and

2. That the Corporate Officer be authorized to sign and seal 2017-489-DP respecting property located at 11903 and 11917 Burnett Street.

CARRIED

1108 2020-251-DVP, 24592 105A Avenue

Staff report dated September 1, 2020 recommending that the Corporate Officer be authorized to sign and seal 2020-251-DVP to reduce a rear yard setback to have the house oriented towards 105A Avenue rather than 245B Street.

R/2020-368
Moved and seconded
That the Corporate Officer be authorized to sign and seal 2020-251-DVP respecting property located at 24592 105A Avenue.

CARRIED

Engineering Services

1131 Award of Contract, Municipal Replacement Combination Tandem Axle Sander Truck with Underbody Plow

Staff report dated September 1, 2020 recommending that the contract for the purchase of one Combination Tandem Axle Sander Dump Truck with Underbody Plow be awarded to Harbour International Trucks Ltd. and that the Corporate Officer be authorized to execute the contract.

R/2020-369
Moved and seconded

That the contract for the purchase of one (1) Combination Tandem Axle Sander Dump Truck with Underbody Plow be awarded to Harbour International Trucks Ltd. in the amount of $265,093.00, plus applicable taxes of approximately $31,811.16; and furthermore, that the Corporate Officer be authorized to execute the contract.

CARRIED

Parks, Recreation and Culture

1171 Golden Ears Winter Club Operating Agreement

Staff report dated September 1, 2020 recommending that the City of Maple Ridge enter into a new operating agreement with Golden Ears Winter Club (GEWC) for a three year period ending on August 31, 2023 and that the Corporate Officer be authorized to execute the operating agreement.

R/2020-370
Moved and seconded

That staff be directed to enter into a new operating agreement with Golden Ears Winter Club for a three-year period ending on August 31, 2023, with options to renew for two further terms of three years each; and,

That the Corporate Officer be authorized to execute the Golden Ears Winter Club operating agreement.

CARRIED

1172 **Metro Vancouver Greenways Plan**

Staff report dated September 1, 2020 recommending that the updates to the Metro Vancouver Regional Greenways Plan on the detailed greenways route plan be provided to Metro Vancouver Parks for consideration.

D. Boag, General Manager Parks, Recreation and Culture provided an updated presentation and responded to questions from Council.

R/2020-371
Moved and seconded

That the recommended updates to the Metro Vancouver Regional Greenways Plan on the detailed greenways route plan by provided to Metro Vancouver Parks for their consideration.

CARRIED

1200 STAFF REPORTS – Nil

1300 OTHER MATTERS DEEMED EXPEDIENT – Nil

1400 PUBLIC QUESTION PERIOD – Nil

1500 MAYOR AND COUNCILLOR REPORTS

The Mayor and members of Council provided a report on activities participated in during the past few weeks.

1600 NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING – Nil

1700 ADJOURNMENT– 7:52 p.m.

M. Morden, Mayor

Certified Correct

D. Denton, Deputy Corporate Officer

City of Maple Ridge

REPORT OF PUBLIC HEARING

September 15, 2020

The report of the Public Hearing held in the Council Chambers of City Hall, 11995 Haney Place, Maple Ridge, British Columbia on September 15, 2020 at 7:02 p.m.

PRESENT	*Appointed Staff*
Elected Officials	A. Horsman, Chief Administrative Officer
Mayor M. Morden	D. Boag, General Manager Parks, Recreation & Culture
Councillor J. Dueck	C. Carter, General Manager Planning & Development
Councillor K. Duncan	Services
Councillor C. Meadus	C. Crabtree, Acting General Manager Corporate Services
Councillor G. Robson	D. Denton, Deputy Corporate Officer
Councillor R. Svendsen	D. Pollock, General Manager Engineering Services
Councillor A. Yousef	Other Staff as Required
	A. Grochowich, Planner
	C. Goddard, Director of Planning

Mayor Morden called the meeting to order. The Deputy Corporate Officer explained the procedure and rules of order of the Public Hearing and advised that the bylaws will be considered further at the next Council Meeting on September 29, 2020.

The Mayor then called upon the Director of Planning to present the following items on the agenda:

1 a) 2019-425-RZ
25057, 25123 and 25171 112 Avenue

Lot 74 Section 14 Township 12 New Westminster District Plan 61607;
Parcel "H" (Reference Plan 2047), Except Part in Statutory Right of Way Plan LMP30004 South West Quarter Section 14 Township 12 New Westminster District; and
Lot 1 Section 14 Township 12 New Westminster District Plan 70166

Maple Ridge Official Community Plan Bylaw No. 7605-2020
To amend Schedule "A" of Chapter 10.2 Albion Area Plan, Schedule 1 and Figure 1: Northeast Albion from Low/Medium Density Residential to Single Family Residential and Conservation. To amend Schedule "C" Conservation, to re-designate portions of the property to Conservation.

1 b) 2019-425-RZ
25057, 25123 and 25171 112 Avenue

Maple Ridge Zone Amending Bylaw No. 7606-2020
To rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District), R-2 (Urban Residential District) and R-3 (Special Amenity Residential District).

The current application is to permit a subdivision of approximately 84 lots.

The Deputy Corporate Officer advised that 21 notices were mailed out in relation to this application and that 1 piece of correspondence was received from J. Chow that expressed concerns/opposition to this item.

The Director of Planning provided a detailed presentation on the application.

The Mayor called for speakers a first time.

Edward Archie
Mayor Morden requested Mr. Archie share his comments during Item 2 as his comments pertained to Recovery Housing.

The Mayor called for speakers a second and third time. There being no comment, the Mayor declared the item dealt with.

2) 2017-231-RZ
Supportive Recovery Housing

Maple Ridge Zone Amending Bylaw No. 7651-2020
To permit and regulate Assisted Living Residence as a use in the RS-1, RS-1a, RS-1c, RS-1d, RS-2 and RS-3 zones, with a base density of 3 residents per building, and to provide a Density Bonus allowing a maximum of up to 10 residents per building for Supportive Recovery Housing and Transitional Housing classes of Assisted Living Residence on certain conditions, including that the owner enter into a housing agreement with the City.

A. Grochowich, Planner provided a detailed presentation on the item.

The Mayor called for speakers a first time and second time.

The Mayor called for speakers for the third time.

Mark Stewart – Executive Director, Salvation Army Ridge Meadows Ministries
Mr. Stewart requested clarification about existing operators being grandfathered into the Bylaw.

Edward Archie
Mr. Archie expressed concerns about locating a Recovery House at 25057, 25123 and 25171 112 Avenue. Mayor Morden clarified that this item pertained to a Supportive Recovery Housing Bylaw that applies to the entire community and there was not a proposed Recovery House for 25057, 25123 and 25171 112 Avenue.

The Mayor called for speakers a final time. There being no further comment on the item, the Mayor declared the item dealt with.

3) 2018-394-RZ
Maple Ridge Zoning Bylaw

Maple Ridge Zone Amending Bylaw No. 7600-2019
A new Zoning Bylaw No. 7600-2019 that applies to all lands within the City of Maple Ridge and is intended to replace the City's existing Zoning Bylaw No. 3510-1985.

Zoning Bylaw No. 7600-2019 has been prepared to better align with the City's current policies and regulations, to meet current Provincial legislative requirements, to respond to emerging market trends and address the City's sustainability goals and vision. Additionally, the layout, functionality and clarity of the new bylaw is intended to be more user-friendly and effective. Zoning Bylaw No. 7600-2019 contains the following main categories of regulations:

- Regulations dividing the City into zones, including residential, commercial, industrial, institutional, agricultural and comprehensive development zones;
- Includes general regulations pertaining to prohibited uses; specific land uses; size, shape and siting of buildings and structures; landscaping and permeable surfaces, waste and renewable energy; and lot area and dimension requirements for subdivision;
- Within each zone, regulations for the permitted use and density of use of land, buildings and other structures;
- Regulations for setbacks, and for the height of buildings and structures;
- Regulations for the area, shape and dimensions of new lots;
- Regulations for waste management and energy systems;
- Regulations for landscaping and fencing;
- General regulations, including for administration and enforcement of the bylaw;
- Transitional provisions to accommodate zone amending bylaws under Zoning Bylaw No. 3510, 1985 that are in-stream.

The Deputy Corporate Officer advised that 4 pieces of correspondence in opposition were received from: K. Hansen, L. Cohen, R. Dhanda, and R. Slaco.

The Director of Planning provided a detailed presentation on the item.

The Mayor called for speakers a first time:

Ric Slaco – Vice President, Interfor Corporation
Mr. Slaco expressed opposition to the proposed Bylaw and amendments for M-2 zoning that exclude light industrial uses from the list of permitted uses.

Joe Carreira - Vice President of Development, Conwest Developments
Mr. Carreira expressed opposition to the proposed Bylaw, specifically the M-2 zoning which has excluded light industrial uses.

The Mayor called for speakers a second time.

The Mayor called for speakers for the third and final time. There being no further comment on the item, the Mayor declared the item dealt with.

Having given all those persons whose interests were deemed affected by the matters contained herein a chance to be heard, the Mayor adjourned the Public Hearing at 7:52 p.m.

_____
M. Morden, Mayor

Certified Correct

_____
D. Denton, Deputy Corporate Officer

701.1 Development Agreements Committee

CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE

September 15, 2020
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor
Chair

Al Horsman, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

---

1. **19-120104 BG**

LEGAL:	Lot 1 Sections 29 and 32 Township 12 New Westminster District Plan EPP78547
PID:	030-558-816
LOCATION:	13598 230A Street
OWNER:	Donny and Sukhjit Sahota
REQUIRED AGREEMENTS:	Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-120104 BG.

CARRIED

2. **20-107552 BG**

LEGAL:	Lot A District Lot 280 Group 1 New Westminster District Plan EPP96474
PID:	030-982-308
LOCATION:	20050 113B Avenue
OWNER:	Greater Vancouver Sewerage and Drainage District
REQUIRED AGREEMENTS:	Floodplain Covenant Geotechnical Covenant Stormwater Management Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 20-107552 BG.

CARRIED

3. **20-107728 BG**

LEGAL:	Lot 18 East Half Section 28 Township 12 New Westminster District Plan LMP35466
PID:	023-928-468
LOCATION:	13310 237A Street
OWNER:	Vicci O'Neill
REQUIRED AGREEMENTS:	Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 20-107728 BG.

CARRIED

4. **19-100874 BG**

LEGAL:	Lot 1 Section 17 Township 15 New Westminster District Plan 13720
PID:	000-814-555
LOCATION:	27242 Dewdney Trunk Road
OWNER:	Darlene and Kerry Kaplanchuk
REQUIRED AGREEMENTS:	Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-100874 BG.

CARRIED

5. **20-106559 BG**

LEGAL:	Lot 16 Section 24 Township 12 New Westminster District Plan LMP6975
PID:	017-967-597
LOCATION:	26175 124 Avenue
OWNER:	Timothy and Sharolyn Hall
REQUIRED AGREEMENTS:	Sump Pump Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 20-106559 BG.

CARRIED

6. 5245-20-B503 BG

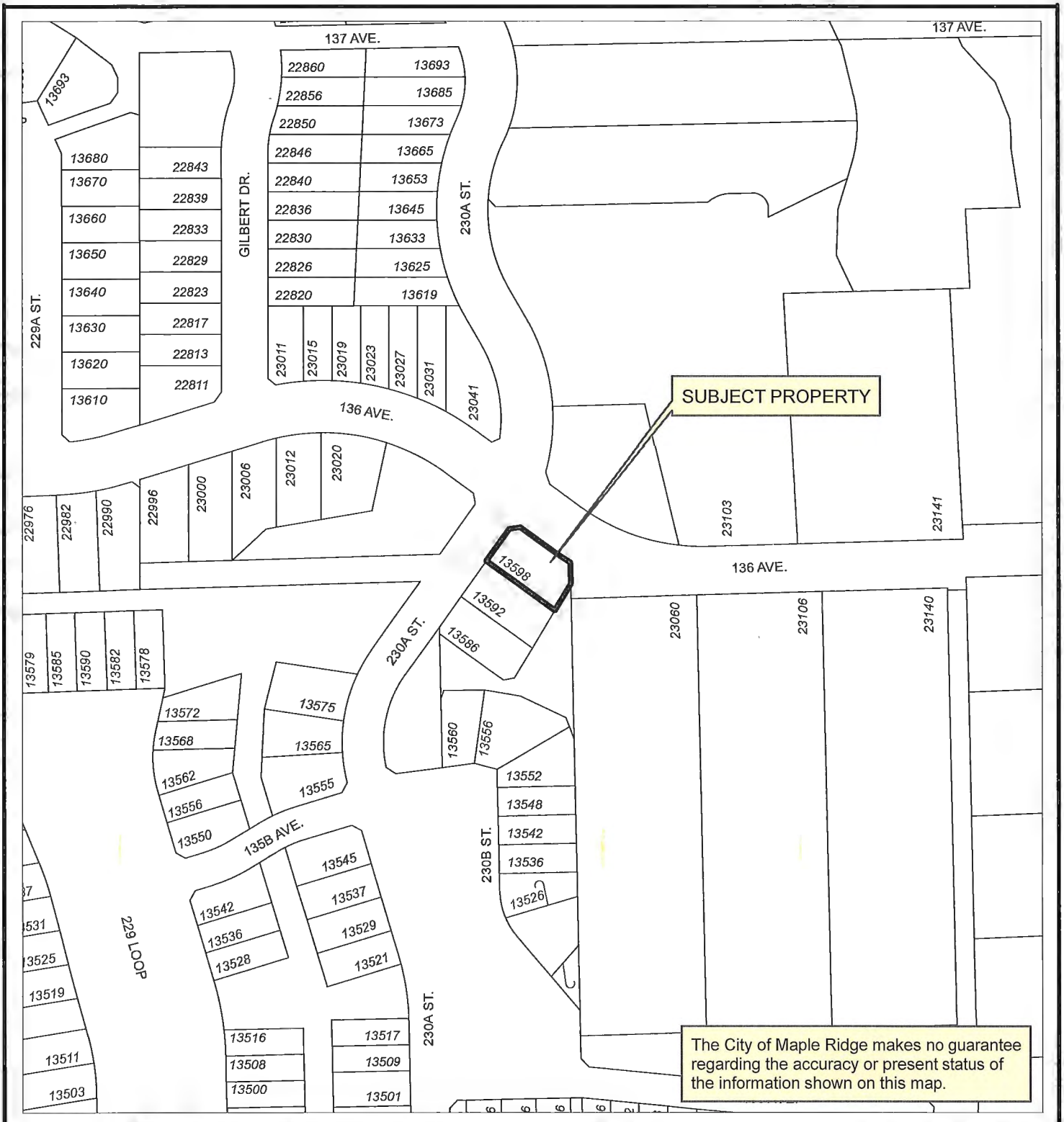
LEGAL:	District Lots 223, 224, 246 and 286 all of Group 1 New Westminster District Plan IMP4786; Lot A Except: PID: 017-828-601; Firstly: Part Subdivided by Plan (IMP45462); Secondly: Part Subdivided by Plan (BCP16025); Thirdly: Part Parcel A (Statutory Right of Way) Plan BCP24939; Fourthly: Part Parcel B (Statutory Right of Way) Plan BCP24939; Fifthly: Part Subdivided by Plan BCP50365
PID:	n/a
LOCATION:	12150 Golden Ears Way
OWNER:	NLGH Properties Inc. (Michael Rawluk)
REQUIRED AGREEMENTS:	Building Development Agreement - Servicing works located in Maple Ridge property to service this subject site.

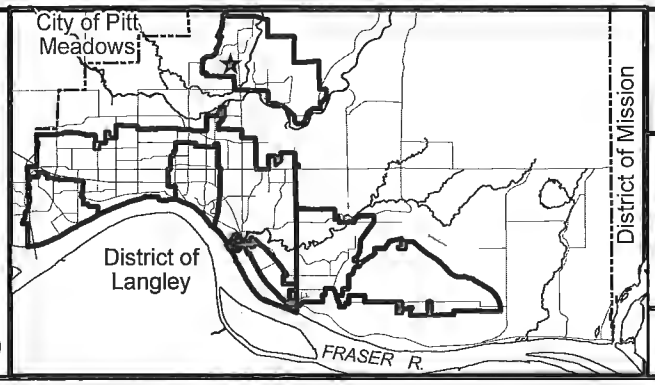
THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 5245-20-B503 BG.

CARRIED

Michael Morden, Mayor
Chair

Al Horsman, Chief Administrative Officer
Member





N

Scale: 1:2,000

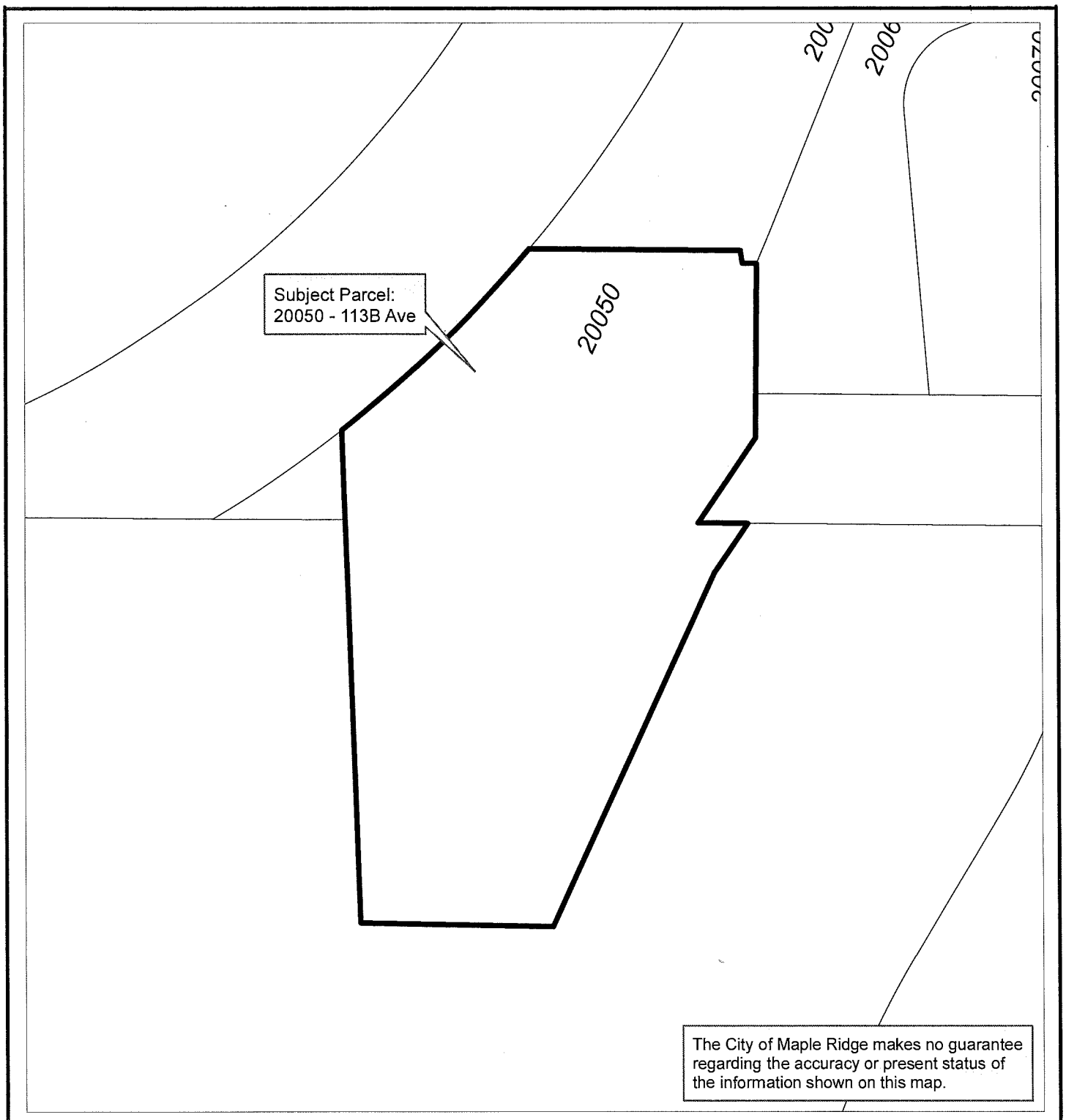
13598 230A St

ENGINEERING DEPARTMENT

MAPLE RIDGE
British Columbia

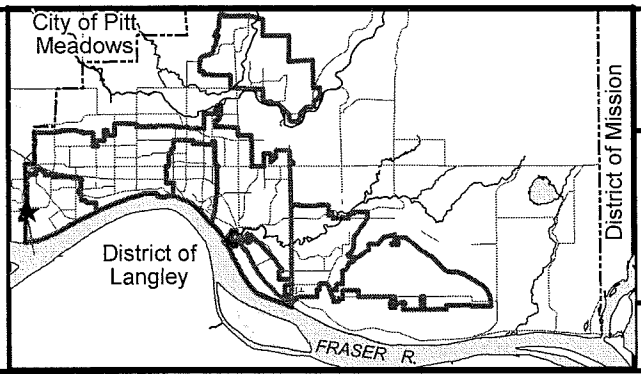
mapleridge.ca

FILE: Untitled
DATE: Sep 8, 2020
BY: NV



N

Scale: 1:1,000



FLOODPLAIN, GEOTECHNICAL & STORMWATER MANAGEMENT COVENANTS

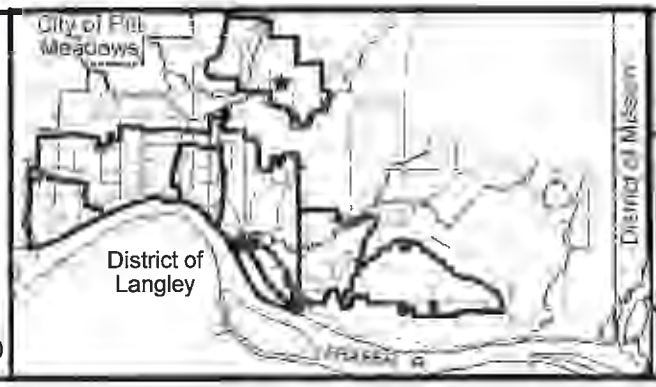
LICENCES, PERMITS & BYLAWS DEPT.

MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: Untitled
DATE: Sep 14, 2020 BY: TG





N

Scale: 1:2,000

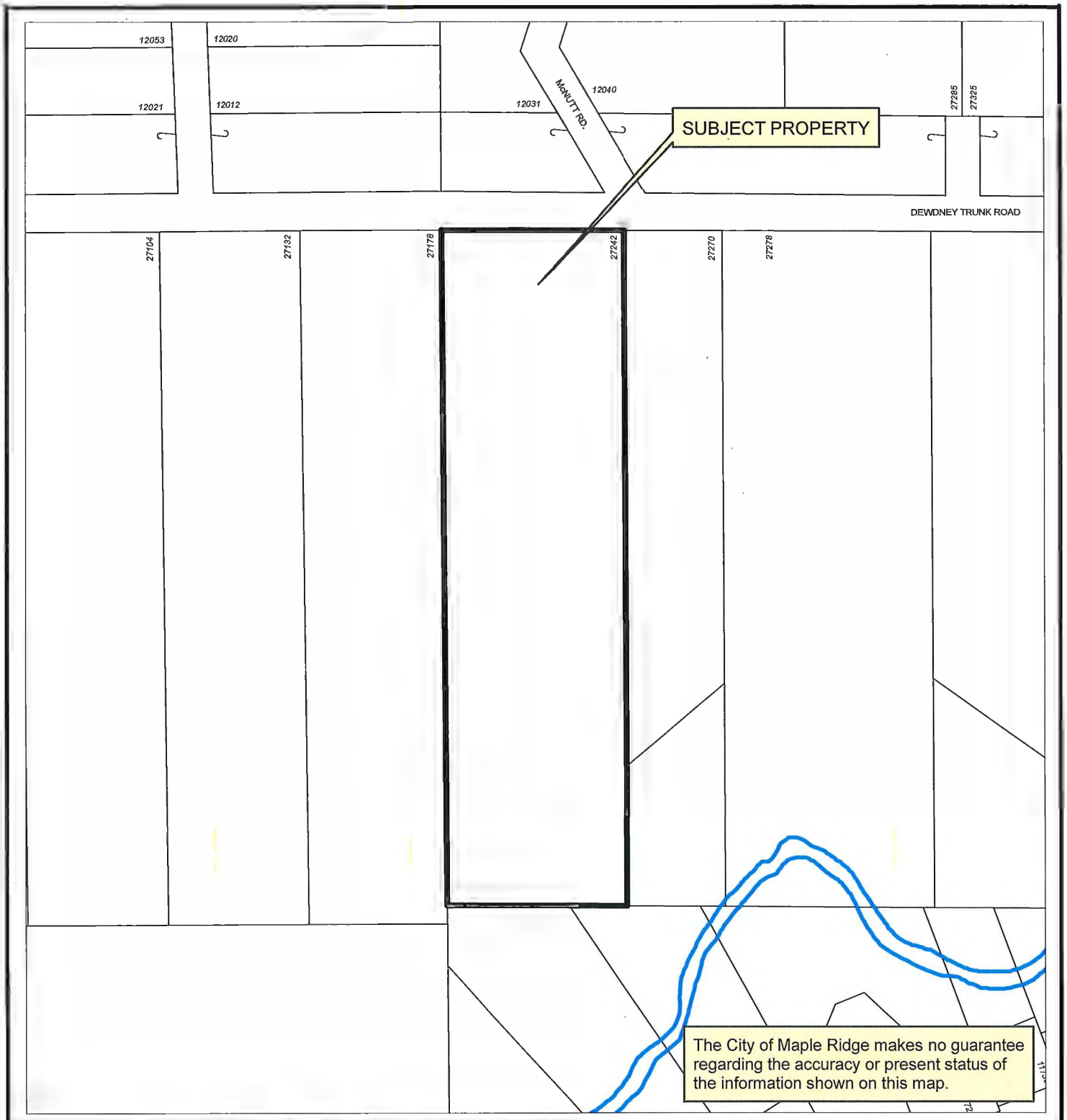
13310 237A St

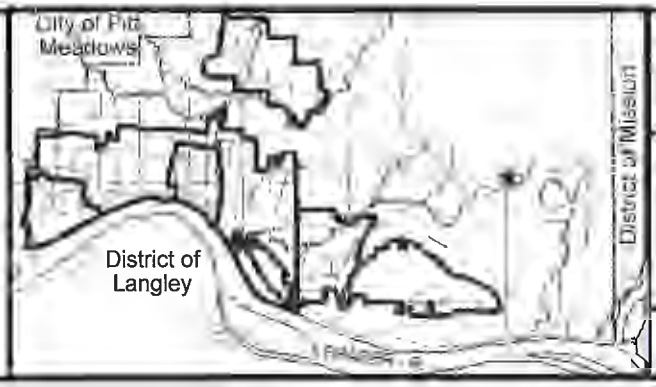
ENGINEERING DEPARTMENT

MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: Untitled
DATE: [illegible] 14, 2020 BY: NV





N

Scale: 1:3,000

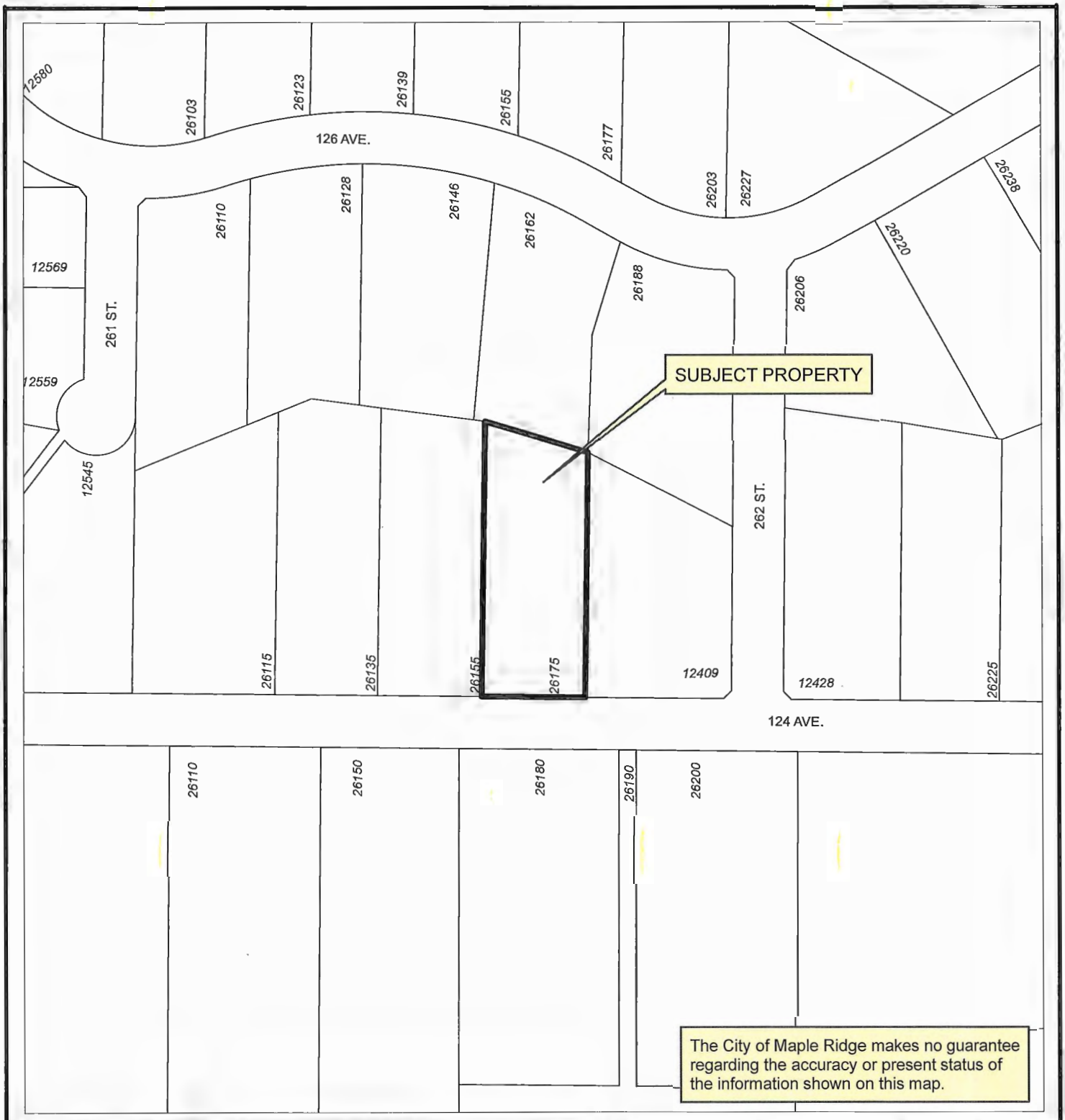
27242 Dewdney Trunk Road

ENGINEERING DEPARTMENT

MAPLE RIDGE
British Columbia

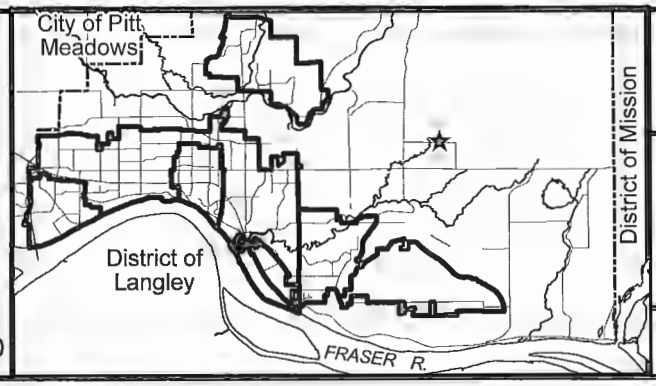
mapleridge.ca

FILE: Untitled
DATE: Sep 14, 2020
BY: NV



N

Scale: 1:2,000



26175 124 Ave

ENGINEERING DEPARTMENT

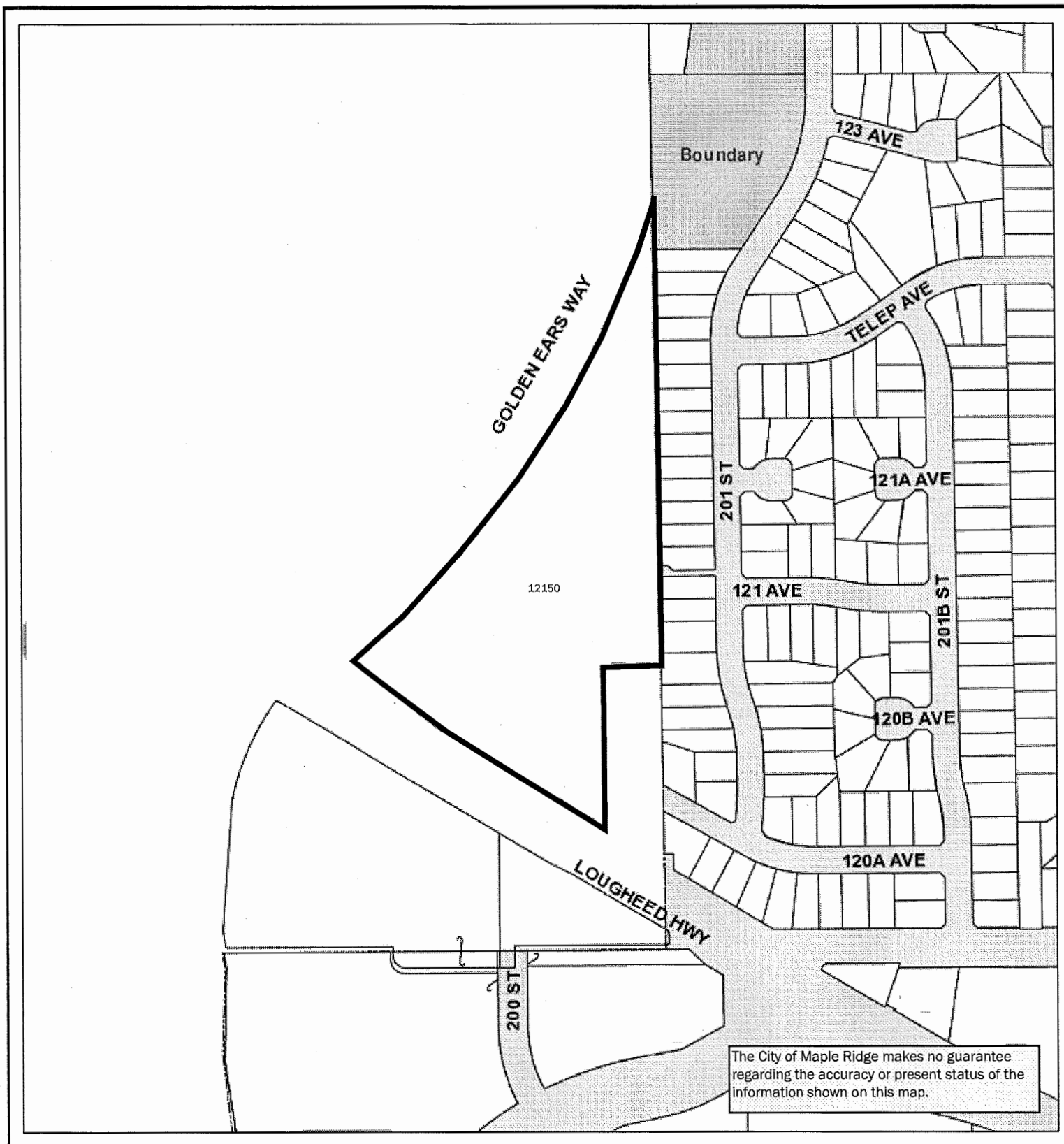
MAPLE RIDGE British Columbia

mapleridge.ca

FILE: Untitled

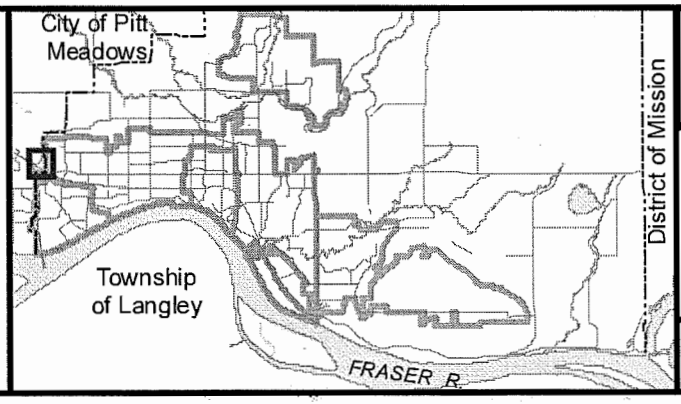
DATE: Sep 14, 2020

BY: NV



N

Scale: 1:3,500



DAC Referral for 12150 Golden Ears Way

MAPLE RIDGE
British Columbia

0 15 30 60 90 120 m

0 62.5 125 250 375 500 ft

The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.

Department: Engineering

Date: Jan 22, 2020

CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE

September 17, 2020
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor
Chair

Al Horsman, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

---

1. **19-119762 BG**

LEGAL:	Lot 24 Section 10 Township 12 New Westminster District Plan EPP70566
PID:	030-108-837
LOCATION:	11120 241A Street
OWNER:	Abnash and Raj Bhangu, 1135926 B.C. Ltd. (Sanjiv Gill) and Lakhvinder and Kamaldeep Aujla
REQUIRED AGREEMENTS:	Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-119762 BG.

CARRIED

2. **19-117793 BG**

LEGAL:	Lot 39 Section 10 Township 12 New Westminster District Plan EPP76590
PID:	030-539-544
LOCATION:	24638 105A Avenue
OWNER:	1135926 B.C. Ltd. (Sanjiv Gill)
REQUIRED AGREEMENTS:	Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-117793 BG.

CARRIED

3. 20-115648 BG

LEGAL:	Lot 36 District Lot 249 Group 1 New Westminster District Plan 27978
PID:	008-919-763
LOCATION:	11494 Fraserview Street
OWNER:	Jeffrey Love and Carole Dagenais
REQUIRED AGREEMENTS:	Floodplain Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 20-115648 BG.

CARRIED

4. 2019-067-RZ

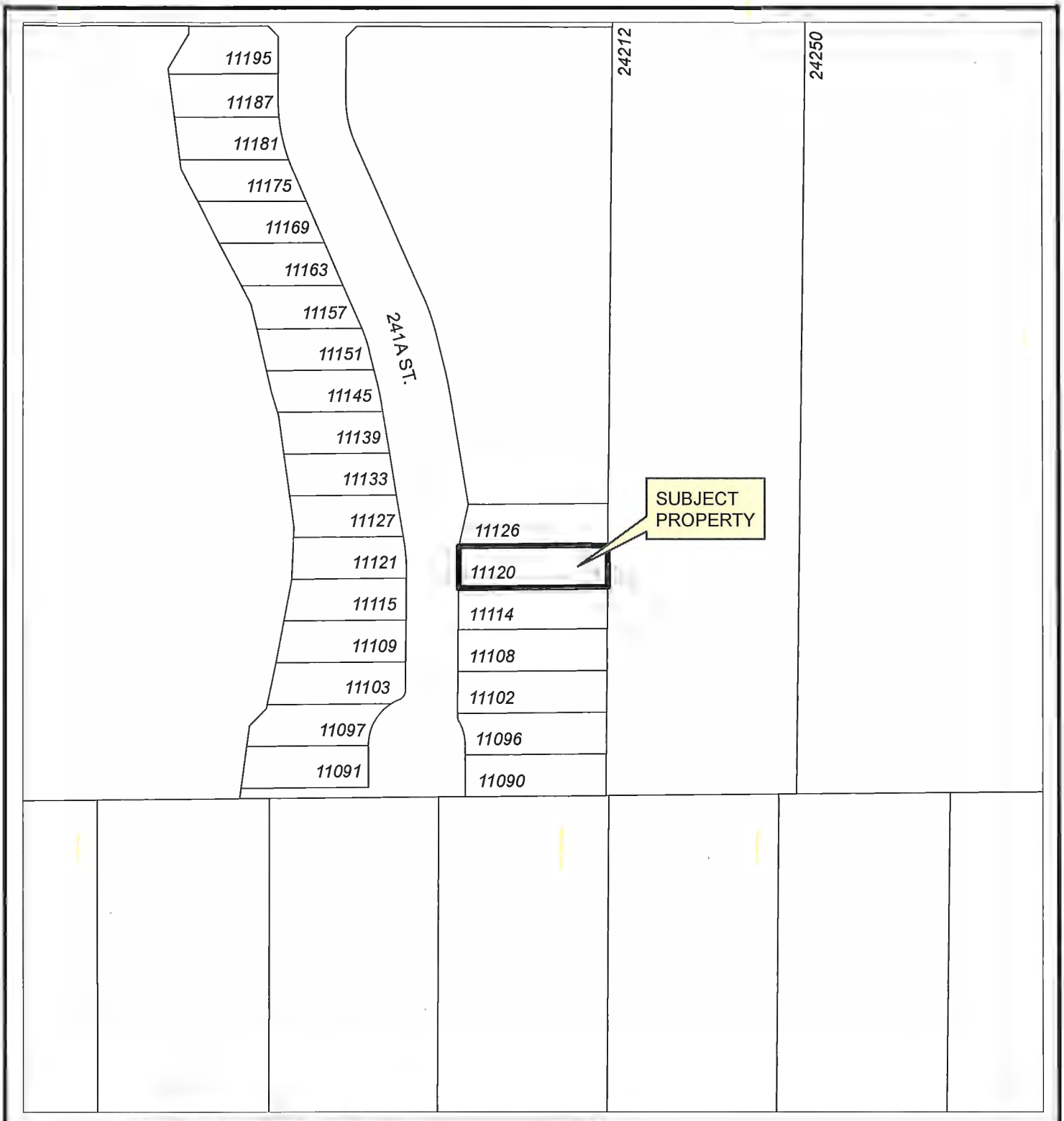
LEGAL:	Lot 2 Section 33 Township 12 New Westminster District Plan 20132
PID:	002-606-160
LOCATION:	23250/67 Silver Valley Road
OWNER:	SV 232 Street Development Ltd. (Amir Tavanagar)
REQUIRED AGREEMENTS:	Stormwater Management Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2019-067-RZ.

CARRIED

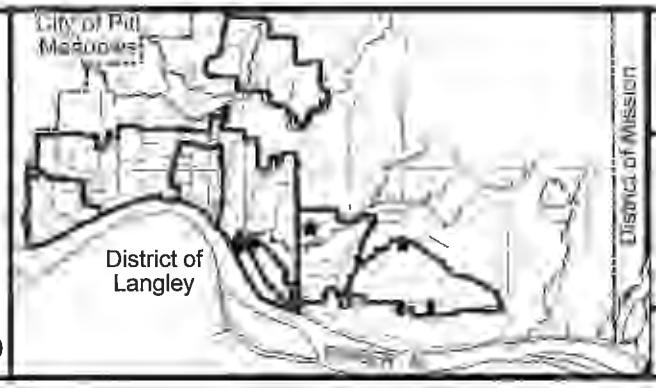
Michael Morden, Mayor
Chair

Al Horsman, Chief Administrative Officer
Member



N

Scale: 1:1,500

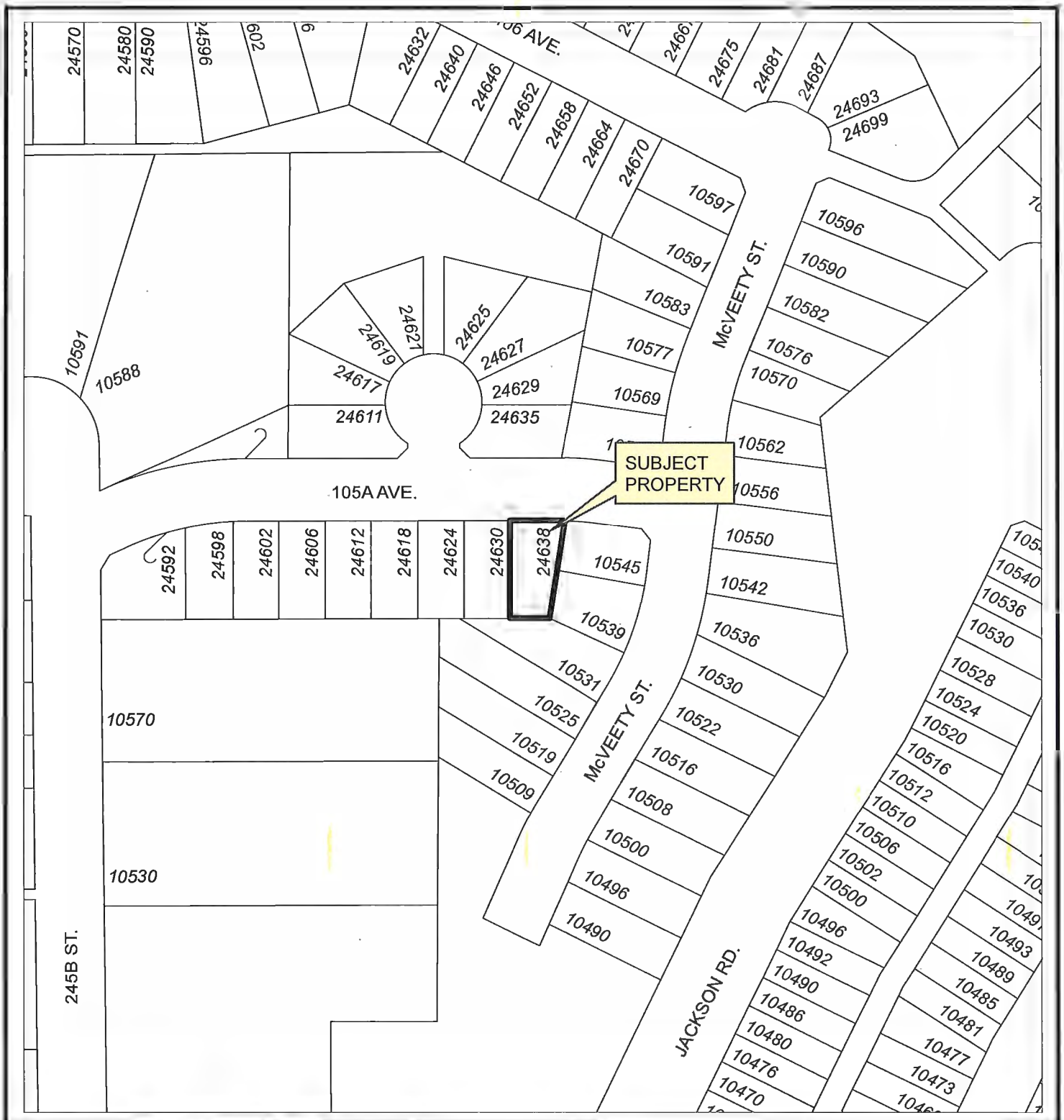


11120 241A ST

ENGINEERING DEPARTMENT

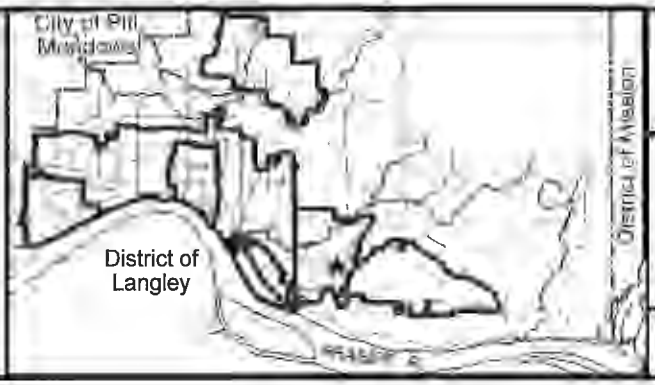
MAPLE RIDGE
British Columbia
mapleridge.ca

FILE: Untitled
DATE: [redacted] 14, 2020 BY: LM



N

Scale: 1:1,500

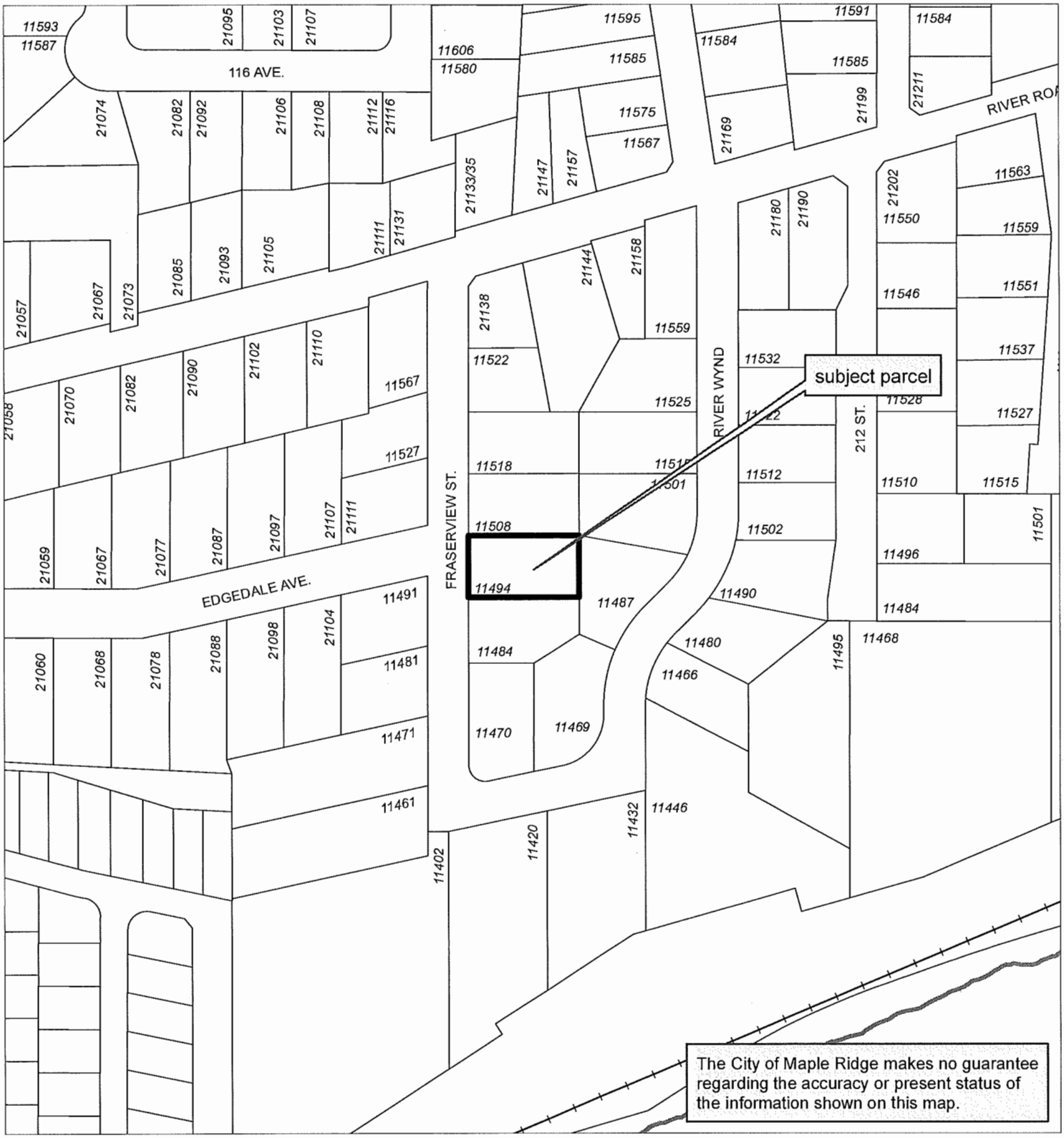


24638 105A Ave

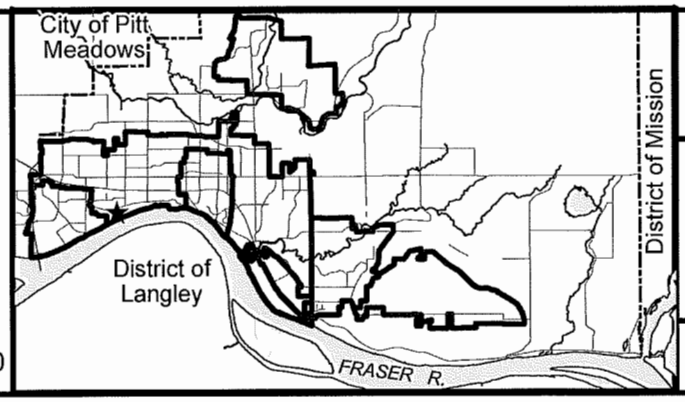
ENGINEERING DEPARTMENT

MAPLE RIDGE
British Columbia
mapleridge.ca

FILE: Untitled
DATE: [illegible] 14, 2020 BY: LM



The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.



N

Scale: 1:2,000

11494 Fraserview St.

LICENCES, PERMITS & BYLAWS DEPT.

MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: Untitled
DATE: Sep 15, 2020

BY: CB



N

Scale: 1:2,000

Legend

- Stream
- Ditch Centreline
- Indefinite Creek

23250/67 SILVER VALLEY ROAD
PID: 002-606-160 & 030-522-633

PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia
mapleridge.ca

FILE: 2019-067-RZ
DATE: Feb 26, 2019 BY: PC

CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE

September 23, 2020
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor
Chair

Al Horsman, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

---

1. **18-116994 BG**

LEGAL:	Lot 9 Section 10 Township 12 New Westminster District Plan EPP70566
PID:	030-108-683
LOCATION:	11145 241A Street
OWNER:	Jaswant Kaur Sidhu
REQUIRED AGREEMENTS:	Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-116994 BG.

CARRIED

2. **19-114221 BG**

LEGAL:	Lot 44 Section 33 Township 12 New Westminster District Plan EPP60118
PID:	030-522-480
LOCATION:	13671 Blaney Road
OWNER:	Shannon Drummond and Brittni Hake
REQUIRED AGREEMENTS:	Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-114221 BG.

CARRIED

3. 18-116965 BG

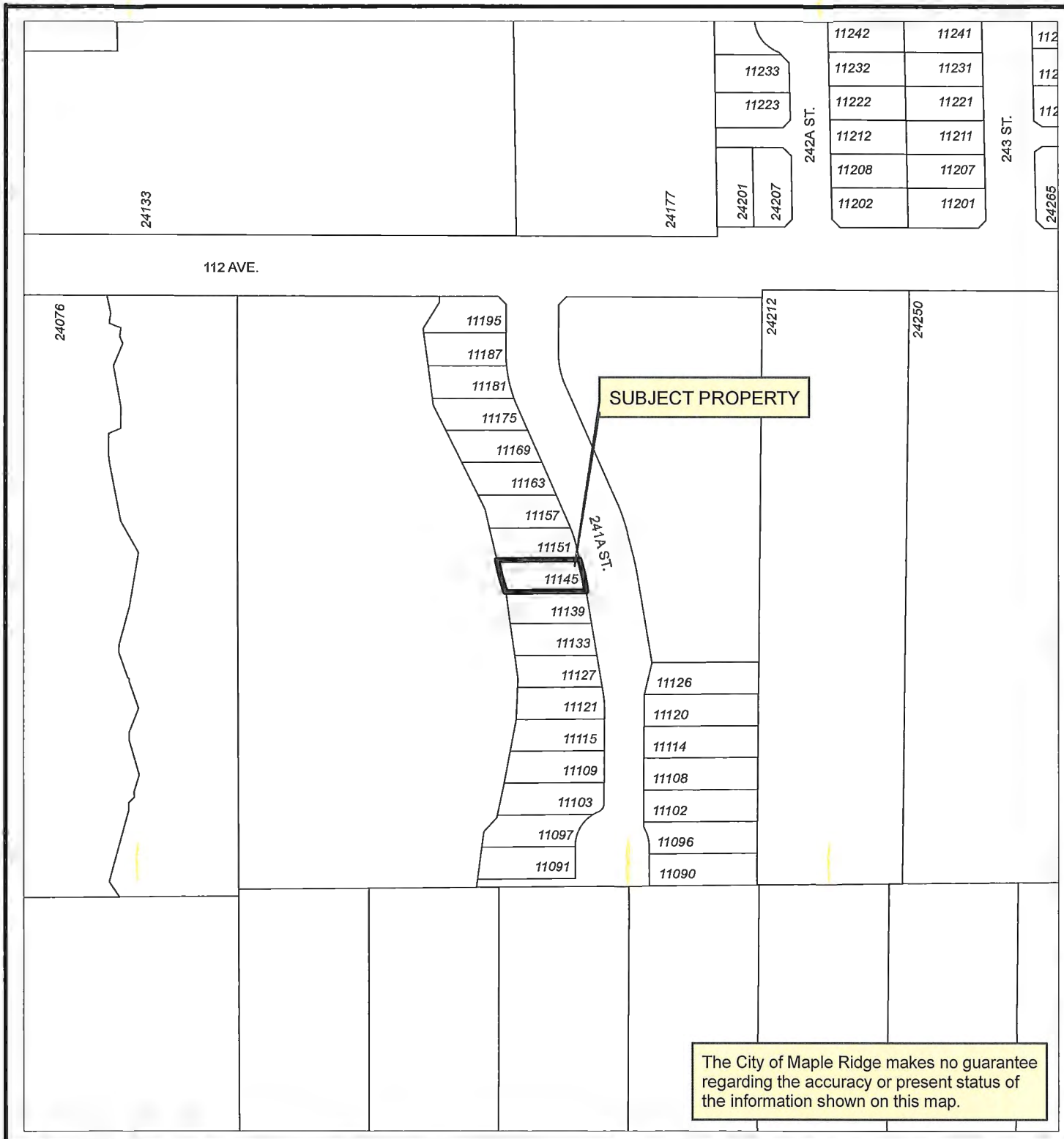
LEGAL:	Lot 19 Section 10 Township 12 New Westminster District Plan EPP70566
PID:	030-108-781
LOCATION:	11090 241A Street
OWNER:	Gurpreet and Manjot Toor
REQUIRED AGREEMENTS:	Secondary Suite Covenant

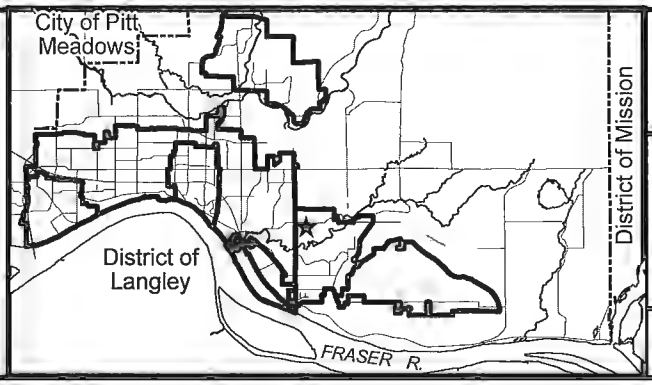
THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-116965 BG.

CARRIED

Michael Morden, Mayor
Chair

Al Horsman, Chief Administrative Officer
Member





N

Scale: 1:2,000

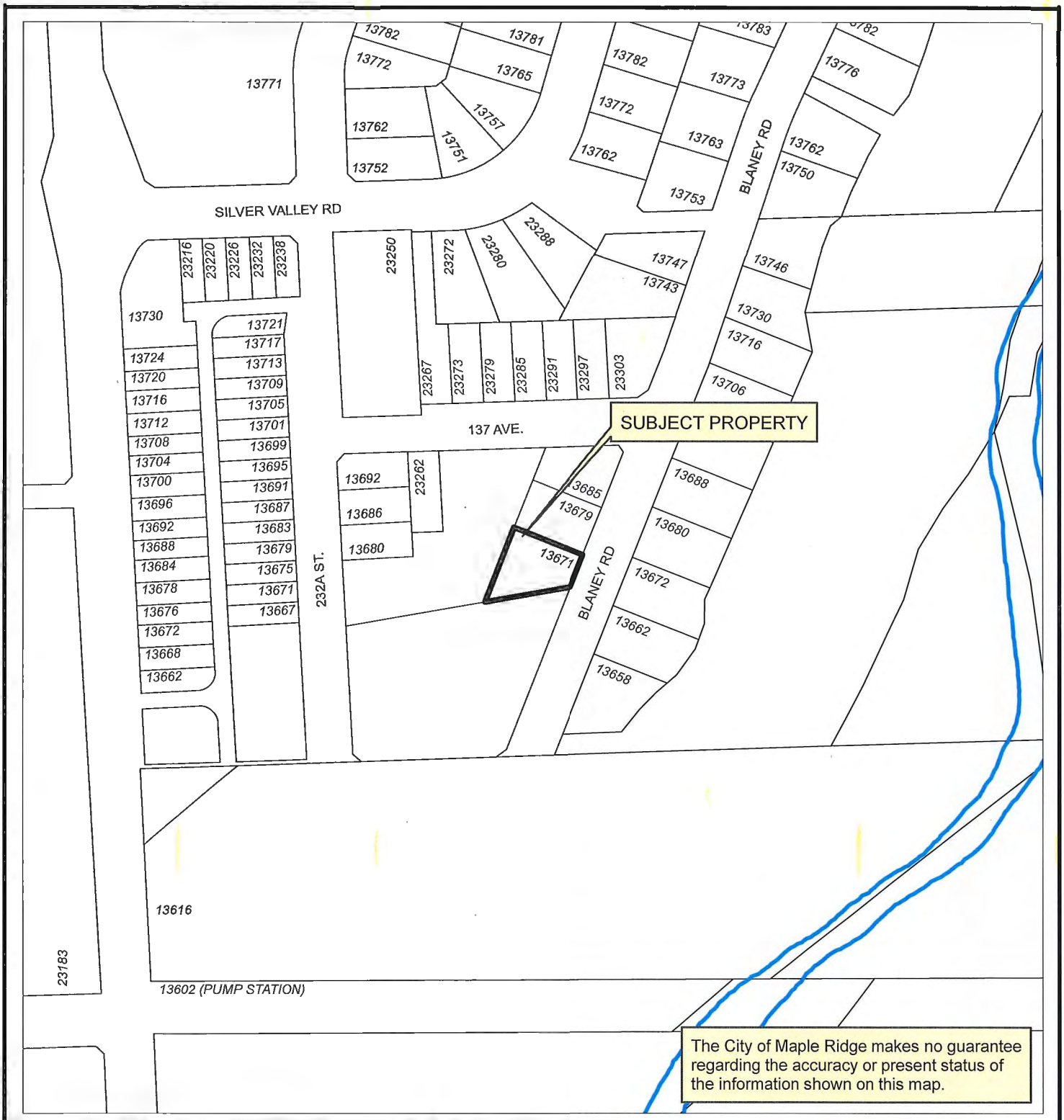
11145 241A Street

ENGINEERING DEPARTMENT

MAPLE RIDGE British Columbia

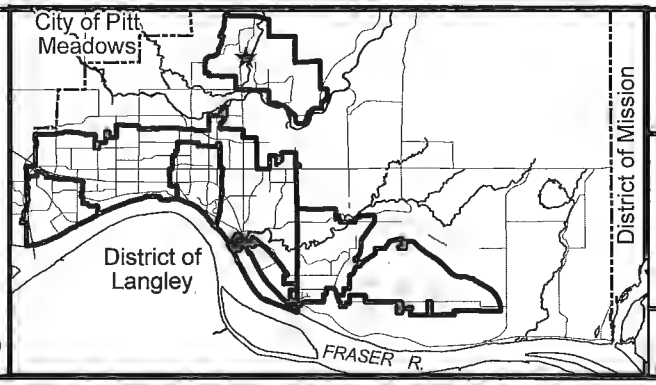
mapleridge.ca

FILE: Untitled
DATE: Sep 21, 2020 BY: NV



N

Scale: 1:2,000



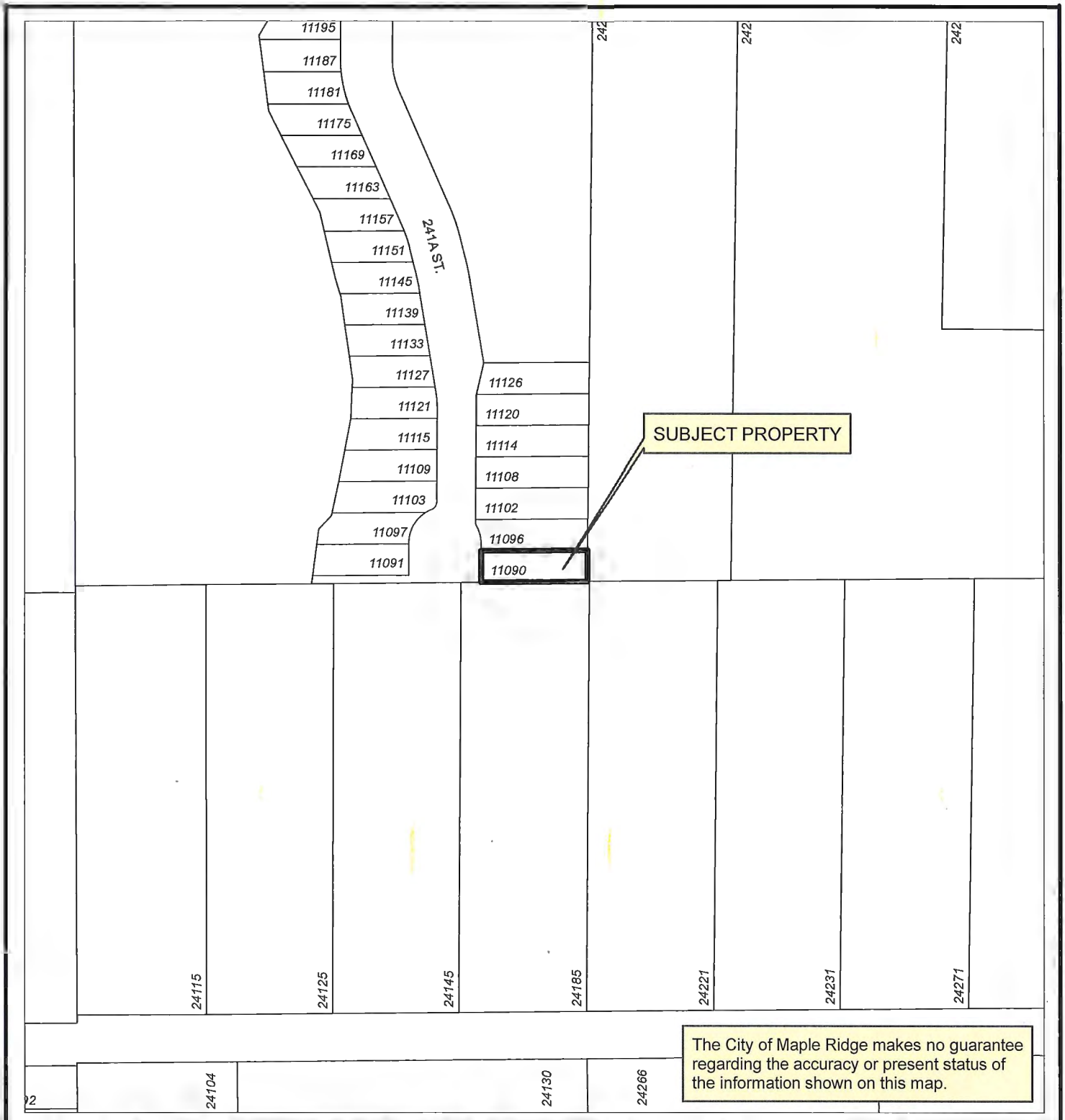
13671 Blaney Road

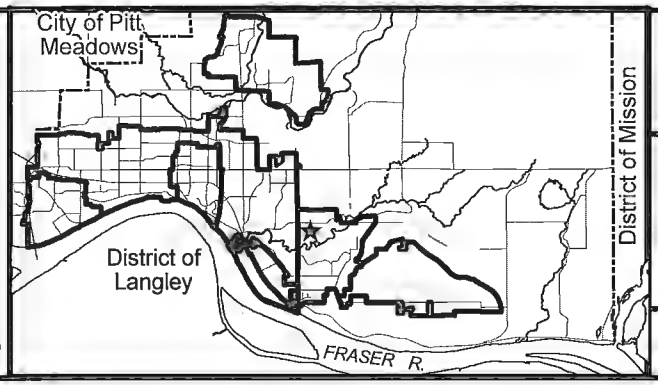
ENGINEERING DEPARTMENT

MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: Untitled
DATE: Sep 21, 2020
BY: NV





N

Scale: 1:2,000

11090 241A Street

ENGINEERING DEPARTMENT

MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: Untitled
DATE: Sep 21, 2020
BY: NV

MAPLE RIDGE
British Columbia
mapleridge.ca

City of Maple Ridge

TO:	His Worship Mayor Michael Morden and Members of Council	**MEETING DATE:**	September 15, 2020
		FILE NO:	05-1830-20
FROM:	Chief Administrative Officer	**MEETING:**	CoW

SUBJECT: Quarter 2, 2020 Financial Update

EXECUTIVE SUMMARY:

The purpose of this report is to provide a financial update on operating results to the end of the second quarter, 2020.

Following the declaration of a public health emergency on March 17, 2020, the City very quickly worked on a number of adaptations to allow operations to continue and to comply with public health orders intended to curb the spread of COVID-19. This included increasing our reliance on technology to support remote work and remote meetings, finding different ways to deliver services and, in the case of recreation, closing facilities and interrupting programming. During the second quarter we started to quantify the impact of COVID-19 on operations although forecasting year-end results with any accuracy is challenging due to the evolving nature of the situation. We have included a range of forecast results within which we expect year-end results to fall.

RECOMMENDATION:

For information only

DISCUSSION:

a) **Background Context:**

The purpose of this report is to provide a financial update for the second quarter of 2020, focusing on operating results for the City. During Q2 we began to quantify the impact of the the current health crisis to the City, recognizing that in some instances the impact was likely be felt more in future years. Information is provided first for revenues and then for expenses. Generally speaking, although the majority of the City's revenues are recognized in the first half of the year and expenses more evenly throughout the year, it is our experience that expenses tend to be weighted more to the latter part of the year. While estimated ranges for year-end results are included, it should be noted that the present situation introduces a greater than usual level of uncertainty into any forecasting exercise.

Local Governments were identified as an essential service early in the health crisis and for the most part City operations have continued, although our customer service delivery method has looked different. The exception to this was the recreation area which experienced facility shutdowns and service interruptions while at the same time taking on additional work to support City operations.

702.1

During the 2nd quarter there was a focus on adapting our operations to keep employees safe within public health guidelines, monitoring the various initiatives announced by other levels of government and identifying the various impacts to the City's revenues and expenses. Tools were put in place to provide the City with some cash flow flexibility and citizens were provided with some additional time to pay property taxes without incurring penalties.

Revenues:
Under accounting guidelines we recognize revenues as they are earned, which is often at a different point in time than when the related cash is received. In this section, we have included information about both revenues and impacts to cash flows where appropriate.

While there is a definite impact to 2020 revenues as a result of COVID-19 it is challenging to predict what that impact will be with any certainty and it is likely that the impact will extend beyond the current year. For example, revenues such as investment income are likely to be impacted for an extended period of time due to a reduction in the rates available to us.

The following provides some information on each of the City's revenue sources:

- Property taxes: The Community Charter sets the due date for property taxes at July 2 each year and any amounts unpaid at that time are subject to penalty. The legislation includes a provision allowing local governments to set an alternate penalty date by bylaw this year, as a measure intended to provide some relief to citizens, Council adopted Bylaw No. 7640-2020 to amend the penalty date to October 1st, meaning people could take until September 30th to pay without penalty if they needed to.

  Property taxes are the City's primary revenue source and from an accounting perspective are recognized when levied with cash collection following in the subsequent months. As of the standard due date the City had received approximately 60% of the total tax levy. We continue to monitor payments as they are received and will provide an additional update in the Quarter 3 report.

- User fees & other revenues: This revenue category includes items, such as building permit revenues, planning fees and the sewer and water levies in addition to recreation fees. When looking at the category as a whole, revenues have increased by approximately $3 million from the same time in 2019, driven in large part by approved increases to the sewer and water levies for 2020.

  Building permit revenues align with the pace of construction in the community and while BC's construction industry has continued to work during the pandemic, worksites have changed in order to keep people safe. This has translated into a slower pace of building permit revenues in 2020. At this time, we are estimating that the financial plan target of $2.6 million will be achieved, but this can be attributed to the fact that this particular revenue source is recognized on a fiscal year running from November 1 through October 31. If we continue to see a slower pace of construction, it is likely that the impact will affect future years more than 2020.

  Overall planning fees are up slightly from the same time in 2019 reflecting a continued interest in development in the City and an early indicator of future growth in the tax base.

  In the recreation area, revenues to the end of Q2 are down approximately $265,000 from the same time last year as a result of the facility closure mandated by the public health officer. The facility reopened in a limited capacity in July and outside

programming was introduced for the summer months. At this time, we expect a significant shortfall in user fees for recreation although the magnitude of the shortfall will depend on the ability to safely resume operations as the year continues.

- Government Transfers: Grants are received from other levels of government and are typically linked to a specific program or service delivery area. In some instances the City will receive funding in advance of incurring expenses and may be able to defer the timing of revenue recognition to align with the timing of the related expenses. One example of this is the annual funding the City receives from TransLink to maintain the Major Road Network.

  In 2020, the City expected to receive approximately $1.8 million in funding from TransLink for the maintenance and rehabilitation of the Major Road Network. Early in the health crisis, they announced that any payments to municipalities would be deferred. The City has received approximately $275,000 to date in 2020 and we do not expect to receive any additional funding this year. At the end of 2019, the City had approximately $2.8 million in deferred funding for the Major Road Network therefore we can address the decrease in funding this year by recognizing previously deferred revenues.

  Other levels of government have announced intentions to accelerate grant payments to municipalities as a relief measure, and our expectation is that the overall impact to this revenue item will be minimal in 2020 but may have an impact in future years.

- Development Revenues: Much of the revenue included in this category is a recognition of previously collected amounts and variances to budget are offset by delays in expenditures.

- Interest and investment income: The City invests any cash not immediately needed to settle its obligations in accordance with policy that prioritizes safety, liquidity and returns. The budget for this income stream is set conservatively as the ability to generate returns is dependent on both available rates and timing of expenditures, particularly for capital. As at the end of June, the City has exceeded budget projections for the year and expects this to continue. It should be noted that interest rates have declined significantly since the start of the pandemic and we expect that the full impact of the economic downturn on investment earnings will be experienced in future years.

- Gaming revenues: Under an agreement with the Province, the City receives a share of the net revenues from the local Chances Casino. The facility was closed in March due to the pandemic and according to the BC Restart Plan will not reopen until we move into Phase 4 of that plan, the timing of which is uncertain. Under policy, the majority of gaming revenues are used as a funding source for capital and infrastructure renewal. At the end of 2019, we had $2.7 million of reserved gaming revenues meaning a shortfall in this revenue stream can be offset in the short term but a protracted facility closure will have an impact in future years.

Expenses

On the expense side, as noted earlier in the report, City operations have largely continued without interruption since the declaration of the public health emergency although the service delivery method may be different. Some areas, such as Information Technology Department, have experienced an increase in work as overall reliance on technology has increased exponentially in support of continued operations. The recreation area experienced a service interruption and facility closure at the same time as taking on additional work to support overall

City operations. Such work included enhanced cleaning of civic facilities and the Parks Ambassador Program supporting physical distancing guidelines in local parks. The need to pivot and refocus this year has resulted in a number of changes to plans for the year. Physical distancing protocols have resulted in a change from in-person attendance at conferences to virtual conferences and the scope of the City's training programs has been adjusted to reflect capacity and health guidelines, and these two items will likely result in savings across the organization. Departments have deferred a number of work plan items to address more immediate priorities, and while this will result in some savings compared to budget, we are likely to see some of those savings transferred to reserves at the end of the year to allow those deferred work plans to proceed in 2021.

The following provides information on each reporting segment included on the Statement of Operations:

- General Government: At the end of the June, expenses in this area are at approximately 47% of budget and if this trend continues we will likely see savings of approximately $2 million at the end of year. The majority of these savings are related to deferred work plan items and will likely be transferred to reserves at the end of the year to allow the work to move forward in 2021.

- Protective Services: Expenses at the end of June are at 45% of budget. In this reporting segment we typically see savings from the RCMP contract and our practice has been to transfer these savings to the Police Services Reserve to provide for future RCMP initiatives.

- Transportation: Expenses to the end of June are at approximately 36% of budget. This can be attributed to savings from both staffing vacancies and to various studies and projects that are underway but unlikely to be completed this year. Given the information available at this time, it is expected that we will see savings from staffing vacancies of approximately $500,000 and that unspent funding for studies and projects will be transferred to reserves to allow work to continue.

- Planning, Public Health & Other: At the end of June, expenses in this reporting segment are at approximately 47% of budget and if current trends continue, we expect savings at year-end of between $150,000 to $400,000 with some of those savings transferred to reserves to allow deferred work to proceed in 2021.

- Parks, Recreation & Culture: The City's recreation area experienced the greatest impact from the current health crisis with closed facilities and interrupted programing in response to public health orders. It is this area that has also provided support for increasing awareness of physical distancing protocols in City parks and for increased cleaning in civic facilities. While the Leisure Centre has partially reopened at this time, capacity is restricted and it unlikely that we will be able to return to full operations in the near future. At the end of June, expenses were at approximately 40% of budget for the year.

- Sewer: While expenses in the Sewer Utility appear to be well below financial plan targets at the end of June this is due to the timing of the annual levy from the regional district which is processed in Q3. If current trends continue we expect that expenses at the end of the year will range from approximately $10.5 million to $12.1 million. Final results will depend on progress on various projects and a portion of savings will be transferred to reserves to allow work to continue next year.

- Water: To the end of June expenses in the Water Utility are at approximately 30% of the annual budget, mainly due to the timing of billing for water consumption from the regional district. If water consumption trends for the balance of the year remain comparable to 2019, we could see savings of approximately $600,000. In addition, it is likely that some works scheduled for this year will not proceed as planned, resulting in additional savings of approximately $800,000, most of which will be transferred to reserves to allow the work to proceed in 2021. At this time we are forecasting final expenses for the water utility to range from approximately $12.6 million to $14.5 million and expect to refine this further when Q3 results are reported.

CONCLUSION:

In summary, after six months into the year we do see that there will be savings at the end of the year and due to a number of unknowns about the ongoing impact of COVID-19 it is challenging to predict the value of those savings with any certainty. As at the end of June we expect to see savings ranging between $4 million to $16 million, with portions of that amount related to deferred work transferred to reserves at the end of the year. The final amount of any savings will depend on factors, such as any further changes to operations mandated by public health orders and resourcing constraints. An updated report will be provided following the end of the third quarter.

Prepared by: **Catherine Nolan, CPA, CGA**
Corporate Controller

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

Approved by: **Christina Crabtree**
Acting GM, Corporate Services

Concurrence: **Al Horsman**
Chief Administrative Officer

Attachments:

(A) Quarter 2 Statement of Operations

City of Maple Ridge

Quarter 2 Statement of Operations

Updated to June 30, 2020

	Ytd Actual	Annual Budget	YE Estimates
Revenues			
Taxes for municipal purposes	92,648,625	94,680,030	$94.7 million
User fees and other revenue	36,974,675	47,142,875	$43 - $44.5 million
Government transfers	1,192,509	3,446,265	$2 - $2.8 million
Development revenue	446,826	1,356,621	$0.4 - $0.7 million
Interest and investment income	2,364,680	1,867,988	$3 - $3.5 million
Gaming revenues	323,738	1,500,000	$0.32 million
Total Revenue	**133,951,053**	**149,993,779**	143.4 - 146.5 million
Expenses (excluding amortization)			
General Government	8,484,918	18,149,774	$16.5 - $18 million
Protective Services	19,387,582	43,499,397	$41.5 - $43 million
Transportation	4,984,082	13,988,777	$10.5 - $13 million
Planning; Public Health & Other	3,448,635	7,304,274	$7 - $7.2 million
Recreation	8,398,442	22,071,087	$17.2 - $20 million
Sewer	1,297,700	12,329,795	$10.5 - $12 million
Water	4,319,921	14,740,619	$12.5 - $14.5 millior
Total Expenses	**50,321,279**	**132,083,723**	116 - 127.7 million
Internal Transfers & Principal Payments			
Principal Payments	1,504,588	3,218,773	$2.6 million
Transfers to(from) reserves	9,008,239	5,313,949	$15 - $28 million
Transfers to capital	1,674,747	14,152,027	$2 - $8 million
Total Internal transfers & principal payments	**12,187,574**	**22,684,749**	$20 -$39 million
Surplus (Deficit) as at June 30, 2020	**71,442,200**	**- 4,774,693**	$7 - $(20) million
Accumulated Surplus - beginning of year	30,357,265	30,357,265	
Accumulated Surplus as at June 30, 2020	**101,799,465**	**25,582,572**	$10 - $37 million

MAPLE RIDGE
British Columbia
mapleridge.ca

City of Maple Ridge

TO:	His Worship Mayor Michael Morden and Members of Council	**MEETING DATE:**	September 29, 2020
		FILE NO:	05-1630-01-2020
FROM:	Chief Administrative Officer	**MEETING:**	Council

SUBJECT: **Disbursements for the month ended August 31, 2020**

EXECUTIVE SUMMARY:

The disbursements summary for the past period is attached for information. All voucher payments are approved by the Director of Finance or Corporate Controller. Expenditure details are available by request through the Finance Department.

RECOMMENDATION:

That the disbursements as listed below for the month ended August 31, 2020 be received for information only.

GENERAL	$ 14,318,491
PAYROLL	$ 1,927,807
PURCHASE CARD	$ 92,905
	$ 16,339,203

DISCUSSION:

a) Background Context:

The adoption of the Five Year Consolidated Financial Plan has appropriated funds and provided authorization for expenditures to deliver municipal services.

The disbursements are for expenditures that are provided in the Financial Plan Bylaw or subsequently approved through Council Resolution.

b) Citizen/Customer Implications:

The citizens of Maple Ridge are informed on a routine monthly basis of financial disbursements.

c) **Business Plan/Financial Implications:**

Highlights of larger items included in Financial Plan or Council Resolution

• BA Blacktop – 2020 pavement rehabilitation program	$	263,653
• Cedar Crest Lands (BC) Ltd– SW Haney Park	$	200,939
• Custom Blacktop Co – Tennis court restoration	$	160,532
• Double V Construction Ltd – Albion Community Centre	$	171,330
• Ridge Meadows Recycling Society - Monthly contract for recycling	$	243,286
• Yellowridge Construction Ltd– Maple Ridge Fire hall #4	$	703,913

The municipality acts as the collection agency for other levels of government or agencies. The following collections were remitted in August:

• Greater Vancouver Sewerage & Drainage – 2020 requisition	$	7,872,754

d) **Policy Implications:**
Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:
The disbursements for the month ended August 31, 2020 have been reviewed and are in order.

Prepared by: **Trevor Hansvall**
Accounting Clerk 2

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

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

Concurrence: **Al Horsman**
Chief Administrative Officer

CITY OF MAPLE RIDGE

MONTHLY DISBURSEMENTS - Aug 2020

VENDOR NAME	DESCRIPTION OF PAYMENT		AMOUNT
865274 BC Ltd	Security refund		57,250
Aplin & Martin Consultants Ltd	117 Ave corridor improvements	1,130	
	Abernethy Way improvements	18,937	20,067
Associated Engineering (BC) Ltd	Forcemain upgrade (225 St)		19,590
BA Blacktop	2020 pavement rehabilitation program		263,653
Bali, Arvind	Security refund		15,000
BC Hydro	Electricity		142,053
CUPE Local 622	Dues - pay periods 20/16 & 20/17		32,504
Canadian Pacific Railway	Crossing warning maintenance	2,612	
	Remove & replace pedestrian crossing (Port Haney Wharf)	18,479	21,091
CDW Canada Inc	Juniper enterprise support (1 year)		59,178
Cedar Crest Lands (BC) Ltd	Fire Fighters Park maintenance	1,794	
	Merkley Park - hammer & discus throw facility	47,578	
	SW Haney Park	200,939	250,310
Cobing Building Solutions	Maintenance:		
	City Hall	8,737	
	Fire Halls	426	
	Leisure Centre	5,523	
	Library	2,058	
	Operations	357	
	RCMP	2,301	19,401
Custom Blacktop Co	Tennis court restoration (Thomas Haney Secondary)		160,532
Double V Construction Ltd	Albion Community Centre		171,330
Dougness Holdings Ltd	Catch basin cleaning		20,931
Falcon Village Joint Venture	Security refund		97,831
Fraser City Installations Ltd	Traffic signal improvements (248 St)		76,730
Fraser Valley Refrigeration	Chiller replacement (Golden Ears Curling Facility)		35,336
Fred Surridge Ltd	Waterworks supplies		37,124
Greater Vancouver Sewerage & Drainage	2020 requisition		7,872,754
Greater Vancouver Water District	Water consumption Jun 3 - Jun 30/20		806,613
Image Painting & Restoration	Painting & restoration services		35,648
Jordair Compressors Inc	Fire Hall #3 cascade system upgrade		32,026
Lafarge Canada Inc	Roadworks material		32,701
Lordco Parts Ltd	Supplies & maintenance for vehicles		19,646
Maple Ridge & PM Arts Council	Arts Centre contract	57,493	
	Program revenue	19,977	77,469
Meng, Jian	Property tax refunds		16,570
Municipal Pension Plan BC	Employer/employee remittance		508,203
Nova Pole International	Locking security covers		16,190
Prime Traffic Solutions Ltd	Traffic control		38,154
Receiver General For Canada	Employer/employee remittance		765,950
RG Arenas (Maple Ridge) Ltd	Ice rental (July)	62,960	
	Curling rink operating expenses (Jun)	5,919	68,879
Ridge Meadows Recycling Society	Litter pick up	2,244	
	Monthly contract for recycling	243,286	
	Parking lot paving repairs	5,775	
	Weekly bin rental	422	251,726

VENDOR NAME	DESCRIPTION OF PAYMENT	AMOUNT
Scottish Line Painting Ltd	Thermoplastic road markings	26,616
Standard Electric BC Ltd	Track lighting supply & install (Maple Ridge Secondary)	58,858
Strata Plan LMS Commercial	Panorama strata fees	17,749
Streamline Fencing Ltd	Dugouts & backstop replacement (Larry Walker Field)	48,273
Streetwise Traffic Controllers	Traffic control	19,870
Suncor Energy Products	Gasoline & diesel fuel	52,588
Tikal Construction Ltd	MRSS track upgrades	141,685
Total Power Ltd	Generator maintenance	18,699
Turning Point Resolutions Inc	Training services	15,916
Warrington PCI Management	Tower common costs	70,000
Westridge Lanes Ltd	Security refund	39,636
Whitestar Property Services	Parks mowing & trimming + light landscape	20,942
Yellowridge Construction Ltd	Maple Ridge Fire Hall #4	703,913
Zoom Audio Visual Networks Inc	Fire Hall #4 - A/V room design, supply & install	107,766

Disbursements In Excess $15,000		**13,384,953**
Disbursements Under $15,000		**933,538**
Total Payee Disbursements		**14,318,491**
Payroll	PP20/17 & PP20/18	**1,927,807**
Purchase Cards - Payment		**92,905**
Total Disbursements August 2020		**16,339,203**

1000 Bylaws

CITY OF MAPLE RIDGE
BYLAW NO. 7605-2020

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

WHEREAS Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed expedient to amend Schedule "B" to the Official Community Plan;

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7605-2020."

2. Schedule "A" of Chapter 10.2 Albion Area Plan, Schedule 1 and Figure 1: Northeast Albion is hereby amended for those parcels or tracts of land and premises known and described as:

   Lot 74 Section 14 Township 12 New Westminster District Plan 61607;
   Parcel "H" (Reference Plan 2047), Except Part in Statutory Right of Way Plan LMP30004
   South West Quarter Section 14 Township 12 New Westminster District; and
   Lot 1 Section 14 Township 12 New Westminster District Plan 70166

   and outlined in heavy black line on Map No. 1012, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended as shown.

3. Schedule "C" is hereby amended for that parcel or tract of land and premises known and described as:

   Lot 74 Section 14 Township 12 New Westminster District Plan 61607;
   Parcel "H" (Reference Plan 2047), Except Part in Statutory Right of Way Plan LMP30004
   South West Quarter Section 14 Township 12 New Westminster District; and
   Lot 1 Section 14 Township 12 New Westminster District Plan 70166

   and outlined in heavy black line on Map No. 1013, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding Conservation.

4. Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

READ a first time the 28th day of July, 2020.

READ a second time the 28th day of July, 2020.

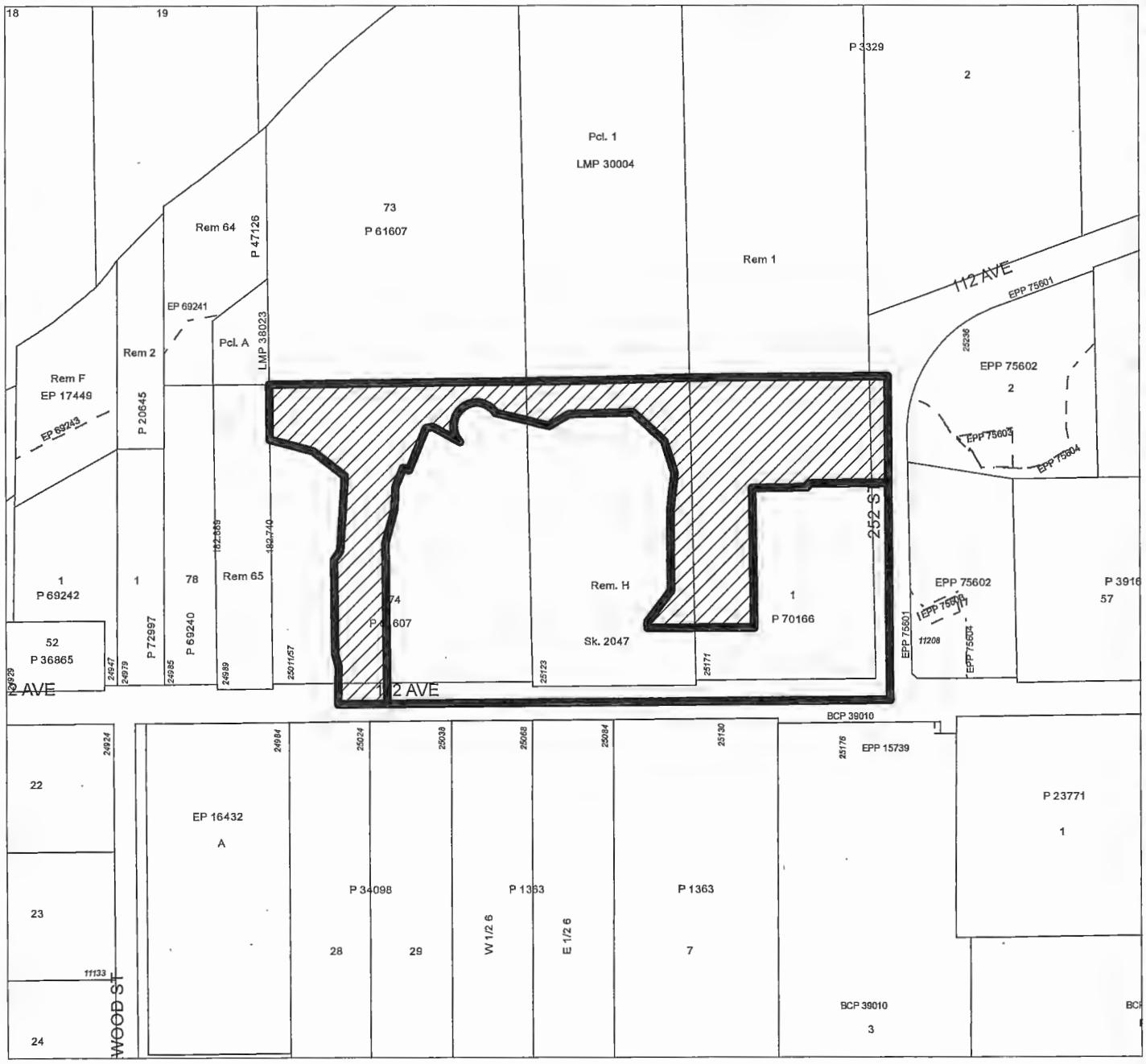
PUBLIC HEARING held the 15th day of September, 2020.

READ a third time the day of , 20

ADOPTED, the day of , 20 .

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7605-2020

Map No. 1012

Purpose: To Amend Albion Area Plan Schedule 1 and Figure 1

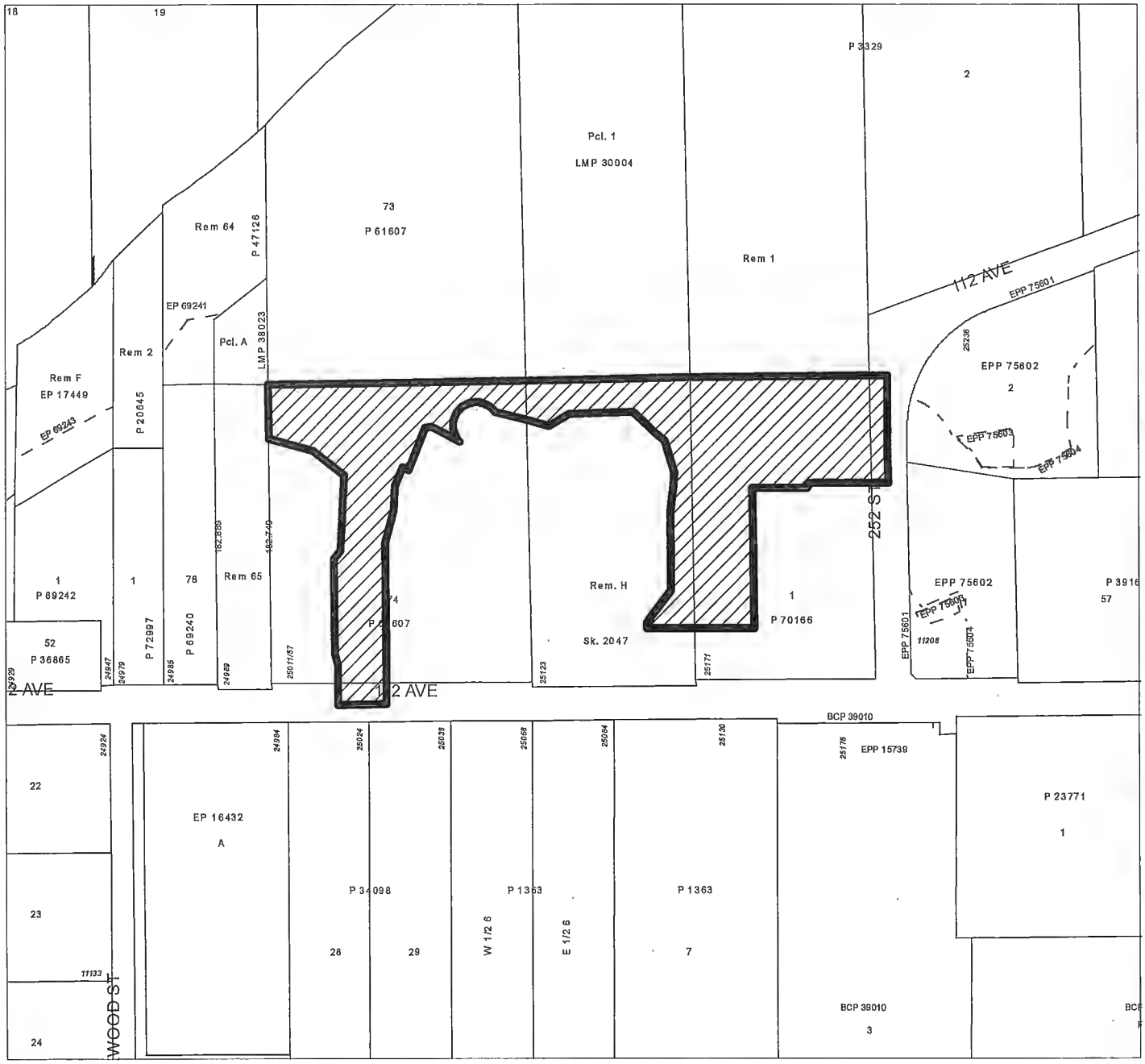
From: Low/Medium Density Residential

To: ▭ Single Family Residential ▨ Conservation

MAPLE RIDGE
British Columbia

N

SCALE 1:3,500



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7605-2020

Map No. 1013

Purpose: To Amend Schedule C As Shown

To Add To Conservation

MAPLE RIDGE
British Columbia

N

SCALE 1:3,500

CITY OF MAPLE RIDGE
BYLAW NO. 7606-2020

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

---

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7606-2020."

2. Those parcels or tracts of land and premises known and described as:

   Lot 74 Section 14 Township 12 New Westminster District Plan 61607;
   Parcel "H" (Reference Plan 2047), Except Part in Statutory Right of Way Plan LMP30004 South West Quarter Section 14 Township 12 New Westminster District; and
   Lot 1 Section 14 Township 12 New Westminster District Plan 70166

   and outlined in heavy black line on Map No. 1822, a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to R-1 (Residential District), R-2 (Urban Residential District) and R-3 (Special Amenity Residential District).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 10th day of March, 2020.

READ a second time the 28th day of July, 2020.

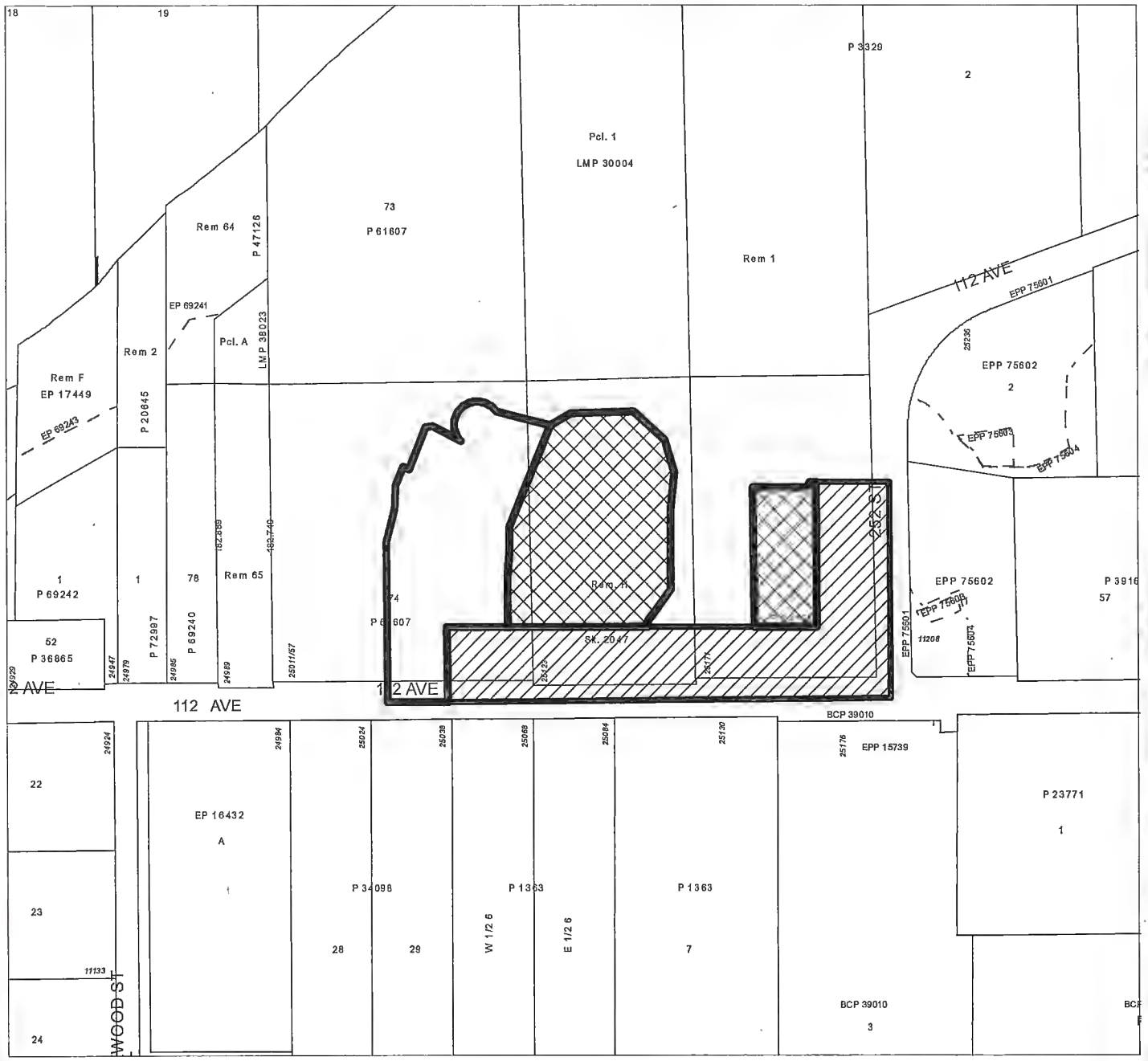
PUBLIC HEARING held the 15th day of September, 2020.

READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7606-2020

Map No. 1822

From: RS-3 (One Family Rural Residential)

To: R-1 (Residential District) R-2 (Urban Residential District)
R-3 (Special Amenity Residential District)

MAPLE RIDGE
British Columbia

N

SCALE 1:3,500

CITY OF MAPLE RIDGE
BYLAW NO. 7651-2020

A Bylaw to amend Zoning Bylaw No. 3510 - 1985 as amended

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7651-2020."

2. That Maple Ridge Bylaw No. 7339-2017, at second reading, be repealed in its entirety.

3. That Part 2 INTERPRETATION is amended by inserting the following between "ASSEMBLY USE" and "AUTOMOBILE ACCESSORY":

   ASSISTED LIVING REGULATION means the Assisted Living Regulation B.C. Reg. 189/2019

4. That Part 2 INTERPRETATION is amended by inserting the following between "ASSISTED LIVING REGULATION" and "AUTOMOBILE ACCESSORY":

   ASSISTED LIVING RESIDENCE means a premises or part of a premises, other than a community care facility,

   (a) in which housing, hospitality services and assisted living services, as defined in the *Community Care and Assisted Living Act*, are provided by or through the operator to 3 or more adults who:

   1. (i) are not related by blood or marriage to the operator of the premises, and
   2. (ii) do not require, on a regular basis, unscheduled professional health services, or

   (b) designated by the Lieutenant Governor in Council to be an assisted living residence; and is regulated under the *Community Care and Assisted Living Act.*

5. That Part 2 INTERPRETATION is amended by inserting the following between "COMMON ACTIVITY AREA" and "COMMUNITY GAMING FACILITY":

   COMMUNITY CARE AND ASSISTED LIVING ACT means the *Community Care and Assisted Living Act*, S.B.C. 2002, c. 75.

6. That Part 2 INTERPRETATION is amended by inserting the following between "COMMUNITY CARE AND ASSISTED LIVING ACT" and "COMMUNITY GAMING FACILITY":

   COMMUNITY CARE FACILITY means a premises or part of a premises, regulated under the *Community Care and Assisted Living Act*, as defined in the *Community Care and Assisted Living Act*:

   1. (a) in which a person provides care to 3 or more persons who are not related by blood or marriage to the person and includes any other premises or part of a premises that, in the opinion of the medical health officer, is used in conjunction with the community care facility for the purpose of providing care, or

2. (b) designated by the Lieutenant Governor in Council to be a community care facility.

7. That Part 2 INTERPRETATION is amended by inserting the following between "DATUM DETERMINATION POINTS" and "DENSITY BONUS":

DENSITY means a measurement of use and development intensity of land and buildings and includes expressing density as a floor space ratio or as the number of people per building.

8. That in PART 2 INTERPRETATION the definition of "DENSITY BONUS" is amended by deleting the words identified in bold text:

DENSITY BONUS means permitting a density on a **development site** that is greater than shown in the corresponding **Land Use Designation in the Official Community Plan, in exchange for an Amenity Contribution.**

9. That in PART 2 INTERPRETATION the definition of "DENSITY BONUS" is amended by adding the words identified in bold text:

DENSITY BONUS means permitting a density on a **lot** that is greater than shown in the corresponding **zone in exchange for an Amenity Contribution or in exchange for supportive recovery housing or transitional housing and a housing agreement prescribed by section 483 of the *Local Government Act*."**

10. That in PART 2 INTERPRETATION the definition of "ELDERLY CITIZENS RESIDENTIAL" is amended by deleting the definition and replacing with:

ELDERLY CITIZENS RESIDENTIAL means an Assisted Living Residence for the residential accommodation of elderly persons.

11. That in PART 2 INTERPRETATION the definition of "FAMILY" is amended by deleting the definition and replacing with:

FAMILY means one person or a group of persons who through marriage, blood relations, adoption or foster parenthood or other circumstances normally live together, provided that where the persons living together under other circumstances their number cannot exceed 3 (three) and does not include Assisted Living Residences or Community Care Facilities.

12. That in PART 2 INTERPRETATION the definition of "PRIVATE HOSPITAL" is amended by adding the words identified in bold text:

PRIVATE HOSPITAL means a use providing for the care of the sick, injured, or aged other than in a public hospital; includes private hospitals, convalescent homes, nursing homes, hospices, palliative care units, community care facilities, **assisted living residences,** multi-level care facilities, congregate care facilities and adult daycare centres.

13. That Part 2 INTERPRETATION is amended by inserting the following between "SLEEPING UNIT" and "STOCK-IN-TRADE":

SPECIAL NEEDS HOUSING includes Supportive Recovery Housing and Transitional Housing.

14. That Part 2 INTERPRETATION is amended by inserting the following between "STRUCTURE" and "TEMPORARY RESIDENTIAL":

SUPPORTIVE RECOVERY HOUSING means an Assisted Living Residence for adults receiving services primarily for recovery from drug and alcohol addiction.

15. That Part 2 INTERPRETATION is amended by inserting the following between "TOWNHOUSE(S)" and "TRIPLEX":

TRANSITIONAL HOUSING means an Assisted Living Residence for adults receiving services to allow them to transition from temporary to permanent housing.

16. That PART 4 GENERAL REGULATIONS, SECTION 402 REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS & STRUCTURES is amended by adding the words identified in bold text:

(13) **Albion Area** Density Bonus Amenity Contribution Regulations

17. That PART 4 GENERAL REGULATIONS, SECTION 402 REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS & STRUCTURES is amended by adding the following section:

(16) Density Bonus Regulations for the provision of Assisted Living Residences

(a) An Assisted Living Residence is a permitted use in the RS-1, RS-1a, RS-1c, RS-1d, RS-2 and RS-3 zones subject to the following provisions:
   i. The base density is three (3) residents per building;
   ii. Will require proof of notification or approval from the applicable Health Authority or to the appropriate authority if located on a lot which is not serviced by municipal sewer;
   iii. Shall not be permitted to contain habitable space below the recommended Flood Construction level of any designated floodplain; and
   iv. Shall not be strata-titled.

(b) A Density Bonus of up to a maximum of ten (10) residents per building is allowed for Supportive Recovery Housing or Transitional Housing classes of Assisted Living Residence in the RS-1, RS-1a, RS-1c, RS-1d, RS-2 and RS-3 zones subject to the following provisions:
   i. The owner enters into a Housing Agreement with the Corporation of the City of Maple Ridge, in accordance with Section 483 of the *Local Government Act*, which must be executed and delivered to the Municipality including all appendices prior to the issuance of any building permit or business license for the land in relation to which the use is permitted;
   ii. Shall have a maximum of 10 residents including staff;
   iii. Shall be contained within a One Family Residential building;
   iv. Shall not be permitted where there is a Detached Garden Suite, Boarding Use or Temporary Residential Use on the lot;

v. Will require proof of notification or approval from the applicable Health Authority or to the appropriate authority if located on a lot which is not serviced by municipal sewer;
vi. Shall not be strata-titled;
vii. Shall not be permitted to contain habitable space below the recommended Flood Construction level of any designated floodplain; and
viii. Shall not be permitted unless permitted by the provisions of section 402 (16) (a) and section 601 A. of the Zoning Bylaw;

(c) A Community Care Facility which satisfies the conditions in section 20 of the *Community Care and Assisted Living Act*, including that it has no more than ten (10) residents, not more than six (6) of whom are persons in care is not subject to this Bylaw in accordance with section 20(2) of the *Community Care and Assisted Living Act*.

18. That PART 6 RESIDENTIAL ZONES SECTION 601 A PERMITTED USES OF LAND, BUILDINGS AND STRUCTURES is amended by adding the words identified in bold text:

Albion Area Density Bonus (subject to Section 402)

19. That PART 6 RESIDENTIAL ZONES SECTION 601 A PERMITTED USES OF LAND, BUILDINGS AND STRUCTURES is amended by inserting the following uses after "Medical Marihuana, Commercial Production" and permitted in the RS-1, RS-1a, RS-1c, RS-1d, RS-2, and RS-3 zones:

Assisted Living Residences (Supportive Recovery Class)

20. That PART 9 INSTITUTIONAL ZONES SECTION 902 is amended by inserting the following in correct numerical order:

5) Private Hospital Use
6) Assisted Living Residences with over 10 residences, including staff
7) Community Care Facility of a residential class where there are more than 6 residents in care or where there are more than 10 residents.

21. Maple Ridge Zoning Bylaw No. 3510 – 1985 is amended accordingly.

READ a first time the 28th day of July, 2020.

READ a second time the 28th day of July, 2020.

PUBLIC HEARING held the 15th day of September, 2020.

READ a third time the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER **CORPORATE OFFICER**

CITY OF MAPLE RIDGE
BYLAW NO. 7600-2019

A Bylaw to adopt a new Zoning Bylaw for the City of Maple Ridge

---

WHEREAS, Section 479 of the *Local Government Act* provides that the Council may adopt, by Bylaw, a Zoning Bylaw;

AND WHEREAS, it is deemed desirable to adopt a new Zoning Bylaw for the City of Maple Ridge;

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

1. This Bylaw may be cited as "Maple Ridge Zoning Bylaw No. 7600-2019";

2. That the document attached hereto as Schedule "A" is hereby adopted as the Zoning Bylaw for the City of Maple Ridge.

READ a first time the 23rd day of April, 2019

READ a second time the 28th day of July, 2020.

PUBLIC HEARING held the 15th day of September, 2020.

READ a third time the day of , 20

APPROVED by the Ministry of Transportation and Infrastructure the day of , 20

ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

1100 *Committee Reports and Recommendations*

Items in Section 1100 ***Committee Reports and Recommendations*** that refer to a staff report earlier than this agenda date were presented at a Committee of the Whole Meeting typically a week prior, on the date of the staff report, to provide Council with an opportunity to ask staff detailed questions. The items are now before regular Council Meeting for debate and vote. Both meetings are open to the public. **The reports are not reprinted again in hard copy**; however they can be found in the electronic agenda or in the Committee of the Whole agenda package dated accordingly.

MAPLE RIDGE
British Columbia
mapleridge.ca

City of Maple Ridge

TO:	His Worship Mayor Michael Morden and Members of Council	MEETING DATE:	September 15, 2020
		FILE NO:	2019-402-RZ
FROM:	Chief Administrative Officer	MEETING:	C o W

SUBJECT: First Reading
Zone Amending Bylaw No. 7667-2020
9450 287 Street

EXECUTIVE SUMMARY:

An application has been received for a site-specific text amendment to the CS-2 (Service Station Commercial) zone, for the subject property, located at 9450 287 Street, to permit a future drive-through use. To proceed further with this application additional information is required as outlined below.

RECOMMENDATIONS:

1. That Zone Amending Bylaw No. 7667-2020 be given first reading; and

2. That the applicant provide further information as described on Schedules C and D of the *Development Procedures Bylaw No. 5879–1999.*

DISCUSSION:

a) Background Context:

Applicant:		J. Iliscupidez
Legal Description:		Lot 29 Except: Part on Statutory Right of Way Plan LMP 3310, District Lot 438, Group 1, New Westminster District Plan 47148
OCP:		
Existing:		Commercial and Industrial
Proposed:		Commercial and Industrial
Zoning:		
Existing:		CS-2 (Service Station Commercial) and M-2 (General Industrial)
Proposed:		CS-2 (Service Station Commercial) and M-2 (General Industrial)
Surrounding Uses:		
North:	Use:	Industrial
	Zone:	M-2 (General Industrial)
	Designation:	Industrial
South:	Use:	Lougheeed Highway, Railroad Tracks, Industrial
	Zone:	CS-1 (Service Commercial), RS-3 (One Family Rural Residential) and M-2 (General Industrial)
	Designation:	Industrial and Commercial
East:	Use:	Industrial
	Zone:	M-2 (General Industrial)
	Designation:	Industrial

1101

West:	Use:	Vacant and Single Family Residential
	Zone:	CS-3 (Recreation Commercial) and RS-3 (One Family Rural Residential)
	Designation:	Commercial and Rural Residential

Existing Use of Property:	Former Service Station
Proposed Use of Property:	Service Station and Restaurant with Drive-Through Use
Site Area:	1.32 ha. (3.3 acres)
Access:	287 Street
Servicing requirement:	Rural Standard

b) Project Description:

The subject property, located at 9450 287 Street, is located on the north-east corner of Lougheed Highway and 287 Street. The subject property is currently split-zoned CS-2 (Service Station Commercial) on the west side, which fronts 287 Street, and M-2 (General Industrial) on the east side, which fronts 288 Street (see Appendices A and B).

The applicant is proposing to decommission the existing non-operating fuel facility, and install a new canopy, fuel dispensers, and underground storage tanks, add a Tim Horton's restaurant with a drive-through component, and a convenience store. The applicant has requested a site-specific text amendment to the CS-2 (Service Station Commercial) zone to allow for the drive-through use for the proposed Tim Horton's restaurant.

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

c) Planning Analysis:

Official Community Plan:

The subject property is located outside of the Urban Boundary and is currently designated *Commercial* and *Industrial*. This intersection is designated a Historic Commercial Centre on Figure 2 of the OCP. As per OCP policy 6-43, Historic Commercial Centres located outside of the Urban Area Boundary are intended to provide small-scale convenience shopping and a limited range of services to residents.

Zoning Bylaw:

The current application is for a site-specific text amendment to the CS-2 (Service Station Commercial) zone to allow for the drive-through use for the proposed Tim Horton's restaurant (see Appendices C and D). No changes are proposed for the portion of the property that is zoned M-2 (General Industrial). The site-specific text-amendment to allow the drive-through use at this location is supported, as it enables the small-scale convenience shopping component intended for this area and can contribute to job creation.

Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

Pursuant to Section 8.5 of the OCP, a Commercial Development Permit application is required to address the current proposal's compatibility with adjacent development, and to enhance the unique character of the community.

Advisory Design Panel:

A Form and Character Commercial Development Permit is required and must be reviewed by the Advisory Design Panel prior to second reading.

Development Information Meeting:

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

d) Interdepartmental Implications:

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

a) Engineering Department;
b) Operations Department;
c) Fire Department;
d) Building Department;
e) Parks, Recreation and Culture Department;
f) Ministry of Transportation and Infrastructure; and
g) Ministry of Environment.

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

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing and site access requirements have not been undertaken. We anticipate that this evaluation will take place between first and second reading.

e) Development Applications:

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

1. A complete Rezoning Application (Schedule C); and
2. A Commercial Development Permit Application (Schedule D).

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

CONCLUSION:

The development proposal is in compliance with the OCP, and the site-specific text amendment to allow the drive-through use enables the small-scale convenience shopping component intended for this area and can contribute to job creation. Therefore, it is recommended that Council grant first reading, subject to additional information being provided and assessed prior to second reading.

"Original signed by Michelle Baski"

Prepared by: Michelle Baski, AScT, MA
Planner

"Original signed by Mark McMullen"

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

"Original signed by Christine Carter"

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

"Original signed by Al Horsman"

Concurrence: Al Horsman
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Zone Amending Bylaw No. 7667-2020
Appendix D – Proposed Site Plan

APPENDIX A



N

Scale: 1:2,500

Legend

- Ditch Centreline
- Edge of River
- Lake or Reservoir
- River

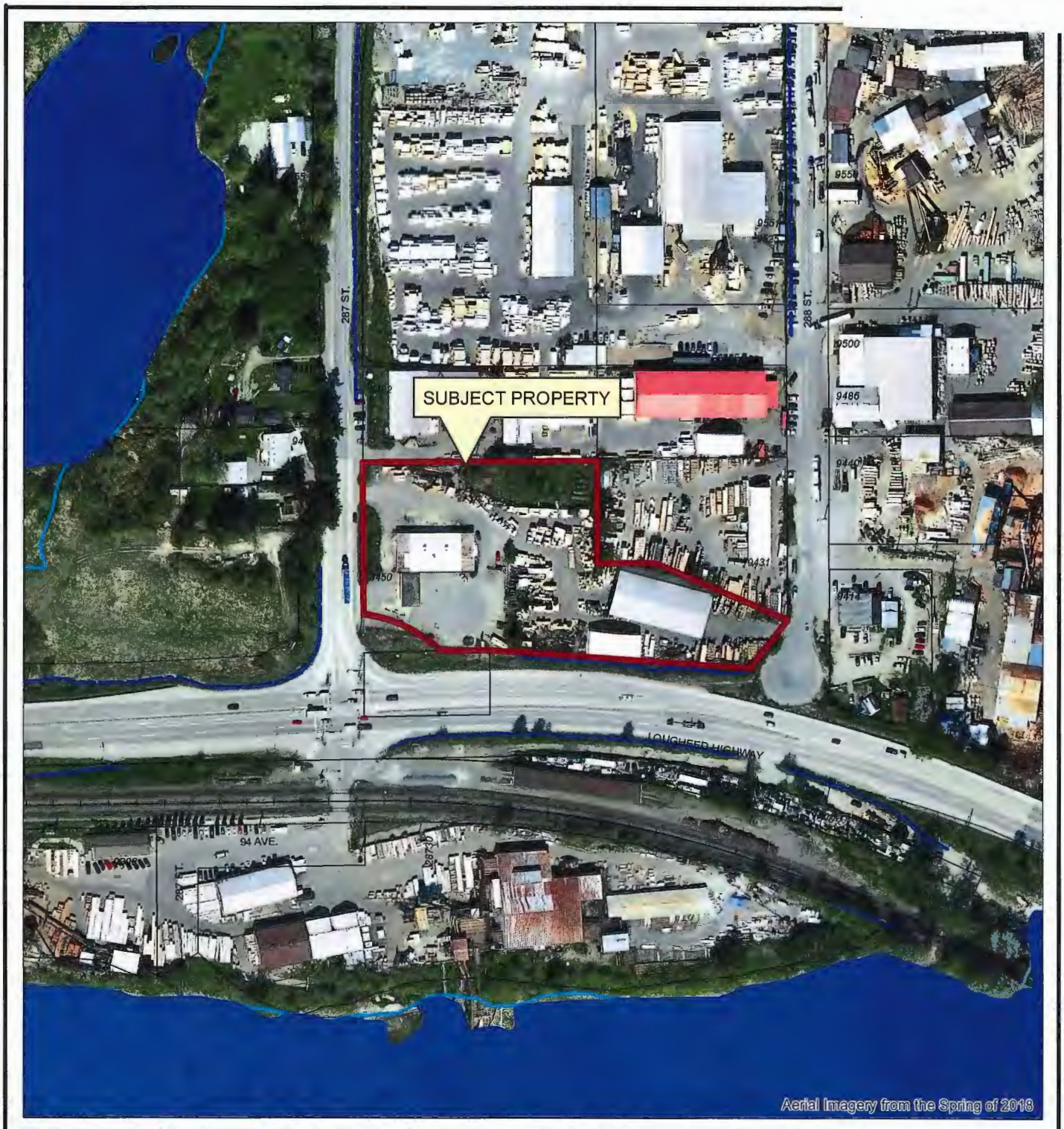
9450 287 STREET
PID: 000-444-031

PLANNING DEPARTMENT

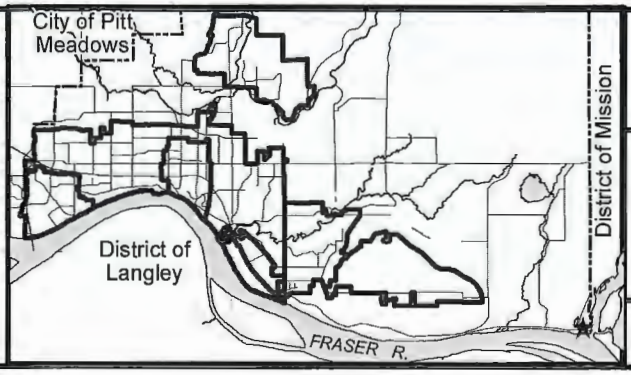
MAPLE RIDGE
British Columbia
mapleridge.ca

FILE: 2019-402-RZ
DATE: Nov 20, 2019 BY: PC

APPENDIX B



Aerial Imagery from the Spring of 2018



N

Scale: 1:2,500

9450 287 STREET
PID: 000-444-031

PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia
mapleridge.ca

FILE: 2019-402-RZ
DATE: Nov 20, 2019 BY: PC

APPENDIX C

CITY OF MAPLE RIDGE
BYLAW NO. 7667-2020

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

---

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

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

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7667-2020."

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

   Lot 29 EXCEPT: Part on Statutory Right of Way Plan LMP3310, District Lot 438 Group 1 New Westminster District Plan 47148

   and outlined in heavy black line on Map No. 1847 a copy of which is attached hereto and forms part of this Bylaw, is partially zoned CS-2 (Service Station Commercial) and is amended as follows:

   That PART 7 COMMERCIAL ZONES, SECTION 709, SERVICE STATION COMMERCIAL: CS-2 2) PERMITTED ACCESSORY USES is amended by the addition of the following, in correct alphabetical order:

   h) A drive-through use is permitted specific to the CS-2 zoned portion of the site legally described as Lot 29 EXCEPT: Part on Statutory Right of Way Plan LMP3310, District Lot 438 Group 1 New Westminster District Plan 47148 PID 000-444-031

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

   READ a first time the day of , 20

   READ a second time the day of , 20

   PUBLIC HEARING held the day of , 20

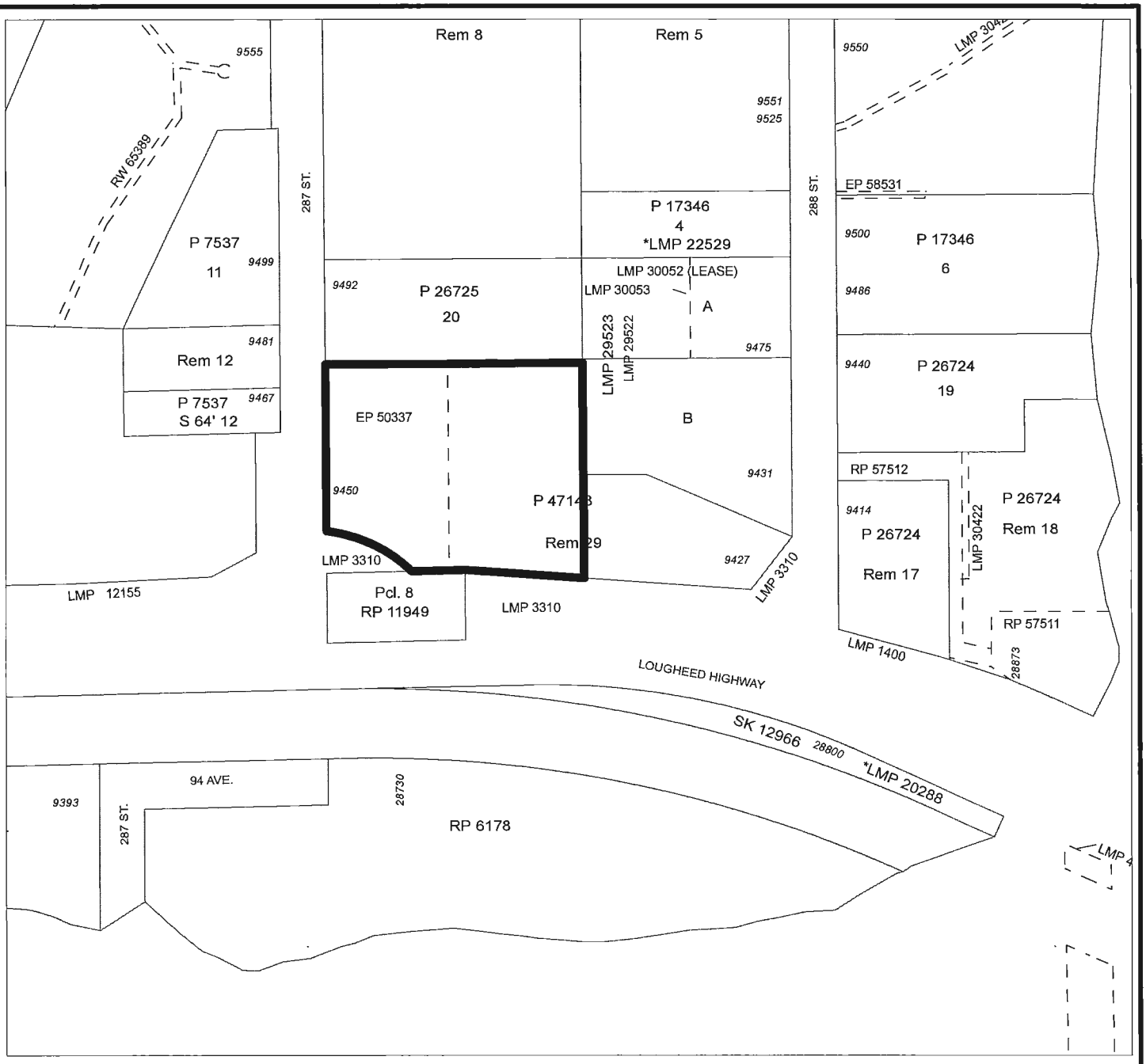
   READ a third time the day of , 20

   APPROVED by the Ministry of Transportation and Infrastructure this day of , 20

   ADOPTED, the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7667-2020

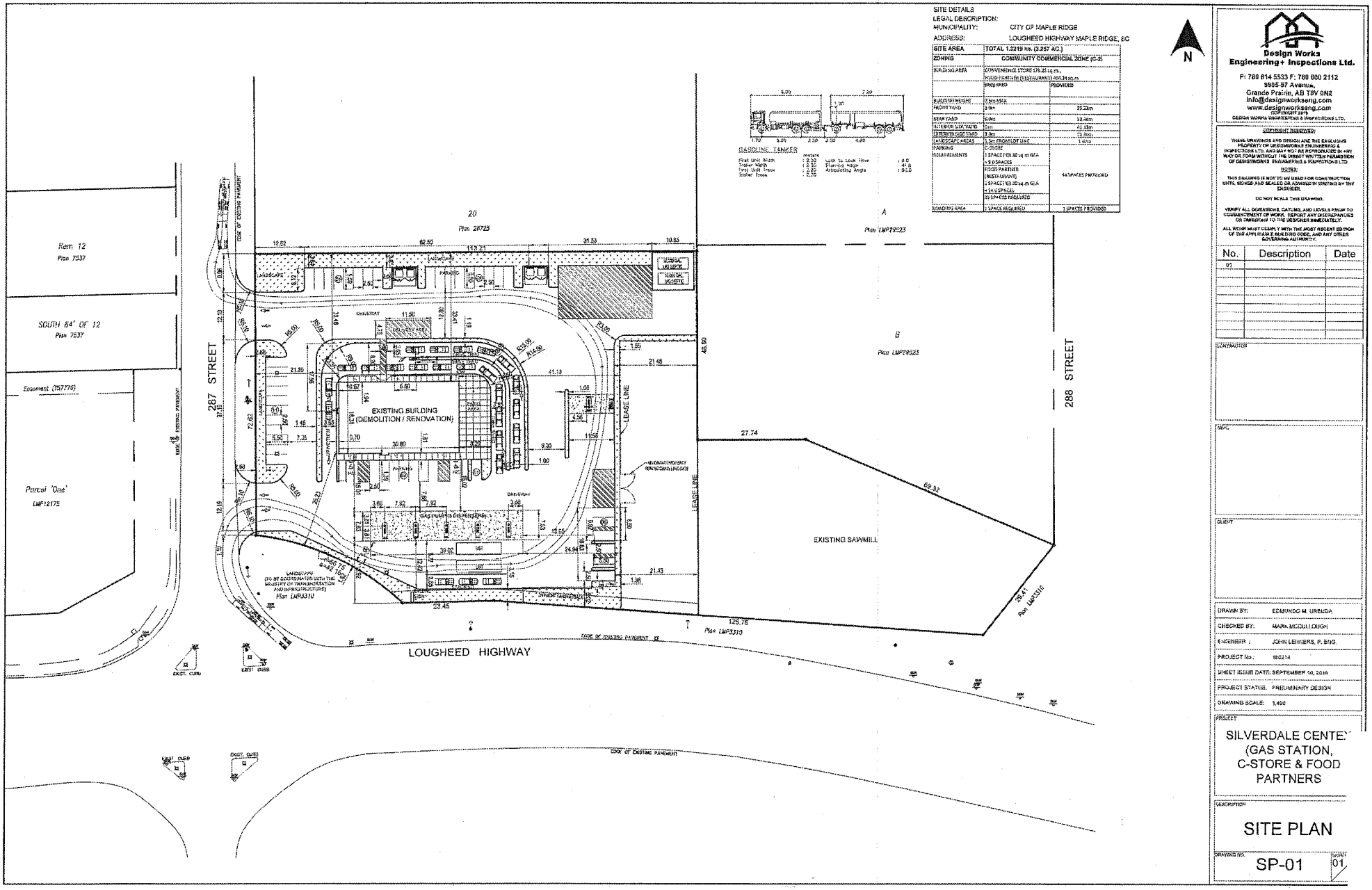
Map No. 1847

Purpose: Site Specific Text Amendment to allow drive-through use within the CS-2 (Service Station Commercial) Zone

MAPLE RIDGE
British Columbia

N

SCALE 1:2,500


SITE DETAILS
LEGAL DESCRIPTION:
MUNICIPALITY: CITY OF MAPLE RIDGE
ADDRESS: LOUGHEED HIGHWAY MAPLE RIDGE, BC
SITE AREA | TOTAL 1.3219 ha. (3.267 AC.)
ZONING | COMMUNITY COMMERCIAL ZONE (C-2)
BUILDING AREA | CONVENIENCE STORE 175.25 sq.m.
FOOD PARTNER (RESTAURANT) 464.3140 m
REQUIRED | PROVIDED
BUILDING HEIGHT | 12.0m MAX | 7.92m
FRONT YARD | 3.0m | 20.23m
REAR YARD | 6.0m | 33.46m
INTERIOR SIDE YARD | 0m | 23.33m
EXTERIOR SIDE YARD | 3.0m | 75.89m
LANDSCAPE AREAS | 1.5m FROM LOT LINE | 1.50m
PARKING REQUIREMENTS | C-STORE 1 SPACE PER 30 sq.m GFA = 9.0 SPACES
FOOD PARTNER (RESTAURANT) 1 SPACE PER 30 sq.m GFA = 14.0 SPACES
23 SPACES REQUIRED | 44 SPACES PROVIDED
LOADING AREA | 1 SPACE REQUIRED | 1 SPACES PROVIDED
GASOLINE TANKER
Kerb Unit Width : 2.50
Trailer Width : 2.50
First Unit Track : 2.60
Trailer Track : 2.70
Lock to Lock Time : 6.0
Steering Angle : 41.0
Articulating Angle : 90.0
N
Rem 12
Plan 7537
SOUTH 64' OF 12
Plan 7537
Easement (757776)
Parcel 'One'
LMP12175
287 STREET
288 STREET
20
Plan 28725
A
Plan LMP29523
B
Plan LMP29523
EXISTING BUILDING (DEMOLITION / RENOVATION)
EXISTING SAWMILL
LEASE LINE
LANDSCAPING (TO BE COORDINATED WITH THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE) Plan LMP5310
LOUGHEED HIGHWAY
Plan LMP5310
EXIST. CURB
EDGE OF EXISTING PAVEMENT
Design Works Engineering+ Inspections Ltd.
P: 780 814 5533 F: 780 800 2112
9905 97 Avenue,
Grande Prairie, AB T8V 0N2
info@designworkseng.com
www.designworkseng.com
COPYRIGHT 2019
DESIGN WORKS ENGINEERING & INSPECTIONS LTD.
COPYRIGHT RESERVED
THESE DRAWINGS AND DESIGN ARE THE EXCLUSIVE PROPERTY OF DESIGNWORKS ENGINEERING & INSPECTIONS LTD. AND MAY NOT BE REPRODUCED IN ANY WAY OR FORM WITHOUT THE DIRECT WRITTEN PERMISSION OF DESIGNWORKS ENGINEERING & INSPECTIONS LTD.
ISSUED:
THIS DRAWING IS NOT TO BE USED FOR CONSTRUCTION UNTIL SIGNED AND SEALED OR ADVISED IN WRITING BY THE ENGINEER.
DO NOT SCALE THIS DRAWING.
VERIFY ALL DIMENSIONS, DATUMS, AND LEVELS PRIOR TO COMMENCEMENT OF WORK. REPORT ANY DISCREPANCIES OR OMISSIONS TO THE DESIGNER IMMEDIATELY.
ALL WORK MUST COMPLY WITH THE MOST RECENT EDITION OF THE APPLICABLE BUILDING CODE, AND ANY OTHER GOVERNING AUTHORITY.
No. | Description | Date
01
CONTRACTOR
SEAL
CLIENT
DRAWN BY: EDMUNDO M. UREUDA
CHECKED BY: MARK MCCULLOUGH
ENGINEER: JOHN LEHIERS, P. ENG.
PROJECT No.: 180214
SHEET ISSUE DATE: SEPTEMBER 10, 2019
PROJECT STATUS: PRELIMINARY DESIGN
DRAWING SCALE: 1:400
PROJECT
SILVERDALE CENTE
(GAS STATION, C-STORE & FOOD PARTNERS
DESCRIPTION
SITE PLAN
DRAWING NO. SP-01
SHEET 01

APPENDIX D

MAPLE RIDGE
British Columbia
mapleridge.ca

City of Maple Ridge

TO:	His Worship Mayor Michael Morden and Members of Council	MEETING DATE:	September 15, 2020
		FILE NO:	2020-260-AL
FROM:	Chief Administrative Officer	MEETING:	C o W

SUBJECT: Non-Adhering Residential Use in the Agricultural Land Reserve
12564 251 Street

EXECUTIVE SUMMARY:

An application has been received for a Non-Adhering Residential Use in the Agricultural Land Reserve (ALC Application 61245), for the property located at 12564 251 Street, to construct a new house on the property while living in an existing house on the same property. The applicant will need to demolish the existing house prior to receiving an Occupancy Permit for the new house.

This application is in compliance with revised regulations of the Agricultural Land Commission. Previously, the Agricultural Land Commission (ALC) permitted the retention of an existing dwelling for the period of construction, with a Temporary Second Dwelling Agreement and the posting of securities with the City to cover the cost of demolition through the Building Department. Recent changes require that formal permission from the ALC is received prior to issuance of a Building Permit. For this reason, the recommendation is that this application be forwarded to the Agricultural Land Commission for their review and approval.

RECOMMENDATION:

That Application 2020-260-AL, respecting property located at 12564 251 Street, be forwarded to the Agricultural Land Commission for their review and consideration.

DISCUSSION:

a) Background Context:

Applicant:		S. Silva Madrigal
Legal Description:		Lot 38, Section 23, Township 12, New Westminster District Plan 43059
OCP :		
Existing:		Agricultural
Zoning:		
Existing:		RS-3 (One Family Rural Residential)
Surrounding Uses		
North:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural
South:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural

East:	Use:	252 Street Right-Of-Way, Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural
West:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural

Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Single Family Residential
Site Area:	0.84 ha (2.1 acres)
Access:	251 Street

b) Project Description:

The subject property is located at 12564 251 Street (see Appendices A and B). This Non-Adhering Residential Use application is to replace an existing house but to retain it as a temporary residence for the period of construction. This process follows the new regulations of the Agricultural Land Commission (ALC) under Bill 52, which has placed greater limits on residential development within the Agricultural Land Reserve (ALR).

The size of the subject property is 0.84 hectares (2.1 acres). The existing house will be replaced with a new home. The owner would like to reside in the existing home until the new home is constructed.

c) Planning Analysis:

The proposed new home is permitted on the subject property with variances to the Farm Home Plate regulations within the Zoning Bylaw to construct the new home on the east side of the watercourse (see Appendix C). On September 1, 2020, the Board of Variance granted approval for the following variances to the Farm Home Plate regulations:

- To vary the farm home plate area from 0.2 hectares to 0.586 hectares - a variance of 0.386 ha;
- To vary the depth of the farm home plate from the lot line that abuts the fronting road to the rear of the farm home plate from 60.0 meters to 152.1 metres - a variance of 92.1 metres;
- To vary the distance from the lot line that abuts the fronting road to any portion of the one family residential use, from 50.0 metres to 120 metres - a variance of 70 metres;
- To vary the maximum building separation between one family residential use and any temporary residential use, from 20.0 metres to 49.5 metres - a variance of 29.5 metres.

The location of the new home outside of the Farm Home Plate was required due to the location of Zirk Brook, a watercourse that crosses the western portion of the property. The Watercourse Protection Development Permit Area extends 15 m from the top of bank and would restrict development at the front of the property. The location of the new home east of the watercourse is also consistent with the location of the homes to the north of the subject property and is considered to be in character with the area.

The new proposed home complies with the ALC regulations for Total Floor Area. The requirement for a Non-Adhering Residential Use application to the ALC is recent, resulting from the new regulations under Bill 52.

d) Intergovernmental Issues:

Under Bill 52, the Ministry of Agriculture has recently increased restrictions within the ALR for residential uses and for the placement of fill. In addition, ALC provisions for replacing existing dwellings are consistent with the Maple Ridge practice of requiring a Second Dwelling Agreement and securities to cover the cost of demolition. These provisions allow a second dwelling for the period of construction with the understanding that demolition would occur prior to issuance of an Occupancy Permit for the new dwelling.

Under Bill 52, an application is now required if the property owner wishes to keep the existing residence during the period of construction of a new home. A Notice of Intent is also required if the fill placement for the residential construction, including driveways, lawns, and landscaping, exceeds 1,000 m^2 in area. The Non-Adhering Residential Use application to the ALC takes precedence over the Notice of Intent, and covers the fill component, although the applicant has indicated that no fill is required to be imported for the new home. Therefore, for this application, only the Non-Adhering Residential Use application is required.

e) Interdepartmental Implications:

The applicant has not submitted a Building Permit application at this time. ALC approval for the proposed building must be obtained prior to submission for the Building Permit. The Building Department has indicated that a Second Dwelling Agreement and $10,000.00 security posted with the City will be required as a condition of the Building Permit to ensure the existing house is demolished once the new house has occupancy.

The Environment Section has indicated that a Watercourse Protection Development Permit review will be conducted with the Building Permit application review. This review will include natural re-vegetation of the existing home site and other portions of the property within the 15 m setback area around Zirk Brook.

The Engineering Department has indicated that, as the property is outside of the Official Community Plan's Urban Area Boundary, it is therefore exempt from providing frontage upgrades. The secondary access will need to be removed once the new proposed home is constructed. The existing water connections will need to be disconnected and a new 38mm water service connection and water meter will need to be installed by the City at the applicant's cost. There is no existing storm drainage system therefore stormwater will be handled onsite at the Building Permit stage. Sanitary will also be handled on-site by a septic field.

f) Alternative:

The recommendation is to forward the application to the ALC for consideration. Should Council not support the temporary retention of the second dwelling unit, Council may elect to deny forwarding this application to the ALC, in which case it will be considered closed and the application will not proceed further. In this case, the Building Department will not be able to issue the Building Permit for the new home until the existing home is demolished.

It should be noted though, that although Council may deny forwarding the application to the ALC for the Non-Adhering Residential Use, the proposed new home could still be constructed in its proposed

location, as the Farm Home Plate variances have already been granted by the Board of Variance. This Non-Adhering Residential Use application is only to allow the owner to reside in the existing home while the new home is being constructed.

CONCLUSION:

This application for a Non-Adhering Residential Use is to live in an existing house while a new house is constructed. This process follows the new requirements of the ALC. The recommendation is to forward this application to the ALC for their approval.

"Original signed by Michelle Baski"

Prepared by: Michelle Baski, AScT, MA
Planner

"Original signed by Mark McMullen"

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

"Original signed by Christine Carter"

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

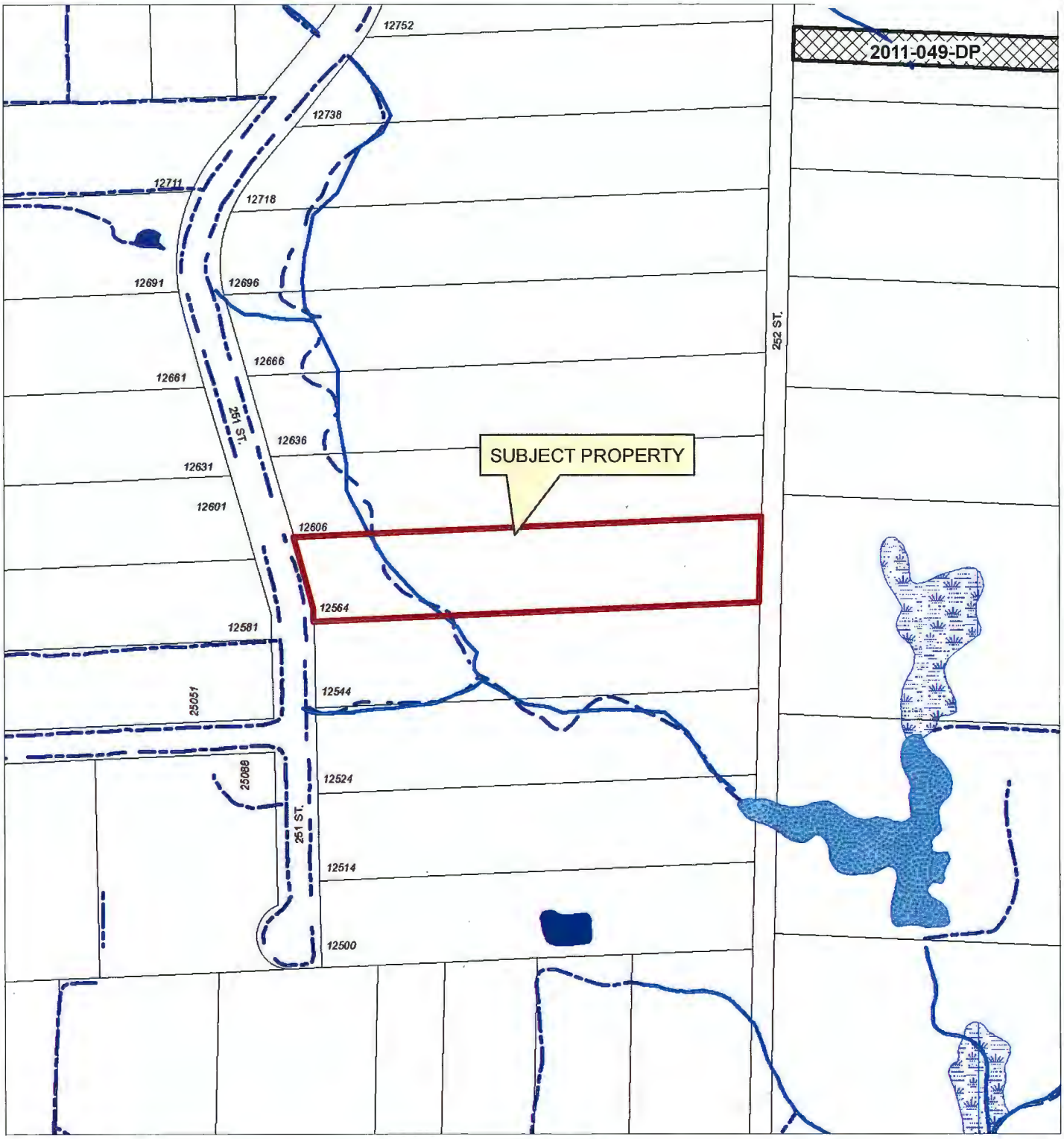
"Original signed by Al Horsman"

Concurrence: Al Horsman
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map
Appendix B – Ortho Photo
Appendix C – Proposed Site Plan

APPENDIX A



N

Scale: 1:2,500

Legend

- Stream
- Ditch Centreline
- Edge of Marsh
- Edge of Flooded Area
- Indefinite Creek
- Flooded Area
- Lake or Reservoir
- Marsh
- Active Applications (RZ/SD/DP/VP)

12564 251 STREET
PID: 006-633-412

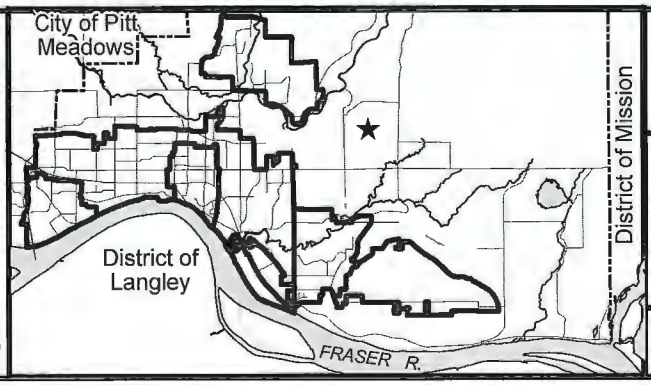
PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia
mapleridge.ca

FILE: 2020-260-AL
DATE: Aug 20, 2020 BY: PC

APPENDIX B





N

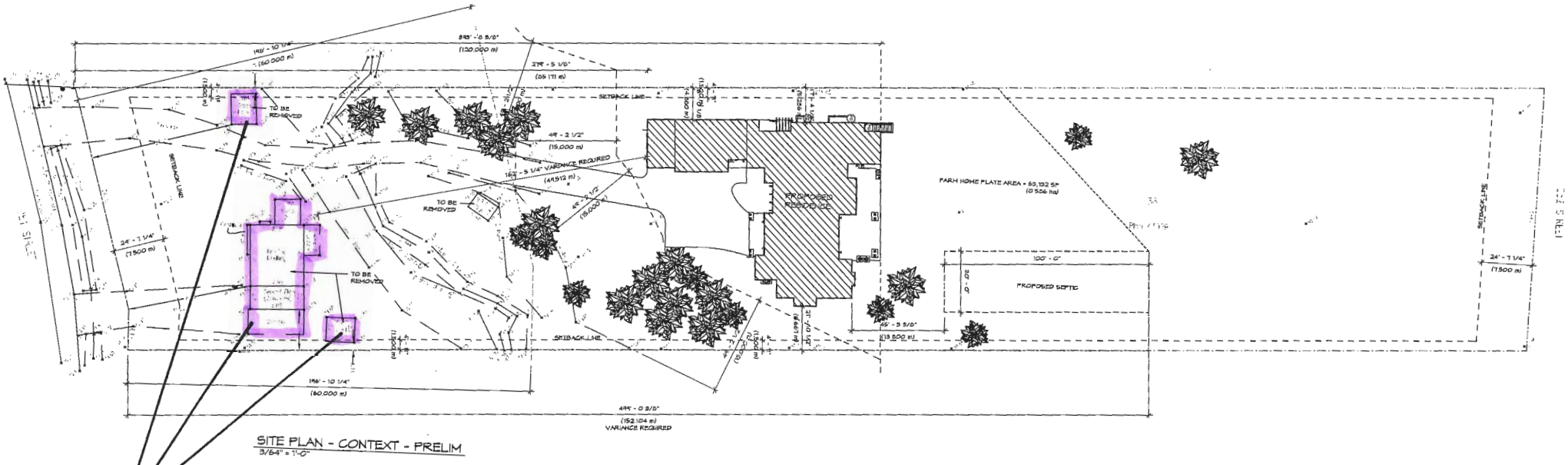
Scale: 1:2,500

12564 251 STREET
PID: 006-633-412

PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia
mapleridge.ca

FILE: 2020-260-AL
DATE: Aug 20, 2020 BY: PC



SITE PLAN - CONTEXT - PRELIM
3/64" = 1'-0"

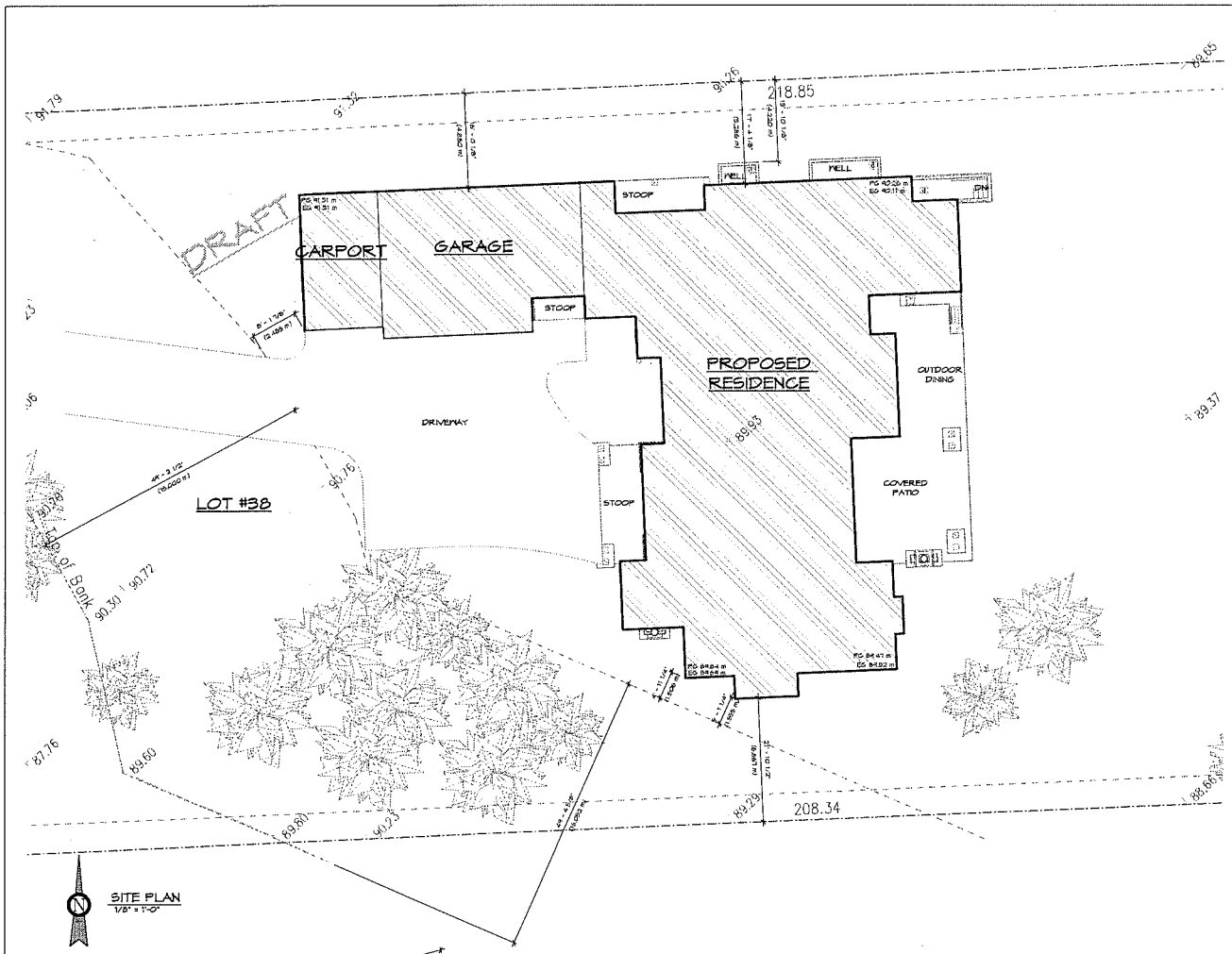
Existing structures to be removed

APPENDIX C

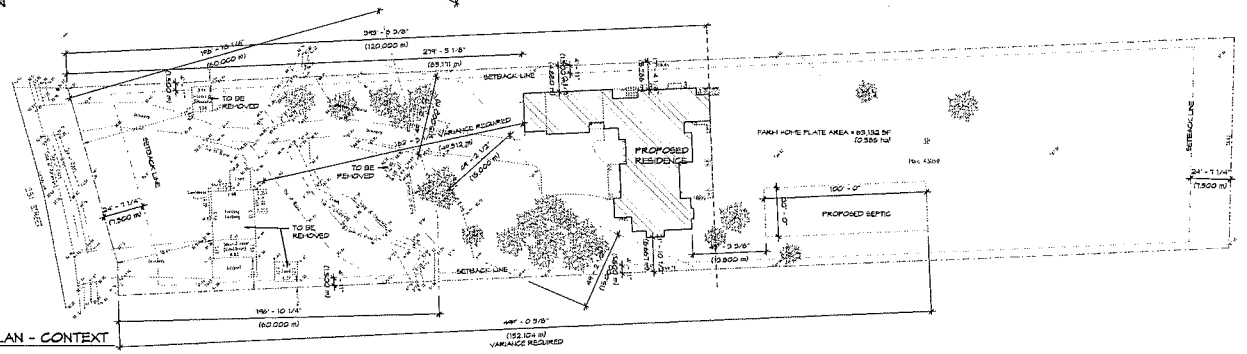
SU CASA DESIGN
UNIT 5 - 2543 MONTROSE AVE
ABBOTSFORD, B.C. - V2S-3T4
PHONE (604)-854-4303

SILVA RESIDENCE
12564 251 ST

SITE PLAN
20091



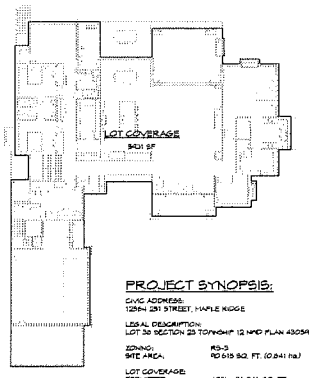
SITE PLAN
1/8" = 1'-0"



SITE PLAN - CONTEXT

GENERAL NOTES

- CONTRACTOR TO ASSURE ALL WORK TO BE DONE IN ACCORDANCE WITH THE 2018 B.C. BUILDING CODE.
- BEAM SIZING, SPANS AND BEARING POINTS TO BE VERIFIED AND REVIEWED
- ANY DISCREPANCIES ON PLANS TO BE REPORTED TO THE DESIGNER PRIOR TO COMMENCING WORK.
- ALL WINDOWS TO BE VINYL FRAME, DOUBLE GLAZED
- PROVIDE RAINSCREEN BEHIND ALL EXTERIOR CLADDING AS REQUIRED ACCORDING TO BE B.C.B.C
- ALL EXTERIOR FOUNDATION WALLS MUST BE DAMPROOFED
- ALL FOUNDATION WALLS & FOOTINGS TO BE IN COMPLIANCE WITH THE B.C.B.C.
- ASSURE ALL PAD FOOTING SIZES ARE OF ADEQUATE SIZE ACCORDING TO THE B.C.B.C.
- ALL BEARING POINTS IN BEARING WALLS TO BE SOLID STUDDING
- PROVIDE BEAM POCKETS IN FOUNDATION WHERE REQUIRED
- ALL OPENINGS IN STRUCTURAL WALLS (OVER WINDOWS/ DOORS) TO HAVE STRUCTURAL HEADER ABOVE
- ALL WOOD USED IS TO BE S.P.F. KD. NO. 1&2 OR BETTER
- ALL FLOOR JOISTS TO BE NAILED AND GLUED TO SUBFLOOR W/ BRIDGING WHERE NECESSARY ACCORDING TO THE B.C.B.C.
- ALL EXTERIOR DOORS - METAL INSULATED, PAINTED (U.N.O.)



PROJECT SYNOPSIS:

CIVIC ADDRESS:
12564 251 STREET, MAPLE RIDGE

LEGAL DESCRIPTION:
LOT 38 SECTION 23 TOWNSHIP 12 NWD PLAN 43059

ZONING: RS-3
SITE AREA: 90,615 SQ. FT. (0.841 ha)

LOT COVERAGE:
PERMITTED: 40% = 36,246 SQ. FT.
PROPOSED: 6.5% = 9401 SQ. FT.

T.O. BSMT

BASEMENT AREA	1815 SF
CRAWLSPACE	2272 SF
	3987 SF

T.O. MAIN FLR.

MAIN FLOOR AREA	3477 SF
GARAGE EXCLUDED	452 SF
CARPORT	224 SF
GARAGE	407 SF
	5160 SF

T.O. UPPER FLR.

UPPER FLOOR AREA	998 SF
	998 SF

TOTAL FLOOR AREA 10145 SF

ALC FLOOR SPACE: MAX. 500 SQ. M (5382 SQ. FT.)
T.O. MAIN FLR.

MAIN FLOOR AREA	3477 SF
GARAGE	407 SF
	4384 SF

T.O. UPPER FLR.

UPPER FLOOR AREA	998 SF
	998 SF

TOTAL FLOOR AREA 9381 SF

GROSS FLOOR SPACE: MAX 650 SQ. M (7496.5 SQ. FT.)
T.O. BSMT

BASEMENT AREA	1815 SF
	1815 SF

T.O. MAIN FLR.

MAIN FLOOR AREA	3477 SF
GARAGE	407 SF
	4384 SF

T.O. UPPER FLR.

UPPER FLOOR AREA	998 SF
	998 SF

TOTAL FLOOR AREA 6496 SF

BUILDING SETBACKS: PERMITTED

FRONT	7.5M
REAR	7.5M
L. SIDE	1.8M
R. SIDE	1.8M

MAX. BSH HEIGHT: 11M = 36.09'
PROPOSED HEIGHT: 9.54M = 31.29'

CLIMATIC DATA:
CLIMATE ZONE 4, PRESCRIPTIVE PATH (WITH OR WITHOUT HEAT-RECOVERY VENTILATOR)
PRINCIPLE HEAT SOURCE: FORCED AIR HEATING
VENTILATION HEETS 9.C.B.C. 9.32 & 9.36

DRAFT

GEODETIC HEIGHTS

T.O. UPPER FLR.	44.60 m
T.O. MAIN FLR.	41.31 m
T.O. GARAGE SLAB & ENTRY	41.31 m
T.O. CRAWLSPACE	39.97 m
T.O. BSMT	38.40 m

DRAWING INDEX

SHEET	DRAWING TITLE
A0.0	TITLE SHEET
A1.0	SITE PLAN
A2.0	FOUNDATION PLAN
A2.1	BASEMENT FLOOR
A2.2	MAIN FLOOR
A2.3	UPPER FLOOR PLAN
A3.0	EXTERIOR ELEVATIONS
A3.1	EXTERIOR ELEVATIONS
A4.0	SECTIONS
A4.1	SECTIONS
A5.0	DETAILS

REVISIONS

SILVA RESIDENCE

SU CASA DESIGN
ADDRESS 25343 MONTVIEW AVE., ABBOTSFORD, BC TEL. 604-864-4008 EMAIL INFO@SUCASADESIGN.CA

PROJECT 20091
12564 251 ST

TITLE SITE PLAN

SCALE As indicated
SHEET NUMBER A1.0

DATE 2020-09-11 9:48:09 AM

THESE DRAWINGS CONFORM TO THE 2018 B.C. BUILDING CODE

ALL DRAWINGS TO BE READ IN CONJUNCTION WITH EACH OTHER, ANY DISCREPANCIES ON DRAWINGS ARE TO BE REPORTED TO THE DESIGNER BEFORE PROCEEDING WORK. IT IS THE CONTRACTORS RESPONSIBILITY TO ENSURE ALL WORK IS FULFILLED IN ACCORDANCE WITH THE REQUIREMENTS OF THE LATEST EDITION OF THE B.C. BUILDING CODE.

MAPLE RIDGE
British Columbia
mapleridge.ca

City of Maple Ridge

TO:	His Worship Mayor Michael Morden and Members of Council	**DATE:**	September 15 , 2020
		FILE NO:	2019-289-SP
FROM:	Chief Administrative Officer	**MEETING:**	C o W

SUBJECT: **Soil Deposit Permit**
21903 128 Avenue

EXECUTIVE SUMMARY

A Soil Deposit application has been submitted to the City for the deposit of 33,500m^3 (approx. 5,000 trucks) of soil material on the property at 21903 128th Avenue. The property is 11.74 hectares (29 acres) in area and is located within the Agricultural Land Reserve. The property owners are proposing to deposit soil on the property in order to improve growing conditions for crops that will be used to support their local brewery business.

A Soil Use application to deposit soil on land in the Agricultural Land Reserve is required under Sections 20(3) and 25(1b) of the *Agricultural Land Commission Act*. This application is being processed under the requirements of the Agricultural Land Commission, which requires Council's resolution for approval of the proposed soil deposit activity on Agricultural Land Reserve land prior to forwarding the application to the Agricultural Land Commission for review.

If the Agricultural Land Commission approves the application, the City will issue the property owners a Soil Deposit Permit that is consistent with the requirements outlined by the City's Soil Deposit Bylaw (No. 7412-2017).

RECOMMENDATION

That the application for a Soil Deposit Permit under Section 20(3) and 25(1b) of the *Agricultural Land Commission Act* submitted on behalf of 1156221 BC LTD for the property at 21903 128 Avenue be approved through resolution by Council and forwarded to the Agricultural Land Commission.

DISCUSSION

1) Background Context

Applicant:		ROB DAVIS
Owner:		1156221 B C LTD
Legal Description:		Lot: 4, Section 30, Township 12, Plan NWP3663
OCP:	Existing:	AGR (Agricultural)
Zoning:	Existing:	A-2 (Upland Agricultural)

1103

Surrounding Uses:

North	Use:	Agricultural and Rural Residential
	Zone:	A-2 (Upland Agricultural)
	OCP:	AGR (Agricultural); PIA (Park in the ALR)
South	Use:	Rural Residential
	Zone:	RS-3 (One Family Rural Residential)
	OCP:	AGR (Agricultural)
East	Use:	Agricultural and Rural Residential
	Zone:	A-2 (Upland Agricultural)
	OCP:	AGR (Agricultural)
West	Use:	Agricultural and Rural Residential
	Zone:	A-2 (Upland Agricultural); A-1 (Small Holding Agricultural)
	OCP:	AGR (Agricultural)

Existing Use of Property: Rural Residential
Proposed Use of Property: Agricultural, Rural Residential
Access: 128 Avenue

2) Project Description

The subject property is 11.74 hectares (29 acres) and is located within the Agricultural Land Reserve. The applicant proposes to deposit a total of 33,500m^3 of mineral soil and topsoil over approximately 3.1 hectares (7.75 acres) of land in the southern half of the property. The soil deposit area will be raised approximately 1m (3.3 ft). This application arises from the property owner's interest to improve the agricultural capability of the land for the growth of hops.

There are two watercourses on and along the property. The headwaters of Abernathy Creek occur within the central portion of the property with the flow of the creek heading west to 216th St. The South Alouette River provides the property's northern boundary. Abernathy Creek will be protected through a 15m setback, while the South Alouette River will be provided a 50m setback for the protection of the watercourse, riparian habitat, mature trees and wildlife corridor.

The applicant, working with their consultants, has completed and submitted the following assessments and plans.

1. Agricultural soil and land capability assessment
2. Soil Importation Plan
3. Traffic Management Plan
4. Erosion and Sediment Control Plan
5. Drainage and flood impact assessment
6. Stormwater Management Plan
7. Invasive Species Assessment

The applicant's professional consultants have determined that the fill placement will improve the farm potential of the property and will not impact neighbouring properties, riparian environment, or local hydrology.

3) Environmental Implications

i) Soil Quality and Monitoring

A soils study completed by Madrone Environmental Services Ltd. has concluded that depositing soil according to their recommendations will improve soil quality from a Soil Class 4W/4WB (wetness limitation) to 2W (minor management limitation) (Appendix C).
The applicant will be required to provide log books to provide the source locations and contractors responsible for the deposited material. A Professional Agrologist (soils specialist) will be required to conduct regular inspections of the project site and the deposited soil material. The Agrologist will also be required to provide a final assessment of the soil quality following completion of the project.

City Staff will conduct regular inspections of the soil deposit site over the duration of the project. The applicant will be required to submit a soil deposit security that will be held until the end of the project. The security could be used by the City to address any deficiencies or non-compliance if the contractor fails to complete the project as approved.

The Agricultural Land Commission would also take a security to be held until the soil improvements are completed.

ii) Tree Management

The soil placement is not anticipated to impact trees on the property. Full setbacks for the central watercourse Abernathy Creek as well as the South Alouette River are provided. A Tree Removal Permit will be required if trees are identified for removal as part of the soil deposit project.

iii) Stormwater Management and Water Quality

Madrone Environmental Services Ltd. has confirmed that the proposed importation of soil will not impact local hydrology and will not affect drainage patterns on neighbouring properties.

The applicant will be required to manage stormwater and protect water quality through the installation and maintenance of erosion and sediment control measures. A security deposit will be held by the City that would be used in the event water quality concerns arise and are not addressed by the contractor.

iv) Invasive Species

Madrone Environmental Services Ltd. has identified four invasive species on the property: Japanese knotweed, Himalayan blackberry, Himalayan balsam, and silver nettle. The invasive species on site are primarily north of the proposed fill location with the exception of Himalayan blackberry which is located sporadically across the property.

The management plan will be used to guide the property owners in managing the invasive species on the property within the proposed work area. The applicant will be required to have their consultants constantly monitor the property for invasive species throughout the duration of the permit to ensure the invasive species are successfully managed and/or removed from work areas.

v) Soil Management

The topsoil that is currently on the property will be stripped and stockpiled prior to the start of any proposed work. The topsoil will be placed over imported mineral soil once areas of the project site are completed. Imported soil will be required to be screened for coarse materials as per direction from the Professional Agrologist. Soil mounds will be established following completion of the soil deposit and general grading in support of growing hops.

4) Intergovernmental Considerations

i) Agricultural Land Commission

This Soil Deposit Permit application will require Agricultural Land Commission review and approval. If the Commission does not approve the application, the City cannot grant a permit. If the Commission does approve the application, the City is obligated to grant a permit as long as the applicant can provide all assurances requested under City regulations. The City will regulate the project through permit conditions.

The Professional Agrologist will be required to monitor the progress of the project and provide monitoring reports to the City and the Commission. An assessment of the soil improvements will be required at the end of the project to determine whether the soil class improvement as proposed has been achieved.

The Commission will also take a security from the applicant for the project and the security will be held until the conditions of the Commission's approval are completed.

5) Interdepartmental implications

Filling, land grading, traffic, road conditions, and water quality within this rural residential area are issues that affect Planning, Engineering, Building, Bylaws and Operations Departments. The permit will include a detailed list of requirements that will assist in ensuring that the site works are compliant with municipal regulations and best management practices.

6) Citizen/Customer Implications

The applicant has completed their public notice obligations as per the City's Soil Deposit Bylaw. The Applicant installed a public notice sign on the property along 128th Avenue in March 2020 and mailed 187 notices to all property owners within 500m of the property. An 11-day public review period for the project was held from June 4th to June 14th. Feedback received from residents includes three emails in support of the proposed project. One of the residents also stated that they hoped the soil material would be free of contaminants. The applicant responded by confirming that all soil would be professionally tested prior to deposit on site.

ALTERNATIVES

The applicant is asking for a permit to place soil on approximately 3.1 hectares (7.75 acres) of the property in order to make it more functional for farm use. If a permit is not granted, the property owner will still be able to use the property for agriculture but the property's growing potential will be limited due to the current drainage and soil quality. The soils on the property could be re-graded

without the addition of soil to improve the grade issue, however, shallow depths of topsoil, drainage constraints of the property as well as limited growing potential will remain a challenge.

CONCLUSION

The Soil Deposit Permit application for the deposit of 33,500 m^3 of soil for the property at 21903 128 Avenue meets the requirements as outlined by the City's Soil Deposit Bylaw (7412-2017) and therefore the application is supported by City Staff. Due to the proposed improvement of soil classification (as identified by the applicant's Professional Agrologist) and subsequently the agricultural potential of the property, the application provides justification for this activity to occur within the Agricultural Land Reserve.

It is recommended that this Soil Deposit Permit application be approved through resolution by Council and forwarded to the Agricultural Land Commission. The Agricultural Land Commission will then review the application and confirm whether the proposed soil deposit will be beneficial to agriculture.

"Original signed by Mike Pym"

Prepared by: **Mike Pym, M.R.M, MCIP, RPP**
Environmental Planner

"Original signed by Mark McMullen"

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

"Original signed by Christine Carter"

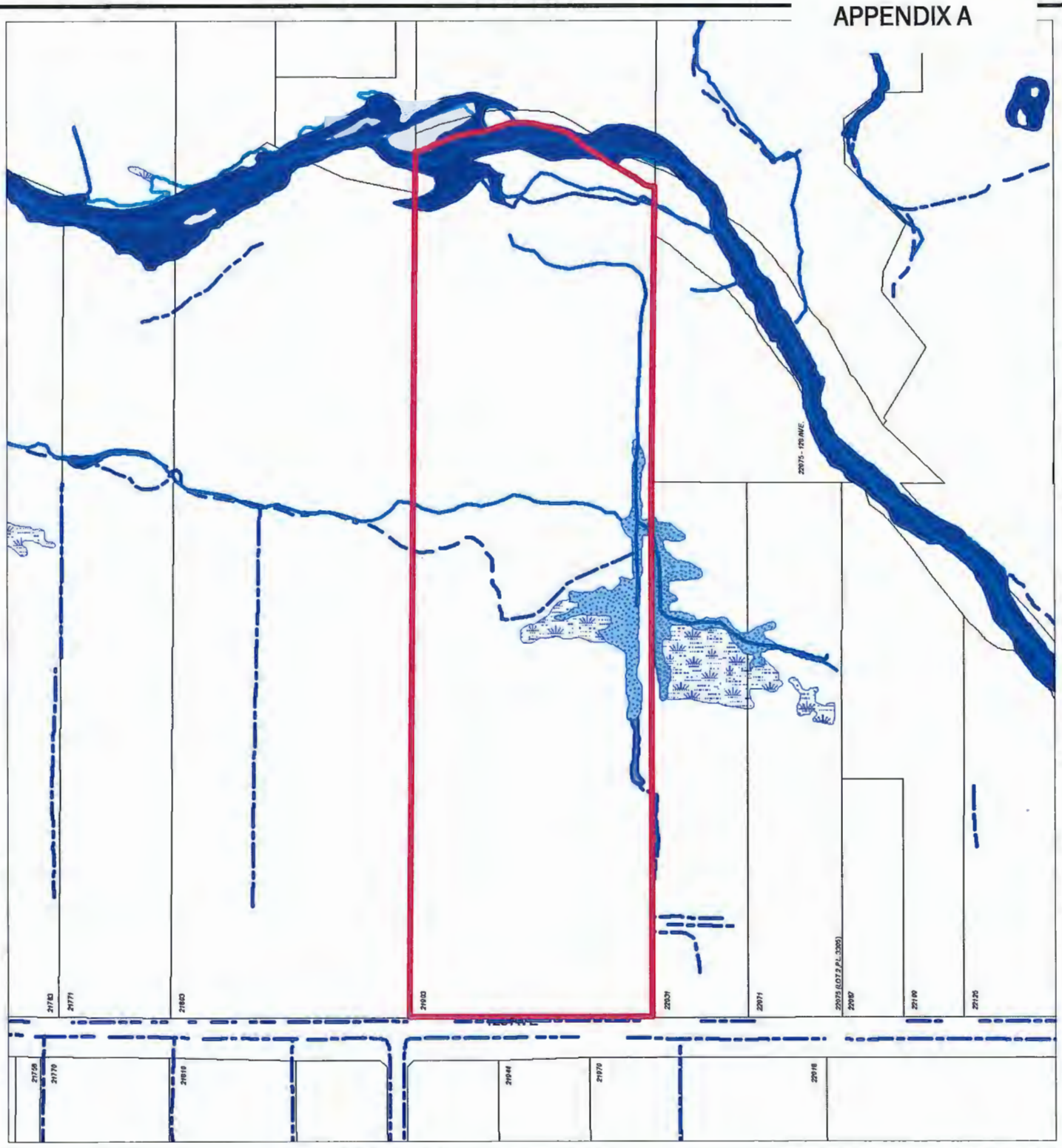
Approved by: **Christine Carter, M.PL, MCIP, RPP**
GM Planning & Development Services

"Original signed by Al Horsman"

Concurrence: **Al Horsman**
Chief Administrative Officer

The following appendices are attached hereto:
Appendix A – Subject map
Appendix B – Ortho Map
Appendix C – Soil Importation Plan

APPENDIX A



N

Scale: 1:4,000

Legend

- Stream
- Canal Edge
- Ditch Centreline
- Edge of River
- Edge of Marsh
- Edge of Flooded Area
- Indefinite Creek
- River Centreline
- Canal
- Flooded Area
- Lake or Reservoir
- Marsh
- River
- Major Rivers & Lakes

21903 128 AVENUE
PID: 010-993-398

PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia
mapleridge.ca

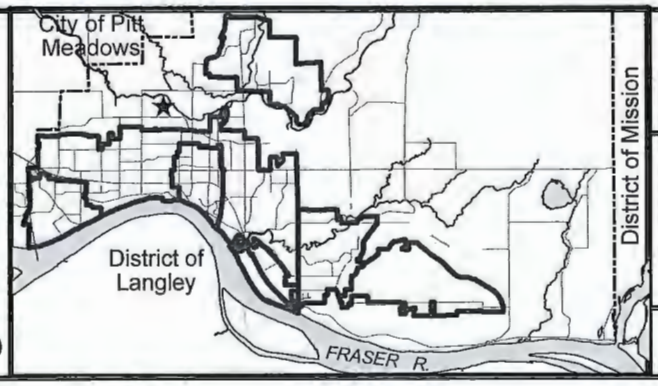
FILE: 2019-289-SP
DATE: Aug 15, 2019 BY: PC

APPENDIX B



N

Scale: 1:4,000



21903 128 AVENUE
PID: 010-993-398

PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia
mapleridge.ca

FILE: 2019-289-SP
DATE: Aug 15, 2019 BY: PC

APPENDIX C

MADRONE
environmental services ltd.

SOIL IMPORTATION PLAN

21903 128th Avenue
Maple Ridge, BC

PREPARED FOR:

Rob Davis
Foamers' Folly Brewing
19221, 122A Avenue
Maple Ridge, BC V3G 1T7

PREPARED BY:

Daniel Lamhonwah, PhD candidate, MES, A.Ag
Thomas R Elliot, PhD, P.Ag, P.Geo
Madrone Environmental Services Ltd.

May 27, 2019

MADRONE ENVIRONMENTAL SERVICES LTD.
1081 CANADA AVE • DUNCAN • BC • V9L 1V2
TEL 250.746.5545 • FAX 250.746.5850 • WWW.MADRONE.CA

DOSSIER: 18.0595

MADRONE
environmental services ltd.

TABLE OF CONTENTS

1 INTRODUCTION 1

2 AREA DESCRIPTION AND BACKGROUND INFORMATION 3

2.1 SOILS AND LAND CAPABILITY 3

2.2 FLOODING POTENTIAL AND RISK TO AGRICULTURAL OPERATIONS 4

3 SOIL IMPORTATION PROPOSAL 5

3.1 GENERAL IMPORTATION PLAN 5

3.2 EROSION AND SEDIMENT CONTROL PLAN 10

3.3 IMPORTED SOILS, FINAL LAND CAPABILITY 12

3.3.1 PHYSICAL AND CHEMICAL PROPERTIES OF ACCEPTABLE IMPORTED SOIL 12

3.4 RECLAIMED SOIL PROFILE 14

3.5 LOCAL IMPACT TO HYDROLOGY 14

4 REPORTING AND MONITORING 14

5 LIMITATIONS 17

LIST OF TABLES

TABLE 1: ZONING AND LAND USE INFORMATION FOR THE PROPERTY 2

TABLE 2: IMPORTED SOIL DEPTH AND VOLUME DETAILS 8

LIST OF FIGURES

FIGURE 1. OVERVIEW OF THE REGION 2

FIGURE 2. VERTICAL VIEW OF THE PROPERTY (OUTLINED IN RED) 8

FIGURE 3. SCHEMATIC 9

FIGURE 4. SCHEMATIC 10

LIST OF APPENDICES

APPENDIX A ..... LAND CAPABILITY FOR AGRICULTURE

APPENDIX B ..... INCLUSIONS IN FILL ASSESSMENT REPORTS

MADRONE
environmental services ltd.

SOIL IMPORTATION PLAN

21903 128th Avenue Maple Ridge, BC

1 Introduction

Madrone Environmental Services Ltd. (Madrone) was retained by Mr. Rob Davis (the 'Client') of Foamers' Folly Brewing Company, to prepare a Soil Importation Plan (the 'plan' for 21903 128th Ave., Maple Ridge, BC (hereafter referred to as the 'Property'). Work will be carried out by Thomas Elliot, PhD, P.Ag, P.Geo, Daniel Lamhonwah, MES, A.Ag and Sharon Podesta, BSc, P.Ag, all whom which have experience in agrology, hydrology and geomorphic investigation, and are in good professional standing with the British Columbia Institute of Agrologists (BCIA).

The purpose of the plan is to elevate ~3.1 ha of the land on the mid to southern third of the Property with imported soil to enable Mr. Davis to farm hops (Figure 1). This plan is intended to meet the requirements for applications to both the City of Maple Ridge and the Agricultural Land Commission (ALC) for a Soil Deposit Permit. The Property is within the Agricultural Land Reserve (ALR) and under the Official Community Plan (OCP), the land use is designated as Agricultural (Table 1). This plan is also meant to build-upon a flood hazard report[1] and stream assessment report[2] previously prepared for the Property by Madrone, and supplement the Farm Plan[3] prepared for the Property by Madrone.

---

[1] Geo-Hazard Assessment for 21903 128th Ave Maple Ridge. Madrone Project Dossier 18.0307. Authored by R. Adams. September 28, 2018.

[2] Watercourse and Environmental Assessment for 21903 128th Ave Maple Ridge, BC. Madrone Project Dossier 18.0225. Authored by A. Doiron and E. Shebib. August 9, 2018.

[3] Farm Plan for 21903 128th Ave Maple Ridge, BC. Madrone Project Dossier 18.0535. Authored by D. Lamhonwah and T.R. Elliot. May 27, 2019.

Table 1: Zoning and Land Use Information for the Property[4]

Address:	21903 128th Avenue
Folio:	52949-0000-2
Plan:	NWP3663
Lot:	4
PID:	010-993-398
LTO:	CA6750609
Zoning:	A-2
OCP Land Use:	AGR
Total area:	~11.7 ha
Northern boundary:	Alouette River
Southern boundary:	128th Avenue

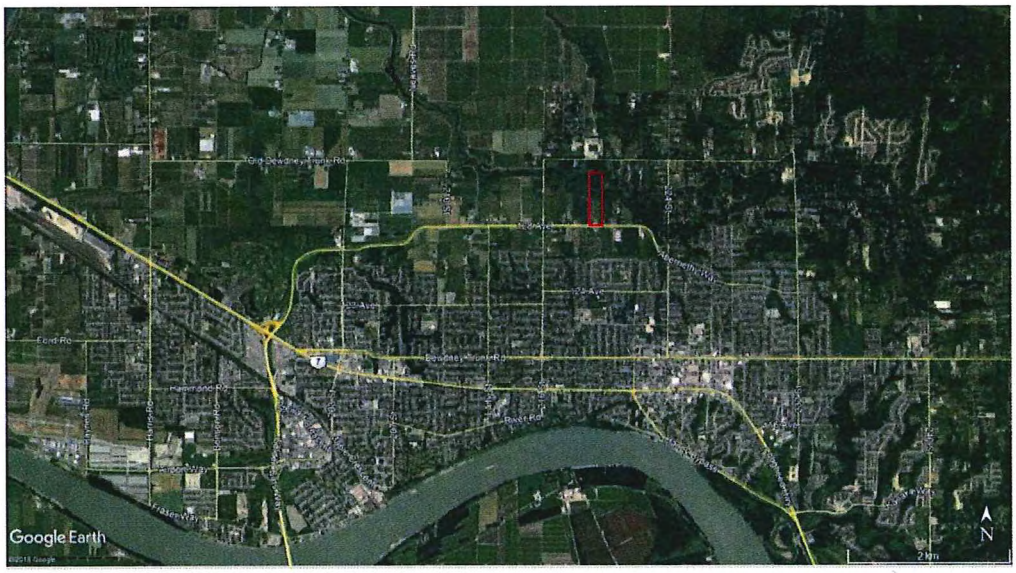


FIGURE 1. OVERVIEW OF THE REGION
Adapted from Google Earth Pro. The Property is outlined in red.

[4] City of Maple Ridge (2019). RidgeView 2.0. https://gis.mapleridge.ca/ridgeview/. Accessed on March 4, 2019.

2 Area Description and Background Information

For information concerning the geology and geomorphology, landform and topography, climate, surface hydrology, and a review of existing published maps and air photos for the Property, please refer to a previous report[5] prepared by Madrone for the Client.

2.1 Soils and Land Capability

On July 26, 2018, Madrone qualified professionals (QP), Roberta Adams and Gordon Butt, visited the Property to conduct a soil assessment as part of a previous flood hazard report prepared for the Client. Full details on the soil assessment methodology and results can be found in this report[3]. Soil descriptions for the Property have been summarized below for quick reference:

- The mid to southern third of the property, where the soil importation is proposed to occur, the soils observed by Madrone correspond to Cloverdale Soils[6]. These soils are poorly drained with dense subsoils. They are classed as having an Agricultural Land Capability (unimproved) of 4WD, meaning these soils have a significant limitation due to wetness and dense subsoils.
- Cloverdale soils are generally not well suited for crops due to the massive subsoils and prolonged saturation of soils. However, annual legumes, cereals, cole crops, corn, perennial forage crops, shallow rooted annual vegetables (except celery), and nursery crops can be established with appropriate management inputs[7]. Tree fruits, and all perennial crops with deep roots, are not well suited due to the poor drainage.
- In the northern half of the Property where there is currently a forested area of cottonwood and spruce, Madrone observed similar soils to those on the southern half, however with weaker soil development and less massive subsoils. It was estimated that the unimproved agricultural land capability is 4W, meaning these soils have a significant limitation due to wetness.

[5] Geo-Hazard Assessment for 21903 128th Ave Maple Ridge. Madrone Project Dossier 18.0307. Authored by R. Adams. September 28, 2018.

[6] Luttmerding, H. (1980). Soils of the Langley-Vancouver Map Area, Report No. 15, Vol. 3: Description of the Soils, BC Ministry of Environment, Victoria, BC.

[7] Bertrand, R. A., *et al.* (1991). Soil Management Handbook for the Lower Fraser Valley, 2nd edition. https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/soil-nutrients/610000-1_soil_mgmt_handbook_fraservalley.pdf. Accessed on March 4, 2019.

2.2 Flooding Potential and Risk to Agricultural Operations

The flood hazard report[8] prepared by Roberta Adams and Gordon Butt of Madrone concluded the following:

- The only source of flood hazard to the Property was the South Alouette River. ***The eastern end of Abernethy Creek does not pose a flood hazard to the Property and the ditches on the Property (which the City of Maple Ridge identified as water courses) are man-made and not connected with any natural watercourse.***
- There is a 200-year flood limit for the South Alouette River and it bisects the property; any building in the future should be built to a flood construction level (FCL) of 7 m above sea level (MASL).
- ***Flooding will not affect the southern half of the property and thus poses no restriction to agriculture.***
- Flooding in the northern half will be short-lived and temporary and have minimal effect on agricultural use, but may affect the choice of crops for cultivation within the 200-year limit.
- Overall, it is the QP opinion of Madrone that ***the Property is not subject to extensive flooding that would prevent or significantly hinder the planned agriculture use.***

[8] Geo-Hazard Assessment for 21903 128th Ave Maple Ridge. Madrone Project Dossier 18.0307. Authored by R. Adams. September 28, 2018.

3 Soil Importation Proposal

3.1 General Importation Plan

The Property owner, Mr. Davis, wishes to utilize an area of his land to farm hops. Hops are an herbaceous perennial that require well-drained soils for optimal growth, however farming of this crop on the Property is currently restricted by soils that have inadequate drainage and are overly dense[9] (see section *2.1 Soils and Land Classification* for summary).

The goal of the plan detailed in this report is to facilitate hops growth on the Property by importing a deep layer of loamy, organic-rich, well-draining soil which will cover ~3.1 ha of land on the mid to southern third of the farm (Figure 2). It is expected that the agricultural capability will improve to at least Land Capability for Agriculture (LCA) Class 2 (see *Appendix A* for class descriptions) in the area where imported soil will be placed. The plan is outlined as follows:

1. The development area will be accessed by via 128th Avenue. Currently, there is one short, paved driveway on the southwest corner of the Property west of the farmhouse on site. From here, unpaved roads allow equipment access to the area intended for the soil importation.

2. The source of imported soil has not been identified, however it is anticipated that most fill will be brought onto the Property via Highway 1 (the TransCanada Highway) or Highway 7 (the Lougheed Highway), both of which are major road arteries capable of handling truck traffic and are connected to 128th Avenue either directly or by major road(s). ***Minor roads should not be used; this should be communicated to all drivers prior to arriving on the Property with soil loads.***

3. Prior to any importation of soil, the native topsoil (section *2.1 Soils and Land Classification*) in the desired area for hops farming (Figure 2) will be stripped to a depth of 0.2 m where feasible and then stockpiled (Figure 3). If done with a large excavator, stripping may capture a small amount of the Bt horizon. Thus, a clean-out bucket is recommended for this operation. Ideally, stripping will be done in the drier parts of the year, namely May through September.

4. The topsoil stockpiles will be placed away from Abernethy Creek and any area so as not to interfere with the soil placement. The stockpile or piles should be no more than 3 m high, with 5:1 (horizontal to vertical, or 20%) side slopes. They should be

[9] Geo-Hazard Assessment for 21903 128th Ave Maple Ridge. Madrone Project Dossier 18.0307. Authored by R. Adams. September 28, 2018.

constructed such that water cannot accumulate on the surface (i.e., a pyramid).

5. ***Based on the recommendations from the stream assessment report[10] by Madrone, the area of imported soil will contain a minimum Streamside Protection Buffer (or Streamside Protection and Enhancement Area (SPEA)) of 15 m from Abernathy Creek, an ephemeral stream that flows across the Property.***

6. The sourced imported soil (approximately 33,500 m^3; Table 2) must be suitable for farming and as such will have less than 20% coarse fragment, less than 5% stones (>250 mm) and will have a loamy texture (e.g., not silty clay, not loamy sand). ***The source of this fill must be confirmed to be contaminant-free and will be assessed by an Agrologist.***

7. 0.5 m of the imported soil will be placed on the area that has had topsoil removed.

8. 0.4 m of imported soil will be mounded to form the hops planting beds, as per Figure 3. 0.2 m of soil texture and nutrients will be added to this layer of imported soil and chisel plowed to incorporate (Figure 3).

9. Following placement of the imported soil, the surface will be leveled and smoothed to achieve a consistent 0.5% grade or less. At this point the owner, in conjunction with the Agrologist will determine the need for subsurface drainage; it they decide to install drains, it will ideally be done before any topsoil placement (details in the next step).

10. The stockpiled topsoil will be re-spread onto the surface, leveled and rotovated to minimally incorporate with the underlying surface course. To ensure topsoil does not become compacted, it should be handled only with moisture contents equivalent to field capacity (the moisture content of a soil after free water drainage has ceased) or less. This should bring the height of the area intended for hops cultivation to be ~8 m above sea level (MASL).

11. Should there be a deficit of available topsoil as determined by an Agrologist (at least 0.2 m is required for spreading onto the surface), then imported good-quality topsoil should be mixed in with what was recovered from the stockpile.

12. We recommend that each raised hop mound (or bed) be 2.2 m width with spacing of 1.8 m between each bed (Figure 4). Thus, there would be a minimum of 4.0 m spacing between the centreline of field poles in each bed. Based on these

[10] Watercourse and Environmental Assessment for 21903 128th Ave Maple Ridge, BC. Madrone Project Dossier 18.0225. Authored by A. Doiron and E. Shebib. August 9, 2018.

recommended dimensions, approximately 37 rows (oriented north to south) of hops can be farmed on the proposed soil importation area (Figure 2). Rows would be ~175 m long on the western half of the fill area and ~233 m long on the eastern half (Figure 2).

13. On the north end of the soil import area, we recommend constructing a 1:1 slope towards the area where annual crops are intended to be farmed (see Farm Plan[11]).

14. The imported soil placement at the Property will be done within two years of implementation of the plan.

15. Mr. Davis will engage an Agrologist to perform regular inspections of operational progress (minimum of four times per year while the operation is active, or every 3000 m^3, whichever comes first), who will submit a short report that will focus attention to any problems or shortcomings in the operation. These will be corrected within 30 days or when operationally feasible.

16. Upon satisfactory completion of the operation, the Agrologist will provide a final inspection, which will include the collection of representative soil samples for lab analysis. In the final report, the Agrologist will assess the new agricultural capability to confirm that it is at least Class 2 (or better). He or she will also determine the need for fertilization, liming and/or other amendments.

We recommend that a 6 m buffer be maintained between all property boundaries; no soil or topsoil stockpiles will be placed within the buffer. Furthermore, any soil within 6 m of the property line should not slope more than 20% or 5:1 (horizontal: vertical). The buffer between the extent of soil and the constructed creek alignment can be increased as needed.

[11] Farm Plan for 21903 128th Ave Maple Ridge, BC. Madrone Project Dossier 18.0535. Authored by D. Lamhonwah and T.R. Elliot. May 27, 2019.

Table 2: Imported soil depth and volume details

Depth of native soil stripping	0.2 m below ground surface
Depth of amendments added to imported soil*	0.2 m
Total depth of imported soil required	0.9 m
Approximate area of the Property where the soil import plan will be implemented	30,890 m^2 (~3.1 ha)
Approximate volume of soil amendments required for plan*	6,178 m^3
Approximate volume of imported soil required for plan**	33,500 m^3
Height from original ground surface to top of row	1.0 m

* Note that the initial volume of the soil texture and nutrients will change with handling and compaction once added to the imported soil
** Due to the variable elevation (6 to 8 MASL) across the proposed fill area, the calculated volume takes into account the amount of fill required to grow the hops and to level the entire area to 8 MASL



FIGURE 2. VERTICAL VIEW OF THE PROPERTY (OUTLINED IN RED)
Sourced form Google Earth Pro. The Area highlighted in yellow is the approximate location of where soil will be imported for hops farming. Image is dated September 10, 2018.

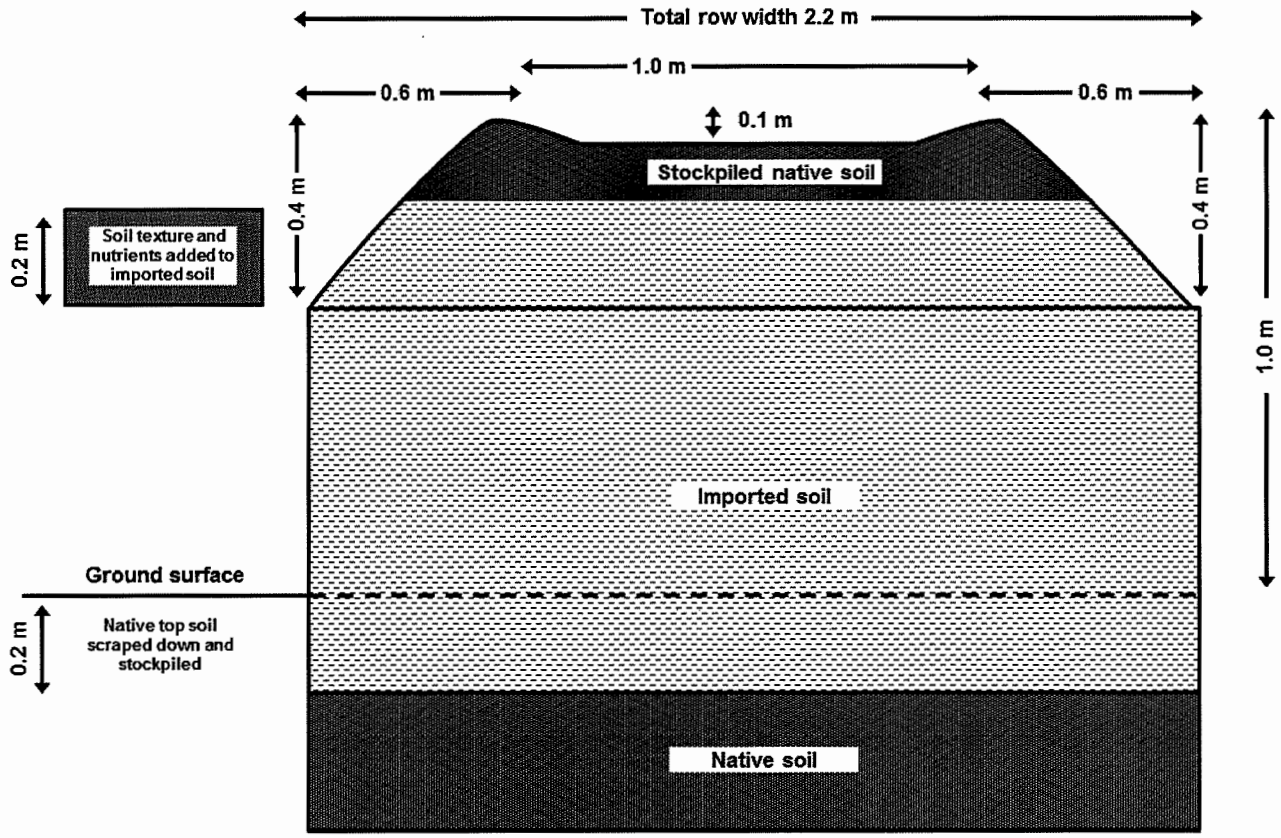


FIGURE 3. SCHEMATIC
Visualizing the proposed dimensions of a row, depth to native soil from the ground surface and depth of imported soil for hops farming on the Property.

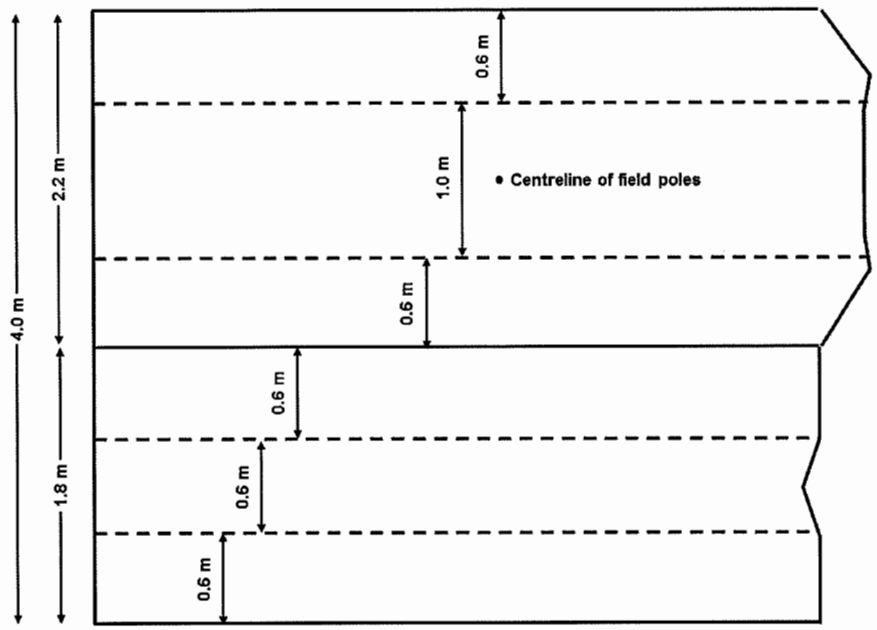


FIGURE 4. SCHEMATIC
A top-down visualization of the proposed dimensions of a row, depth to native soil from the ground surface and depth of imported soil for hops farming on the property. The 'lower' three 0.6m strips are indicated as wheel travel-paths and the centerline where future drainage tile can be installed.

3.2 Erosion and Sediment Control Plan

An Erosion and Sediment Control Plan (ESCP) will be implemented prior to any soil importation to prevent the possible discharge of sediment-laden water to fish habitat. ESCPs are intended to be a dynamic working document and meant to be reviewed and if necessary amended on a regular basis (including during regular monitoring of imported soils). Generally, the risks involved with erosion and sediment movement are relatively low due to the flat terrain with some gentle slopes found on the Property[12]. However, excavation activities associated with the proposed construction do have the potential of creating areas that are prone to erosion and subsequent sediment transportation.

As described in a stream assessment report[13] by Madrone, there are three fish-bearing watercourses on the Property. The first two are the Alouette River and its backwater channel in the north-end of the property which are ~700 away from the area of proposed

[12] Geo-Hazard Assessment for 21903 128th Ave Maple Ridge. Madrone Project Dossier 18.0307. Authored by R. Adams. September 28, 2018.

[13] Watercourse and Environmental Assessment for 21903 128th Ave Maple Ridge. Madrone Project Dossier 18.0225. Authored by A. Doiron and E. Shebib. July 16, 2018.

soil importation, and thus it is unlikely that any sediment-laden water from the importation process will reach these watercourses.

The third fish-bearing watercourse on the Property is Abernathy Creek which is directly north of the area of proposed soil importation (a 15 m setback from imported soil is included in the importation plan; see section *3.1 General Importation Plan*). Abernathy Creek has headwaters near the western border of the Property and flows west, eventually connecting to the roadside ditch system on 216th Street, which then drains through a suspended culvert into the Alouette River. According to the aforementioned stream assessment report, in years of an extreme freshet, the water of the Alouette River could rise to the bottom of the suspended culvert, in which case the creek could become fish-bearing. Although it is unlikely that sediment would reach a fish-bearing Abernathy Creek during the timeframe of when soil importation would occur, the ESCP will still be implemented as due diligence to protect fish habitat.

The following best management practices should be implemented prior to the commencement of topsoil stripping and soil filling:

- Access to the proposed soil deposit area is via 128th Avenue. A temporary wheel wash facility will be necessary here. A wheel wash is graveled linear depression through which trucks drive after placing soil on site, and before exiting the property. Good quality crushed rock should be placed in and on both sides of this facility. The water should not be allowed to discharge onto 128th Avenue, but instead should be directed so that it drains into the ditch alongside the road. The water should be drained and refilled on a weekly basis while under full use.
- Install silt fences on the northern end of the soil importation area, proximal to the 15 m setback boundary from Abernathy Creek. The fencing must be installed properly, by backfilling the material with soil and attaching it firmly to stakes located on the downslope side of the fabric. ***Fences should be inspected regularly to check for damage and to remove built up sediment (as necessary).***

The following best management practices should be implemented during topsoil stripping and soil filling:

- Temporary polyethylene sheeting can be used for topsoil or imported soil stockpiles. Covering the material will prevent it from being displaced by rain drops and/or surface flowing water. This is a short-term erosion control Best Management Practice, and would be used in cases where stockpiles of material are to be moved.
- To control dust, we recommend using water spray bars to emit a mist or reducing activities that would result in dust generation during extended periods of drought/limited precipitation

- In addition, we recommend shutting down all land stripping and dumping activities during periods of heavy rain, which is defined here as an excess of 25 mm of rain in 24 hours.

3.3 Imported Soils, Final Land Capability

The final and future land capability will be influenced by the characteristics of the deposited soil. By importing good-quality subsoil and amending with soil structure and nutrients as outlined in the importation plan, the LCA for the ~3.1 area of land intended for hops farming will be improved from 4WD to 2W, characterized by the requirement of minor continuous management and deep soils that hold moisture well (see *Appendix A*).

Contaminated soil, or soil that is suspected to be contaminated, must not be used. It should be free of foreign material and uncontaminated. Foreign material includes but is not limited to concrete, asphalt, waste, garbage, and lumber. The fill material should be inspected to ensure that it is acceptable for agricultural use.

Reviewing existing environmental reports, concerning potential contamination at the source site, can aid in selecting the best fill material. Soil sourced in areas that have a history, or suspected history, of industrial or commercial use must be tested prior to transportation. ***We can assist you with soil sampling, desktop and field source site evaluation, and importation monitoring if you wish.***

The supplier of the fill material should warrant that the source soil is free from contaminants. We recommend that the owner signs a soil acceptance agreement with the parties responsible for supplying and transporting soils (see *Appendix B* for an outline). If contaminated fill material is brought onto the site, Mr. Davis will assume liability for remediating the site and/or removing the contaminated material. ***Mr. Davis is expected to have an agreement in place regarding liabilities for soil importation.***

3.3.1 Physical and Chemical Properties of Acceptable Imported Soil

The imported soil should be free from construction debris, foreign material and contaminants. It should not contain more than 15% organic matter (soils with > 15% should be stockpiled as amendments for topsoil; organic matter content can be assessed by an Agrologist during regular monitoring visits). As agricultural fill, the top 50 cm should consist of an appropriate growing medium, and should contain less than 10% coarse fragments (>2.5 cm or 25 mm). Ensure that the maximum content of stones and cobbles (fragments > 7.5 cm or 75 mm) conforms to the limits described for Class 2P of the BC Land Capability Classification for Agriculture (*Appendix A*): a total coarse fragment content (>25 mm) of less than 10% and less than 1% of coarse fragments larger than 75 mm

("stones"). ***The texture should be a loam, silty loam or sandy loam.*** If stones or cobbles are present, they should be removed, screened or crushed.

Below 50 cm, the soil should meet Class 3P criteria. To meet this, the soil should contain less than 10% coarse fragments (>2.5 cm), and less than 5% cobbles and stones (>7.5 cm).

Madrone has designed a basic Standard Operating Procedure (SOP) for fill sites to ensure that ensure soils in the upper 50 cm of the fill meet stoniness standards for Class 2P limitations. We recognize that the identification of stoniness may be difficult; therefore this SOP identifies measures at different stages in the importation of fill. Following all measures in this SOP will reduce the chance that stony soils will be incorporated in the fill.

Control of stoniness can be accomplished by measures implemented at:

a. The source site,
b. Upon entry to the receiving site;
c. At the dump site on the property.

The measures are:

1. Inspect soils before dumping and keep them in separate stockpiles for either processing (stone removal) or later removal from site;
2. Treat soils that have more than 1% cobbles and stones using a rake and stockpile these for later removal or landscaping;
3. Ensure that soils that have more than 10% gravel (2.5 to 7.5 cm) are buried deeper than 50 cm from the final grade of the fill.

Recommended Procedures

1. At the source site: Fill with excessive coarse fragments will be identified at the source site and separated from non-stony soils. Only non-stony soils will be delivered to the fill site.
2. At the receiving site entrance: All fill that contains excessive coarse fragments (based on visual inspection) will be identified upon entry and dumped separately from the fill, for removal or processing later. If stony soils are suspected in a load, this must be communicated to the project supervisor.
3. At the receiving site, at the dumping site: As fill is being dumped it must be inspected for stoniness, relative to the above standards. If the soil does not meet the standards, it must be removed from the fill and stockpiled separately for removal or processing later.

4. All separated stockpiles of stony material must be inspected, and the decision to remove or process should be made by the site supervisor.
5. All cobbles and stones greater than 7.5 cm (3 inch diameter) should be removed using the specially designed rake. After processing, the cobbles and stones should occupy less than 1% of the volume of soil (fragments less than 7.5 cm cannot be removed by the rake).
6. If coarse fragments between 2.5 to 7.5 cm (1 to 3 inches) occupy more than 10% of the soil volume after removal of cobbles and stones, the soil should only be used as a subsoil and should not be placed within 50 cm of the final grade of the fill.

The stoniness content of all fill will be assessed during routine site inspections by Madrone after every increment of 3000 m^3 fill volume (or a different pre-determined volume increment).

3.4 Reclaimed Soil Profile

The reclaimed soil profile will have at least 20 cm of native topsoil and, if required, will be mixed with imported good-quality topsoil, at the surface. This material will be underlain by imported organic-rich, well-draining soil amended with soil structure and nutrients.

3.5 Local Impact to Hydrology

- Impact to local watercourse: The minimum 15 m Streamside Protection Buffer (or Streamside Protection and Enhancement Area (SPEA)) from Abernathy Creek will ensure that soil importation operations do not intrude or obstruct flow.
- Impact to subsurface: The native mineral soil in the subsurface is not expected to compact or subside significantly during the soil importation process, therefore I anticipate no to minimal impacts to subsurface water resources.
- Redirection of surface flow: Due to pre-existing local drainage and proximity to the Alouette River, the general grading of the land surface to the north will not impact surface flow.

4 Reporting and Monitoring

The terms of your permit(s) with both the ALC and the City of Maple Ridge may indicate that an Agrologist is expected to conduct inspections of the site and materials and to provide monitoring or inspection reports. In this case, Mr. Davis should contact his acting Agrologist agent(s) at Madrone before beginning soil placement or site preparation work

to develop a monitoring schedule that meets the conditions of the soil deposit permit and conforms to my recommendations.

Soil placement activities should be monitored periodically. Monitoring visits should be scheduled to coincide with important project milestones and randomly when the site is active. The important milestones for this project are:

- After the erosion and sediment control measures have been installed (see *3.2 Erosion and Sediment Control Plan*) to assess the measures for effectiveness and proper installation. This may occur earlier than soil importation activities.
- After topsoil and organics have been stripped to ensure that the depth of stripping is sufficient (or alternatively, too deep into the Bt horizon). The first loads of soil will be spread at this point – the subsoil will be assessed for coarse fragment content. Standard operation procedures (SOP) to reduce the chance that stony soils will be incorporated in the fill, which would introduce a stoniness (P) limitation to this area.
- After a significant rainfall event (>25 mm per day or 10 mm rainfall per hour) during filling to inspect the erosion and sediment control measures (required by the District of Maple Ridge Watercourse Protection Bylaw 6410-2006[14]); OR if conditions are drier (soil importation during the summer), we recommend routine monitoring every 3000 m^3 of soil brought to the site (or a minimum of four times per year, whichever comes first). This is also to ensure that coarse fragment content is not elevated in the imported soils. Monitoring is to be done once the imported soil has been graded, but ***prior*** to spreading topsoil.
- If the topsoil depth is inadequate following the spreading of stockpiled native topsoil, additional imported soil may be acquired at this point. The amount of soil will be recommended by a Professional Agrologist. The volume of soil requested in this application will account for any imported topsoil required, thus an additional permit will not be required.

We recommend that accurate and complete records of all fill brought to the site is completed (see Appendix B). Records must contain, at a minimum, the location of the source site(s), the volume and number of loads with date and time of delivery, and the name of the trucking company. I can provide examples of material acceptance agreements upon request.

[14] District of Maple Ridge (n.d.). Watercourse Protection Bylaw 6410-2006. https://www.mapleridge.ca/DocumentCenter/View/799/Erosion-and-Sediment-Control-Plan-ESC-Schedule-A-Development-Permit-PDF. Accessed on March 5, 2019.

Yours truly,

MADRONE ENVIRONMENTAL SERVICES LTD.

Prepared by:

Daniel Lamhonwah, MES, *A.Ag*
Articling Agrologist

Reviewed by:

**This is a digitally signed duplicate of the official manually signed and sealed document.*

Thomas R Elliot, PhD, *P.Ag, P.Geo*
Professional Agrologist, Geoscientist

5 Limitations

The evaluations contained in this report are based on professional judgment, calculations, and experience. They are inherently imprecise. Soil, agricultural, hydrological, and drainage conditions other than those indicated above may exist on the site. If such conditions are observed, Madrone should be contacted so that this report may be reviewed and amended accordingly.

The recommendations contained in this report pertain only to the site conditions observed by Madrone at the time of the inspection. This report was prepared considering circumstances applying specifically to the client. It is intended only for internal use by the client for the purposes for which it was commissioned and for use by government agencies regulating the specific activities to which it pertains. It is not reasonable for other parties to rely on the observations or conclusions contained herein.

Madrone completed the field survey and prepared the report in a manner consistent with current provincial standards and on par or better than the level of care normally exercised by Professional Agrologists currently practicing in the area under similar conditions and budgetary constraints. Madrone offers no other warranties, either express or implied.

MADRONE
environmental services ltd.

APPENDIX A

Land Capability for Agriculture Overview

Land Capability for Agriculture

The *Land Capability Classification for Agriculture in BC*[15] is a classification system that groups agricultural land into classes that reflect potential and limitations to agriculture. The classes are differentiated based on soil properties and climate conditions. The system considers the range of possible crops and the type and intensity of management practices required to maintain soil resources but it does not consider suitability of land for specific crops, crop productivity, specific management inputs or the feasibility of implementing improvements. There are two land capability hierarchies, one for mineral soils and one for organic soils. Each hierarchy groups the land into seven classes that describe the range of suited crops and required management inputs. The organic soil class definitions are equivalent in relative capabilities and limitations for agricultural use to those defined for mineral soils.

The range of suited crops decreases from Class 1 to Class 7 and/or the management inputs increase from Class 1 to Class 7. For example, Class 1 lands can support the broadest range of crops with minimal management units. Lands in Classes 1 to 4 are considered capable of sustained agricultural production of common crops. Class 5 lands are considered good for perennial forage or specially-adapted crops. Class 6 lands are good for grazing livestock and Class 7 lands are not considered capable of supporting agricultural production.

LCA Classes are subdivided into subclasses based on the degree and kind of limitation to agriculture. Subclasses indicate the type and intensity of management input required to maintain sustained agricultural production and specify the limitation. For example, lands rated Class 2W have an excess water limitation that can be improved by managing water on the site. There are fewer subclasses for organic soils than for mineral soils (see below).

Most lands are rated for unimproved and improved conditions. Unimproved ratings are calculated based on site conditions at the time of the assessments, without irrigation. Past improvements are assessed as part of the unimproved rating. Forested lands are assessed assuming they are cleared. Improved ratings are assigned assuming that existing limitations have been alleviated. Generally, improvement practices taken into account are drainage, irrigation, diking, stone removal, salinity alleviation, intensive fertilization and adding soil amendments.

---

[15] BC Ministry of Environment and Ministry of Agriculture and Food (1983). Land Capability Classification for Agriculture in British Columbia MOE Manual 1. https://www.alc.gov.bc.ca/assets/alc/assets/about-the-alc/alr-and-maps/agricultural-land/land_capability_classification_for_agriculture_in_bc.pdf. Accessed May 13, 2019.

LCA Classes and Characteristics for Mineral and Organic Soils

Class	Description	Characteristics
1	No or very slight limitations that restrict agricultural use	• Level or nearly level • Deep soils are well to imperfectly drained and hold moisture well • Managed and cropped easily • Productive
2	Minor limitations that require ongoing management or slightly restrict the range of crops, or both	• Require minor continuous management • Have lower crop yields or support a slightly smaller range of crops that Class 1 lands • Deep soils that hold moisture well • Managed and cropped easily
3	Limitations that require moderately intensive management practices or moderately restrict the range of crops, or both	• More severe limitations than Class 2 land • Management practices more difficult to apply and maintain • Limitations may: o Restrict choice of suitable crops o Affect timing and ease of tilling, planting or harvesting o Affect methods of soil conservation
4	Limitations that require special management practices or severely restrict the range of crops, or both	• May be suitable for only a few crops or may have low yield or a high risk of crop failure • Soil conditions are such that special development and management conditions are required • Limitations may: o Affect timing and ease of tilling, planting or harvesting o Affect methods of soil conservation
5	Limitations that restrict capability to produce perennial forage crops or other specially adapted crops (e.g. cranberries)	• Can be cultivated, provided intensive management is employed or crop is adapted to the particular conditions of the land • Cultivated crops may be grown where adverse climate is the main limitation, crop failure can be expected under average conditions
6	Not arable, but capable of producing native and/or uncultivated perennial forage crops	• Provides sustained natural grazing for domestic livestock • Not arable in present condition • Limitations include severe climate, unsuitable terrain or poor soil • Difficult to improve, although draining, dyking and/or irrigation can remove some limitations
7	No capability for arable culture or sustained natural grazing	• All lands not in Class 1 to 6 • Includes rockland, non-soil areas, small water-bodies

LCA Subclasses

LCA Classes, except Class 1 which has no limitations, can be divided into subclasses depending upon the type and degree of limitation to agricultural use. There are twelve LCA subclasses to describe mineral soils and nine LCA subclasses to describe organic soils, as summarized below. Mineral soils contain less than 17% organic carbon; except for an organic surface layer[16].

LCA Subclasses for Mineral Soils

LCA Subclass	Map Symbol	Description	Improvement
Soil moisture deficiency	A	Crops are adversely affected by droughtiness either through insufficient precipitation or low water holding capacity of the soil.	Improvable through irrigation.
Adverse climate	C	Used on a subregional or local basis, from climate maps, to indicate thermal limitations including freezing, insufficient heat units and/or extreme winter temperatures.	N/A
Undesirable soil structure and/or low perviousness.	D	This subclass is used for soils difficult to till, requiring special management for seedbed preparation and soils with trafficability problems for common farm implements. Also included are soils which have insufficient aeration, absorb and distribute water slowly, or have the depth of rooting zone restricted by conditions other than wetness (high water table) or consolidated bedrock or permafrost.	Can be improved to varying degrees by amelioration of soil texture, deep ploughing or blading to break-up root restricting layers. Soil can also be amended with compost to improve structure.
Erosion	E	Includes soils on which past damage from erosion limits agricultural use of the land because of the loss in productivity and the difficulty in farming land with gullies.	N/A; usually a continuing limitation.
Fertility	F	Limited by lack of available nutrients, low cation exchange capacity or nutrient holding ability, high or low pH, high amount of carbonates, presence of toxic elements or high fixation of plant nutrients.	Constant and careful use of fertilizers and/or other soil amendments
Inundation	I	Includes soils where flooding damages crops or restricts agricultural use.	Diking
Salinity	N	Includes soils adversely affected by soluble salts that restrict crop growth or the range of crops.	Specific to site and soil conditions
Stoniness	P	Applies to soils with sufficient coarse fragments, 2.5 cm diameter or larger, to significantly hinder tillage, planting and/or harvesting	Remove cobbles and stones
Depth to bedrock and rockiness	R	Used for soils in which bedrock near the surface restricts rooting depth and tillage and/or the presence of rock outcrops restricts agricultural use	N/A

[16] Agriculture and Agri-Food Canada (1998). Canadian System of Soil Classification. http://sis.agr.gc.ca/cansis/publications/manuals/1998-cssc-ed3/cssc3_manual.pdf. Accessed May 24, 2019.

LCA Subclass	Map Symbol	Description	Improvement
Topography	T	Applies to soils where topography limits agricultural use, by slope steepness and/or complexity	N/A
Excess Water	W	Applies to soils for which excess free water limits agricultural use.	Ditching, tilling, draining
Permafrost	Z	Applies to soils that have a cryic (permanently frozen) layer.	N/A

LCA Subclasses for Organic Soils

LCA Subclass	Map Symbol	Description	Improvement
Wood in the profile	B	Layers of wood in the form of trunks, stumps, and branches occur in many organic soils; wood located within 50 cm of the surface can interfere with cultivation; buried wood may be well-decomposed or solid and large.	The amount of wood present is variable and difficult to remove or manage. Therefore the improved rating is equivalent to the unimproved rating
Climate	C	Used on a subregional or local basis, from climate maps, to indicate thermal limitations including freezing, insufficient heat units and/or extreme winter temperatures.	N/A
Depth of organic soil over bedrock and/or rockiness	H	The presence of bedrock near the surface restricts the depth of rooting and the feasibility of subsurface drainage, and / or the presence of rock outcrops restricts agricultural use	Improvement of limitations due to bedrock near the surface and/or rockiness is not considered practical; therefore the improved rating is equivalent to the unimproved rating
Fertility	F	Limited by lack of available nutrients, low cation exchange capacity or nutrient holding ability, high or low pH, high amount of carbonates, presence of toxic elements or high fixation of plant nutrients.	Constant and careful use of fertilizers and/or other soil amendments
Inundation	I	Includes soils where flooding damages crops or restricts agricultural use.	Diking
Degree of decomposition - permeability	L	Degree of decomposition of the rooting zone probably of less importance to the overall capability than the lower part of the soil. The degree of decomposition of lower layers is important because of its effect on drainage, permeability, capillary rise of water and rate of subsidence.	Improvement of this limitation is not considered practical; therefore the improved rating is equivalent to the unimproved rating
Salinity	N	Includes soils adversely affected by soluble salts that restrict crop growth or the range of crops.	Specific to site and soil conditions
Excess Water	W	Applies to soils for which excess free water limits agricultural use (applicable to both mineral and organic soil)	Ditching, tilling, draining
Permafrost	Z	Applies to soils that have a cryic (permanently frozen) layer.	N/A

MADRONE
environmental services ltd.

APPENDIX B

Inclusions in Fill Assessment Reports

Inclusion in Fill Importation Assessment reports

For each source site, the owner/operator of the receiving site should secure a written Soil Acceptance Agreement with the parties responsible for supplying and transporting soils. The agreement should specify that:

The imported soil must not contain:

a. any contaminants in concentrations that exceed the standards in Schedule 7, Column III of the Contaminated Sites Regulation under BC's Environmental Management Act, or

b. any hazardous waste as defined in the Hazardous Waste Regulation of the Environmental Management Act,

The imported soil must not have been transported onto the donor site from another site,

The owner of the receiving site has the right to test and/or require the supplier to test for contaminants and soil texture, and to inspect the source site,

The supplier will provide *all* available site contamination reports pertaining to the imported soil and that at minimum a Preliminary Site investigation Phase 1 (or Stage 1) or Phase 2 (or Stage 2) report will be provided for any source site that is an industrial, government or large residential development,

The parties supplying/transporting soils are responsible for removing any soils and remediating any resulting contamination if the soils are found to be contaminated or if the supplier failed to supply all available site contamination reports pertaining to the imported soil, and

Any loads arriving at the site without proper documentation of the source of the soil and evidence of Soil Acceptance Agreement for the source site will be refused entry.

Entrance to the receiving site should be controlled and records should be maintained that identify the source of each load and the parties supplying/transporting the load. Consideration should be given to requiring security deposits from the suppliers/transporters.

MAPLE RIDGE
British Columbia
mapleridge.ca

City of Maple Ridge

TO:	His Worship Mayor Michael Morden and Members of Council	MEETING DATE:	September 15, 2020
		FILE NO:	2020-031-RZ
FROM:	Chief Administrative Officer	ATTN:	C o W

SUBJECT: First Reading
Zone Amending Bylaw No. 7629-2020;
Vape Retail Prohibition

EXECUTIVE SUMMARY:

At the Council Workshop meeting of May 26, 2020, Council received a report, titled "Vaping Retail Discussion Paper". The report discussed the implications around vaping and the recent concerns this new use has generated, particularly for youth. Other noted concerns included the potential impacts to the Town Centre, where all vape retail outlets are currently located within Maple Ridge.

Council considered four options identified in the above-noted report on vaping retail. These options ranged from prohibition to leaving the existing bylaw unchanged. In their consideration, Council unanimously agreed to prohibit further vape retail, as noted in the following resolution:

> *That staff proceed with regulations pertaining to vaping retail outlets based on "Option 4 Prohibition against further vape retail outlets as principle uses within Maple Ridge".*

This report introduces the amending bylaw to prohibit vape retail.

Council identified other related concerns in their consideration and emphasized the need for consultation to collect input from local stakeholders. In addition to the increased regulations a bylaw amendment would create, Council expressed broader concerns about impacts of vaping on youth, and about the effect opaque storefronts could have on the vibrancy of the Town Centre.

For this reason, it is recommended that Council give first reading to Bylaw No. 7629-2020. Upon receipt of first reading, consultation with local stakeholder groups will commence. This input will inform the second reading report prior to public hearing.

RECOMMENDATION:

1. That Zone Amending Bylaw No. 7629-2020 be given first reading.

a) Project Description:

This report and amending bylaw advances Council direction given at the May 26, 2020 Council Workshop to prohibit vape retail.

b) Planning Analysis:

Official Community Plan:

Due to the need to adhere to municipal, provincial and federal regulations, the business operating requirements of vape retail outlets pose a conflict with many of the objectives of the Town Centre Area Plan. Product displays cannot be visible to youth, which has implications for the kind of street presence and pedestrian appeal these outlets can have. Council noted these concerns, and recognized the need for collaboration and consultation with the merchants in Town Centre in order to more fully realize the objectives of the Town Centre Area Plan.

Zoning Bylaw:

Council directed that vaping retail outlets be prohibited in the Zoning Bylaw, and in response to Council's direction, Zone Amending Bylaw No. 7629-2020 is attached as Appendix A. The amendments proposed are as follows:

- **Definitions:** the following definitions will be added:

  "E-cigarette" or "Vape" means a device that consists of a battery-powered atomizer that vaporizes in a chemical liquid containing propylene glycol or vegetable glycerine, flavourings, and other chemicals such as formaldehyde and acetone. The cartridge may or may not contain nicotine. Generic terms for these devices are Electronic Nicotine Delivery System (ENDS) or Electronic Non-Nicotine Delivery Systems (ENNDS). Includes e-hookahs, e-pipes, and e-cigars.

  Vape: see e-cigarette

  ENDS and ENNDS: see e-cigarette.

  "Vape Retail" means a principal use retail use devoted to sales of products and devices pertaining to electronic nicotine delivery system (ENDS) or electronic non-nicotine delivery systems (ENNDS).

- Prohibited Uses:

Vape Retail will be included as prohibited as a principal use, in Part 4, Section 401, Uses of Land, Building, and Structures.

This prohibition will only apply to any new proposals for Vape Retail as principal uses. Existing Vape Retail outlets will have legal non-conforming status and will be able to exist in perpetuity. In addition, other tobacco retailers may continue to sell vaping products as accessory uses.

c) Interdepartmental Considerations

The Bylaw and Licensing Services Department, Community Social Safety Initiative Division was contacted for their input, which included a broad policy overview of opaque window treatments in commercial developments. It was noted that natural surveillance and safety promotion is best accommodated with high visibility through the use of transparent glass and open spaces. Furthermore, opaque storefronts can facilitate clandestine activities, such as sales to minors, or the sale of illegal substances. These concerns are consistent with Council comments and provide additional reasons for promoting higher visibility in commercial areas.

d) Next Steps

Once first reading is granted, communications material will be prepared and circulated to the following local stakeholder groups:

- Maple Ridge Economic Advisory Commission
- Business Improvement Area
- School District 42
- Chamber of Commerce

Feedback received will be used in the preparation of the second reading report, and refinement of the bylaw prior to public hearing. In addition, it may provide useful information for consideration in future workplans.

e) Alternatives:

This proposed amending bylaw to prohibit vape retail is consistent with Council direction given at the May 26, 2020 Council Workshop. The process is outlined above for amending the bylaw and receiving stakeholder input. Council may wish to direct a different process take place or revise these recommendations as presented.

CONCLUSION:

This bylaw amendment both defines and prohibits vape retail in the Zoning Bylaw. It is consistent with the direction given by Council at the May 26, 2020 Council Workshop. For this reason, if Council concurs with the amendments proposed within the report, it is recommended that the amending bylaw be given first reading.

"Original signed by Mark McMullen"

Prepared by: Diana Hall, M.A., MCIP, RPP
Planner 2

"Original signed by Mark McMullen"

Reviewed by: Chuck Goddard, M.A.
Director of Planning

"Original signed by Christine Carter"

Approved by: Christine Carter M.PL., MCIP, RPP
GM: Public Works & Development Services

"Original signed by Al Horsman"

Concurrence: Al Horsman
Chief Administrative Officer

The following appendices are attached hereto:
Appendix A – Zone Amending Bylaw No. 7629-2020
Appendix B – May 26, 2020 Report to CoW

APPENDIX A

CITY OF MAPLE RIDGE
BYLAW NO. 7629-2020

A Bylaw to amend the text of Maple Ridge Zoning Bylaw No. 3510-1985 as amended

---

WHEREAS, it is deemed expedient to amend the Maple Ridge Zoning Bylaw No. 3510-1985 as amended:

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

1. This bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7629-2020".

2. Maple Ridge Zoning Bylaw No. 3510-1985 is hereby amended as follows:

    a) PART 2, INTERPRETATION, is amended by the addition of the following definition in correct alphabetical order:

"E-cigarette" or "Vape" means a device that consists of a battery powered atomizer that vaporizes in a chemical liquid containing propylene glycol or vegetable glycerine, flavourings, and other chemicals such as formaldehyde and acetone. The cartridge may or may not contain nicotine. Generic terms for these devices are Electronic Nicotine Delivery System (ENDS) or Electronic Non-Nicotine Delivery Systems (ENNDS). Includes e-hookahs, e-pipes, and e-cigars.

Vape: see E-cigarette

ENDS and ENNDS: see E-cigarette.

"Vape Retail" means a principal use retail use devoted to sales of products and devices pertaining to electronic nicotine delivery system (ENDS) or electronic non-nicotine delivery systems (ENNDS).

    b) PART 4, GENERAL REGULATIONS, Section 401, USES OF LAND, BUILDINGS AND STRUCTURES is amended by including prohibited use (i): Vape Retail

3. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the day of , 20

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

MAPLE RIDGE
British Columbia
mapleridge.ca

City of Maple Ridge

TO:	His Worship Mayor Michael Morden and Members of Council	**MEETING DATE:**	May 26, 2020
		FILE NO:	2020-031-RZ
FROM:	Chief Administrative Officer	**ATTN:**	Workshop

SUBJECT: **Vaping Retail Discussion Paper**

EXECUTIVE SUMMARY:

As part of the City of Maple Ridge 2020 Business Planning Process, the Business Plans of the Planning and Licences and Permits Departments were presented at the Special Council Meeting on November 18, 2019. One of the action items within these Plans was to review vaping industries in the context of developing Provincial legislation. A shared understanding was developing about the possibility for vaping retail outlets to have negative effects within the community. It was considered timely to establish appropriate regulations concerning this emerging use. In response to this initiative, this report discusses vaping as a relatively new technology that became regulated in Canada in 2018.

Vaping devices use an electronic mechanism to heat and vaporize organic compounds for inhalation by the device user. Generally, a nicotine solution is used in vaping devices. For this reason, a generic term for these devices is "electronic nicotine delivery systems (ENDS). The range of products that are considered ENDS include electronic cigarettes, vapes, e-hookas, e-pipes, and e-cigars.

These devices are generally considered to have fewer health impacts than cigarette smoking. Due to the recent introduction of these devices, however, their long term health impacts are not yet fully understood. A serious concern is the rapidly increasing use of these devices among youth and previous non-smokers. For this reason, recent initiatives made at federal and provincial levels seek to deter non-smokers who are at risk of starting to use these devices. These deterrents include increased taxation of vaping products, limiting access to flavoured vaping products, and further restrictions on advertising.

At the September 2019 Union of BC Municipalities (UBCM) Convention, multiple municipal representatives raised concerns about vaping, particularly for its impacts on vulnerable youth. UBCM Resolution B59 focused on limiting marketing and sales to youth. This resolution was passed as a shared local government policy position and forwarded to the Province.

In March 2020, the Vancouver Coastal Health Authority released a policy document titled "Vaping and E–Cigarettes", which included a range of options for local governments in consideration of regulating this new use. The findings of this document are discussed later in this report.

The recognition of the potentially harmful effects have prompted Federal and Provincial regulations on the advertising and exposure that vape retail outlets have within the community. The Maple Ridge Business Licencing Bylaw is consistent with these regulations in limiting the visibility of all tobacco products within the community. As a result, these vaping outlets must maintain a low profile street presence that is required in order to avoid attracting non-intentional customers and youth.

However, this diminished street front presence is at odds with many of the objectives of the Town Centre Area Plan, which is to promote a welcoming, inclusive, and animated pedestrian environment in the Maple Ridge Town Centre.

These potential health impacts and these land use implications are discussed further in this report.

In their review of these issues, Council is presented with a range of options to consider, which include:

- No change to existing bylaws.
- Separation requirements between vaping retail outlets.
- Prohibiting additional vaping retail outlets within the Town Centre.
- Prohibition against further vape retail outlets.

There are four vaping retail outlets within Maple Ridge Town Centre, as indicated on Appendix A. If a Zoning Bylaw amendment is adopted that would conflict with these uses, these existing operations would become legally non-conforming and could continue operating, but would be limited in their ability to expand or relocate within the community. It should also be noted that these outlets are not the only facilities authorized to sell vaping products within the City of Maple Ridge. The authority to sell tobacco products is under Provincial jurisdiction, granted under a Tobacco Retail Authorization. Authorized retailers must purchase product from an authorized wholesaler. These wholesalers also include an inventory of vaping products. There are at least 30 outlets within Maple Ridge where vaping products are available.

RECOMMENDATION:

That staff proceed with the establishment of regulations pertaining to vaping retail outlets based on options provided in the staff report dated May 26, 2020, and titled "Vaping Retail Discussion Paper".

a) DISCUSSION:

The term "vaping" refers to a relatively new way to inhale nicotine (and other substances). The typical process involves using a device that heats and vaporizes a volatile organic solution that is then inhaled by the user. Active ingredients such as nicotine are dissolved in the organic solution. The act of inhalation triggers the device to heat the solution, allowing the active ingredients to enter the user's bloodstream.

Although vaping devices have been legal in Canada since 2018, there are concerns and uncertainties about this use. Shared medical opinions indicate that while the best health outcomes are achieved by quitting smoking cigarettes and not using vaping products, vaping has fewer health impacts compared with cigarette smoking. For this reason, vaping may be a less harmful option for smokers who are unable to quit cigarettes.

In practice, however, these devices are often not used this way, becoming instead a second option for regular cigarette smokers. The Canadian Heart and Stroke Foundation states that the most common nicotine consumption among daily vape users was a combination of conventional cigarettes and vaping. This dual use has been associated with compounded health effects significantly more serious than either method in isolation. Heart attack risks are considerably higher among dual users.

There has been a continuous decline in cigarette use since 2015, in both the Canadian and international context, as reported by the World Health Organization and Statistics Canada, due in part by targeted campaigns by public health authorities. In particular, youth were the least likely to be smokers. Statistics Canada points out that most smokers start smoking in their teenage years, and the percentage of people who have not started smoking by age 20 provides a strong indicator of future smoking rates across the population.

The increasing use of vaping devices threatens to undermine these improved public health outcomes. Marketing and promotion of vaping products appear to have successfully promulgated the perception that these devices are attractive, especially to youth. A report by the Heart and Stroke Foundation, dated October 2018 suggests that at least 23% of students have tried vaping, noting that teenagers perceive these devices as "cool" or "fun". Youth vaping in Canada increased by 74 per cent from 2017 to 2018, according to a recent study published in the British Medical Journal. The highly addictive nature of nicotine is a concern, as youth who vape are likely to become dependent on nicotine.

Vancouver Coastal Health Report

The Vancouver Coastal Health Authority released a policy document in March 2020 that pertained to the provincial and national context. The document reported the following findings:

- The incidence of vaping use was rising significantly among youth aged 16-19 from 2017 to the present.
- Testing of some vaping products claiming to be nicotine free have detected the presence of nicotine.
- The "stealth" nature of some of these products (i.e. they can resemble pens or USB sticks, and have minimally apparent vapour) can allow them to escape detection in public places or by parents. These effects are compounded by the presence of online videos demonstrating stealth techniques in using these devices, which have been successfully marketed as lifestyle product. As a result, vaping is occurring in school washrooms and even in classrooms.

Some of the information provided in this document had direct relevance to potential local government initiatives, as follows:

- Programming for youth can reduce the attraction to this use, and provide lifelong public health benefits. The youth who are least likely to vape are those who have supportive adults in their lives. The presence of social supports and community connection for youth is therefore a deterrent.
- Ensuring that e-cigarettes and vaping are defined in Local Government Bylaws.
- Establishing a wide range of smoke free and vape free areas in public spaces.
- Collaborating with health authorities in notification and enforcement measures.

The City of Maple Ridge is already undertaking some of these initiatives. To facilitate youth engagement, the Community Engagement department of the Parks, Recreation & Culture division is actively implementing the Youth Strategy, adopted by Council in 2016. Priority programming includes Wellness & Mental Health, Transitioning to Adulthood and Community Engagement.

In 2015, the Licensing and Bylaws Department updated the Maple Ridge Smoking Regulation Bylaw to include vaping and e-cigarettes.

Vaping Regulations:

Global context:

There are a range of regulatory programs around vaping internationally. The Philippines do not regulate this use, and children can purchase e-cigarettes. A large number of countries have imposed a ban on vaping, including Taiwan, Iran, Kuwait, Nepal, Palestine, Saudi Arabia, Qatar, and Thailand. While technically banned in India, they are widely available, although there has been at least one conviction for trafficking in e-cigarettes. Where there are regulations in place, a prohibition on sales to minors under the age of 18 is common.

Canadian Context:

The Tobacco and Vaping Products Act (TVPA), enacted on May 23, 2018, regulates the manufacture, sale, labelling and promotion of vaping products that do not contain cannabis. It establishes restrictions on the ingredients that may be used in vaping products, and aims to prevent the introduction of vaping products to youth and non-smoking adults. It prohibits distribution of vaping products to young persons (under 18). It restricts advertising content, including on social media.

In addition to the Tobacco and Vaping Products Act, vaping products are considered consumer products and are therefore subject to the Canada Consumer Product Safety Act (CCPSA). For consumer safety purposes, the CCPSA prohibits the manufacture, import, advertisement or sale of consumer products considered to be a "danger to human health or safety". Prohibitions in place include toxic vaping substances (i.e., those containing 66 mg/g nicotine or more). The CCPSA can order recalls and tests or studies on vaping devices and their batteries or chargers.

On December 19, 2019, Health Canada proposed additional restrictions on the promotion of vaping products, with the aim to protect youth from using vaping products. These restrictions would prohibit advertising that can be seen or heard by youth, and prohibit the display of vaping products at retail locations, including online, that can be seen by youth. The proposed regulations would also require the display of health warnings on permitted vaping advertisements.

British Columbia:

There are 3 streams of legislation that pertain to vaping and tobacco sales, including the Tobacco Tax Act, the Tobacco Tax Act Regulation, and the Tobacco and Vapour Products Control Act. The Provincial Ministry of Health is responsible for administering the federal Tobacco and Vapour Products Control Act. Out of concern for the increased use of vaping among youth, in November 2019, the Province proposed measures such as a tax hike on vaping products, a cap on nicotine content and a reduction in access to flavoured items such as bubblegum, cinnamon and vanilla. These are considered to be the toughest restrictions on vaping in the country.

Maple Ridge Context:

All tobacco retailers within BC require a Provincial Tobacco sales license and municipalities are not involved in the process of issuing these licences. As vaping retail outlets are solely focused on vaping products, they are likely to have a greater selection of vaping products available than most convenient stores could provide. However, any tobacco retailer can potentially also be selling vaping products.

Business licence information reveals that at present, there are 4 vaping retail outlets within the City of Maple Ridge, as demonstrated on Appendix A. These retail outlets have the following characteristics:

- All of these outlets are located within the Town Centre.
- They all appear to offer flavours that would likely be attractive to youth.
- One outlet did not have a website, but posted readily accessible information on their facebook page.
- One outlet had a website that required confirmation from users that they were over the age of 19.
- One outlet posted limited information on their website, encouraging prospective customers to either call or visit the store.
- One outlet had both a facebook page and a website which promoted vaping as a smoking cessation device.

Photographs of these outlets are provided in Appendix B. This information reveals these outlets have opaque window treatments to prevent visibility of the business interiors.

Land Use Implications:

All of the vaping retail outlets within Maple Ridge are within the Town Centre, are designated Town Centre Commercial, and therefore subject to the Town Centre Area Plan policies and objectives for that land use designation. These policy objectives emphasize a vibrant pedestrian street presence, in recognition that the Maple Ridge Town Centre is an especially significant area for the community. Section 3.3 of the Maple Ridge Town Centre Area Plan provides a description of the Town Centre Commercial Land Use designation, as follows:

> *Most of the Town Centre Central Business District is designated Town Centre Commercial with the intent to create a compact and vibrant commercial area that is pedestrian oriented.*

The practical measures to achieve this objective include requiring ground level commercial uses in key commercial area, such as the Central Business District. Other more specific measures are outlined in the Town Centre Development Permit Guidelines. Under these guidelines, the Town Centre is separated into specific precincts, Two of the existing vape retail outlets are located within the Civic Core, and the other two are located in the Downtown West Precinct. Both of these designations emphasize the public realm, through initiatives such as streetscape enhancements. Desirable commercial enterprises in these precincts are those with a prominent street presence, such as cafes, and boutique style shopping. The Civic Core precinct is additionally recognized as the cultural hub of the community, with a greater emphasis on civic amenities such as the Leisure Centre and the Maple Ridge Arts Centre.

Due to the need to adhere to municipal, provincial and federal regulations, the business operating requirements of vape retail outlets pose a conflict with many of the objectives of the Town Centre Area Plan. Product displays cannot be visible to youth, which has implications for the kind of street presence these outlets can have.

The Maple Ridge Business Licensing Bylaw 6815-2011 recognizes vaping retail as a form of tobacco sales, and outline the following regulations:

> *7.27 Tobacco Sales*
> *7.27.1 No person carrying on the Business of Tobacco sales shall:*
> *(a) sell Tobacco or Tobacco Products unless the Business is licensed by the Province to sell such products;*

(b) *permit Tobacco or Tobacco Products to be displayed in the Retail Business Premises so that the Tobacco or Tobacco Products are visible to the public if young persons are permitted access to those Premises; and*
(c) *sell any Tobacco or Tobacco Products to anyone under the age of nineteen (19) years old.*

The limited public presence of these retail outlets is inconsistent with the objectives of the Town Centre Area Plan. The presence of a few of these retail outlets within the Town Centre would be unlikely to seriously undermine the intent of the Area Plan: however, if not prohibited, consideration should be given to limiting additional vaping outlets, particularly within the Town Centre. This consideration is explored further in the options section of this report.

Zoning Bylaw:

Currently there is no one specific use in the Zoning Bylaw defined as vape retail. The C-3 Town Centre Commercial Zone permits retail sales such as convenience stores (where cigarettes can be purchased - Vape was originally considered a replacement) and general Retail (where most products may be sold that are not considered highway commercial).

Under the current bylaw, this use would therefore be permitted wherever cigarettes may be legally sold. In addition to the C-3 Town Centre Commercial Zone, these commercial zones include C-1 Neighbourhood Commercial, C-2 Community Commercial, C-5 Village Commercial, H-1 Heritage Commercial, CRM Commercial, CS-1 Service Commercial, and the CS-2 Service Station Commercial Zones. A map showing the extent of these commercial zones is attached as Appendix C.

Options

What makes vape retail outlets unique is their sole focus on vaping products as their business model. With few exceptions, other tobacco retailers typically allocate a small portion on their retail space for this purpose, in addition to groceries or convenience items. As a result, tobacco products have a low profile in these settings.

In light of the information noted earlier in this report, Council is presented with a range of options to consider, which include:

- **Option 1. No change to existing bylaws.** If Council selects this option, there will be no change to existing bylaws. As principal uses, additional vape retail outlets could locate wherever these uses are permitted.
- **Option 2. Separation requirements between vaping retail outlets.** If Council selects this option, Zoning Bylaw amendments will be prepared in accordance with this direction. These separation requirements could include a 1000 metre separation between principal use vape retail outlets and a further 200 metres from schools.
- **Option 3. Prohibition within the Town Centre.** If Council selects this option, bylaw amendments would be prepared to prohibit this use (as a principal use) from further locating within the Town Centre.
- **Option 4. Prohibition against further vape retail outlets within Maple Ridge.** This option would require bylaw amendments to prohibit additional vape retail outlets as principal uses within the community. The existing 4 vape retail outlets would have legal non-conforming status and could remain in operation in perpetuity.

Interdepartmental Implications:

This discussion paper was prepared in response to Council's request and in collaboration with the Licences and Bylaws Department. Any future bylaw amendments that arise from Council direction will align with the "Maple Ridge Smoking Regulation Bylaw", which was revised in 2015 to recognize "e-cigarettes."

Noting the findings of the Coastal Health Report, the role of the Parks, Recreation and Culture Department and programming for youth should be emphasized. As youth engagement was noted as a critical deterrent to youth developing lifelong destructive habits, this information has been shared with Community Engagement staff to support the continuation of their work in this area.

b) Citizen/Customer Implications:

A key issue noted for Council's consideration is the adverse impacts vaping can have within the community, particularly to vulnerable persons who may begin to use nicotine products, or suffer health impacts caused by vaping devices. Although the long term health impacts of this new technology is unknown, prevailing medical opinion is that there may be negative public health consequences with vaping use. These considerations have been discussed by the Maple Ridge Social Planning Advisory Committee (SPAC), a citizen's advisory group that has been appointed by Council. In April 2019, Council endorsed SPAC's work plan including the following:

- **Chronic Disease Education:** Highlighting the Healthier Community Partnership priorities, this workshop will focus on the effects and prevention of chronic disease caused by food insecurity and unhealthy eating, lack of physical activity, binge drinking (youth specific), screen time and tobacco (vaping) use.

Vaping prevention and awareness is a focus of SPAC, The Youth Planning Table, The Maple Ridge, Pitt Meadows, Katzie Community Network (CN) and the Healthier Community Partnership.

The land use implications of this use should also be considered, and Council may wish to use this opportunity to direct that specific bylaw amendments be made in response to this information.

CONCLUSION:

This report provides a snapshot of vaping as it exists in the provincial context, exploring recent documents on the matter. The concerns raised in this report are relevant to public health generally, particularly to youth, which is consistent with the policy direction stated at the 2019 Convention of the Union of BC Municipalities. It is understood that this issue is critical because smoking and vaping are most likely to become lifelong habits if started in the teenage years.

The implications of vape retail as a principal land use issue are also discussed. This issue is significant within Maple Ridge, as all of the vape retail stores are within the Town Centre, and have the potential to undermine the intent of the Town Centre Area Plan, for a vibrant public realm. It should be noted that vaping products are widely available, through on-line sales, the 4 vaping retail outlets already in existence, and also with the accessory tobacco retail uses in grocery and convenience stores. These existing options are likely sufficient to satisfy consumer demand.

This report presents the implications of this use within the City of Maple Ridge, noting the shared role that municipal departments have in the regulation of vaping and the promotion of community health.

"Original signed by Chuck Goddard" for

Prepared by: **Diana Hall, MA, MCIP, RPP**
Planner 2

"Original signed by Chuck Goddard"

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

"Original signed by Christine Carter"

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

"Original signed by Al Horsman"

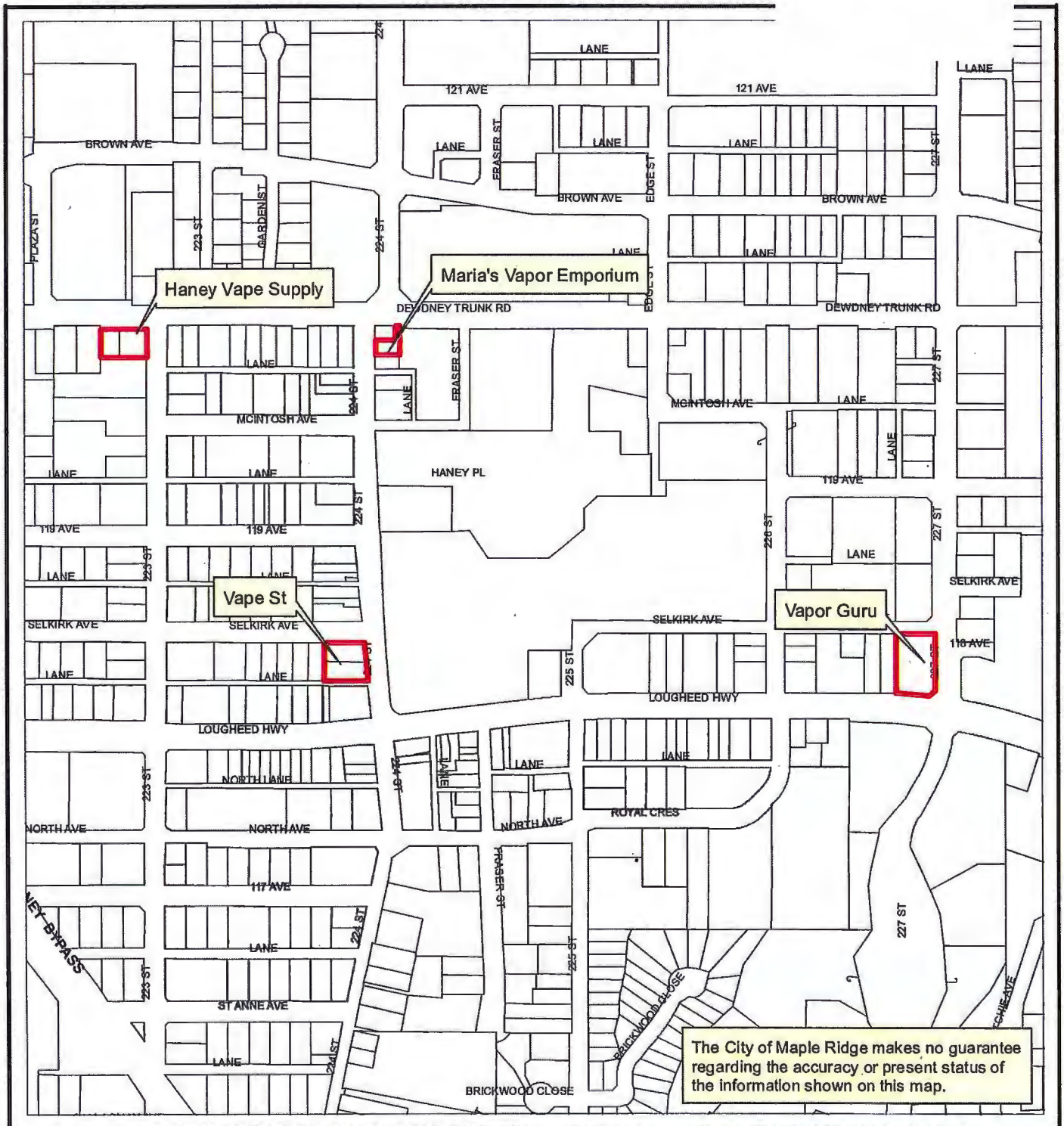
Concurrence: **Al Horsman**
Chief Administrative Officer

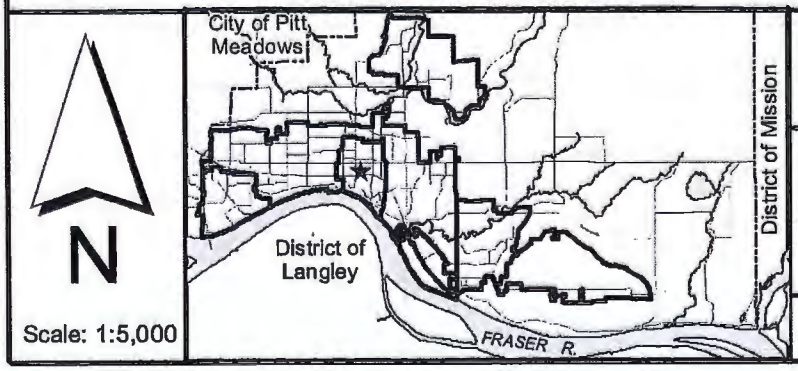
The following appendices are attached hereto:
Appendix A – Map showing location of Vape retail outlets within the City of Maple Ridge
Appendix B – Photographs of existing Vape retail storefronts within the City of Maple Ridge
Appendix C – Map of Commercially zoned sites where vape retail could occur

Links –

Vancouver Coastal Health Policy Report "Vaping and E-Cigarettes", March 2020.
https://www.ubcm.ca/assets/Resolutions~and~Policy/Policy/Healthy~Communities/Vaping%20and%20E-Cigarettes%202020%20Discussion%20Paper.pdf

Heart and Stroke Foundation "e-cigarettes in Canada", October 2018.
https://www.heartandstroke.ca/-/media/pdf-files/position-statements/ecigarettesincanada.ashx?la=en&hash=8939FF52C37A5E11C551176982F2E4AC5D38D605





Vape Sites

PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia

mapleridge.ca

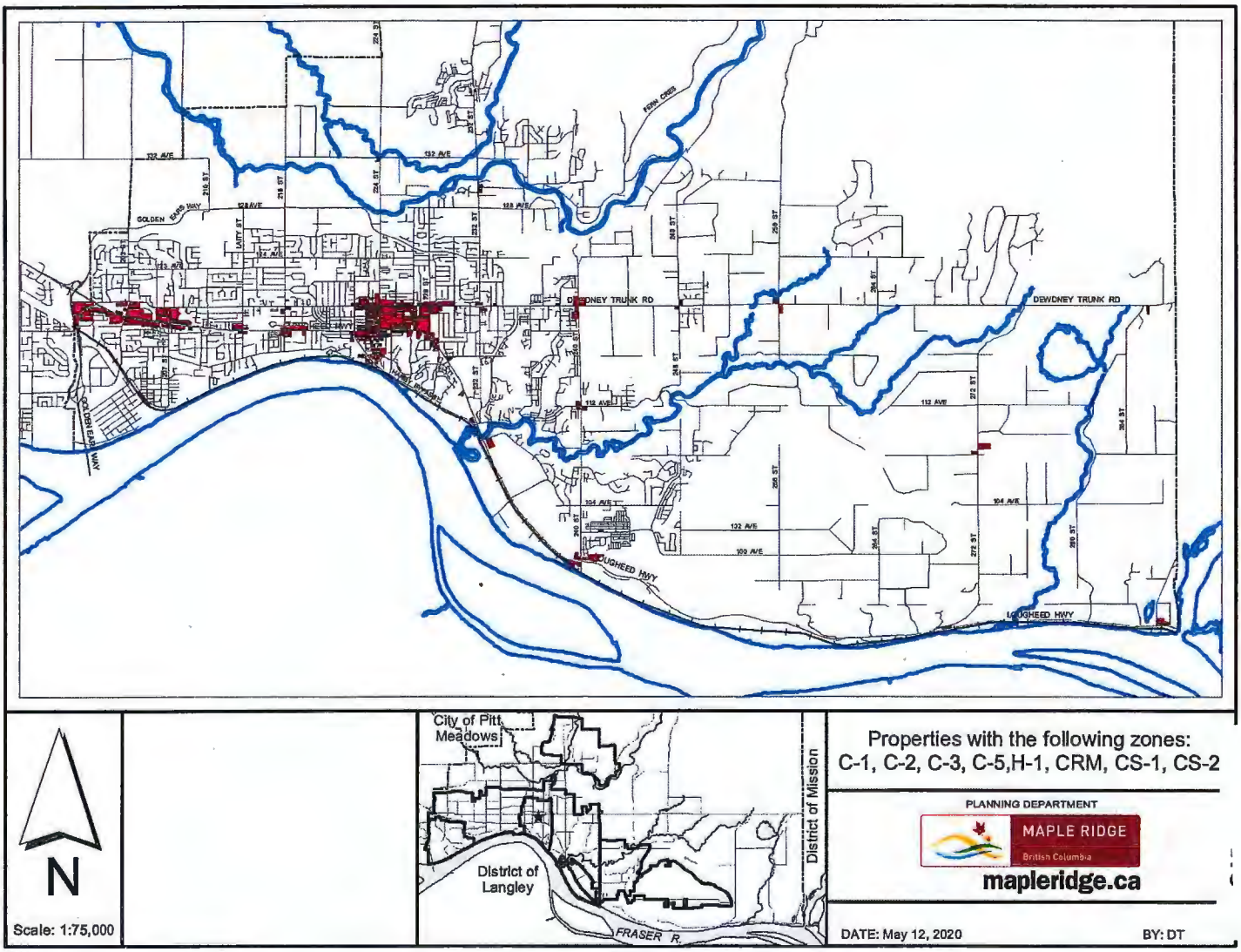
DATE: May 5, 2020 BY: DT


CLASSIC
VAPOR
CLASSIC


HANEY VAPE
SUPPLY
HANEY VAPE
HANEY VAPE
OPEN


VAPE STREET


Vape



Properties with the following zones:
C-1, C-2, C-3, C-5,H-1, CRM, CS-1, CS-2

PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia

mapleridge.ca

DATE: May 12, 2020 BY: DT

MAPLE RIDGE
British Columbia
mapleridge.ca

City of Maple Ridge

TO:	His Worship Mayor Michael Morden and Members of Council	MEETING DATE:	September 15, 2020
		FILE NO:	2020-240-RZ
FROM:	Chief Administrative Officer	MEETING:	C o W

SUBJECT: First Reading
Zone Amending Bylaw No. 7669-2020
510 - 20395 Lougheed Highway

EXECUTIVE SUMMARY:

On July 14, 2020, Council deferred a report from Bylaw & Licensing Services about a proposed non-medical cannabis retail store to be known as Muse Cannabis at 510 - 20395 Lougheed Highway (Westgate Centre) for more information. It was acknowledged that the proposed store was within 1,000 metres of another proposed cannabis store.

An application has been received for a site specific text amendment to the Zoning Bylaw to reduce the 1,000 metre separation distance between Cannabis Retail Uses, to allow such a use to be located in unit 510 on the subject property at 20395 Lougheed Highway. The reduction is from 1,000 metres to 340.5 metres. This is the distance from the property at 20690 Lougheed Highway which is being processed for another cannabis retail store under rezoning application 2019-427-RZ currently at first reading

Being a text amending application, there are no terms and conditions and the Community Amenity Contribution policy does not apply. Therefore, this application may be considered for first and second reading and proceed to Public Hearing.

RECOMMENDATIONS:

That Zone Amending Bylaw No. 7669-2020 be given first and second reading; and forwarded to Public Hearing.

DISCUSSION:

a) Background Context

On July 14, 2020, Council received a report from the Planning Department recommending that Maple Ridge Zone Amending Bylaw No. 7650-2020 to remove the general 1,000 metre minimum distance separation removed from the Zoning Bylaw. Council defeated the motion to move forward this amendment to the zoning bylaw.

At the meeting on July 14, 2020, Council also received a report from Bylaw & Licensing Services about a proposed non-medical cannabis retail store to be known as Muse Cannabis at 510 - 20395 Lougheed Highway (West Gate Centre) as shown in Appendix A and B and passed the following resolution:

That the motion to support the application for a proposed non-medical cannabis retail store at 510 – 20395 Lougheed Highway be deferred until further information is received from staff.

Given the above, further information on the proposed business operations for Muse Cannabis has been received in support of a site-specific amendment to reduce the 1,000 metre separation for this cannabis store (Appendix C).

The applicant was also advised that an application to amend the Zoning Bylaw was required.

b) Planning Analysis

To allow this business to be established on the subject site, a site specific text amendment is required to Zoning Bylaw General Regulation Section 401 (3) (h). The amendment requested by the applicant is to reduce the current separation distance from 1,000 metres to 340.5 metres, which is the distance to the property at 20690 Lougheed Highway under rezoning (2019-427-RZ) for another cannabis retail store (Appendix D).

The proposed store is located within the Westgate Shopping Centre on the north side of Lougheed Highway is surrounded by other commercial uses. The proposed cannabis store is located 340.5 metres to the east on the south side of Lougheed Highway serving traffic heading eastbound. Given the surrounding commercial uses and physical barrier of Lougheed Highway, the proposed distance reduction is not a concern from a land use planning perspective.

Given that there are no terms and conditions to be fulfilled, third reading and final adoption of this bylaw may follow the Public Hearing.

Following possible adoption of this text amending bylaw, the Bylaw & Licensing Services Department can report back as may be required on other matters prompting the deferral of the application.

CONCLUSION:

This Zoning Bylaw text amending application will allow a for a Cannabis Retail Store to be known as Muse Cannabis to locate at 510 - 20395 Lougheed Highway (West Gate Centre), which would be 340.5 metres in distance from another Cannabis Retail Store to be located at 20690 Lougheed Highway.

It is recommended that Council grant first and second reading and advance this Zoning Bylaw Text Amending Bylaw to Public Hearing.

"Original signed by Mark McMullen"

Prepared by: Adrian Kopystynski, MSc, MCIP, RPP, MCAHP
Planner

"Original signed by Mark McMullen"

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

"Original signed by Christine Carter"

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

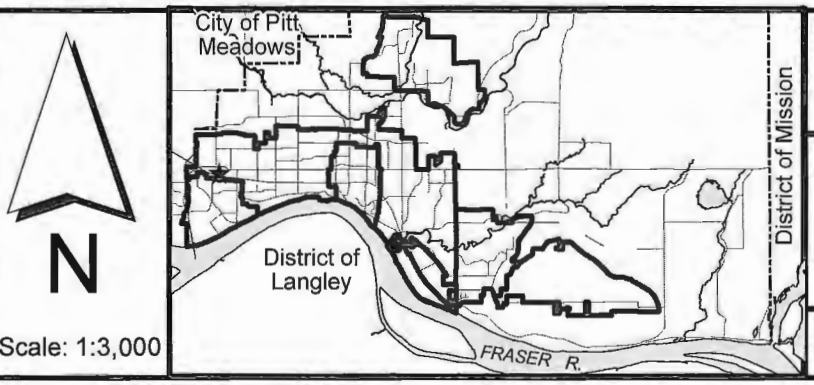
"Original signed by Al Horsman"

Concurrence: Al Horsman
Chief Administrative Officer

The following appendices are attached hereto:
Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Information and Site Plan from applicant
Appendix D - Separation Distance Map
Appendix E – Zone Amending Bylaw No. 7669-2020

APPENDIX A





#510 - 20395 LOUGHEED HWY
PID: 023-816-422

PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia

mapleridge.ca

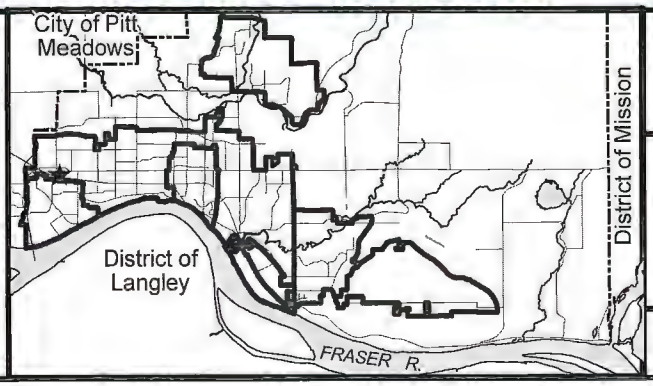
FILE: 2020-240-RZ
DATE: Aug 12, 2020
BY: PC

APPENDIX B



N

Scale: 1:3,000



#510 - 20395 LOUGHEED HWY
PID: 023-816-422

PLANNING DEPARTMENT

MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2020-240-RZ
DATE: Aug 12, 2020 BY: PC

Muse Cannabis 510-20395 Lougheed Highway, Maple Ridge BC

Property Details

Legal PID: 023-816-422
Legal Description: Lot D Plan LMP 34007 District Lot 222 Land District 1 Land District 36
Current zoning C-2 Community Commercial

Overview

The property is zoned as C-2 Community Commercial. The applicant is not seeking to change the zoning on the property but to allow for a text amendment to the bylaw to allow for non-medical cananbis retail store. The applicant is making this application at the direction of Council from the July Council Meeting. The applicant received over 215 letters of support from the community to locate the store within the Westgate Shopping complex.

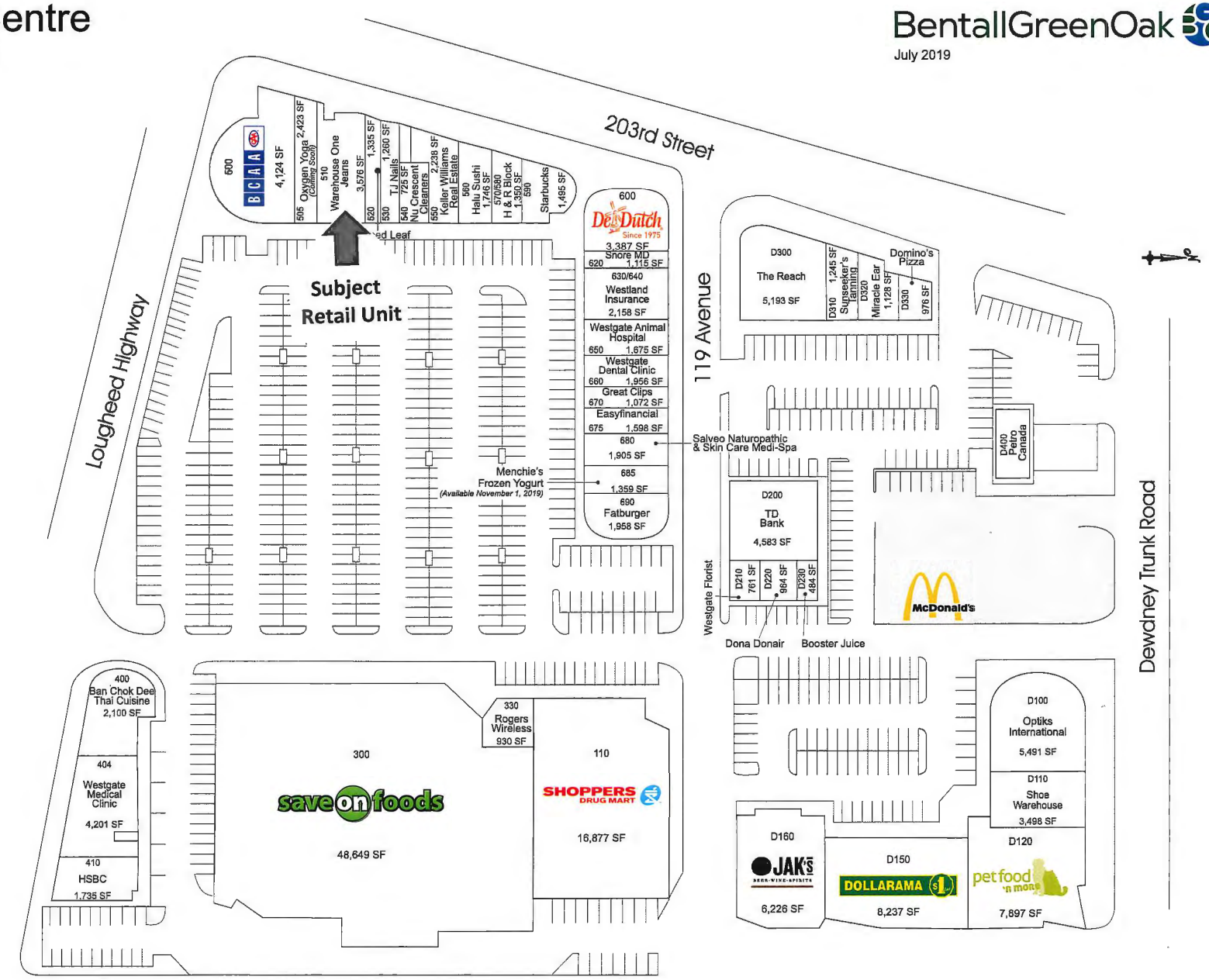
The current bylaw stipulates the distance measured from property line to property line from another non-medical cannabis retail store must be equal to or greater than 1km distance. When measuring the current distance, of the proposed store at 510-20395 Lougheed Highway to a possible Government Cannabis Store site, the City has outlined, the proposed site is within the 1km distancing. The applicant hired an independent surveyor to measure the distance (schedule A)

The applicant is seeking relaxation to the distancing rule to permit their proposed non-medical cannabis retail store at 510-20395 Lougheed Highway. There does not appear to be any movement for development of the government store site. The applicant for the above noted address is ready to move forward and have their store open immediately.

The business owners of Muse Cannabis have successfully passed the background suitability checks with the province and have put their proposal forward to the City first prior to any Government potential store making application. It is for these reasons, the non-medical cananbis retail store text amendment should be approved.

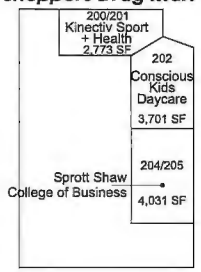
Westgate Centre
Maple Ridge, BC

BentallGreenOak
July 2019



This site plan is presented solely for the purpose of identifying the approximate location of the buildings as presently contemplated by the owner/landlord. Building dimensions, access and parking areas, existing tenant locations and identities are approximate and subject to change at the owner's discretion from time to time without notice. The information provided herein should be otherwise verified and is not intended to be relied upon in the form presented.

Professional Offices located above Shoppers Drug Mart



muse

CANNABIS STORE

Business Operations Detail

April 2020

Summary

The purposes of the Business Operational Detail is to review with the City of Maple Ridge the proposed business operational undertakings with respect to non-medical retailing cananbis within a commercial business unit within the City.

The processes and procedures outlined have been based upon the organizations extensive history within the highly regulated liquor industry.

Experience

Muse Cannabis is owned by affiliate company shareholders of JAKS Beer Wine Spirits. JAK's has been in the liquor and hospitality industry for decades. JAk's is a private liquor store retailer with 16 locations across BC, including the Westgate Centre, Maple Ridge where the proposed cannabis store is applying to be located.

JAK's is a family owned and operated business and now JAKS has decided to branch into non-medical cannabis. The government's approach to retail Cannabis closely resembles their approach to liquor. Muse Cannabis intends to take what it has learned over the decades with respect to retail operations, compliance and sales of a controlled substances.

MUSE Cannabis

The MUSE Cannabis Store brand will be positioned similar to that of JAKS Beer Wine Spirits. JAK'S brand promises are a unique product selection, outstanding customer service and an unsurpassed in store experience. At the start of the retail Cannabis industry all retailers will have access to the same products. However, over time we expect that there will be the same opportunities for exclusive products and private label in Cannabis that exist in liquor to allow for differentiation.

Similar to the JAK's model, Muse Cannabis focus on hiring local members of the community who are passionate about consumer education, and provincial compliance with respect to Cannabis. Muse will interact closely with our consumers to educate them on the variety of strains carried within the store including CBD and THC content percentages to allow the consumer to make an educated purchase. Muse will position itself as experts in the retail Cannabis Industry with a focus on compliance and community support.

Lastly, Muse will create the best instore experience for its guests. This will include a well-lit, comfortable and clean environment[1] where our guests will be able to browse the different sections of our store and learn more about Cannabis. The first operational Muse Cannabis is located at 3039 Granville Street in Vancouver. We invite you visit to understand what our store will look like from a consumer perspective.

[1] See attached MUSE Cannabis Retail Deck.

Furthermore, Muse stores will have branded signage, common music, uniformed staff, and clean lines to elevate the guest shopping experience. All of these items combined will create an upmarket experience for consumers. The same type of experience our guests at JAKS Beer Wine Spirits have grown accustomed to.

Hours of Operation

The applicant is proposing hours of operation from 9am – 11pm Monday thru Sunday. These hours have been regulated by the Province of British Columbia and are in keeping with the liquor store hours of operation.

Employees

The applicant intends to have approximately 12-15 employees dedicated and certified to work within the store. Employees will be on a management created schedule and will be placed depending upon daily sales volumes. Muse Cannabis Stores believe its employees are the stores first line of defense to deter theft and mitigate possible risk. Those who are passionate about the industry and truly engaged to provide knowledge to consumers will be hired. All employees will have the accreditation as mandated by the Province of British Columbia prior to commencing their work with Muse.

The Muse executive team is comprised of the following individuals:

1. Mike McKee - Officer, Director, Shareholder and Accountant
2. Geoff Dear - Senior Manager of Operations
3. Matt Kettlewell - Senior Manager of Purchasing
4. John Kettlewell – Founder of JAK Group, Executive Advisor

Inventory

All inventory will arrive via the government of British Columbia run cannabis distribution branch. Orders will be placed, via Muse's central purchaser with oversite by Mr. Dear. Orders are based upon store sales volumes and consumer demand. The applicant intends to limit the amount of product within the store to maintain security. Muse does not maintain large storage reservoirs of product. Rather, they cycle in product weekly to ensure unsurpassed quality and new sku implementation in an ever-changing industry. Inventory will be in a first in, first out model to ensure freshness and to ensure consumers have access to the latest product skus.

Disposal of Product

Should the need arise for disposal and /or destruction of product, such as a customer return or small amounts of product on display, the applicant intends to implement secure breakdown of product. It is Muse's intent to ensure the product is both unusable and unrecognizable after it has been destroyed.

Specifically, cannabis will be rendered unusable on site by being mixed with composting scraps and clay. The destruction will be conducted by a designated employee. Muse will be securing a contract with a facility that has a Certificate of Designation from the department of Public Health and Environment. [2]

All inventory being destroyed and disposed of will be recorded and tracked within the inventory POS System and best practices logbook as per the terms and conditions required by the LCRB.

Cannabis Accessories

The store will also carry a mixture or various cananbis accessories as outlined within the LCRB Terms and Conditions manual. These accessories change from time to time depending upon consumer purchasing habits and demand.

Point Of Sale

Most consumers today spend their money via debit and credit terminals. It is not expected a large amount of cash will be utilized for purchases. There will be two Point of Sale systems on site to ring through customers. Each system will have a float on hand of $300 to make change. When the POS is not in use, i.e. after hours, the cash will be stored within the secure safe located within the secure storage area.

Signage

The applicant plans to install exterior signage with the Muse branding / logo. Signage will be professionally designed and posted on the exterior. Muse will undertake to comply with all municipal sign bylaws within the City of Maple Ridge.

Further, eyelevel signage will appear at the exterior door and if the mall permits along the stairs leading up to the upper level. Exterior signage will be posted where appropriate and will read:

- "No Minors Permitted At Any time"
- "No Loitering / No consumption on premises"

[2] https://micronwaste.com/cannabis-waste/

Nuisance Behaviours

To mitigate any nuisance behaviours for the surrounding area, Muses has a policy that no queuing and/or loitering may occur outside the cannabis retail store at any time. Additionally, there will be no loitering permitted around the exterior.

As per the signage policy, no loitering or consumption on site will be permitted at any time. Consumers will be reminded of the City smoking bylaws. Staff on schedule as well as the management team will monitor the exterior of the building by way of surveillance systems and perimeter walking.

As per the attached security plan, all cannabis products for resale are kept under lock and key. All items are packaged in the original packaging provided by Liquor Cannabis Distribution Branch. It is not expected that there will be a large odor nuisance within the retail store do to the locked up packaging and secure storage as well as secure disposal. It is expected that HVAC equipment within the store will ensure no odors are immitted to the exterior of the building.

Intoxicated Patron Policy

Muse Cannabis Store has a series of policies and procedures it follows with respect to compliance and enforcement. One such policy is the non-service of intoxicated guests. It is Muse's policy to never sell to a guest who appears to be under the influence of any drugs or alcohol. Should an employee believe a guest be impaired in anyway, that guests will not be permitted to remain in the store. They will be immediately asked to leave.

Such signs that Muse employees are trained for include an odour of cannabis or alcohol, slurring of words, unsteadiness, bloodshot eyes, loss of dexterity (e.g.: fumbling for wallet or ID) and unusual behaviours.

Deciding what constitutes 'intoxication' is a grey area. Muse employees are trained in such a way, that if they are unsure whether someone is intoxicated, team members are encouraged to take a cautious approach. They must ask themselves "does this person appear fit to drive?" If the answer is "no" then service should be refused. If there is any doubt about a person's level of intoxication service should be refused.

Legal Age / Minors

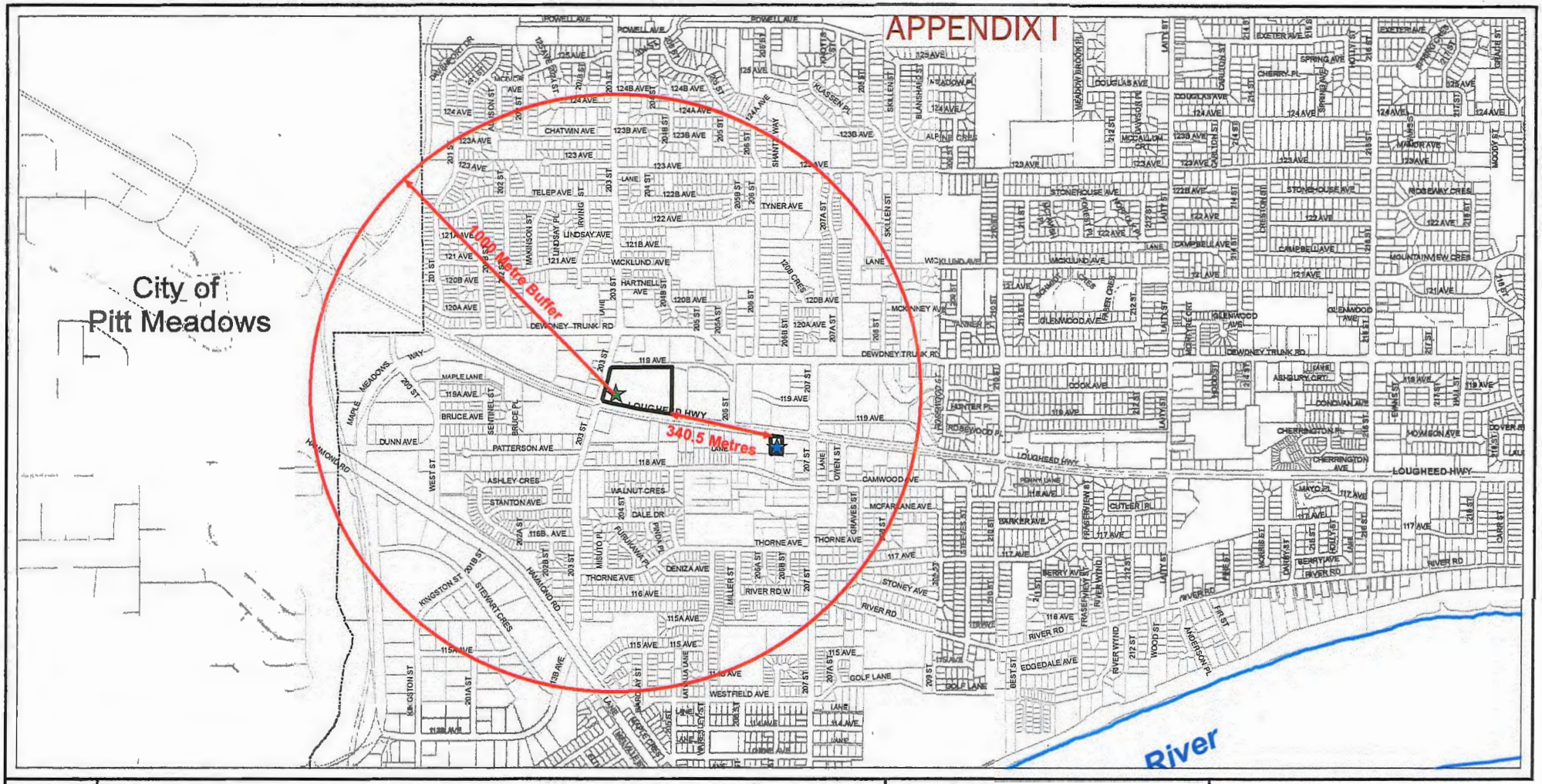
All Muse employees must ID any guest that appears to be under the age of 25 years. Should anyone enter the store that appears to be under the age of 25 years, a Muse Employee will immediately request 2 pieces of ID. If a guest cannot produce two pieces of ID or can only produce 1 ID, they will be asked to leave the establishment immediately. It will not matter if the person who has entered the location is making a purchase or not. Only those that are over the age of 19 will be permitted to enter the store. Muse corporate policies follow all provincial and municipal rules and regulations and require their team members to maintain a zero access policy.

Security Proposal

If approved to move forward, Muse Cannabis will renovate the current unit at the proposed address. Please find attached the detailed floor plan that outlines the points of interior and exterior surveillance. The store will be equipped with security camera, audible fire suppression systems and anti-theft devices as outlined by the Province and in accordance of the rules required by them to maintain the cannabis license.

Muse Cannabis is excited to grow within the City of Maple Ridge. They are proud members currently and believe the addition of this new and exciting retail store will enhance community education and consumer awareness towards this emerging market.

APPENDIX I



N

Scale: 1:12,000

Legend

- Private Retail
- Government Retail

The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.

1000m Buffer of
510 - 20395 Lougheed Hwy

LICENCES, PERMITS & BYLAWS DEPT.

MAPLE RIDGE British Columbia

mapleridge.ca

FILE: CannabisLocations6.mxd
DATE: Jun 3, 2020 BY: DT

APPENDIX D

APPENDIX E

CITY OF MAPLE RIDGE
BYLAW NO. 7669-2020

A Bylaw to amend the text of Maple Ridge Zoning Bylaw No. 3510-1985 as amended

---

WHEREAS, it is deemed expedient to amend the Maple Ridge Zoning Bylaw No. 3510-1985 as amended:

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

1. This bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7669-2020"

2. That Part 4 Section 401 (3) (h) ii be amended as follows:

   a. By adding a colon between "except for" and "the property" and making the existing remaining text as a clause (a); and
   b. By adding the following clause immediately following in correct alphabetical order:

   the property legally described as *Lot D District Lot 222 Group 1 New Westminster District Plan LMP34007*, that is 340.5 metres from a cannabis retail use.

3. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the day of , 20

READ a second time the day of , 20

PUBLIC HEARING held the day of , 20

READ a third time the day of , 20

ADOPTED the day of , 20

PRESIDING MEMBER

CORPORATE OFFICER

Note: **Item 1106 was referred back to staff at the September 15, 2020 Committee of the Whole Meeting**

MAPLE RIDGE
British Columbia
mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden and Members of Council

MEETING DATE: Sept 15, 2020
FILE NO: RFSO-OP20-7

FROM: Chief Administrative Officer

MEETING: Committee of the Whole

SUBJECT: Electrical Contracting Services

EXECUTIVE SUMMARY:

The 2020 Approved Financial Plan includes budget funding for the provision of electrical services to support existing city infrastructure, systems, and facilities, such as sewage, storm, water pump stations, reservoirs, traffic lights, street lights, illuminated pedestrian crossings, facility buildings and sports fields. A publicly advertised Request for Standing Offer (RFSO-OP20-7) for the provision of electrical contractor services was issued with the intent to establish a call out list to provide electrical services on an 'as and when required" basis. All offers were independently evaluated to the criteria disclosed in the RFSO and scored accordingly. Boileau Electric and Pole Line LTD, Standard Electric BC Ltd and Anser Power Systems Inc ranked in the top three. A callout list will be generated with each company to be placed on the callout list based on their rank scored and work issued based on rank and availability.

RECOMMENDATION:

That standing offer agreements be awarded to Boileau Electric and Pole Line LTD, Standard Electric BC Ltd, and Anser Power Systems Inc; and further

That the Corporate Officer be authorized to execute the agreements.

DISCUSSION:

a) Background Context:
A Request for Standing Offers (RFSO) for the provision of Electrical Contracting Services, on an as, if, and when requested basis, was issued on February 6, 2020 and was posted to BC Bid.

The City's intention through this RFSO was to enter into standing offer agreements with selected service providers, to establish a call out list to provide electrical services 'as and when required' to support the City's Engineering Operations and Parks and Facilities, for a two year period, with options to renew for up to three additional one year periods.

The annual projected spend for both departments for these services is $350,000, requiring Council approval to award an agreement.

Upon the closing date of April 30, 2020 eight (8) submissions were received and following a detailed assessment of all offers that were independently evaluated to the criteria disclosed

in the RFSO and scored according to the RFSO evaluation process, Boileau Electric and Pole Line LTD, Standard Electric BC Ltd and Anser Power Systems Inc ranked in the top three. A callout list with three contractors will be generated with each company to be placed on the callout list based on their rank scored and work issued based on rank and availability.

b) **Financial Implications**
The expenditure is authorized in the current 2020-2024 operating and capital Budgets. All work would be completed on a time and material basis with estimates provided as required.

CONCLUSION:

The City of Maple Ridge requires the provision of electrical services to support existing City infrastructure, systems, and facilities such as sewage, storm, water and sewage pump stations, reservoirs, traffic, lights, streetlight, and illuminated crossings. Following the public RFSO offer submissions, Boileau Electric and Pole Line LTD, Standard Electric BC Ltd, and Anser Power Systems Inc would provide the best value to the City of Maple Ridge.

Prepared by: **Michael Gjaltema**
Manager of Electrical Mechanical

Prepared by: **Michael Millward**
Facility Operations Manager

Reviewed by: **Valoree Richmond**
Director of Parks and Facilities

Reviewed by: **James Storey**
Director of Engineering Operations

Approved by: **David Boag**
General Manager Parks Recreation and Culture

Approved by: **David Pollock**
General Manager Engineering Services

Concurrence: **Al Horsman**
Chief Administrative Officer

MAPLE RIDGE
British Columbia
mapleridge.ca

CITY OF MAPLE RIDGE

TO:	His Worship Mayor Michael Morden and Members of Council	**MEETING DATE:**	September 15, 2020
		FILE NO:	05-1970-04
FROM:	Chief Administrative Officer	**MEETING:**	COW

SUBJECT: **2020 - 2023 Property Tax Exemption Amendment**

EXECUTIVE SUMMARY:

In 2019, Council adopted a permissive tax exemption bylaw for the years 2020 – 2023. This allowed the bylaw to remain in effect for Council's term in office with any changes required during that time addressed through an amending bylaw. In 2020, we were advised that Generations Christian Fellowship was no longer operating in Maple Ridge and that NorthRidge FourSquare Church had moved. An amending bylaw is needed to reflect these changes and Bylaw No. 7670-2020 is attached to this report. This bylaw will remain in effect through 2023 unless any further amendments are required.

RECOMMENDATION:

That Maple Ridge Property Tax Exemption Amending Bylaw No. 7670-2020 be given first, second and third readings.

DISCUSSION:

a) **Background Context:**

In 2019, Council adopted Property Tax Exemption Bylaw No. 7568-2019 establishing permissive property tax exemptions for qualifying applicants for the years 2020 - 2023. The adoption of a multi-year bylaw provided an opportunity to streamline a process with the recognition that any changes to properties identified in the bylaw could be addressed through an amending bylaw in a subsequent year.

In early 2020, BC Assessment advised the City that the property owned by Generations Christian Fellowship/Colleen Findlay Foundation at 11601 Laity Street had been sold and was now leased to NorthRidge Foursquare Church. As a result of these changes, Bylaw No. 7568-2019 needs to be amended to remove Generations Christian Fellowship from Schedule "E" of the bylaw and to update the address for NorthRidge FourSquare Church on Schedule "F" of the Bylaw. Property Tax Exemption Amending Bylaw No. 7670-2020 is attached to this report for consideration.

The City did not receive any permissive tax exemption applications from any other organizations.

b) **Business Plan/Financial Implications:**
The attached amendments will result in an increase to annual property tax revenues of approximately $13,000 as the property located at 22899 Dewdney Trunk Road will now be fully taxable.

CONCLUSION:

The attached amendments include the removal of Generations Christian Fellowship/Colleen Findlay Foundation listed under Community Charter Section 224(2)(f); buildings for public worship; as this property was sold, and amends the location for NorthRidge Foursquare Church to 11601 Laity Street listed under Community Charter Section 224(2)(g); occupied by a religious organization as a tenant or licensee. The previous location for Northridge Foursquare Church; 22899 Dewdney Trunk Road, will now be fully taxable.

Prepared by: **Ashley Hilleren**
Accounting Clerk II

Reviewed by: **Catherine Nolan, CPA, CGA**
Corporate Controller

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

Approved by: **Christina Crabtree**
General Manager (Acting) Corporate Services

Concurrence: **Al Horsman**
Chief Administrative Officer

Attachments:
(A) Maple Ridge Property Tax Exemption Amending Bylaw No. 7670-2020

City of Maple Ridge
Bylaw No. 7670-2020

A Bylaw to Amend Maple Ridge Property Tax Exemption Bylaw No. 7568-2019

WHEREAS, pursuant to provisions of the Community Charter, S.B.C., 2003, Chapter 26, a Municipal Council may exempt certain land and improvements from property taxation, where, in the opinion of the Municipal Council, the use of the land and improvements qualifies for an exemption;

AND WHEREAS, the Municipal Council deems it expedient to exempt certain land and improvements for the years 2020-2023;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge in open meeting assembled, enacts as follows;

1. This Bylaw shall be cited for all purposes as Maple Ridge Property Tax Exemption Amending Bylaw No. 7670-2020.

2. Maple Ridge Property Tax Exemption Bylaw No. 7568-2019 is hereby amended accordingly:

    (a) Schedule E attached hereto is amended by removing Generations Christian Fellowship/Colleen Findlay Foundation from this schedule and replacing with the attached which remains in effect.

    (b) Schedule F attached hereto is amended by deleting and replacing the location of NorthRidge Foursquare Church to 11601 Laity Street.

3. The exemptions granted by this bylaw are without prejudice to any claim for entitlement to exemption based on any other provisions of the Community Charter or any other legislation.

READ a FIRST TIME _____ day of _____, 2020.

READ a SECOND TIME _____ day of _____, 2020.

READ a THIRD TIME _____ day of _____, 2020.

RECONSIDERED AND ADOPTED the _____ day of _____, 2020.

_____ _____

PRESIDING MEMBER CORPORATE OFFICER

City of Maple Ridge
Bylaw No. 7670-2020

A Bylaw to Amend Maple Ridge Property Tax Exemption Bylaw No. 7568-2019

"SCHEDULE E"

That in accordance with Section 224(2)(f) of the Community Charter, in relation to property that is exempt under section 220(1)(h) [buildings for public worship], the following land and improvements, that have been deemed as necessary to the building set apart for public worship and not including any portion of the property used for a commercial purpose, be exempt from property taxation:

Owner/Lessee Name	Civic Address	Folio Number	Legal Description	Primary PID
Wildwood Fellowship Church	10810 272 Street	05071-0100-5	Lot 1, Sec 8, TWP 15, NWD, PL NWP15658	010-090-797
Ridge Meadows Open Door Church	11391 Dartford St	10622-0100-0	Lot 695, DL 278, NWD, PL NWP114	011-525-606
B.C. Conference of Mennonite Brethren Churches Inc.	20450 Dewdney Trunk Road	20762-0305-0	Lot 1, DL 222, NWD, PL LMP40767	024-380-253
Christian & Missionary Alliance (Canadian Pacific District)	20399 Dewdney Trunk Road	20804-0401-1	Lot 1, DL 241, NWD, PL NWP83237	015-254-399
St. Pauls Evangelical Lutheran Church of Haney B.C.	12145 Laity Street	20861-0100-4	DL 242, NWD	012-842-320
St. John the Divine Anglican Church	21299 River Road	20920-0100-1	Lot 331, DL 248, NWD, PL NWP65523	003-630-421
Roman Catholic Archbishop of Vancouver Church	20285 Dewdney Trunk Road	21140-0400-1	Lot 1, DL 263, NWD, PL NWP75684	008-434-271
Maple Ridge Christian Reformed Church	20245 Dewdney Trunk Road	21142-3300-3	Lot 33, DL 263, NWD, PL NWP71910	004-613-333
Burnett Fellowship Baptist Church	20639 123 Avenue	21190-0001-0	Lot 1, DL 276, NWD, PL LMP42697	024-551-741
Church of Jesus Christ of Latter Day Saints in Canada	11750 207 Street	21255-0201-X	Lot 369, DL 277, NWD, PL NWP54899	005-333-504
Trustees of the Kanaka Creek Congregation of Jehovah's Witnesses	11770 West Street	21335-2200-2	Lot 22, DL 280, NWD, PL NWP67774	000-556-505
Church of the Nazarene	21467 Dewdney Trunk Road	41990-0000-8	Lot B, DL 245, NWD, PL NWP9007	011-402-911
High Way Church	21746 Lougheed Highway	42162-0000-X	Lot 3, DL 247, NWD, PL NWP6664	011-228-393
Congregation of the Haney Presbyterian Church	11858 216 Street	42176-0000-8	Lot 324, DL 247, NWD, PL NWP64655	003-471-951
Trustees of the Congregation of the Golden Ears United Church	22165 Dewdney Trunk Road	42249-0100-6	Lot C, DL 396, NWD, PL NWP14898	006-588-697
Maple Ridge Baptist Church	22155 Lougheed Highway	42331-0100-1	Lot A, DL 397, NWD, PL NWP67821	000-580-376
Governing Council of the Salvation Army in Canada	22188 Lougheed Highway	42345-0200-0	Lot A, DL 397, NWD, PL NWP68759	000-933-295
Roman Catholic Archbishop of Vancouver	22561 121 Avenue	52788-0000-8	Lot 24, Sec 20, TWP 12, NWD, PL NWP1161	012-020-389

City of Maple Ridge
Bylaw No. 7670-2020

A Bylaw to Amend Maple Ridge Property Tax Exemption Bylaw No. 7568-2019

"SCHEDULE E" continued

Trustees of Webster's Corner United Church	25102 Dewdney Trunk Road	63029-0100-5	Lot 5, Sec 14, TWP 12, NWD, PL NWP3275	010-904-140
Parish of St. George (Maple Ridge)	23500 Dewdney Trunk Road	63157-2001-1	Lot A, Sec 16, TWP 12, NWD, PL NWP83835	015-406-661
Christian Life Assembly	11756 232 Street	63163-2300-2	Lot 22, Sec 16, TWP 12, NWD, PL NWP75454	008-243-123
Lord Bishop of New Westminster (St. John Evangelical)	27123 River Road	94720-0001-0	Lot 1, DL 433, NWD, PL LMP28492	023-434-716
Foursquare Gospel Church of Canada	28304 96 Avenue	94803-0100-3	Lot 10, DL 439, NWD, PL NWP46269	006-054-714
Apostles of Infinite Love, Canada	27289 96 Avenue	94906-0000-3	Lot B, Sec 5, TWP 15, NWD, PL NWP11439	008-311-048
Jamia Riyadhul Jannah British Columbia Foundation	27079 River Road	94717-0000-0	DL 433, NWD	012-877-301

City of Maple Ridge
Bylaw No. 7670-2020

A Bylaw to Amend Maple Ridge Property Tax Exemption Bylaw No. 7568-2019

"SCHEDULE F"

That in accordance with Section 224(2)(g) of the Community Charter, land or improvements used or occupied by a religious organization, as tenant or licensee, for the purpose of public worship or for the purposes of a hall that the council considers necessary to land or improvements so used or occupied, be exempt from property taxation:

Owner/Lessee Name	Civic Address	Folio Number	Legal Description	Primary PID
474223 BC Ltd/Leased to: Northridge Foursquare Church	11601 Laity Street	21034-0000-8	Lot 381, DL 249, NWD, PL NWP58286	005-703-808

Note: Item 1152 has been placed onto the Consent Agenda as Item 702.1

MAPLE RIDGE
British Columbia
mapleridge.ca

CITY OF MAPLE RIDGE

TO:	His Worship Mayor Michael Morden and Members of Council	**MEETING DATE:**	September 15, 2020
		FILE NO:	01-0640-30-2020
FROM:	Chief Administrative Officer	**MEETING:**	CoW

SUBJECT: **Suspension of the 2020 Sports Field User Annual Contribution**

EXECUTIVE SUMMARY:

City recreation facilities including sports fields were closed in March 2020 in alignment with the Provincial Health Orders and recommendations to reduce community transmission and health impacts during the Covid-19 pandemic. The field closure resulted in the immediate end of the Fall-Winter sports season and the cancellation of the majority of the spring/summer season. With the reopening of the fields, many local sports clubs have put in place safety plans following the Return to Sport guidelines to enable some limited sports participation to resume.

The Sports Field User Annual Contribution, initially put in place in 2004, funds the lifecycle replacement for three synthetic sports surfaces, including one in Pitt Meadows. Several clubs have inquired if this per registrant fee will be collected this year, given that access to community fields was denied during the spring/summer season and that the Return to Sport safety plans have increased costs and volunteer duties which will continue to impact their operations during the Covid crisis.

Given the extraordinary circumstances caused by COVID-19 and considering the benefits to supporting safe sports participation for residents and minimal impacts to the synthetic surface lifecycle replacement, staff recommend suspending the contribution for the 2020 sport seasons.

RECOMMENDATION:

That the Sports Field User Annual Contribution be suspended for both the 2020 Spring/Summer and Fall/Winter seasons.

DISCUSSION:

a) Background Context:

In 2004 with the development of the Samuel Robertson Technical School synthetic field and in consultation with the Sports User groups, an annual sports field user contribution was put

in place to cover the cost of the lifecycle replacement of the synthetic surface. Over time this 'per head' fee was increased to provide funding for the synthetic surface replacements at Westview Secondary and Pitt Meadows Secondary schools as well. Currently, per year spring/summer sports clubs contribute $15.00 per registrant and fall/winter clubs contribute $30.00 per registrant.

Organized sports participation has been significantly impacted by the ongoing Covid-19 pandemic. The fall/winter sports season ended abruptly in March with the closure of community sports fields and many of the spring/summer sports clubs cancelled their season entirely when the fields remained closed through to June. With the reopening of the fields, in alignment with the BC ReStart Plan and Return to Sport guidelines, a few spring/summer clubs were able to put in place safety plans and resume sport activities focused on training, skill development and other program offerings.

Several clubs have enquired if the 'per head' fee would be charged this year, particularly as clubs were denied access to community fields during the majority of the spring/summer season. Clubs have also shared that there are additional costs to implementing the safety plans required to return to sport during the Covid-19 pandemic. It is important to note that the majority of local clubs operate as non-profit organizations and rely on registration fees and significant volunteer efforts to sustain their operations.

b) **Desired Outcome:**
The desired outcome is to support sports clubs in providing affordable opportunities for citizens of all ages to participate in outdoor recreation and organized sport activities.

c) **Strategic Alignment:**
Facilitating active living and a return to sports participation is part of ensuring Maple Ridge is a healthy community.

d) **Citizen/Customer Implications:**
Sports clubs would benefit from suspending the annual sports field user contribution in 2020 by providing flexibility to offset additional costs related to COVID-19 Return to Sport safety plans and/or other benefits to sports participants.

e) **Business Plan/Financial Implications:**
The sports field user annual contribution was established to provide funding for the lifecycle replacement of the synthetic field surface which is anticipated at 10-12 years from the date of the initial installation. Fees collected over this timeframe provide funding for one field resurfacing. Suspending the annual contribution fee for 2020 is anticipated to have a very minor impact on the anticipated surface lifecycle replacement, potentially deferring the replacement for up to one year.

CONCLUSION:

Given the extraordinary circumstances caused by COVID-19, staff recommend that the annual sport user fee contribution be waived for all registrants in 2020. Waiving this year's contribution is intended to assist in mitigating the impacts to sports clubs and sports participation.

Prepared by: **Valoree Richmond**
Director, Parks and Facilities

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

Approved by: **David Baog**
General Manager, Parks, Recreation & Culture

Concurrence: **Al Horsman**
Chief Administrative Officer

MAPLE RIDGE
British Columbia
mapleridge.ca

CITY OF MAPLE RIDGE

TO:	His Worship Mayor Michael Morden and Members of Council	**MEETING DATE:**	September 15, 2020
		FILE NO:	01-0640-30-2020
FROM:	Chief Administrative Officer	**MEETING:**	CoW

SUBJECT: **Maple Ridge Lawn Bowling Club Lease Agreement**

EXECUTIVE SUMMARY:

The Maple Ridge Lawn Bowling facility located at 11445 232 Street includes a two-story building, lawn bowling green and associated parking. The lease agreement with the Maple Ridge Lawn Bowling Club (MRLBC) for this facility has been in place since 1995 and has reached the end of its final renewal term. The MRLBC has diligently fulfilled the terms and conditions of the existing lease agreement and manages the day to day operations to support lawn bowling activities for the community. The Club has indicated their interest in putting in place a new agreement and staff recommend that this be supported to continue to enable cost effective recreation services for the community.

RECOMMENDATION:

That staff be directed to enter into a new lawn bowling facility lease agreement with the Maple Ridge Lawn Bowling Club for a three-year period with options to renew for two further terms of 3 years each; and,

That the Corporate Officer be authorized to execute the Maple Ridge Lawn Bowling Club Lease Agreement.

DISCUSSION:

a) **Background Context:**
The City supported the MRLBC's initiative to develop a lawn bowling facility which was largely funded through the Club's fundraising efforts. Since 1995, the lawn bowling club has had a home at the Maple Ridge Lawn Bowling facility.

The MRLBC's responsibilities outlined in the existing agreement include the operation, maintenance, repair and renovation of the building. The Club does an excellent job of managing the day to day operations for lawn bowling activities and facilitates a wide range of programing for bowlers of all ages and abilities all year long.

The new agreement adheres to the existing agreement, with only two changes. The term of the new lease agreement is revised to a three year lease period with options to renew for two additional three year terms, and the Schedule D is removed as the loan has long since been settled.

b) **Desired Outcome:**
The desired outcome is to maintain accessible and affordable options for community participation in sport and leisure activities.

c) **Strategic Alignment:**
Entering into a new lease agreement with the Maple Ridge Lawn Bowling Club aligns with the 2010 Parks, Recreation & Culture Master Plan by ensuring partnerships are well defined, well managed, supported, valued and evolving.

d) **Citizen/Customer Implications:**
The MRLBC lease agreement will support the Club in continuing to offer sports participation for the community, volunteer opportunities, and supports an engaged, vibrant, and livable community.

e) **Business Plan/Financial Implications:**
A new lease agreement enables the continued cost-effective and efficient provision of a variety of recreation opportunities for the community.

CONCLUSION:

The Maple Ridge Lawn Bowling Club offers valuable recreation services, volunteer opportunities and social connections. As the community grows, the City's agreement with the Club will continue to sustain the development of community pride and spirit in Maple Ridge. Staff recommends a new lease agreement for a three-year term with the option to renew for a further two 3 year terms.

Prepared by: **Colin Priddle**
Manager, Park Services

Reviewed by: **Valoree Richmond**
Director, Parks & Facilities

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

Concurrence: **Al Horsman**
Chief Administrative Officer

Attachment: A) 2020 Draft Maple Ridge Lawn Bowling Facility Lease Agreement

MAPLE RIDGE LAWN BOWLING FACILITY LEASE AGREEMENT

THIS INDENTURE is made as of the 15th day of September, 2020, but is actually executed on the ____ day of _____, 2020.

IN PURSUANCE OF THE LAND TRANSFER FROM ACT, PART 2

BETWEEN

CITY OF MAPLE RIDGE, a Municipal Corporation, duly incorporated under the laws of the Province of British Columbia and having its place of business situate at 11995 Haney Place, in the Municipality of Maple Ridge, in the Province of British Columbia

(hereinafter called the "Lessor")

OF THE FIRST PART,

AND

MAPLE RIDGE LAWN BOWLING ASSOCIATION

(hereinafter called the "Lessee")

OF THE SECOND PART.

WITNESSETH that in consideration of the rents, covenants and agreements hereinafter reserved and contained on the part of the Lessee to be paid, observed and performed, the Lessor hereby demises and leases unto the lessee the premises more particularly described in schedule "A" hereto (hereinafter referred to as the "demised premises") and commits access to and egress from the demised premises.

TO HAVE AND TO HOLD the demised premises for and during the term of three (3) years with two renewal options of three (3) years each, commencing on the 15th day of September, 2020, unless this lease is sooner terminated as hereinafter provided.

YIELDING AND PAYING therefor unto the Lessor during the said term the annual rent of One Dollar ($1.00) payable on the 1st day of September, in each and every year during the term hereof, commencing on the 15th day of September,2020.

THE LESSEE COVENANTS AND AGREES WITH THE LESSOR AS FOLLOWS:

1. (a) To pay rent as aforesaid.

2. (a) To pay promptly when due every licence fee and all business and other taxes in respect of any and every business carried on at the demised premises, or in respect of the occupancy of the demised premises by the Lessee (or by any and every of its subleasees and licencees) whether such licence fees and taxes are charged by a Municipal, Provincial or Federal government or other body, and to provide evidence of such payment to the Lessor on demand.

(b) The Lessee shall pay all truces, rates, duties, fees and assessments (including all penalties thereon) whatsoever, whether federal, provincial or otherwise which may be levied or assessed during the term hereof or any renewal term or any extension thereof against the demised premises or any part thereof and upon or in respect of any improvements now or hereinafter made to the demised premises or upon the Lessor in respect thereof, or any business, income, transfer or other tax imposed or assessed in respect of income received from leasing the demised premises including any taxes, rates, duties, fees and assessments which may, in the future, be levied in lieu of any of the aforesaid taxes. Where used in this paragraph, "taxes" shall also include all service, business, transfer, transaction value, ad valorem or any other taxes assessed upon or as a direct result of the payment of rent or additional rent.

3. (a) To take good and reasonable care of the demised premises and of the improvements, fixtures and equipment now or hereafter located therein and of every part thereof and at the Lessee's sole cost and expense to manage, operate and maintain and keep the same in good order, repair and condition throughout both exterior and interior, structural and otherwise and to promptly make all required or necessary repairs and replacements thereto, including without limitation the roof, foundation and appurtenances, plumbing, electrical, heating, ventilating and air conditioning systems and all other mechanical systems including all parts thereof and all other fixtures, machinery, facilities and equipment belonging to or used in connection with the demised premises, except as provided for in section 14 (a) hereof and except for the Lessor's repair responsibilities which are outlined in Schedule 11 B11 attached and forming part of this agreement.

(b) (i) The Lessee will not make, erect, install or alter any alterations to or leasehold improvements or trade fixtures in the demised premises without having requested and obtained the Lessor's prior written approval, which the Lessor shall not unreasonably withhold on the understanding that temporary emergency repair may have to be arranged from time to time prior to Lessor approval. The Lessee's request for any approval hereunder shall be in writing and accompanied by an adequate description of the contemplated work and, where appropriate, working drawings and specifications thereof. Any out of pocket expense incurred by the Lessor in connection with any such approval shall be paid by the Lessee provided the Lessor has advised the Lessee prior to the commencement of such work of the type of expenses which the Lessor will be incurring. All work to be performed in the demised premises shall be performed by competent contractors, subcontractors and volunteers of whom the Lessor shall have approved (such approval not to be unreasonably withheld). All such work shall be subject to inspection by and the reasonable supervision of the Lessor and shall be performed in accordance with any reasonable conditions or regulations

imposed by the Lessor and completed in a good and workmanlike manner in accordance with the description of the work approved by the Lessor.

(i) All alterations to or leasehold improvements made in or upon the demised premises after the commencement of the term hereof shall immediately upon termination of the said term be and become the Lessor's property without compensation thereof to the Lessee. Except to the extent otherwise expressly agreed by the Lessor in writing, no leasehold improvements or trade fixtures shall be removed by the Lessee from the demised premises during the term except that the lessee may at the end of the term remove its trade fixtures. The Lessee shall, in the case of every removal either during or at the end of the term, make good any damage caused to the demised premises by the installation and removal.

4. To heat the demised premises when necessary to prevent damage thereto by frost.

5. That the Lessor and its agents may at all reasonable times enter the demised premises to view the state of repair and the Lessee shall within thirty (30) days after receipt of written notice thereof, commence and diligently proceed to make such repairs and replacements as the Lessor may reasonably require; and in the event of the Lessee's failure or neglect so to do within the time herein specified, the Lessor and its agents may enter the demised premises and at the Lessee's expense perform and carry out all such repairs or replacements and the Lessor in so doing shall not be liable for any inconvenience, disturbance, loss of business or other damage resulting therefrom. Any expense incurred by the Lessor in carrying out such repairs and replacements, shall forthwith be paid to the Lessor on demand as additional rent.

6. To pay promptly when due, all utilities in respect of the demised premises, including, without limitation, water, electricity, telephone and gas.

7. Not to display any sign of any kind anywhere outside the demised premises or within the demised premises so as to be visible from the outside of the demised premises, without first obtaining the approval of the Lessor as to design, size and location, such approval not to be unreasonably withheld.

8. (a) To continuously and on a regular basis use the demised premises only for the purpose of a Lawn Bowling Facility and Community Hall, and not to use or permit to be used the demised premises or any part thereof for any other purpose or business.

The Lessee also agrees to maximize the use of the demised premises for the intended purpose ensuring that no request to use the premises by another bona fide non-profit society or the Lessor is refused if the time and facilities are available for such use.

The Lessee acknowledges that the uses to which a Lawn Bowling Facility and Community Hall may be put are diverse and accordingly, the Lessee agrees that such uses may be regulated pursuant to Section 9 (b) hereof by the Lessor from time to time, acting reasonably.

(b) Not to use or occupy the demised premises or suffer or permit the same to be used or occupied for any unlawful purpose or for any dangerous, noxious or offensive trade or business or for any purpose likely to cause any public or private nuisance or to endanger the general public or neighbouring properties nor to undertake any excavation or operation likely to cause the same, nor to commit or suffer to be done any waste, damage,

disfigurement or injury to any building or other part of the demised premises or any improvement thereof.

(c) Not to permit the demised premises to become untidy, unsightly or hazardous or permit unreasonable quantities of waste or refuse to accumulate therein, and at the end of each day to leave the demised premises in a tidy and sanitary condition and to remove all garbage from the demised premises and dispose of the same in the appropriate disposal sites on a regular basis.

(d) Not to restrict membership in the Association on the basis of age, gendre, race or any other discriminatory criteria.

9. (a) To observe and fulfill the provisions and requirements of all statutes, orders-in-council, by-laws, rules and regulations, federal, provincial, municipal, parliamentary or by other lawful authority relating to the occupation or use of the demised premises by the Lessee and its employees, agents, invitees and licencees and without limitation, thereto to comply with all applicable recommendations of the Insurers' Advisory Organization of Canada or any body having similar functions or of any liability or fire insurance company by which the Lessor Lessee may be insured.

(b) To observe, and to cause its employees, invitees and others over whom the Lessee can reasonably be expected to exercise control to observe the Rules and Regulations attached as Schedule "C" hereto, and such further and other reasonable rules and regulations and amendments and changes therein as may hereafter be made by the Lessor acting reasonably of which notice in writing shall be given to the Lessee and all such rules and regulations shall be deemed to be incorporated into and form part of this Lease.

10. Not to mortgage this Lease or assign or transfer this Lease or the term or any portion thereof or let or sublet all or any part of the demised premises or to part with possession of the whole or any part of the demised premises without the written consent of the Council of the Lessor first had and obtained. Such consent, in the case of a proposed assignment of this Lease, not to be unreasonably withheld so long as the status of the proposed assignee or sublettee or other party as above is acceptable to the Lessor. This paragraph shall not be construed as preventing the Lessee from granting licences to use all or part of the demised premises from time to time, for periods of time not exceeding seven (7) consecutive days.

11. (a) Notwithstanding any other provisions of the Lease, to indemnify and save harmless the Lessor from any and all liabilities, damages, costs, claims, suits or actions growing out of:

(i) any breach, violation or non-performance of any covenant, condition or agreement in this Lease set forth and contained on the part of the Lessee to be fulfilled, kept, observed and performed;

(ii) any damage to property occasioned by the Lessee's use and occupation of the demised premises;

(iii) any injury to person or persons, including death, resulting at any time therefrom, occurring in the demised premises; and this indemnity shall survive the expiration or soon determination of the term hereof.

(b) The Lessee agrees that:

(i) the Lessor shall not be liable for any bodily injury or death, or loss or damage to any property belonging to, the Lessee or its employees, invitees, or licencees or any other person in, on or about the demised premises unless resulting from the actual fault or negligence of the Lessor, but in no event shall the Lessor be liable:

A. for any damage which is caused by steam, water, rain or snow which may leak into, issue or flow from any part of the demised premises or from the pipes or plumbing works thereof or from any other place or quarter or for any damage caused by or attributable to the condition or arrangement of any electric or other wiring; or

B. for any act or omission on the part of any agent, contractor or person from time to time employed by it to perform security services, supervision or any other work in or about the demised premises.

12. The Lessee shall at its expense take out and keep in force during the term and any extension or renewal thereof:

(a) insurance in respect of fire and such other perils, including sprinkler leakage as are from time to time defined in a standard commercial all-risk insurance policy covering all of the Lessee's trade fixtures and the furniture and equipment and all other contents of the demised premises and plate glass insurance in an amount equal to the replacement cost thereof, which insurance shall include the Lessor as an insured;

(b) owned and non-owned automobile insurance with respect to all motor vehicles owned and operated by the Lessee in its business from the demised premises, comprehensive general liability insurance on an occurrence basis with respect to the business carried on, in or from the demised premises and the Lessee's use and occupancy thereof of not less than $2,000,000.00, which insurance shall include the Lessor as an insured, shall protect the Lessor in respect of claims by the Lessee as if the Lessor were separately insured and shall contain a cross-liability clause and a severability of interest clause to the satisfaction of the Lessor.

All insurance required to be maintained by the Lessee hereunder shall be on terms and with insurers to which the Lessor has no reasonable objection and shall provide that such insurers shall provide to the Lessor thirty (30) days prior written notice of cancellation or material alteration of such terms. The Lessee shall furnish to the Lessor certificates or other evidence acceptable to the Lessor as to the insurance from time to time required to be effected by the Lessee and its renewal or continuation in force. If the Lessee shall fail to take out, renew and keep in force such insurance the Lessor may do so as the agent of the Lessee and the Lessee shall repay to the Lessor any amounts paid by the Lessor as premiums forthwith upon demand.

13. That if the Lessor shall suffer or incur any damage, loss or expense or be obliged to make any payment for which the Lessee is liable hereunder by reason of any failure of the Lessee to observe and comply with all of the covenants of the Lessee herein contained then the Lessor shall have the right to add the cost or amount of such damage, loss, expense or payment to the rent hereby reserved and any such amount shall thereupon immediately be due and payable as rent and recoverable in the manner provided by law for the recovery of rent arrears.

THE LESSOR AND THE LESSEE FURTHER COVENANT AND AGREE AS FOLLOWS:

14. (a) The Lessor shall insure and keep insured to their full replacement value, during the said term, all buildings and structures of the demised premises (other than the Lessee's trade fixtures and equipment) against loss or damage by fire and against loss by such other insurable hazards as it may from time to time reasonably require. Should the said buildings or structures be lost or damaged due to an insurable hazard, the Lessor will, upon receipt of the insurance proceeds, repair such damage in a timely manner and the Lessee shall, forthwith upon the Lessor completing such repairs, make any further repairs, decorations and replacements which the Lessor is not responsible for hereunder in order that the use of the demised premises as a Lawn Bowling Facility and Community Hall may be recommenced as soon as possible.

    (b) The Lessee shall not omit or permit upon the demised premises anything which would cause the Lessor's cost of insurance (whether fire or liability) to be increased (and, without waiving the foregoing prohibition the Lessor may demand, and the Lessee shall pay to the Lessor upon demand the amount of any such increase of cost caused by anything so done or omitted to be done) or which shall cause any policy of insurance to be subject to cancellation.

15. That a member of the staff of the Lessor's Parks and Recreation Department, as named by the Lessor from time to time, shall serve as liaison of the Lessor to the Lessee.

16. The Lessor shall have the right from time to time during the term hereof or any renewal thereof to add to or extend the demised premises and to lease such extensions or additions to third parties. In exercising its rights hereunder, the Lessor agrees to put the Lessee to no unnecessary inconvenience and not to permanently interfere with the Lessee's access to or egress from the demised premises.

17. Proviso for re-entry by the said Lessor on non-payment of rent or non-performance of covenants.

18. The Lessee waives and renounces the benefit of any present or future statute or any amendments thereto taking away or limiting the Lessor's right of distress and agrees with the Lessor, that notwithstanding any such enactment, all goods and chattels of the Lessee from time to time on the demised premises shall be subject to distress for arrears of rent.

19. If at the expiration of the Lease the Lessee shall hold over for any reason the tenancy of the Lessee thereafter shall be from month to month only and shall be subject to all terms and conditions of this Lease, except as to duration, in the absence of written agreement between the Lessor and the Lessee to the contrary.

20. (a) Provided the Lessee is not in default in the observance and performance of its obligations hereunder at the time of exercising this right, the Lessor hereby grants to the Lessee the option to renew this Lease for two (2) consecutive terms of three (3) years each, each upon the same terms and conditions (including rent) contained in this Lease, except for the following:

        (i) upon each such renewal being exercised, the permitted number of renewals will be reduced by one;

(ii) upon the expiration of the second renewal term there shall be no further rights of renewal; and

(iii) Schedule C attached hereto shall be reviewed and may be revised at the discretion of the Lessor at the end of each term.

(b) Each right shall be deemed to have been exercised automatically by the Lessee, unless the Lessee gives written notice to the Lessor, not less than six (6) months prior to the date on which the term hereof or a renewal term, as the case may be would otherwise expire, that the Lessee does not intent to renew. If the Lessee gives the Lessor a written notice, in the manner aforesaid, stating that it does not intend to renew, then the following renewal period and all subsequent renewal periods shall be forfeited.

(c) Provided the Lessee is duly observing and performing the covenants, agreements and provisos in this Lease on the part of the Lessee to be observed and performed, if the Lessee shall not exercise a right of renewal (thereby forfeiting any remaining rights of renewal) or at the expiration of the fourth renewal term, as the case may be, the Lessor will not offer to lease the demised premises or accept a bona fide offer to lease therefor satisfactory to and capable of acceptance by the Lessor without first giving the Lessee notice in writing stating the details of the offer, and the Lessee shall have the exclusive right, for a period of fourteen (14) days from the date of receiving such notice, to lease the demised premises upon the terms and conditions and at the rental provided in the said notice. If the Lessee fails to exercise this right, the Lessor shall have the right to lease the demised premises to the party and upon the terms stated in the notice to the Lessee without resubmitting such offer to the Lessee. Provided that if the Lessor shall not obtain acceptance of its offer or accept the bona fide offer to lease the demised premises and the Lessee shall not exercise this Right of First Refusal granted to it in consequence of such offer, the provisions of this section 21(c) shall be operative, with respect to any subsequent bona fide offer to lease the demised premises which shall be made or received by the Lessor.

21. The Lessee covenants that it will not suffer or permit any Mechanics' or Builders' Liens to be registered against the demised premises and should any such lien be so registered, the Lessee shall pay off and discharge the same forthwith, and should the Lessee fail or neglect so to do within thirty (30) days after written notice thereof from the Lessor, the Lessor shall be at liberty to pay and discharge such lien and the amount so paid including costs together with interest thereon from the date of payment which shall thereupon become due and payable upon demand as rent hereunder; PROVIDED that in the event of a bona fide dispute by the Lessee of the validity or correctness of any such claims for lien, the Lessee shall be entitled to defend against same in any proceedings brought in respect thereof, after first paying into Court the amount claimed, and such costs as the Court may direct, or may provide such other security as the Lessor may in writing approve to ensure payment thereof; PROVIDED FURTHER, that upon determination of the validity of any such lien, the Lessee shall immediately pay any judgment in respect thereof rendered against the Lessee or the Lessor, including all proper costs and charges incurred by the Lessor and the Lessee in connection with any such lien, and shall cause a discharge thereof to be registered without costs or expense to the Lessor, following which or in the event that any such lien is held to be invalid, any security as aforesaid held by the Lessor shall be returned to the Lessee and the Lessee shall be entitled to repayment of any monies paid into Court. The Lessee agrees that the Lessor shall have the right, pursuant to the Builders Lien Act, as amended from time to time, or any successor or legislation thereto, to post notices on the demised premises.

22. The Lessee covenants and agrees to keep the demised premises and sidewalks or other pedestrian approaches thereto free from ice and snow.

23. The failure of the Lessor to insist in any one or more cases upon the strict performance of any of the covenants of this Lease or to exercise any option herein contained shall not be construed as a waiver or a relinquishment for the future of such covenant or option and the acceptance of rental by the Lessor with knowledge of the breach by the Lessee of any covenant or condition of this Lease shall not be deemed a waiver of such breach and no waiver by the Lessor of any provision of this Lease shall be deemed to have been made unless expressed in writing and signed by the Lessor.

24. The Lessor covenants with the Lessee that the Lessee paying the rent hereby reserved and all other charges herein provided and observing, performing and keeping the covenants and agreements herein contained the Lessee shall and may peaceably possess and enjoy the said demised premises for the term hereby granted without any interruption or disturbance from the Lessor but subject to the right contained in any encumbrances registered against the demised premises.

25. (a) The Lessee further covenants with the Lessor that if any payments of rent or additional rent or any part thereof whether the same are demanded or not are not paid when they become due or if the Lessee shall violate or neglect any covenant, agreement or stipulation herein contained on its part to be kept, performed or observed and any such default on the part of the Lessee shall continue for thirty (30) days after the written notice thereof to the Lessee by the Lessor, or in the case the demised premises shall be vacated or become vacated or remain unoccupied for fifteen (15) days then and in any such case the Lessor in addition to any other remedy now or thereafter provided by law may at its option cancel this Lease forthwith and re-enter and take possession immediately by force if necessary without any previous notice of intention to re-enter and may remove all persons and property therefrom and may use such force and assistance in making such removal as the Lessor may deem advisable to recover at once full and exclusive possession of the demised premises and such re-entry shall not operate as a waiver or satisfaction in whole or in part of any right, claim or demand arising out of or connected with any breach or violation by the Lessee of any covenant or agreement on its part to be performed.

(b) If the term hereof or any of the goods and chattels of the Lessee shall at any time be seized in execution or attachment, or if the Lessee shall make any assignment for the benefit of creditors or any bulk sale, become bankrupt or insolvent or take the benefit of any statute now or hereafter in force for bankrupt or insolvent debtors or (if a corporation) shall take any steps or suffer any order to be made for its winding-up or other termination of its corporate existence, then in any such case the Lessor may at its option terminate this Lease by leaving upon the demised premises notice in writing of such termination.

(c) In addition to all rights and remedies of the Lessor available to it in the event of any default hereunder by the Lessee either by any other provision of this Lease or by statute or the general law the Lessor:

(i) shall have the right at all times to remedy or attempt to remedy any default of the Lessee, and in so doing may make any payments due or alleged to be due by the Lessee to third parties and may enter upon the demised premises to do any work or other things therein and in such event all expenses of the Lessor in remedying or attempting to remedy such default shall be payable by the Lessee to the Lessor forthwith upon demand;

(ii) shall have the same rights and remedies in the event of any non-payment by the Lessee of any amounts payable by the Lessee under any provision of this Lease as the case of a non-payment of rent; and

(iii) if the Lessee shall fail to pay any sum promptly when due, shall be entitled, if it shall demand it, interest thereon charged and published from time to time by the main branch of the Lessor's bank, as its most favourable rate of interest to its most creditworthy and substantial commercial customers commonly known as its Prime Rate, from the date upon which the same was due until actual payment thereof.

(d) Whenever the Lessor becomes entitled to re-enter upon the demised premises under the provision of this Lease the Lessor in addition to all other rights it may have shall have the right as agent of the Lessee to enter the demised premises and re-let them and to receive the rent therefor and as the agent of the Lessee to take possession of any furniture owned by the Lessee and to sell the same at public or private sale without notice and to apply the proceeds thereof and any rent derived from re-letting the demised premises upon account of the rent due and to become due under this Lease and the Lessee shall be liable to the Lessor for the deficiency, if any.

(e) The Lessor may from time to time resort to any or all of the rights and remedies available to it in the event of any default hereunder by the Lessee, either by any provision of this Lease or by statute or the general law, all of which rights and remedies are intended to be cumulative and not alternative, and the express provisions hereunder as to certain rights and remedies are not to be interpreted as excluding any other or additional rights and remedies available to the Lessor by statute or the general law.

26. The Lessee acknowledges that there are no covenants, representations, warranties, agreements or conditions expressed or implied relating to this Lease or the demised premises save as expressly set out in this Lease and that any agreement to lease in writing between the Lessor and the Lessee pursuant to which this Lease has been executed shall be deemed to have merged with the execution and delivery of this Lease. This Lease may not be modified except by an agreement in writing executed by the Lessor and the Lessee.

27. No condoning, excusing or overlooking by the Lessor or Lessee of any default, breach or non-observance by the Lessee or the Lessor at any time or times in respect of any covenant, proviso or condition herein contained shall operate as a waiver of the Lessor's or the Lessee's rights hereunder in respect of any continuing or subsequent default, breach or non-observance or so as to defeat or affect in any way the rights of the Lessor or the Lessee herein in respect of any such continuing or subsequent default or breach and no waiver shall be inferred from or implied by anything done or omitted by the Lessor or the Lessee save only express waiver in writing.

28. This Lease shall be governed by and construed in accordance with the laws of the Province of British Columbia. The Lessor and the Lessee agree that all of the provisions of this Lease are to be construed as covenants and agreements as though the words importing were used in each separate section hereof. Should any provision or provisions of this Lease be illegal or not enforceable, it or they shall be considered separate and severable from the Lease and its remaining provisions shall remain in force and be binding upon the parties hereto as though the said provision or provisions had never been included.

29. The Lessee acknowledges and agrees that it is intended that this Lease shall be a completely carefree net lease for the Lessor except as provided in Schedule 11 C11 hereto, and that the Lessor shall not be responsible during the term for any costs, charges, expenses and outlays of any nature whatsoever arising from or relating to the demised premises, and the Lessee, except as provided in Schedule II B II hereto, shall pay all charges, impositions and costs of every nature and kind relating to the demised premises whether or not referred to herein and whether or not within the contemplation of the Lessor or the Lessee and the Lessee covenants with the Lessor accordingly.

30. The Lessee may register this Lease provided all expenses in connection therewith (including the cost of preparing all necessary plans) shall be paid by the Lessee.

31. Time shall be of the essence of this Lease.

32. Any notice to be given pursuant to this Lease shall be in writing and shall be sufficiently given if severed personally upon an officer of the party for whom it is intended or mailed by prepaid registered post and in the case of the Lessor address to:

The City of Maple Ridge
11995 Haney Place
Maple Ridge, British Columbia V2X 6A9

and in the case of the Lessee, address to:

Maple Ridge Lawn Bowling Association
#2 - 20799 - 119th Avenue (c/o Mr. W. Hartley)
Maple Ridge, B.C. V2X 9S7

The date of the receipt of such notice shall be deemed conclusively to be the day of service if such notice is served personally, or if mailed, on the fourth (4th) business day after such mailing provided that if after the date of mailing there is any labour disruption in the postal service prior to the deemed delivery thereof, such notice shall only be effective if actually delivered.

33. THIS INDENTURE and everything herein contained, shall enure to the benefit of and be binding upon the parties hereto, and their respective successors and permitted assigns and all words in the neuter shall include the masculine or the feminine and all words in the singular shall include the plural when the context so requires.

IN WITNESS WHEREOF the parties hereto have duly executed these presents as of the date herein first set out.

CITY OF MAPLE RIDGE by its authorized signatory:

_____
Corporate Officer

Date: _____

MAPLE RIDGE LAWN BOWLING ASSOCIATION by its authorized signatory:

_____

Title: _____

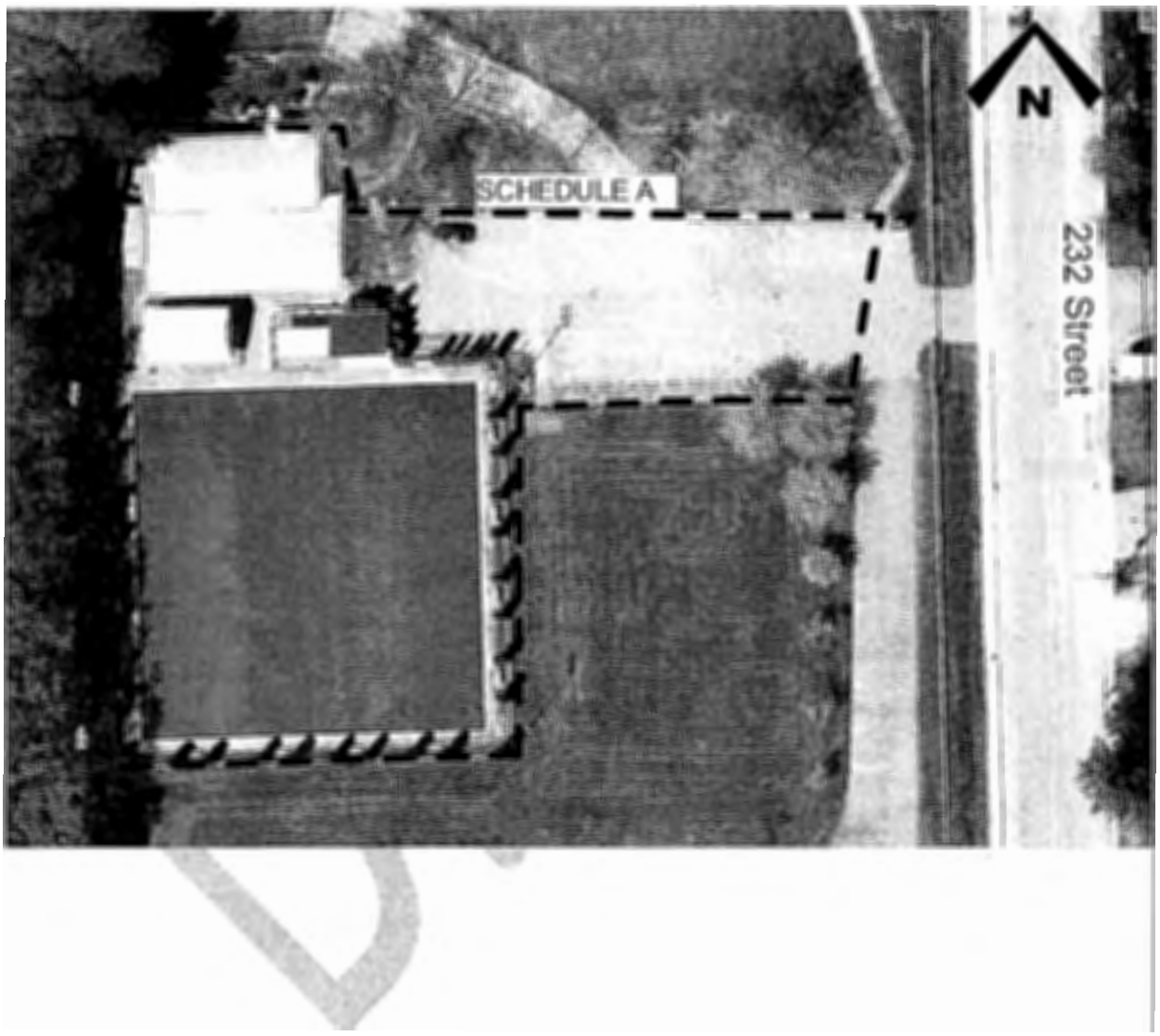
Date: _____

DRAFT

SCHEDULE A

The demised premises consist of that building and improvements within the area outlined in heavy black ink and marked "Premises" on the plan shown below located on land legally described as:

Lot 1, District Lots 402 and 403, Group I
New Westminster District Plan NWP 87466



SCHEDULE "B"

To Lease made between The Corporation of The District of Maple Ridge, as Lessor, and Maple Ridge Lawn Bowling Facility as Lessee

1. Without limiting its other repair responsibilities hereunder, the Lessee, at its expense, shall be responsible for maintaining and repairing the items listed below in Paragraph 3 in a good and substantial state of repair. Provided such items are in the Lessor's opinion (acting reasonably) maintained and in good and substantial repair by the Lessee and subject to Section 17 of the within Lease, if any of such items require replacement within the time periods referred to below, due only to eventual reasonable wear and tear, such replacement shall be carried out by the Lessor at its cost.

2. If such standard of maintenance and repair has not been carried out by the Lessee, or if such replacement is required due to a defect in the construction thereof, then the cost of such replacement shall be carried out by the Lessee at its expense.

3. If at the end of the respective periods referred to below (which herewith shall commence on the 15th day of September, 2020, such items do not require replacement, the Lessee, at its expense, shall continue to be responsible for the on-going maintenance and repair thereof until replacement is required in accordance with the conditions referred to above:

   Roof - 15 years
   Exterior - stain walls and trim - 5 years
   Heating system - 15 years

DRAFT

SCHEDULE "C"

To Lease made between The Corporation of The District of Maple Ridge, as Lessor, and Maple Ridge Lawn Bowling Association, as Lessee

Rules and Regulations

The Lessee shall observe the following Rules and Regulations (as amended, modified or supplemented from time to time by the Lessor acting reasonably as provided in the Lease):

1. The Lessee shall not use or permit the use of the demised premises in such manner as to create any objectionable noises and shall not permit the demised premises to be used for sleeping with the exception of occasional special events, provided, in connection with such special events, the Lessee has first received the Lessor's prior approval, such approval not to be unreasonably withheld.

2. The Lessee shall not abuse, misuse or damage the demised premises or any of the improvements or facilities therein, and in particular shall not deposit rubbish in any plumbing apparatus or use it for other than purposes for which it is intended, and shall not deface or mark any walls or other parts of the demised premises.

3. The Lessee shall not install or permit in the demised premises any video, arcade or other amusement machines without the Lessor's prior approval, such approval not to be unreasonably withheld.

4. The Lessee shall not permit access to main header ducts, janitors and electrical closets and other necessary means of access to mechanical, electrical and other facilities to be obstructed by the placement of furniture of otherwise. The Lessee shall not place any additional locks or other security devices upon any doors of the demised premises without the prior written approval of the Lessor and subject to any conditions imposed by the Lessor for the maintenance of necessary access.

   The foregoing Rules and Regulations, as from time to time amended, may be waived in whole or in part with respect to the demised premises without waiving them as to future application to the demised premises, and the imposition of such Rules and Regulations shall not create or imply any obligation of the Lessor to enforce them or create any liability of the Lessor for their non-enforcement.