

The Corporation of the  
CITY OF WHITE ROCK



Governance and Legislation Committee  
AGENDA

Monday, July 12, 2021, 5:30 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

**\*Live Streaming/Telecast:** Please note that all Committees, Task Forces, Council Meetings, and Public Hearings held in the Council Chamber are being recorded and broadcasted as well included on the City's website at: [www.whiterockcity.ca](http://www.whiterockcity.ca)

The City of White Rock is committed to the health and safety of our community. In keeping with Ministerial Order No. M192 from the Province of British Columbia, City Council meetings will take place without the public in attendance at this time until further notice.

T. Arthur, Director of Corporate Administration

|                                                                                                                                                                                                                                                                                                            | Pages |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| 1. CALL TO ORDER<br>Councillor Trevelyan, Chairperson                                                                                                                                                                                                                                                      |       |
| 2. ADOPTION OF AGENDA<br><br>RECOMMENDATION<br>THAT the Governance and Legislation Committee adopt the agenda for July 12, 2021 as circulated.                                                                                                                                                             |       |
| 3. ADOPTION OF MINUTES<br><br>RECOMMENDATION<br>THAT the Governance and Legislation Committee adopt the meeting minutes from June 14, 2021 as circulated.                                                                                                                                                  | 3     |
| 4. ENCROACHMENTS<br><br>Councillor Manning requested this item be brought to the Committee for discussion.<br><br>The Director of Engineering and Municipal Operations notes that <i>"staff continue to administer the Street and Traffic Bylaw provisions as per Council direction in November 2019."</i> |       |

*Specifically, we "administer the Street and Traffic Bylaw with respect to new encroachments as well as at the time of property redevelopment."*

5. CONCLUSION OF THE JULY 12, 2021 GOVERNANCE AND  
LEGISLATION COMMITTEE MEETING



## **Governance and Legislation Committee**

### **Minutes**

June 14, 2021, 5:30 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

PRESENT: Mayor Walker  
Councillor Chesney  
Councillor Fathers  
Councillor Johanson  
Councillor Kristjanson  
Councillor Manning  
Councillor Trevelyan

STAFF: Guillermo Ferrero, Chief Administrative Officer  
Tracey Arthur, Director of Corporate Administration  
Jim Gordon, Director of Engineering and Municipal Operations  
Carl Isaak, Director of Planning and Development Services  
Colleen Ponzini, Director of Financial Services  
Eric Stepura, Director of Recreation and Culture  
Chris Zota, Manager of Information Technology  
Debbie Johnstone, Deputy Corporate Officer  
Donna Kell, Manager of Communications and Government Relations

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#### **1. CALL TO ORDER**

Councillor Trevelyan, Chairperson

The meeting was called to order at 5:32 p.m.

**2. MOTION TO CONDUCT GOVERNANCE AND LEGISLATION COMMITTEE MEETING WITHOUT THE PUBLIC IN ATTENDANCE**

**Motion Number: 2021-G/L-055** It was MOVED and SECONDED

**WHEREAS COVID-19 has been declared a global pandemic;**

**WHEREAS the City of White Rock has been able to continue to provide the public access to the meetings through live streaming;**

**WHEREAS holding public meetings in the City Hall Council Chambers, where all the audio/video equipment has been set up for the live streaming program, would not be possible without breaching physical distancing restrictions due to its size, and holding public meetings at the White Rock Community Centre would cause further financial impact to City Operations due to staffing resources and not enable live streaming;**

**WHEREAS Ministerial Orders require an adopted motion in order to hold public meetings electronically, without members of the public present in person at the meeting;**

**THEREFORE BE IT RESOLVED THAT the Governance and Legislation Committee (including all members of Council) authorizes the City of White Rock to hold the June 14, 2021 meeting to be video streamed and available on the City's website, and without the public present in the Council Chambers.**

**Motion CARRIED (7 to 0)**

**3. ADOPTION OF AGENDA**

**Motion Number: 2021-G/L-056** It was MOVED and SECONDED

**THAT the Governance and Legislation Committee adopt the agenda for June 14, 2021 as circulated.**

**Motion CARRIED (7 to 0)**

**4. ADOPTION OF MINUTES**

**Motion Number: 2021-G/L-057** It was MOVED and SECONDED

**THAT the Governance and Legislation Committee adopt the May 31, 2021 meeting minutes as circulated.**

**Motion CARRIED (7 to 0)**

**5. TERMS OF REFERENCE - SELECT COMMITTEES (COMMUNITY BASED ORGANIZATIONS TO BE INCLUDED)**

Councillor Johanson requested this item be placed on the agenda for consideration and discussion. Each Terms of Reference in accordance with Council direction have up to seven (7) appointed voting members. At this time each Committee membership may be considered to include representation from community based organizations who are would attend as non-voting participants.

- **Arts and Cultural Advisory Committee**  
(Chairperson Councillor Kristjanson - Vice Chairperson Councillor Manning)
- **Economic Development Advisory Committee**  
(Chairperson Councillor Fathers - Vice Chairperson Councillor Manning)
- **Environmental Advisory Committee**  
(Chairperson Councillor Johanson - Vice Chairperson Councillor Kristjanson)
- **History and Heritage Advisory Committee**  
(Chairperson Councillor Chesney - Vice Chairperson Councillor Trevelyan)
- **Housing Advisory Committee**  
(Chairperson Councillor Manning - Vice Chairperson Councillor Fathers)
- **Public Art Advisory Committee**  
(Chairperson Councillor Trevelyan - Vice Chairperson Councillor Chesney)

**Motion Number: 2021-G/L-058** It was MOVED and SECONDED

**THAT The Governance and Legislation Committee recommend Policy 143**

**Terms of Reference: Arts and Cultural Advisory Committee be amended to include, within the membership, representatives from the following community-based organizations to participate at the meetings as non-voting members:**

- White Rock Museum and Archives;
- The White Rock Library; and
- Semiahmoo Arts.

**Motion CARRIED (7 to 0)**

**Motion Number: 2021-G/L-059**It was MOVED and SECONDED

**THAT The Governance and Legislation Committee recommend Policy 137**

**Terms of Reference: Economic Development Advisory Committee be amended to include, within the membership, representatives from the following community-based organizations to participate at the meetings as non-voting members:**

- White Rock Business Improvement Association (BIA);
- South Surrey White Rock Chamber of Commerce; and
- Explore White Rock.

**Motion CARRIED (7 to 0)**

**Motion Number: 2021-G/L-060**It was MOVED and SECONDED

**THAT The Governance and Legislation Committee recommend Policy 138**

**Terms of Reference: Environmental Advisory Committee be amended to include, within the membership, representatives from the following community-based organizations to participate at the meetings as non-voting members:**

- Semiahmoo First Nation; and
- Up to two (2) representatives from the Grassroots Environmental Club at Earl Marriott Senior Secondary.

**Motion CARRIED (7 to 0)**

**Motion Number: 2021-G/L-061**It was MOVED and SECONDED

**THAT The Governance and Legislation Committee recommend Policy 159 Terms of Reference: History and Heritage Advisory Committee be amended to include, within the membership, representatives from the following community-based organizations to participate at the meetings as non-voting members:**

- **Semiahmoo First Nation; and**
- **White Rock Museum and Archives.**

**Motion CARRIED (7 to 0)**

**Motion Number: 2021-G/L-062**It was MOVED and SECONDED

**THAT The Governance and Legislation Committee recommend Policy 164 Terms of Reference: Housing Advisory Committee be amended to include, within the membership, representatives from the following community-based organizations to participate at the meetings as non-voting members:**

- **Options (BC Housing);**
- **Homeless to Housing (Rick Byer);**
- **Member of Parliament Representative;**
- **Member of Legislative Assembly Representative; and**
- **Representative from Seniors Planning Table.**

**Note:** In addition, the City would welcome a representative of Semiahmoo First Nation to bring their voice to the Committee.

**Motion CARRIED (7 to 0)**

**Motion Number: 2021-G/L-063** It was MOVED and SECONDED

**THAT The Governance and Legislation Committee recommend Policy 147**

**Terms of Reference: Public Art Advisory Committee not be amended to include, within the membership, representatives from community-based organizations to participate at the meetings as non-voting members.**

**Motion CARRIED (7 to 0)**

## **6. POLICY REVIEW**

### **6.1 Media Policy**

Councillor Johanson requested Council Policy 134 be included on the agenda for discussion purposes.

**Motion Number: 2021-G/L-064**It was MOVED and SECONDED

**THAT the Governance and Legislation Committee request staff to bring forward a communications policy in regard to an approval process for broadcast items (ex. postcards), blanket City communications and physical items (ex. plaques) prior to the item going out. Included in the policy will be the following elements:**

- **Readability;**
- **Relevance of information (items that would be of concern to the public);**
- **Council be given the opportunity to review the item draft prior to them being sent out;**
- **When it is a time sensitive matter the Mayor be given the authority to approve the item;**
- **When it is a time sensitive matter and the Mayor is unable to comment the Deputy Mayor be given their authority to approve the item; and**
- **Routine communications (operational and legislated would be excluded).**

Voted in the Negative (3): Mayor Walker, Councillor Chesney, and Councillor Fathers

**Motion CARRIED (4 to 3)**

## **6.2 Communication Between Mayor and Council and Staff**

Councillor Johanson requested Council Policy 119 be included on the agenda for discussion (including the possible addition of other Communication polices that are not currently addressed).

It was confirmed that when a Member of Council has requested information that the response will be forwarded to all of Council in best effort for everyone to be informed.

It was noted that some Members of Council would prefer to have the Mayor invited to attend their one-on-one meeting with the Chief Administrative Officer (CAO). Other Members of Council noted they prefer the one-on-one time alone with the CAO. It was confirmed that each Member of Council may request the meeting set up that works for them.

There was a request in regard to the item Mayor and Councillor Reports given during the regular Council meeting, that there be more information provided in regard to the meeting. This would be helpful rather than listing meetings attended. Noting pertinent meetings/Items with information to share would be more beneficial.

Council Policy 124 - Verbal Submission - Attendance At Conventions, Conferences, Education / Training was noted. When a Member of Council attends any of the noted a verbal report shall be given during the regular Council agenda under Mayor and Councillor Reports in order to keep the public and Members of Council informed of pertinent information that is obtained.

## **6.3 Lighting of the White Rock Pier and Memorial Park Architectural Features**

Council Policy 168

**Note:** Introduction of a new policy and process in regard to lighting of the pier.

\* Referred from April 26 Governance and Legislation Committee to be brought back with a Corporate report with further information

The Manager of Communications and Government Relations provided a PowerPoint in regard to the lighting technology.

**Motion Number: 2021-G/L-065** It was MOVED and SECONDED

**THAT the Governance and Legislative Committee recommend:**

1. **Endorsement of Council Policy 168—Lighting of the White Rock Pier and Memorial Park Architectural Features, as circulated; and Approve funding of \$6,000, plus applicable taxes, from the City's contingency account to purchase technology to enable City staff to program the White Rock Pier and other Memorial Park lighting features from a central point.**

**Motion CARRIED (7 to 0)**

**7. FUNDING FOR AFFORDABLE HOUSING**

Councillor Manning requested this item be included on the agenda for discussion purposes: Funding the Affordable Housing Fund with Community Amenity Contributions.

Staff confirmed that within the financial plan, starting in 2021, that \$1,000,000 is contributed annually from Community Amenity Contributions to an Affordable Housing Fund.

Staff are seeking grants for affordable housing, having the affordable housing fund reserve shows the City have funds to contribute should an opportunity arise for this type of project. It was noted that the City needs to have land for this type of project.

**Motion Number: 2021-G/L-066** It was MOVED and SECONDED

**THAT The Governance and Legislation Committee directs staff to place \$1,000,000 for each of the next three (3) years into an affordable housing fund utilizing Community Amenity Contributions (CAC's).**

Voted in the Negative (4): Councillor Fathers, Councillor Johanson, Councillor Kristjanson, and Councillor Trevelyan

**Motion DEFEATED (3 to 4)**

**Motion Number: 2021-G/L-067** It was MOVED and SECONDED

**THAT The Governance and Legislation Committee requests staff to bring forward a report that identifies the types of lots and zoning that would allow for the investment of \$4,000,000 for an affordable housing project, included would be information in regard to potential land assembly.**

**Motion CARRIED (7 to 0)**

8. **ENCROACHMENTS**

Councillor Manning requested this item be brought to the Committee for discussion.

The Director of Engineering and Municipal Operations: staff continue to administer the Street and Traffic Bylaw provisions as per Council direction in November 2019. Specifically, we "administer the Street and Traffic Bylaw with respect to new encroachments as well as at the time of property redevelopment."

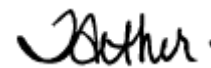
It is anticipated that the topic of encroachments will be one where full discussion is needed (dedicated time). It was requested that the next Governance and Legislation Committee meeting have the topic of encroachments to be the primary topic / first item placed on the agenda.

9. **CONCLUSION OF THE JUNE 14, 2021 GOVERNANCE AND LEGISLATION COMMITTEE MEETING**

The meeting was concluded at 6:53 p.m.

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Mayor Walker



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Tracey Arthur, Director of  
Corporate Administration