

The Corporation of the  
CITY OF WHITE ROCK

Regular Council Meeting  
AGENDA



Monday, November 6, 2023, 4:00 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)

T. Arthur, Director of Corporate Administration

---

Pages

1. CALL MEETING TO ORDER

1.1 FIRST NATIONS LAND ACKNOWLEDGEMENT

*We would like to recognize that we are standing/working/meeting on the traditional unceded territory of the Semiahmoo First Nation, and also wish to acknowledge the broader territory of the Coast Salish Peoples.*

2. ADOPTION OF AGENDA

**RECOMMENDATION**

**THAT** the Corporation of the City of White Rock Council adopt the agenda for its regular meeting scheduled for November 6, 2023 as circulated.

3. ADOPTION OF MINUTES

7

**RECOMMENDATION**

**THAT** the Corporation of the City of White Rock adopt the following meeting minutes:

- October 30, 2023 Public Meeting Minutes [Development Variance Permit 455 (15643 Buena Vista Avenue)]; and
- October 30, 2023 Regular Council meeting minutes

**4. QUESTION AND ANSWER PERIOD (15 MINUTES / 2 MINUTES PER SPEAKER)**

Question and Answer Period will be taking place both in person at the meeting, as well as electronically through email.

If you wish to have your question submitted electronically you may forward questions and comments to Mayor and Council by emailing [ClerksOffice@whiterockcity.ca](mailto:ClerksOffice@whiterockcity.ca) with Question and Answer Period noted in the subject line.

As of 8:30 a.m., November 1, 2023, there were no Question and Answer period submissions received.

**Note:** There are to be no questions or comments on a matter that will be the subject of a public hearing (time between the public hearing and final consideration of the bylaw).

**RECOMMENDATION**

THAT Council receive for information the correspondence submitted for Question and Answer Period by noon (12:00 p.m.) November 6, 2023, including “On-Table” information provided with staff responses that are available at the time.

**4.1 CHAIRPERSON CALLS FOR SPEAKERS TO QUESTION AND ANSWER PERIOD**

**5. DELEGATIONS AND PETITIONS**

**5.1 DELEGATIONS (5 MINUTES)**

**5.1.a WHITE ROCK YOUTH AMBASSADORS**

The 2023/ 2024 Youth Ambassadors will be introduced and will be speaking about the program and their volunteering in the White Rock Community. The ambassador team is seeking input to establish and strengthen community relationships of the youth within the White Rock Community.

2023/2024 Ambassador Team: Miss White Rock, Andrea Luo, Princess, Sarah Yu, Princess, Amber Yang, Principal Ambassador, John Meleppuram, Friendship Ambassador, Eunsoo Oh, Ambassadors, Arthur Li, Aria Wang and Joanna Cai will be attending.

**5.2 PETITIONS**

None

**6. PRESENTATIONS AND CORPORATE REPORTS**

**6.1 PRESENTATIONS (10 MINUTES)**



6.1.a	<b>LAURAE MCNALLY - WHITE ROCK SCHOOL TRUSTEE</b>	
	Laurae McNally, White Rock School Trustee, to attend to discuss the 2023 School year.	
6.2	<b>CORPORATE REPORTS</b>	
6.2.a	<b>CONTRACT AWARD - MARINE DRIVE AND NICHOL ROAD INTERSECTION IMPROVEMENTS</b>	25
	Corporate report dated November 6, 2023 from the Director of Engineering and Municipal Operations titled "Contract Award - Marine Drive and Nichol Road Intersection Improvements".	
	<b>RECOMMENDATION</b>	
	THAT Council receive the corporate report dated November 6, 2023, from the Director of Engineering and Municipal Operations, titled "Contract Award - Marine Drive and Nichol Road Intersection Improvements" for consideration; and	
	<ol style="list-style-type: none"> <li>1. Approve the award of the Marine Drive and Nichol Road Intersection Improvements to Lafarge Canada Inc. in the amount of \$480,291 (excluding GST);</li> <li>2. Approve the award of engineering inspection and engineering support for the Marine Drive and Nichol Road Intersection Improvements to R.F. Binnie &amp; Associates Ltd. in the amount of \$30,000 (excluding GST);</li> <li>3. Authorize the pre-approved contingency in the amount of \$126,128 (approximately 25%) to support the project; and</li> <li>4. Authorize the Director of Engineering and Municipal Operations to execute all contract documentation required for the project.</li> </ol>	
6.2.b	<b>2024 FEES AND CHARGES BYLAW, 2023, NO. 2480</b>	30
	Corporate report dated November 6, 2023 from the Director of Financial Services titled "2024 Fees and Charges Bylaw, 2023, No. 2480".	
	<b>Note:</b> Bylaw 2480 is on the agenda for consideration of first, second and third reading under item 9.1.a	
	<b>RECOMMENDATION</b>	
	THAT Council receive the November 6, 2023, corporate report from the Director, Financial Services, "2024 Fees and Charges Bylaw, 2023, No. 2480".	
6.2.c	<b>COMMUNITY HUB NEXT STEPS</b>	54
	Corporate report dated November 6, 2023 from the Chief Administrative Officer titled "Community Hub Next Steps".	

## **RECOMMENDATION**

**THAT Council:**

1. Establishes a “Community Hub Steering Committee;”
2. Approves the Community Hub Steering Committee Terms of Reference;
3. Appoints the following to the internal Community Hub Steering Committee: Two (2) members of Council;  
Director, Engineering & Municipal Operations;  
Director of Planning and Development Services;  
Director of Financial Services; and  
Community Hub Project Manager.
4. Support the Chief Administrative Officer for the required time to complete the committee mandate; and
5. Direct staff to post and hire a Community Hub Project Manager funded from Capital Reserves.

### **6.2.d ANDION BIOFUEL UPDATE**

218

Corporate report dated November 6, 2023 from the Director of Engineering and Municipal Operations titled "Andion Biofuel Update".

## **RECOMMENDATION**

**THAT Council receive the corporate report dated November 6, 2023, from the Director of Engineering and Municipal Operations, titled “Andion Biogas Project Update” for consideration and that Council:**

1. Thank Metro Vancouver for its October 30, 2023, letter in response to Council’s motion 2023-382 and,
2. Advise Metro Vancouver that many White Rock residents expressed concerns with and opposition to the biogas facility or its proposed location, and,
3. Requests that Metro Vancouver closely monitors any facility construction and operation to ensure that all emissions are within the parameters set forth in the permit application attached as Appendix B.

## **7. MINUTES AND RECOMMENDATIONS OF COMMITTEES**

### **7.1 SELECT COMMITTEE MINUTES**

None

7.2	SELECT COMMITTEE RECOMMENDATIONS	
	None	
8.	POLICIES	
	None	
9.	BYLAWS AND PERMITS	
9.1	BYLAWS	
9.1.a	BYLAW 2480 - 2024 FEES AND CHARGES BYLAW, 2023, NO. 2480	239
	Bylaw 2480 - A Bylaw to impose fees and charges for various services offered by the City that are not included in any other City Bylaw.	
	<u>Note:</u> Bylaw 2480 was the subject of a Corporate Report under item 6.2.b.	
	<u>RECOMMENDATION</u> THAT Council give first, second and third reading to " <i>2024 Fees and Charges Bylaw, 2023, No. 2480</i> ".	
9.2	PERMITS	
	None	
10.	CORRESPONDENCE	
10.1	CORRESPONDENCE - RECEIVED FOR INFORMATION	
	<u>Note:</u> Further action on the following correspondence items may be considered. Council may request that any item be brought forward for discussion, and may propose a motion of action on the matter.	
	<u>RECOMMENDATION</u> THAT Council receive correspondence item(s) 10.1 a as circulated.	
10.1.a	METRO VANCOUVER - STREAMLINING THE DELIVERY OF RENTAL HOUSING THROUGH PRE-APPROVED PLANS AND OFF-SITE CONSTRUCTION	260
	Correspondence dated October 31, 2023 from Metro Vancouver looking to identify municipalities interested in joining a project led by the Province to explore pre-approved building plans and off-site construction to streamline the delivery of rental housing.	
11.	MAYOR AND COUNCILLOR REPORTS	
11.1	MAYOR'S REPORT	

11.2 COUNCILLORS REPORTS

12. MOTIONS AND NOTICES OF MOTION

12.1 MOTIONS

12.1.a DAYTIME WARMING SHELTER

Councillor Klassen put forward the following motion for consideration at this time:

**RECOMMENDATION**

**THAT Council:**

1. *Direct staff to send correspondence to the City of Surrey requesting 50% of the cost to operate a daytime warming center from November 20th 2023 to March 15th 2024, with the expected share from Surrey being approximately \$180,000; and*
2. *Direct staff to rent and locate the warming center trailer at Centennial Park at the parking lot at Vine Avenue and Anderson Street; and*
3. *Direct staff to engage and direct the awarding of the provision of warming center services to Engaged Communities Canada Society;*
4. **Staff to receive any donations provided from the public as deferred revenue and that funds received be allocated to the warming center; and**
5. *Approve the costs to be funded from 2023 surplus for operation from November 20th to December 31<sup>st</sup>, 2023 and pre-approve funds from taxation for the 2024 5-Year Financial Plan to cover operation from January 1 to March 15th, 2024, for a total cost of up to \$360,000.*

12.2 NOTICES OF MOTION

13. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

14. OTHER BUSINESS

15. CONCLUSION OF THE NOVEMBER 6, 2023 REGULAR COUNCIL MEETING

**Regular Council Meeting for the purpose of PUBLIC MEETING**

**Minutes**



October 30, 2023, 4:00 p.m.  
City Hall Council Chambers  
15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

**PRESENT:** Mayor Knight  
Councillor Chesney  
Councillor Cheung  
Councillor Klassen  
Councillor Lawrence  
Councillor Partridge  
Councillor Trevelyan

**STAFF:** Guillermo Ferrero, Chief Administrative Officer  
Tracey Arthur, Director of Corporate Administration  
Anne Berry, Director of Planning and Development Services  
Jim Gordon, Director of Engineering and Municipal Operations  
Kari Laing, Director of Human Resources  
Ed Wolfe, Fire Chief  
John Woolgar, Director of Recreation and Culture  
Wayne Berg, Deputy Director of Planning and Development Services  
Neethu Syam, Planning Division Lead  
Debbie Johnstone, Deputy Corporate Officer

**PUBLIC:** 22

---

**1. CALL MEETING TO ORDER**

The meeting was called to order at 4:11 p.m.

**DEVELOPMENT VARIANCE PERMIT NO. 455**

**CIVIC ADDRESS: 15643 Buena Vista Avenue**

**PURPOSE:** This Development Variance Permit application seeks a relief of 2.71 metres from the minimum lot depth requirement of 27.4 metres for the RS-1 One-Unit Residential Zone to enable the subdivision of the property from one to two lots.

2. **DIRECTOR OF CORPORATE ADMINISTRATION READS A STATEMENT REGARDING THE PROCEDURE TO BE FOLLOWED FOR THE PUBLIC MEETING**

3. **DIRECTOR OF CORPORATE ADMINISTRATION ADVISES HOW THIS PUBLIC MEETING HAS BEEN PUBLICIZED**

- Notice was published in the October 19 and 26 editions of the Peace Arch News.
- 151 notices were mailed to owners and occupants within 100 meters of the subject property
- A copy of the notice was placed on the public notice posting board on October 17, 2023

4. **THE CHAIRPERSON INVITES THE DIRECTOR OF PLANNING AND DEVELOPMENT SERVICES TO PRESENT THE PROPOSED APPLICATION**

**Note:** Public information package attached

The Director of Planning and Development Services provided a PowerPoint presentation summarizing the application.

5. **THE CHAIRPERSON WILL REQUEST THE DIRECTOR OF CORPORATE ADMINISTRATION TO ADVISE OF ANY CORRESPONDENCE OR SUBMISSIONS RECEIVED**

As of 8:30 a.m. on October 25, 2023 there have been **no** submissions received.

Note: Submissions received between 8:30 a.m. on October 25, 2023 and 12:00 p.m. (noon) on October 30, 2023 will be presented "On Table" at the Public Meeting.

On Table there was one (1) submission received with the writer being in support of the application.

6. **THE CHAIRPERSON INVITES THOSE IN ATTENDANCE TO PRESENT THEIR COMMENTS**

Mayor Knight called for those wishing to speak to the public meeting to come forward.

At 4:19 p.m. it was determined there were no speakers for Development Variance Permit 455.

7. **IF REQUIRED, THE CHAIRPERSON INVITES THE DIRECTOR OF PLANNING AND DEVELOPMENT SERVICES TO SUMMARIZE THE PROPOSED APPLICATION**

N/A

8. **CONCLUSION OF THE OCTOBER 30, 2023 PUBLIC MEETING**

The meeting concluded at 4:19 p.m.



---

Mayor Knight

---

Tracey Arthur, Director of Corporate  
Administration

## Regular Council Meeting of White Rock City Council

### Minutes



October 30, 2023, 4:00 p.m.

City Hall Council Chambers

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

#### PRESENT:

Mayor Knight  
Councillor Chesney  
Councillor Cheung  
Councillor Klassen (arrived at 4:09 p.m.)  
Councillor Lawrence  
Councillor Partridge  
Councillor Trevelyan

#### STAFF:

Guillermo Ferrero, Chief Administrative Officer  
Tracey Arthur, Director of Corporate Administration  
Anne Berry, Director of Planning and Development Services  
Jim Gordon, Director of Engineering and Municipal Operations  
Kari Laing, Director of Human Resources  
Ed Wolfe, Fire Chief  
John Woolgar, Director of Recreation and Culture  
Wayne Berg, Deputy Director of Planning and Development Services  
Neethu Syam, Planning Division Lead  
Debbie Johnstone, Deputy Corporate Officer

#### PUBLIC:

22

---

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

The meeting was called to order at 4:08 p.m.



## **1.1 FIRST NATIONS LAND ACKNOWLEDGEMENT**

*We would like to recognize that we are standing/working/meeting on the traditional unceded territory of the Semiahmoo First Nation, and also wish to acknowledge the broader territory of the Coast Salish Peoples.*

Councillor Klassen arrived at the meeting at 4:09 p.m.

## **2. ADOPTION OF AGENDA**

**Motion Number: 2023-399** It was MOVED and SECONDED

**THAT the Corporation of the City of White Rock adopt the October 30, 2023 agenda as amended to:**

**Add:**

- Under Item 4 - Three (3) Question and Answer Period Submissions;
- Under Item 12. - Motion from Councillor Partridge regarding a South Surrey White Rock Foundry Centre
- Under Item 14 - Other Business - Correspondence from Metro Vancouver on the Air Quality Permit Application from Semiahmoo RNG GP Corp - 1202; and
- Remove item 12.1.c - Motion from Councillor Lawrence regarding the Cascadia on the Move Summit as the conference has been postponed.

**Motion CARRIED (7 to 0)**

## **3. ADOPTION OF MINUTES**

**Motion Number: 2023-400** It was MOVED and SECONDED

**THAT the Corporation of the City of White Rock adopt the October 16, 2023 Regular Council minutes as circulated.**

**Motion CARRIED (7 to 0)**

## **3.1 MEETING RECESS**

The Regular Meeting was recessed in order to consider a Public Meeting regarding the proposed application:

- Development Variance Permit No. 455 (15643 Buena Vista Avenue)

It was noted that the Regular meeting will reconvene following the adjournment or conclusion of the Public Meeting.

**Motion Number: 2023-401** It was MOVED and SECONDED

**THAT Council:**

1. **Postpone the October 30, 2023 Regular Council meeting at this time, 4:10 p.m., until the adjournment or conclusion of the Public Meeting for Development Variance Permit No. 455 (15643 Buena Vista Avenue); and**
2. **Directly following the Public Meeting the Regular Council Meeting will be reconvened in the City's Council Chambers.**

**Motion CARRIED (7 to 0)**

The meeting was reconvened at 4:20 p.m.

**4. QUESTION AND ANSWER PERIOD (15 MINUTES / 2 MINUTES PER SPEAKER)**

Question and Answer Period was held both in person at the meeting, as well as electronically through email.

As of 8:30 a.m., October 25, 2023, there were no Question and Answer period submissions received.

The On-Table Question and Answer Period submissions were summarized:

- Two (2) submissions were received regarding a warming site:

C. Lightowlers, White Rock, inquired if the City of White Rock recreation centres are open as warming centres in the daytime?

If the White Rock Library will be receiving guests for warming?

Why the funding in 2021 / 2022 was noted at \$80,000 but this winter it is at \$75,000?

Staff noted that the City does not decide on use at the Library, there is not the staff to offer a daytime warming centre at the City's recreation facilities, and believes the figures for this use have always been \$75,000 to \$80,000 set aside for this use but would need to check.

P. Petrala, White Rock, inquired when the City would inform the public, including impacted staff, regarding a warming site this year.

Staff are working on this topic; once specifics are determined it will be noted.

- G. Gumley, White Rock, inquired if Council would ask staff to provide a six (6) month interim financial statement for 2023 and if not available would Council ask staff to provide the operating surplus for the first six (6) months of 2023 and the cash and cash equivalents as of June 30, 2023. Staff noted these questions were answered previously by staff and will be provided on the website.

**Motion Number: 2023-402** It was MOVED and SECONDED

**THAT Council receive for information the correspondence submitted for Question and Answer Period by noon (12:00 p.m.) October 30, 2023, including “On-Table” information provided with staff responses that are available at the time.**

**Motion CARRIED (7 to 0)**

#### **4.1 CHAIRPERSON CALLS FOR SPEAKERS TO QUESTION AND ANSWER PERIOD**

- C. Bennet-Clark, White Rock suggested a 2023 - 2024 Emergency Weather Shelter for White Rock / South Surrey, stating that more solutions than warming and cooling centres are needed. Discussed a proposal for a Temporary Community Connection Centre (similar to what has been done in Toronto) with a possible location at the rear parking lot at Semiahmoo Mall. On-Table provided further information / details about the program for consideration.
- A South Surrey resident noted concern with the proposed biofuel facility on the Semiahmoo First Nation land, stating the company involved, formed in 2018, should to be reviewed. It has been noted they have 50 plants worldwide but they cannot be located. Concern with the facility on the lands due to it being near train tracks (possible land instability) and tsunami area and inquired if there are emergency procedures in place should an explosion occur. Land use is not the only concern, further concerns were noted about the damage to the air.
- A resident from South Surrey noted concern regarding the proposed biofuel facility on the Semiahmoo First Nation land, with chemicals, safety and with potential long term damage for residents living nearby.

- A resident from White Rock noting many from the Chinese community are concerned with the proposed biofuel facility on the Semiahmoo First Nation land, since learning of this two (2) weeks ago 300 families have noted concern about pollution and safety of residents and would like to have a better understanding of the potential project impacts.

## 5. **DELEGATIONS AND PETITIONS**

### 5.1 **DELEGATIONS (5 MINUTES)**

None

### 5.2 **PETITIONS**

None

## 6. **PRESENTATIONS AND CORPORATE REPORTS**

### 6.1 **PRESENTATIONS (10 MINUTES)**

None

### 6.2 **CORPORATE REPORTS**

#### 6.2.a **1453 STAYTE ROAD - COMPLETION OF FINAL ADOPTION PRE-REQUISITES AND ISSUANCE OF MAJOR DP 423 (ZON&MJP 20-019)**

Corporate report dated October 30, 2023 from the Director of Planning and Development Services titled "1453 Stayte Road - Completion of Final Adoption Pre-Requisites and issuance of Major DP 423 (ZON&MJP 20-019)".

**Note:** Bylaw 2434 and Development Permit 423 are on the agenda for consideration under Items 9.1.a and 9.2.c.

**Motion Number: 2023-403** It was MOVED and SECONDED

**THAT Council receive the October 30, 2023 corporate report from the Director of Planning and Development Services, titled "1453 Stayte Road – Completion of Final Adoption Pre-Requisites and Issuance of Major DP 423 (ZON&MJP 20-019)".**

**Motion CARRIED (7 to 0)**

**6.2.b INITIAL REVIEW OF 14780 NORTH BLUFF ROAD  
(OCP/ZON/MJP 23-016) - TELUS LIVING AND TELUS  
NETWORK FACILITY**

Corporate report dated October 30, 2023 from the Director of Planning and Development Services titled "Initial Review of 14780 North Bluff Road (OCP/ZON/MJP 23-016) - TELUS Living and TELUS network facility".

The following discussion points were noted:

- For the proposed height would like to see an affordable housing component (10 - 20 % affordable housing)
- Why would this not wait until the completion of the North Bluff Road Corridor Study that is underway?
- Would like for the traffic study also to be completed (staff noted approximately six (6) months)
- Would like to see studio apartments along with an affordable housing component included

**Motion Number: 2023-404** It was MOVED and SECONDED

**THAT Council receive for information the corporate report dated October 30, 2023, from the Director of Planning and Development Services, titled "Initial Review of 14780 North Bluff Road (OCP/ZON/MJP 23-016) - Telus Living and Telus Network Facility".**

**Motion CARRIED (7 to 0)**

**6.2.c CONSIDERATION OF DEVELOPMENT VARIANCE PERMIT NO.  
455 -15643 BUENA VISTA AVENUE (22-034)**

Corporate report dated October 30, 2023 from the Director of Planning and Development Services titled "Consideration of Development Variance Permit No. 455 - 15643 Buena Vista Avenue (22-034)".

**Note:** This DVP was the subject of a Public Meeting held earlier in the evening. DVP 455 is on the agenda for consideration under Item 9.2.a

**Motion Number: 2023-405** It was MOVED and SECONDED

**THAT Council receive the corporate report dated October 30, 2023, from the Director of Planning and Development Services, titled "Consideration of Development Variance Permit No. 455 – 15643 Buena Vista Avenue (22-034)".**

**Motion CARRIED (7 to 0)**

**6.2.d AMENDMENT (TIME EXTENSION) TO DEVELOPMENT VARIANCE PERMIT 438 - 14989 ROPER AVENUE (23-020)**

Corporate report dated October 30, 2023 from the Director of Planning and Development Services titled "Amendment (time extension) to Development Variance Permit 438 - 14989 Roper Avenue (23-020)".

**Note:** Notice of Consideration of an Application (Amendment) for a Development Variance Permit was published in the Peace Arch News in the October 19 and 26 editions.

**Motion Number: 2023-406** It was MOVED and SECONDED

**THAT Council:**

- 1. Receive for information the report dated October 30, 2023, from the Director of Planning and Development Services, titled "Amendment (time extension) to Development Variance Permit 438 – 14989 Roper Avenue (23-020)" for consideration; and**

2. Approve the time extension for Development Variance Permit 438 for up to two (2) years from the date of expiry for the proposal at 14989 Roper Avenue.

**Motion CARRIED (7 to 0)**

**7. MINUTES AND RECOMMENDATIONS OF COMMITTEES**

**7.1 SELECT COMMITTEE MINUTES**

**Motion Number: 2023-407** It was MOVED and SECONDED

**THAT Council receive for information the following committee meeting minutes as circulated:**

- Public Art and Culture Advisory Committee, October 11, 2023.

**Motion CARRIED (7 to 0)**

**7.2 SELECT COMMITTEE RECOMMENDATIONS**

None

**8. POLICIES**

**8.1 CITY OF WHITE ROCK FLAG POLICY - COUNCIL POLICY 167**

The City of White Rock Flag Policy is proposed to be amended as follows:

- Adding to Flag-raising at City Hall Single Flagpole - Canadian Walk for Veterans
- Housekeeping amendments

**Note:** The proposed changes were reflected on the policy in red and blue as tracked changes.

**Motion Number: 2023-408** It was MOVED and SECONDED

**THAT Council endorses Policy 167 - City of White Rock Flag Policy as circulated.**

**Motion CARRIED (7 to 0)**

## 9. **BYLAWS AND PERMITS**

### 9.1 **BYLAWS**

#### 9.1.a **BYLAW 2434- WHITE ROCK ZONING BYLAW 2012, NO. 2000, AMENDMENT (CD 62-1453 STAYTE ROAD) BYLAW, 2019, NO. 2434**

Bylaw 2434 - A bylaw to amend the "*White Rock Zoning Bylaw 2012, No. 2000*" to enable the development of a 20 unit townhouse project at 1453 Stayte Road. This Bylaw was given first and second reading on June 13, 2022, went to a Public Hearing on July 18, 2022 and received third reading on July 25, 2022. Bylaw 2434 is on the agenda for consideration of final reading at this time.

**Note:** Bylaw 2434 was the subject of a corporate report under Item 6.2.a

**Motion Number: 2023-409** It was MOVED and SECONDED

**THAT Council give final reading to "*White Rock Zoning Bylaw 2012, No. 2000, Amendment (CD Zone 62 - 1453 Stayte Road) Bylaw, 2022, No. 2434*".**

**Motion CARRIED (7 to 0)**

### 9.2 **PERMITS**

#### 9.2.a **DEVELOPMENT VARIANCE PERMIT NO. 455 - 15643 BUENA VISTA AVENUE**

This Development Variance Permit (DVP) application seeks a relief of 2.7 metres from the RS-1 zone's minimum lot depth requirement of 27.4 metres to enable the subdivision of the property into two single-family lots.

**Note:** This DVP was the subject of a Public Meeting held earlier in the evening, and a corporate report under Item 6.2.c

**Motion Number: 2023-410** It was MOVED and SECONDED

**THAT Council approve the issuance of Development Variance Permit No. 455 - 15643 Buena Vista Avenue**

**Motion CARRIED (7 to 0)**



## **9.2.b DEVELOPMENT PERMIT NO. 423 - 1453 STAYTE ROAD**

Development Permit No. 423 would allow for the construction of a townhouse project which consists of 20 units which are 3-storey ground-oriented units.

**Note:** Development Permit No. 423 was the subject of a corporate report under Item 6.2.a

**Motion Number: 2023-411** It was MOVED and SECONDED

**THAT Council approve the issuance of Development Permit No. 423 (1453 Stayte Road)**

**Motion CARRIED (7 to 0)**

## **10. CORRESPONDENCE**

### **10.1 CORRESPONDENCE - RECEIVED FOR INFORMATION**

**Motion Number: 2023-412** It was MOVED and SECONDED

**THAT Council receive correspondence Item 10.1.a - as circulated.**

**Motion CARRIED (7 to 0)**

#### **10.1.a DAYTIME WARMING CENTRE- CORRESPONDENCE FROM THE CITY OF SURREY**

Correspondence dated October 20, 2023 from the City of Surrey providing an update on a 2023/2024 Daytime Warming Centre status.

The following discussion points were noted:

- No grant(s) available for a project like this at this time (last year the City received \$320,000)
- Clarified the City would be looking to open a daytime warming centre and the City of Surrey has noted they are looking at an overnight shelter in the South Surrey area
- Previously the City had Mount Olive to send persons in need after closing of the Warming Centre at 10 p.m. Earlier this year they closed that service.

- To be open other than just extreme weather days there are additional costs as the operator needs 3 - 4 days notice prior to opening and then once open they need to stay open seven (7) days
- The proposed operator noted the City warming centre could remain open 24/7 (with no beds) but at least a warm place to go (additional budget of \$100,000 needed for that component)
- The topic was requested to be placed on the next Council agenda for further consideration

## **11. MAYOR AND COUNCILLOR REPORTS**

### **11.1 MAYOR'S REPORT**

Mayor Knight noted the following information:

A Community shout out on behalf of Council related to recent local recognition:

1. Congratulations to Oveido Properties, Chris Dikeakos Architects and the Quorum Group for having received the "Mixed Use" Development Award for the Altus Building
  2. Congratulations to White Rock Beach Beer Company for earning first place at the Annual 2023 BC Beer Tasking Festival and Awards
- Oct 18, connected with Mayor Mary Lou Steward from the City of Blaine to discuss matters of mutual interest
  - Oct 19, TransLink's Joint Mayor's Council on Regional Transportation and the TransLink Board Investment Workshop
  - Oct 20, Metro Vancouver's Special Joint Board meeting
  - Oct 21, Semiahmoo Community Safety Society's Annual Red Serge's Fundraising Gala
  - Oct 25, TransLink Mayor's Council on Regional Transportation meeting
  - Oct 25, Met with Hugh Ellenwood, Archivist at the White Rock Museum to greet Al Anderson who was donating his original founding notes related to the Tour de White Rock

- Oct 2, Metro Vancouver Board of Directors' meeting

## **11.2 COUNCILLORS REPORTS**

Councillor Partridge noted the following information:

- Oct 28, participated in an RCMP ride along with Officer Rob Dixon

Councillor Klassen noted the following information:

- Oct 23 City's first meeting of the Accessibility Advisory Committee

Councillor Chesney noted the following information:

- Reminder of Poppy Sales being underway

## **12. MOTIONS AND NOTICES OF MOTION**

### **12.1 MOTIONS**

#### **12.1.a 2024 REGULAR COUNCIL MEETING SCHEDULE**

**Motion Number: 2023-413** It was MOVED and SECONDED

**THAT Council approve the following 2024 regular Council meeting schedule:**

- January 15 & 29
- February 12 & 26
- March 11 & 25
- April 15 & 29
- May 13 & 27
- June 10 & 24
- July 15 & 29
- September 9 & 23
- October 7 & 21
- November 4 & 25
- December 9

**Motion CARRIED (7 to 0)**

#### **12.1.b 2024 DEPUTY MAYOR SCHEDULE**

**Motion Number: 223-414** It was MOVED and SECONDED

**THAT Council approve the following schedule for the 2023 Deputy Mayor rotation:**

- Jan 1 - Mar 1 - Councillor Trevelyan;
- Mar 2 - May 1 - Councillor Lawrence;
- May 2 - July 1 - Councillor Cheung;
- July 2 - Aug 31 - Councillor Klassen;
- Sept 1 - Oct 31 - Councillor Partridge; and
- Nov 1 - Dec 31 - Councillor Chesney.

**Motion CARRIED (7 to 0)**

#### **12.1.c CASCADIA ON THE MOVE SUMMIT**

Councillor Lawrence provided the following motion for consideration at this time as it was received prior to the Notice of Motion deadline:

In accordance with motion 2023-399 this item was removed from the agenda.

#### **12.1.d CONSULATE PARKING IN WHITE ROCK**

Councillor Lawrence provided the following motion for consideration at this time as it was received prior to the Notice of Motion deadline:

It was noted that parking would not be permitted in the corner clearance area (an unsafe condition to be aware of ahead of time)

**Motion Number: 2023-415** It was MOVED and SECONDED

**THAT Council direct staff to limit parking enforcement on Consular vehicles, except in circumstances where unsafe conditions are identified, such as obstruction to traffic or access to fire hydrants, and other similar conditions.**

Voted in the negative (6): Mayor Knight, Councillor Chesney, Councillor Cheung, Councillor Klassen, Councillor Lawrence and Councillor Trevelyan

**Motion DEFEATED (1 to 6)**

### **12.1.e SUPPORT OF SOURCES - DEVELOPMENT OF A FOUNDRY CENTER**

In response to correspondence placed On-Table this evening received from Sources and where they seek the opportunity to provide an experience where youth and their families can walk through a door and find youth and family friendly, accessible and integrated services that can address a range of needs in one place. I'd like to bring forward the following motion for consideration at this time as there is a tight timeline they are working within.

**Motion Number: 2023-416** It was MOVED and SECONDED

**THAT Council endorse consideration of a motion at this time, due to a tight timeline requirement of November 1, 2023, regarding a letter of support for Sources for a Foundry Centre.**

**Motion CARRIED (7 to 0)**

**Motion Number: 2023-417** It was MOVED and SECONDED

**THAT Council direct staff to forward correspondence, on their behalf, to Sources Community Resources stating their support for a Foundry Center to be developed in South Surrey / White Rock with an intention to also develop a satellite Foundry Centre in another area of Surrey with a vision for Cloverdale.**

**Motion CARRIED (7 to 0)**

### **12.2 NOTICES OF MOTION**

None

13. **RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS**

None

14. **OTHER BUSINESS**

In accordance with motion 2023-399 correspondence dated October 30, 2023 from Metro Vancouver was placed On-Table for discussion at this time.

The Chief Administrative Office noted a corporate report will be brought forward including the correspondence where Council direction will be sought in terms of response to Metro Vancouver regarding the Biofuel Project proposed for Semiahmoo First Nation Land (Air Quality Permit Application from Semiahmoo RNG GP Corp-1202).

15. **CONCLUSION OF THE OCTOBER 30, 2023 REGULAR COUNCIL MEETING**

The meeting was concluded at 5:34 p.m.



---

Mayor Knight

---

Tracey Arthur, Director of Corporate  
Administration

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** November 6, 2023

**TO:** Mayor and Council

**FROM:** Corrine Haer, P.Eng., Manager, Engineering

**SUBJECT:** Contract Award – Marine Drive and Nichol Road Intersection Improvements

---

**RECOMMENDATIONS**

THAT Council receive the corporate report dated November 6, 2023, from the Director of Engineering and Municipal Operations, titled “Contract Award - Marine Drive and Nichol Road Intersection Improvements” for consideration; and

1. Approve the award of the Marine Drive and Nichol Road Intersection Improvements to Lafarge Canada Inc. in the amount of \$480,291 (excluding GST);
  2. Approve the award of engineering inspection and engineering support for the Marine Drive and Nichol Road Intersection Improvements to R.F. Binnie & Associates Ltd. in the amount of \$30,000 (excluding GST);
  3. Authorize the pre-approved contingency in the amount of \$126,128 (approximately 25%) to support the project; and
  4. Authorize the Director of Engineering and Municipal Operations to execute all contract documentation required for the project.
- 

**EXECUTIVE SUMMARY**

The purpose of this corporate report is to obtain Council approval to award the Marine Drive and Nichol Road Intersection Improvements Project to Lafarge Canada Inc. in the amount of \$480,291.00 (excluding GST).

This project includes geometric reconfiguration of the intersection focused on enhancing pedestrian safety and addressing speeding concerns identified by residents through the City’s Integrated Transportation & Infrastructure Management Plan (ITIMP) outreach. Furthermore, this project will construct drainage improvements and sanitary improvements as identified in the City’s 2019 Sewer Master Plan and required due to approved development upstream.

**INTRODUCTION**

The City has been in receipt of several complaints over the years regarding the fact that often vehicles do not stop for pedestrians at the crosswalk located at Marine Drive and Nichol Road. In addition, several concerns were brought up regarding speeding in the area during public engagement completed prior to completion of the City’s ITIMP. This project addresses these

concerns and is in line with the City's ITIMP that directs the City to create safe, welcoming and comfortable places that attract pedestrians and make walking enjoyable and also encourages the improvement of intersections that have been identified as having safety, operational or geometric issues.

Working with a consultant, staff have come up with a design that makes the intersection safer while upgrading the infrastructure in the intersection at the same time in order to meet future capacity demands in line with the City's 2019 Sewer Master Plan.

Improvements in the intersection (Attachment A) include:

Replace existing crosswalk that consists of two solid lines with a zebra crosswalk to give pedestrians the right of way when crossing and:

- Relocate the crosswalk to the east side of the intersection so that pedestrians are no longer led into a barrier curb with no letdown or sidewalk;
- Install a curb bulge in the north east and north west corners of the intersection to reduce the crossing distance for pedestrians and also naturally slow down approaching drivers;
- Install a curb bulge to reduce the cross distance for pedestrians and increase pedestrian visibility;
- Install a stop-controlled crosswalk across Nichol Road to connect to the new relocated crosswalk on the east side of the intersection crossing Marine Drive;
- Replace the existing bus stop with accessible concrete bus pad and additional bus signage;
- Install additional bike signage and bike markings to enhance cycling experience.
- Removal of existing 200mm asbestos concrete sanitary main through the intersection and upsize with a 300mm PVC main and associated infrastructure; and
- Installation of additional drainage catch basins.

## **ANALYSIS**

R.F. Binnie & Associates Ltd. was retained to design the project. Subsequently, a construction tender (WR23-008 Marine and Nichol Intersection Improvements Construction) was issued to the market on BC Bid with a tender submission closing date of May 12, 2023. The City received one bid and the result is summarized in the table below.

**Table 1 - Bid Summary**

<b>Contractor</b>	<b>Price (excluding GST)</b>
Lafarge Canada Inc.	\$ 480,291

Staff recommend we proceed with awarding the construction of the project to Lafarge.

## **FINANCIAL IMPLICATIONS**

The project is included in the 2023 Financial Plan and has additional funding available through development driven cash in lieu (14022 North Bluff Road) and Development Cost Charges. Additionally, ICBC will allocate \$15,000 towards the project once a firm construction date is identified.



A summary of the project budget is as follows:

**Table 2 – Project Budget**

	<b>Total</b>
General Fund (01-2-40075)	\$339,000
Sanitary Fund (03-2-40075)	\$100,000
Drainage Fund (05-2-40075)	\$50,000
Sanitary Cash In Lieu	\$111,200
Sanitary Development Cost Charges	\$26,400
ICBC Grant	\$15,000
<b>Total available budget</b>	<b>\$641,600</b>
Spent to date (as of October 23, 2023)	\$5,181
Engineering fees (R.F. Binnie & Associates)	\$30,000
Construction (Lafarge Canada Ltd.)	\$480,291
<b>Subtotal</b>	<b>\$515,472</b>
Contingency (approx. 25%)	\$126,128
<b>Total project cost</b>	<b>\$641,600</b>

### **LEGAL IMPLICATIONS**

No legal implications are anticipated. Staff request authorization for the Director, Engineering and Municipal Operations to execute all contract documentation required for the project.

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

This project is in alignment with the Infrastructure Strategic Priority that identifies that the City plan, build and maintain infrastructure to enhance quality of life and civic service delivery while mitigating and adapting to environmental impacts. Specifically, this project ensures future infrastructure resiliency by making decisions through a long-term lens.

### **OPTIONS / RISKS / ALTERNATIVES**

The following alternate options are available for Council's consideration:

1. Not approve the recommendation to award the Marine Drive and Nichol Road Intersection Improvements Project to Lafarge Canada Inc. This may result in reduced safety for pedestrians utilizing this intersection and potential long term sewer capacity issues.

### **CONCLUSION**

Staff recommends that the Marine Drive and Nichol Road Intersection Improvements Project be awarded to Lafarge Canada Inc. in the amount of \$480,291 (excluding GST) and request a preauthorized contingency in the amount \$126,128 (approximately 25% of the project cost) to support the project. Additionally, staff seek Council's approval to enable the Director of

Engineering & Municipal Operations to have authorization to execute all contract documentation required for the project to proceed.

Respectfully submitted,

Approved by,



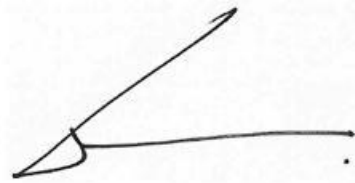
Corrine Haer, P.Eng.  
Manager, Engineering



Jim Gordon, P.Eng.  
Director, Engineering & Municipal Operations

**Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.

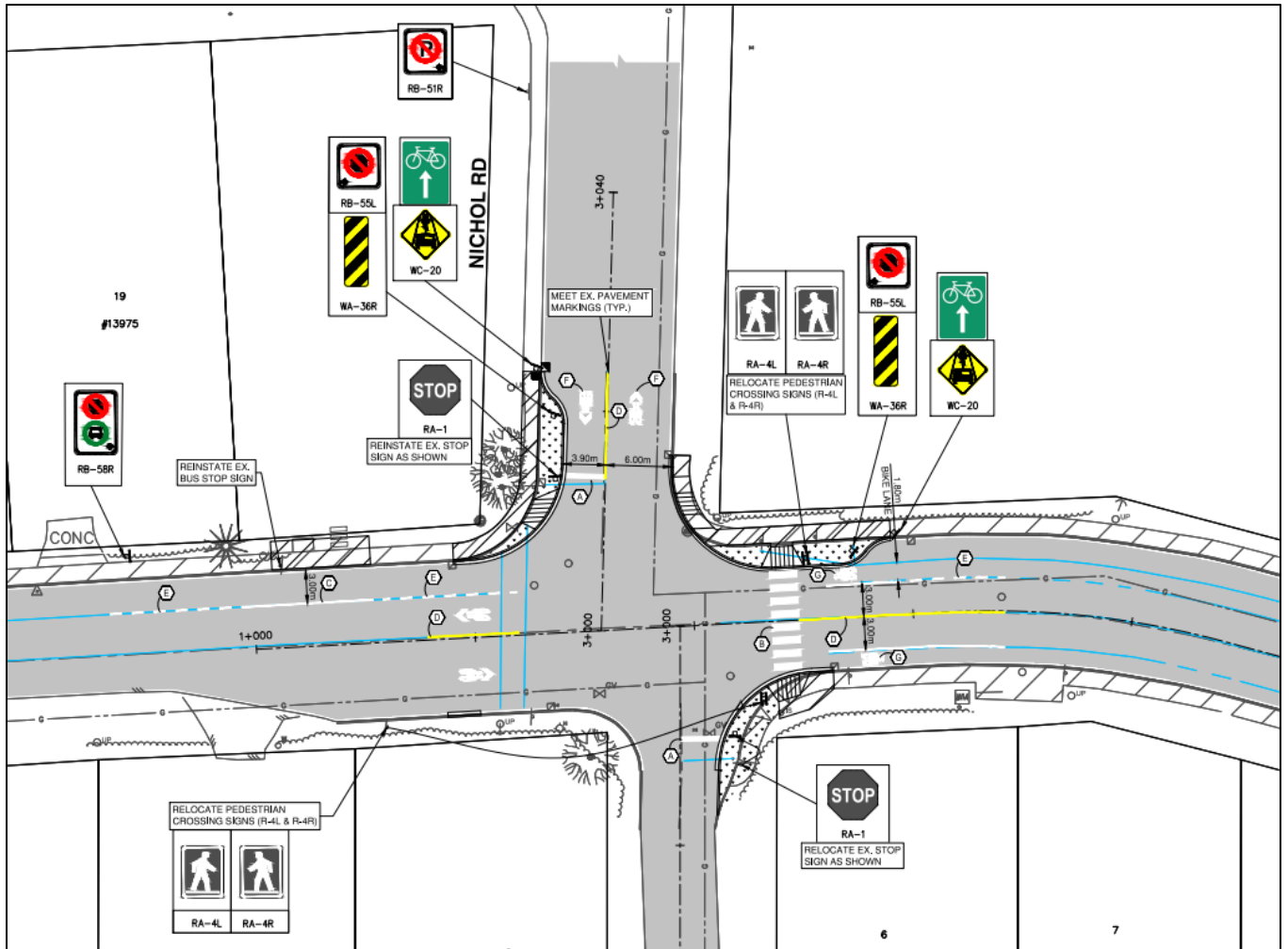


Guillermo Ferrero  
Chief Administrative Officer

Appendix A: Intersection Improvements

## APPENDIX A

## Intersection Improvements



THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
**CORPORATE REPORT**



**DATE:** November 6, 2023

**TO:** Mayor and Council

**FROM:** Candice Gartry, Director, Financial Services

**SUBJECT:** 2024 Fees and Charges Bylaw, 2023, No. 2480

---

**RECOMMENDATIONS**

THAT Council:

1. Receive the November 6, 2023, corporate report from the Director of Financial Services, titled "2024 Fees and Charges Bylaw, 2023, No. 2480", and
  2. Give first, second and third readings to Bylaw, 2023, No. 2480.
- 

**EXECUTIVE SUMMARY**

Section 194 of the *Community Charter* authorizes Council, by bylaw, to establish municipal fees for services, for the use of municipal property and/or to exercise the authority to regulate, prohibit or impose requirements.

Annually, City Staff review the fees and charges bylaw to ensure that fees charged recover the cost of providing the services. For 2024, the increases proposed are generally inflationary except for some fees where it has been determined that the City is not fully recovering related costs. Additionally, a few new fees were added.

It is recommended that the fees proposed in the 2024 Fees and Charges Bylaw, 2023, No. 2480 be approved for the 2024 fiscal year and given first, second and third readings.

**INTRODUCTION/BACKGROUND**

Annually, City Staff review the fees and charges bylaw to ensure that fees charged recover the cost of providing the services. For 2023, the increases proposed are generally inflationary except for some fees where it has been determined that the City is not fully recovering related costs. Additionally, a few new fees were added.

The following new fees are proposed to recover the costs for services the City provides:

Item	Proposed Fee
<b>Engineering and Municipal Operations:</b>	
<b>Road and Right of Way Fees</b>	
Road and ROW Alteration Permit Fee (low level plantings)	450.00

Item	Proposed Fee
<b>Road and Right of Way Deposits</b>	
Special Events	2,500.00
<b>Encroachment Agreement Fees</b>	
Administration fee	59.00
Application fee	2,000.00
License Fee - per square meter of encroachment	25.00
<b>All Other Agreements</b>	
Administration fee	59.00
Application fee	2,000.00

The following fees were increased beyond an inflation rate of 2-3% to better align with the actual cost of providing the service:

Item	Previous Fee	Proposed Fee
<b>Financial Services:</b>		
<b>Property Tax Information (Tax Certificate)</b>		
Requested at City Hall	85.50	124.00
<i>This fee includes the fee set by the City of \$45 plus Dye Durhams fee that is increasing from \$40.50 to \$79.00</i>		
<b>Planning and Development Services:</b>		
<b>Property File Research and Copies</b>		
Research Fee and Copies on disc or Flash Drive	50.00	75.00
<b>Temporary Signs</b>		
Sandwich Board Sign or Free-Standing Portable Sign or Promotional Sign (first event)	75.00	90.00
Promotional Sign (second and third event)	75.00	90.00
<b>Permanent Signs</b>		
Application Fee	75.00	90.00
Alter or move an existing sign	100.00	115.00
Each Sign for a Premise included in an approved Comprehensive Sign Plan	75.00	90.00

The following item was decreased this year after a review was requested from Semiahmoo Lacrosse. White Rock is still the highest at \$70 behind Surrey at \$57.00.

Item	Previous Fee	Proposed Fee
<b>Centennial Park Leisure Centre – Arena:</b>		
<b>Dry Floor</b>		
Minor Lacrosse, Ball Hockey, Roller Hockey (includes non-profit)	79.00	70.00

### **FINANCIAL IMPLICATIONS**

Reviewing the Fees and Charges Bylaw annually and adjusting, removing, or adding fees where needed, ensures that the City's fees and charges are appropriate and remain in line with the cost of providing the services. The impact of the proposed fees will be incorporated into adjustments to revenues in the 2024 budget process.

### **OPTIONS / RISKS / ALTERNATIVES**


The following alternate options are available for Council's consideration:

1. Not endorse the proposed 2024 Fees and Charges Bylaw, 2023, No. 2480, which would result in the City's fees falling below the cost of providing the services.

### **CONCLUSION**

Annually, City Staff review the fees and charges bylaw to ensure that fees charged are appropriate, necessary and recover the cost of providing the services. For 2024 the fees were generally increased by inflation and others were adjusted to align with the cost of providing or delivering the service. The proposed changes have been incorporated into the 2024 Fees and Charges Bylaw, 2023, No. 2480 for the Council's consideration.

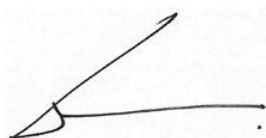
Respectfully submitted,



Candice Gartry  
Director, Financial Services

### **Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2480**

---



A Bylaw to impose fees and charges for various services offered by the City that are not included in any other City Bylaw.

The Council of the City of White Rock, in open meeting assembled, enacts as follows:

**1. Definition**

1.1 In this bylaw, the following definition applies:

**City** means the City of White Rock

**2. Bylaw Duration**

2.1 The fees and charges are set out in this bylaw for the year 2024.

2.2 “*2024 Fees and Charges Bylaw, 2023, No. 2480*” will take effect January 1, 2024. If a new bylaw regarding Fees and Charges has not been adopted by January 1, 2025, the fees and charges contained in this bylaw will continue to remain in effect until a new bylaw on this matter has been adopted by City Council.

**3. Fees and Charges Schedules**

3.1 A person will pay the specified fees / charges for services set out in the following schedules which are attached to and form part of this bylaw:

Schedule A	Planning and Development Services
Schedule B	Engineering and Municipal Operations
Schedule C	RCMP
Schedule D	Centennial Park Leisure Centre - Arena Facility Rental
Schedule E	Centennial Park Leisure Centre – Hall / Lounge / Boardroom / Recreation Room Facility Rentals
Schedule F	Centre for Active Living - Facility Rental
Schedule G	Kent Street Activity Centre - Facility Rental
Schedule H	White Rock Community Centre - Facility Rental
Schedule I	Centennial Park Leisure Centre - Outdoor
Schedule J	Recreation and Culture - Miscellaneous
Schedule K	Financial Services
Schedule L	Photocopies, Mapping and Computer Information
Schedule M	Fire Rescue
Schedule N	Parking Services

4. **Tax**

- 4.1 Unless specifically indicated otherwise, the fees and charges in this bylaw are subject to applicable taxes.

5. **Further Fees / Charges Considerations**

- 5.1 In addition to paying the facility rental fee or filming fee, a person must also provide liability insurance to rent a facility listed in **Schedules D – J** or film on City property as in **Schedule J** by:
- (a) paying the City an insurance liability premium according to the User Group Rating Schedule provided by the City’s insurance provider; or
  - (b) naming the City as a co-insured on the liability insurance policy, valued at least \$5 million, and providing the City with proof of coverage.

6. **Refunds (when applicable) and Cancellations**

- 6.1 For a facility rental fee in Schedules D – J the City may issue a refund of 100% if the refund is requested at least 14 days before the actual booked date.
- 6.2 For a facility rental fee in Schedules D – J the City will not issue a refund, if:
- a) the refund is requested less than 14 days before the actual booked date; and/or;
  - b) the booked date has previously been amended; and/or;
  - c) there is inclement weather that affects the booking for outdoor special events.

In these circumstance only the damage deposit is refundable.

- 6.3 Three months advance notice is required to cancel an ongoing facility user contract.
- 6.4 The City of White Rock Recreation and Culture Department reserves the right to cancel bookings at any time, with a full refund of funds paid.

7. **Repeal of Bylaws**

- 7.1 City of White Rock “*2023 Fees and Charges Bylaw, 2022, No. 2447*” and all its amending bylaws are repealed as of the later of December 31,2023 or the date this bylaw is adopted.



8. **Severability**

- 8.1 If a portion of the bylaw is held invalid by a Court of competent jurisdiction, the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

9. **Citing**

- 9.1 This Bylaw may be cited as the “*2024 Fees and Charges Bylaw, 2023, No. 2480*”.

RECEIVED FIRST READING on the \_\_\_\_ day of November 2023

RECEIVED SECOND READING on the \_\_\_\_ day of November 2023

RECEIVED THIRD READING on the \_\_\_\_ day of November 2023

RECONSIDERED AND FINALLY ADOPTED on the \_\_\_\_ day of November 2023

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**Schedule 'A'**  
**PLANNING and DEVELOPMENT SERVICES**

ITEM	2024	
Building Code Initial Alternative Solution		\$705
Building Code subsequent Alternative Solution - each		\$235
Change of Address		\$625
<b>Letter of Enquiry</b>		
Residential		\$175
Multi-family or commercial		\$690
Noise Bylaw Extension of Hours – Admin Fee		\$290
<b>Property File Research and Copies</b>		
Research Fee ( <i>non-refundable</i> )		\$55
Each page of Print/Copy		\$6
Research Fee and Copies on disc or flash drive		\$75
<b>Building Permit Plans (Architectural Drawing Size)</b>		
Each page of Print/Copy		\$6
Property Site Survey Certificate		\$25
Sidewalk Use License – per square foot ( <i>Pro-rated based on license coverage dates for seasonal licenses</i> )		\$5
Sidewalk Use Agreement Application		\$190
<b>Other Fees</b>		
Accessory registered secondary suite in conjunction with a new house building permit registration		\$265
All other secondary suite registrations		\$350
Underground Oil Storage Tank Removal documentation		\$245
<b>Permit Application Fees:</b>		
Building permits involving addition or alterations to existing single or two family dwellings		\$220
Building permits to construct new single or two family dwellings		\$796
Building permits to construct other than single or two family dwelling, a fee equal to 50% of the estimated permit fee	Minimum	\$796
Re-Review of Plans Fee ( <i>first hour to be paid upon submission of revisions</i> )	Maximum	\$10,250
All other permits application fee		\$290
		\$90
<i>Permit Application Fees are non-refundable.</i>		
<b>Building Permit Fees:</b>		
Range of “Construction Value”	Initial Fee	Additional fee per \$1,000 or part thereof
\$0 to \$1,000	\$222	
\$1,001 to \$100,000	\$222	\$19.70
\$100,001 to \$250,000	\$2,172.30	\$15.30
\$250,000 and over	\$4,467.30	\$12.90
<p>The current edition of the Marshal Valuation Service or the Marshall and Swift Residential Cost Handbook may be used by the Building Official to determine the “Construction Value” of the work for the purpose of assessing permit fees.</p> <p>Any Building Permit fee payable shall be reduced by 2.5% to a maximum reduction of \$500.00 where any aspect of the construction of the proposed building or alteration is under the review and Letters of Assurance of a CRP – Coordinating Registered Professional.</p>		

**Schedule 'A' Continued**  
**PLANNING and DEVELOPMENT SERVICES**

ITEM	2024
<b>Other Permit Related Fees</b>	
Extension of Permit	\$230
Creation of New Civic Address	\$625
Permit Transfer	\$405
Re-review of Plans Fee - per hour <i>(applicable during the application process when application information and supporting plans are inadequate or when the permit has been issued and the owner desires to make changes to the drawings. Supporting plans will be deemed inadequate when there are deficiencies, errors and/or omissions in the submitted documents/plans.)</i>	\$290
Building Move Fee	\$230
Digital Archive Fee – per page	\$6
Re-Inspection Fee	\$290
Commercial Cooking Facility (NFPA 96) - Plan Review and Inspection Fee	\$430
<b>Demolition Permit</b>	
Accessory Building	\$95
SFD/Duplex	\$1,210
Commercial/Multi-Family	\$1,445
<b>Permit Fees</b>	
First Fixture (included in application fee)	\$0
Each Additional Fixture	\$47
First Zone for Hydronic Heating System (included in application fee)	\$0
Each Additional Zone for Hydronic Heating System	\$47
First Sprinkler Head (included in application fee)	\$0
Each Additional Sprinkler Head to 100	\$6
Each Additional Sprinkler Head over 100	\$4
Each Fire Hydrant	\$52
Each Standpipe	\$52
Each Hose Valve	\$52
Fire Department Connection	\$52
SFD/Duplex Sanitary Sewer	\$88
SFD/Duplex Storm Sewer	\$88
SFD/Duplex Water Service	\$88
MFD/Commercial Sanitary Sewer first 30m	\$155
MFD/Commercial Storm Sewer first 30m	\$155
MFD/Commercial Water Service first 30m	\$155
Each Additional 30m of Commercial Sanitary Sewer, Storm Sewer, or Water Service or part thereof	\$75
Each Sump, Manhole, or Catch Basin	\$75
Re-Inspection Fee	\$290
Non-compliance Inspection Fee	\$290
Special or Other Inspection Fee	\$290

**Schedule 'A' Continued**  
**PLANNING and DEVELOPMENT SERVICES**

ITEM	2024
<b>Development Category Application Fees</b>	
OCP Amendment	\$5,624
Zoning Amendment	\$4,522
Combined OCP/Zoning Amendment	\$7,886
Additional Public Meeting/Hearing on applications revised by Applicant	\$1,125
Phased Development Agreement (including amendment)	\$5,624
Amendment of a Land Use Contract	\$2,249
Discharge of a Land Use Contract	
With associated rezoning	\$1,125
With no associated rezoning	\$2,249
Development Variance Permit (or amendment of time extension)	\$2,205
Major Development Permit, with zoning amendment application Fee plus \$100/new dwelling unit to be created, to a maximum of \$5,000	\$2,757
Major Development Permit, without zoning amendment application. Fee plus \$100/new dwelling unit to be created, to a maximum of \$10,000	\$3,860
Amendment or Time Extension for a Major Development Permit	\$2,801
Temporary Use Permit (including renewal and amendment)	\$2,249
Temporary Use Permit Cannabis Store (including renewal and amendment)	\$3,309
Liquor Licence Referral (Requiring Public Hearing)	\$2,812
Liquor Licence Referral (Requiring Public Notification Only)	\$552
Request for Purchase of Municipal Right of Way	\$275
Development Permit (Minor)	\$1,654
Amendment or Time Extension for a Minor Development Permit	\$1,654
Subdivision (Fee-Simple or Bare Land Strata) Fee plus \$100/new lot	\$1,654
Air Space Parcel Subdivision	\$11,028
Lot Line Adjustment Subdivision (no new lots created)	\$1,125
Form "P" Approval for Phased Strata Development	\$225
Final Approval and/or revisions for Phased Strata Development (per phase)	\$235
Strata Title Conversion	\$1,146
Amendment to Preliminary Layout Approval (PLA)	\$1,169
Time Extension to Preliminary Layout Approval (PLA)	\$584
Final Approval for Fee-Simple or Bare Land Strata Subdivision, or Strata Plan Amendment	\$292
Bare Land Strata, Phased Strata and Form "E" Final Re-Approval	\$114
Tree Management Permit – Type 3	\$1,103
Tree Management Permit – Type 2	\$500
Board of Variance	\$607
Assignment of Application under Consideration (per Section 15)	\$552
Formal Pre-Application Fee	\$468

**Schedule 'A' Continued**  
**PLANNING and DEVELOPMENT SERVICES**

<b>Temporary Signs</b>	<b>2024</b>
Sandwich Board Sign or Free-Standing Portable Sign or Promotional Sign (first event)	\$90
Promotional Sign (second and third event each)	\$90
Special Promotional Sign Permit (per White Rock Sign Bylaw, sub-section 6.2)	No Fee
<b>Permanent Signs</b>	<b>2024</b>
Application Fee	\$90
Alter or move an existing Sign	\$115
Free-Standing Signs up to 3 square metres of Sign Area	\$180
Free-Standing Signs over 3 square metres of Sign Area	\$310
Fascia, Projection, Canopy and Awning Signs	\$180
Electronic Message Board Sign	\$310
Comprehensive Sign Plan	\$230
Each Sign for a Premise included in an approved Comprehensive Sign Plan	\$90

**Schedule 'B'**  
**ENGINEERING and MUNICIPAL OPERATIONS**

ITEM	2024	
Kitchen – large (lined) – per 5 pack		\$7.10
Kitchen – small (lined) – per 10 pack		\$5.70
Yard - per 5 pack		\$4.90
Roll Outs (for eligible locations of 6 or less units)		\$172
Curbside Blue Recycling Box		\$10.00
Curbside Red Recycling Box		\$5.50
Surplus Household Waste Decals		\$5.40
<b>Parks Dedication Program</b>	<b>Initial</b>	<b>Renewal</b>
Bench	\$6,940	\$2,160
Drinking Fountain	\$7,430	\$3,710
Light Standard	\$3,360	\$1,670
Picnic Table	\$7,430	\$3,710
Replacement Plaques (across all available dedication items)		\$250
<b>Road and Right of Way Fees</b>		
Road and ROW Administration Fee		\$59
Road and ROW Re-Inspection Fee		\$287
Road and ROW Alteration Permit Fee		\$758
Road and ROW Alteration Permit Fee (low level plantings)		\$450
Road and ROW Use Permit Fee		\$238
Road and ROW Use Fees – per linear meter per week		
Walkway/pathway		\$2.20
Boulevard		\$1.20
Arterial		\$7.50
Collector		\$5.40
Local Road		\$3.30
<b>Road and Right of Way Deposits</b>		
Special Events		\$2,500
Minor works with limited risk of damage to asphalt road surfaces		\$5,000
Coring, test holes, drilling on asphalt or concrete road and sidewalk surfaces		\$5,000
Moderate works with risk of damage to asphalt road surfaces, concrete road and/or sidewalk surfaces, boulevard		\$10,000
Major works with significant risk of damage to asphalt road surfaces, concrete road and/or sidewalk surfaces, boulevard	\$20,000 or as determined by the City Engineer	
Deposits are collected as part of the road occupancy permit process and the amount, subject to any cost incurred by the City, will be refunded after final inspection.		
Street Sweeper call out		\$287

<b>Schedule 'B' Continued</b> <b>ENGINEERING and MUNICIPAL OPERATIONS</b>	
<b>Servicing Agreement Fees</b>	
Application fee	\$3,247
Extension fee	\$378
<b>Latecomer Agreement Fees</b>	
Application fee	\$4,590
<b>Administration Fees on Service and Latecomer Agreements</b>	
First \$250,000 of estimated construction cost	4.5%
Next \$250,000 of estimated construction cost	2.9%
Remaining estimated cost exceeding \$500,000	1.7%
<b>Encroachment Agreement Fees</b>	
Administration fee	\$59.00
Application fee	\$2,000.00
License Fee - per square meter of encroachment / year	\$108.00
<b>All other agreements</b>	
Administration fee	\$59.00
Application fee	\$2,000.00
<b>Sewer Connection Fees</b>	
Sanitary Connection Fee	\$8,160
Storm Connection Fee	\$8,160
Sanitary Cap Off	\$153
Storm Cap Off	\$153
<b>NOTES:</b> * When customers request connections, if fees paid previously are less than what is stated in this bylaw, the difference of the fees collected and the current fee will be required to be paid before installation of the connection(s). * If the cost of providing and laying a sanitary connection or a drainage connection exceeds the fee collected for the service, such additional costs will be invoiced to the property owner. Such costs may include, but not limited to, contractor, materials, equipment, city staff, and administrative costs as calculated by the City. Invoices not paid will be added to the property tax levy of the property and will be subject to the same interest rate and collection process as overdue property taxes.	

**Schedule 'C'**  
**RCMP**

<b>ITEM</b>	<b>2024</b>
Accident Reports (MV6020's) copies for ICBC	\$70.00
Request for information relating to Thefts/B & E's etc. received from insurance companies	\$70.00
Police Certificates (Form 1868)	\$70.00
Court Ordered File Disclosure Copy of File (Notice of Motion)	
Flat Fee	\$70.00
Per Page	\$0.50
Shipping	\$11.00
Police Information Checks	\$70.00
Volunteers – live in White Rock and volunteer in either White Rock or South Surrey (requires letter from agency)	n/c
Students – for school or training program (requires letter from the agency/school)	n/c
Photograph	\$2.00
CD of Photograph	\$5.50
Fingerprints	\$70.00
Traffic Analyst Report	\$185.00
Field Drawing Reproduction	\$70.00
Mechanical Inspection Reproduction	\$70.00
Crash Data Retrieval Report – Black Box	
Non ICBC request	\$185.00
ICBC request	\$70.00
Field Drawing Reproduction	\$70.00
Scale Drawing Reproduction	\$70.00
Measurements – Provided by Member	\$70.00
Confirmation Letter	\$70.00



**Schedule 'D'**  
**CENTENNIAL PARK LEISURE CENTRE**  
**ARENA**  
**Facility Rental**

ITEM	Aug 2023 to Apr 2024 Per Hour unless otherwise stated	Aug 2024 to Apr 2025 Per Hour unless otherwise stated
<b>Ice Rentals (Non-Subsidized)</b>		
Prime Rate	\$352	\$363
Non-Prime Rate	\$269	\$277
Last Minute Rate (within 7 days to rental)	\$184	\$190
Statutory Holiday Rate	\$405	\$417
<b>Ice Rentals (Partially Subsidized)</b>		
Prime Rate	\$168	\$173
Prime Rate (Game Days)	\$200	\$200
Non-Prime Rate	\$95	\$98
Statutory Holiday Rate	\$249	\$256
<b>Ice Rentals (Bonus Days)</b>		
Minor Hockey Tournament (all hours)	\$249	\$256
Minor Hockey Bonus Days & Ringette Tournament (all hours)	\$95	\$98
Hockey School (non-profit or WR Rec and Culture (all hours)	\$169	\$174
Skills Academy (school hours)	\$82	\$84
School/Family Skates (all hours)	\$134	\$138
Figure Skating (three Special Event/Test Days)	\$95	\$98
White Rock Adult Hockey League	\$293	\$302
<b>ITEM</b>		<b>Apr 2024 to August 2024 Per Hour unless otherwise stated</b>
<b>Dry Floor</b>		
Minor Lacrosse, Ball Hockey, Roller Hockey (includes non-profit)		\$70
Adult Lacrosse, Ball Hockey, Roller Hockey (includes non-profit) before 9p.m.		\$116
Adult Lacrosse, Ball Hockey, Roller Hockey (includes non-profit) after 9 p.m.		\$81
Special Event Days (one Tournament – 3 days max)		\$81
Dances/Major Events (8 hours)		\$1,142
Commercial Dry Floor (not-subsidized)		\$179
Statutory Holiday		\$121

**Schedule 'E'**  
**CENTENNIAL PARK LEISURE CENTRE**  
**HALL/LOUNGE/BOARDROOM/RECREATION ROOM**  
**Facility Rental**

<b>ITEM</b>	<b>2024 Per Hour unless otherwise stated</b>
<b>Hall</b>	
Commercial Rate	\$59
Not for Profit Rate	\$41
Wedding Parties (1:30 pm – 1:00 am)	\$544
Private Rental	\$51
Deposit for Key/Access	\$41
Statutory Holiday (min 2 hours)	\$71
<b>Lounge</b>	
Commercial Rate	\$47
Not for Profit Rate	\$28
Wedding Parties (with Hall rental (1:30 pm – 1:00 am)	\$108
Private Rental	\$42
Deposit for Key/Access	\$41
Statutory Holiday (min 2 hours)	\$58
<b>Boardroom</b>	
Commercial Rate	\$35
Not for Profit Rate	\$21
Private Rental	\$31
Deposit for Key/Access	\$41
Statutory Holiday (min 2 hours)	\$46
Monthly Rate	\$514
<b>Recreation Room</b>	
Commercial Rate	\$47
Not for Profit Rate	\$33
Private Rental	\$41
Deposit for Key/Access	\$41
Statutory Holiday (min 2 hours)	\$58
<b>Beer Garden</b>	
Beer Garden Permit Fee per occurrence	\$153

**Schedule 'F'**  
**CENTRE FOR ACTIVE LIVING**  
**Facility Rental**

ITEM	2024 Per Hour
<b>Cardio Gym</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$100 \$61 \$83 \$110
<b>Fitness Studio</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$60 \$41 \$53 \$71
<b>Education Room</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$54 \$35 \$44 \$61

**Schedule 'G'**  
**KENT STREET ACTIVITY CENTRE**  
**Facility Rental**

ITEM	2024 Per Year
<b>Auditorium</b>	
Commercial Rate	\$112
Not for Profit Rate	\$67
Private Rental Rate	\$97
Statutory Holiday (min 2 hours)	\$143
<b>Classroom</b>	
Commercial Rate	\$69
Not for Profit Rate	\$55
Private Rental Rate	\$59
Statutory Holiday (min 2 hours)	\$81
ITEM	2024 Per Year
<b>Kent Street Activity Centre Membership Fees</b>	
Adult - Per year	\$43
Adult - September - December	\$20

**Schedule 'H'**  
**WHITE ROCK COMMUNITY CENTRE**  
**Facility Rental**

<b>ITEM</b>	<b>2024</b> <b>Per Hour unless otherwise stated</b>
<b>Presentation Room ABC with Lobby</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$236 \$145 \$199 \$247
<b>Hall A, B, or C (lobby not included)</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$69 \$45 \$59 \$81
<b>Gallery</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$62 \$40 \$55 \$73
<b>Studio</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$62 \$40 \$55 \$73
<b>Kitchen</b> Commercial Rate / hour Statutory Holiday (min 2 hours)	\$69 \$81

**Schedule 'I'**  
**CENTENNIAL PARK LEISURE CENTRE**

**Outdoor**

<b>ITEM</b>	<b>2024 Per Hour</b>
<b>Lacrosse Box</b>	
Youth – non-profit	N/C
Adult – non-profit	\$8.70
Private	\$15.00
Commercial – adult or youth	\$21.00
<b>ITEM</b>	<b>2024 Per Hour</b>
<b>Sports Fields &amp; Ball Diamond Rentals</b>	
Youth – non-profit	N/C
Adult – non-profit	\$17.00
Commercial – adult or youth	\$27.00
<b>ITEM</b>	<b>2024 Per Season</b>
<b>Advertising Boards</b>	
Taylor Box, per season (Mar-Feb)	\$309.00
Centennial Park Ball Diamond, per season (Apr-Mar)	\$309.00
Pickleball Courts, per season (Apr-Mar) non profit	\$309.00
Pickleball Courts, per season (Apr-Mar) private	\$453.00
<b>ITEM</b>	<b>2024</b>
<b>Miscellaneous Rentals</b>	
Food Cart Pad Rental – per year*	\$1,020.00
Food Cart Pad Power Fee – per year	\$112.00
Bayview Park Plaza Rental (per 3 hour time slot)	\$281.00
* Business license must be a White Rock location/business	

**Schedule 'J'****RECREATION AND CULTURE - PROGRAM AND MISCELLANEOUS FEES**

<b>ITEM</b>	<b>2024</b>
<b>Activity and Program Fees</b>	
Registered and drop-in program rates will be set to cover all costs including; labour, materials and supplies, facilities and administrative. Surveys and promotions may occasionally offer a discount.	
<b>Developmental and Partnership Programs</b>	
New activities or programs may be initially offered at a loss to encourage and promote interest	
Activities and programs with limited users but important to community mandates may be subsidized to ensure public access	
Partnership programs have external partners so standard fees and charges may not apply	
<b>Advertising Fees – Recreation Guide</b>	
The price of advertisements are based on the: size, color, and placement and are subject to the overall design of the recreation guide. In determining fees for each publication, the City uses a cost recovery method, including costs to produce and distribute the recreation guide. Therefore, fees can vary from guide to guide. Frequent advertisers (those that advertise in the Spring/Summer and Fall issues will receive a 10% discount on their Winter advertisement).	
<b>Miscellaneous Fees</b>	
Attendant Fee	\$33
Contract Amendment Fee per Occurrence	\$30
Deposit for Key/Access	\$40
<b>Filming Fees - Administration</b>	
Filming Application Fee (one day includes inspection)	\$364
Filming Fee-Additional Days per day (includes inspection fee)	\$114
Film Office Administration Fee	15% on fees
Set Supervision (if required)	Cost Recovery
Damage deposit	Minimum \$5,000
<b>Filming Fees - Parking</b>	
Pay Parking stalls (meters, lots)	Rates as per Schedule N
Street Use Fee (work truck parking - no signage provided)	\$61 per 30 meters
<b>Filming Fees</b>	
Pier and Promenade per day (Minimum + Cost recovery if costs exceed minimum)	\$1,460
Promenade per day (Minimum + Cost recovery if costs exceed minimum)	\$1,050
Street Use on Location Filming per block per lane	\$100
Other City Park or Land Site per day	\$620
City Building Site per day unless hourly rate applies	\$480
<b>Filming - Support Costs</b>	
White Rock RCMP Services	Cost recovery
White Rock RCMP Admin Fee	10% of RCMP final Costs
White Rock Fire Rescue Services	Cost Recovery

**Schedule 'K'**  
**FINANCIAL SERVICES**

ITEM	2024
<b>Property Tax information (Tax Certificate)</b>	
property owners	N/C
requested online	\$45
requested at City Hall	\$124
Reprinting Copies of prior period Tax Notices or Water Utility Bills - each	\$3
Property Tax information to Mortgage Companies (per property)	\$45
Returned Payment fee	\$40
Refund Fee	\$25
Transfer between accounts fee (Property Tax & Utility)	\$10
Apportionments (per property)	\$45
Electronic copy of annual property tax information for Fraser Valley Real Estate Board (per property)	\$0.05
Accounts receivable administration fee on billable services	15% (min \$15, max \$500)
City of White Rock Flag	\$150
Cosmic Alley Sign	\$28
<b>Credit Card Service Fee</b>	
2% of the total charge in addition to the applicable fee or charge for the following payments made by credit card.	
<b>Department</b>	
Finance: Property tax notices or utility bills	
Development Services: Building or development related fees and charges	
Engineering and Operations: Engineering or operations related fees and charges (excluding miscellaneous items such as garbage stickers or recycling boxes)	



**Schedule 'L'**  
**PHOTOCOPIES, MAPPING AND COMPUTER INFORMATION**

ITEM	2024
<b>Mapping Data</b>	
Zoning Maps set	\$135
Large	\$70
Small	\$35
Sheet	\$30
Menu size drawing (11" x 17") B&W	\$35
City contour map (24" x 68")	\$20
Small street map (11" x 34")	\$15
Standard (24" x 36") engineering drawing B&W	\$7.00
<b>Photocopies and Prints</b>	
Black & White	
8½" x 11" or 8½" x 14" single-sided	\$0.50
8½" x 11" or 8½" x 14" double-sided	\$0.90
11" x 17" single-sided	\$1.50
11" x 17" double-sided	\$3.00
Colour	
8½" x 11" or 8½" x 14" single-sided	\$1.00
8½" x 11" or 8½" x 14" double-sided	\$2.80
11" x 17" single-sided	\$3.00
11" x 17" double-sided	\$6.00
Annual Report	
Black and White	\$5.50
Colour	\$11.00
<b>Council and Committee Agenda Packages</b>	
Black and White only (double sided)	
1-300 pages	Free
1-300+ pages*	\$11.00
<p>*Note: As per Council and Committee Procedure Bylaw, 2021, 2393, five (5) copies of each agenda are printed and available for the public free of charge on a first come, first serve, basis. Once those agendas have been picked-up, the above fees shall apply.</p>	

**Schedule 'M'**  
**FIRE AND RESCUE**

<b>ITEM</b>	<b>2024</b>
<b>Burning</b>	
Outdoor burning violation	
first offence	\$118
each offence thereafter	\$238
Non-compliance of residential fireplace/woodstove burning	
first offence	\$118
each offence thereafter	\$238
<b>Fire Prevention</b>	
Fire Safety Plan Review	
first 2 hours	\$179
per hour thereafter	\$90
Re-Inspection of outstanding violations (each occurrence)	\$118
Requested Inspection	\$118
<b>Contact</b>	
Failure to comply with requirement for contact person	
first non-compliance	\$118
second non-compliance	\$238
per hour standby charge	\$299
Fire Investigation of incident over \$5,000 in damage	\$595
Comfort Letter	\$179
Fireworks Discharge Permit Application Fee	\$54

## Schedule 'N' PARKING SERVICES

ITEM	2024								
<b>Waterfront Pay Parking</b>									
<p>The following waterfront rates are per hour from 10:00 am–12:00 midnight unless otherwise stated</p> <p>In West Beach a 4-hour maximum stay applies to the prime parking area (Oxford St. to Pier Lot) with the exception of the Montecito and the West Beach Parkades.</p>									
<b>WINTER SEASON – November to February</b> 7 Days a Week - All lot and on-street waterfront parking locations including the parkades  Daily Rate for Montecito and West Beach Parkades	<table> <tr><td>20 Minutes</td><td>\$1.00</td></tr> <tr><td>40 Minutes</td><td>\$1.75</td></tr> <tr><td>60 Minutes</td><td>\$2.50</td></tr> <tr><td></td><td>\$8.00</td></tr> </table>	20 Minutes	\$1.00	40 Minutes	\$1.75	60 Minutes	\$2.50		\$8.00
20 Minutes	\$1.00								
40 Minutes	\$1.75								
60 Minutes	\$2.50								
	\$8.00								
<b>SUMMER SEASON – March to October</b> 7 Days a Week - All lot and on-street waterfront parking locations including the parkades  Daily Rate for Montecito and West Beach Parkades	<table> <tr><td>20 Minutes</td><td>\$1.50</td></tr> <tr><td>40 Minutes</td><td>\$3.00</td></tr> <tr><td>60 Minutes</td><td>\$4.50</td></tr> <tr><td></td><td>\$16.00</td></tr> </table>	20 Minutes	\$1.50	40 Minutes	\$3.00	60 Minutes	\$4.50		\$16.00
20 Minutes	\$1.50								
40 Minutes	\$3.00								
60 Minutes	\$4.50								
	\$16.00								
<b>Centennial Arena Pay Parking</b>									
In effect 24 hours per day – rate is per day (expires at midnight)	\$2.25								
<b>Peace Arch Hospital Pay Parking</b>									
In effect 10:00 am – 12:00 midnight – rate is per hour	\$3.00								
Note: all pay parking rates are inclusive of applicable taxes									
<b>Parking Decals (4 hours maximum in pay parking stalls)</b>									
Centennial Park/Arena	\$19.00								
Resident	\$52.00								
Non - Resident Commercial Property**	\$160.00								
Merchant Decals (on Marine Dr & Vidal St)**	\$384.00								
Residential Decals (specific properties on Marine Dr)**	\$341.00								
Replacement Decal	\$6.00								
**These decals pertain to specific properties - see staff for guidelines									
<b>Montecito Complex Parkade – Reserved Stall Parking Rate</b>									
(decals are sold annually) - price per month	\$156.00								
<b>Reserved Stall Additional Decals</b>	\$32.00								
<b>Resident Parking Permits for use in areas designated as Permit Parking Only</b>									
(maximum 4 per dwelling unit)									
Parking Permit	\$14.00								
Replacement Parking Permit	\$14.00								

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
**CORPORATE REPORT**



**DATE:** November 6, 2023

**TO:** Mayor and Council

**FROM:** Guillermo Ferrero, Chief Administrative Officer

**SUBJECT:** Community Hub Next Steps

---

**RECOMMENDATIONS**

THAT Council:

1. Establishes a “Community Hub Steering Committee;”
  2. Approves the Community Hub Steering Committee Terms of Reference;
  3. Appoints the following to the internal Community Hub Steering Committee:
    - Two (2) members of Council;
    - Director, Engineering & Municipal Operations;
    - Director of Planning and Development Services;
    - Director of Financial Services; and
    - Community Hub Project Manager.
  4. Support the Chief Administrative Officer for the required time to complete the committee mandate; and
  5. Direct staff to post and hire a Community Hub Project Manager funded from Capital Reserves.
- 

**EXECUTIVE SUMMARY**

Council’s primary strategic focus is the development of a new Community Hub, with the potential inclusion of Affordable Housing and a variety of community services within the same structure, aligned with Council’s Strategic Plan.

The idea for the Community Hub arose from discussions surrounding the aging and space-constrained building that was modified from its original purpose over the years and serves as a City Hall, for the past 61 years and has now outgrown its capacity to house new offices and provide adequate community services. This initiative aims to address the community’s current and future needs and could potentially integrate cultural spaces (e.g., libraries, galleries, theaters, and gathering spaces), active spaces (e.g., gymnasiums, indoor pickleball courts, basketball/volleyball courts, parks, and splash parks), activity generators such as commercial retail units, and could incorporate much needed affordable housing components into the proposed Community Hub.

This multifaceted, multi-year project requires oversight and the allocation of dedicated resources for its successful initiation and completion. Staff recommends establishing a specialized internal committee, including two Council members and key staff, to provide the necessary expertise and required ongoing attention for the project. Staff also recommend the hiring of added resources with a specific focus on managing this project from its inception through to its conclusion.

This committee will be responsible for delivering direct reports to Council to provide updates and seek direction, when needed. The committee will work in collaboration with Council's Housing Advisory Committee (HAC) as necessary, as the Community Hub may incorporate an affordable housing element, where input from the HAC would contribute to any housing related elements of the project.

### **PREVIOUS COUNCIL DIRECTION**

<b>Motion # &amp; Meeting Date</b>	<b>Motion Details</b>
2023-366 September 25, 2023	<p>THAT Council receive the corporate report dated September 11, 2023, from the Director of Engineering and Municipal Operations, titled "Facilities Master Plan – Community Hub" for consideration; and</p> <ol style="list-style-type: none"><li>1. Endorse the asset repair and maintenance strategies outlined in the Facilities Master Plan for consideration as part of the 2024 Financial Plan process;</li><li>2. Endorse the financial and conceptual work necessary to develop Council Strategic Priorities of Community and Housing &amp; Land Use by moving forward with options for a Community Hub to replace the Evergreen Daycare, Library and City Hall and that this development work include investigation into the feasibility of incorporating civic services, with a seniors' centre, affordable housing units, daycare space, an arts centre and market commercial-retail space as options; and</li><li>3. Endorse an investigation into the sale of the Waterworks Yard on Buena Vista, housing the Waterworks Operation in expanded facilities at the Keil Street Works Yard, and using the net proceeds as a contribution towards a Community Hub</li></ol>

### **INTRODUCTION/BACKGROUND**

At the start of Council's term, strategic priorities and projects to be completed during this period were established. The strategic plan identifies the development of a Community Hub and Affordable Housing as the Council's top two priorities. At the September 25, 2023 Regular Meeting, Council was presented with the completion of the Facilities Masterplan by the Director of Engineering and Municipal Operations. The Master Plan looked at the conditions of all City facilities and it developed the concept of a Community Hub further. Significant changes were identified for City Hall including seismic, accessibility and functionality issues. Renovations for seismic strengthening alone were estimated in excess of \$2M, leaving accessibility, space constraints and functional issues unresolved.

A Community Hub is a multi-purpose facility or location designed to serve as a central gathering point for a local community. These hubs are typically intended to provide a wide range of services and resources to the community, and they can vary in their specific offerings based on the needs and priorities of the area they serve. Common components of a Community Hub may include: social services, cultural and recreational spaces, community events, nonprofit or charitable organizations, affordable housing, retail and commercial spaces.

The idea for the Community Hub arose from discussions surrounding the aging and space-constraints at City Hall, which has served for 61 years and has now outgrown its capacity to house new needed offices and provide adequate community services. This initiative aims to address the community's current and future needs and could integrate cultural spaces (e.g., libraries, galleries, theaters, and gathering spaces), active spaces (e.g., gymnasiums, indoor pickleball courts, basketball/volleyball courts, parks, and splash parks), activity generators like retail establishments could incorporate much needed affordable housing components into the Community Hub.

Dialog Design, the facilitator responsible for completing the Facilities Masterplan, conducted initial visioning sessions concerning the Community Hub Concept in line with Council's strategic plan to advance this concept.

The following themes were summarized in relation to the major purposes that a new Community Hub would aim to fulfill:

- Consolidate City departments to enhance ease of access to residents and achieve functional improvements in administration and governance operations;
- Provide universal and safe access to various City functions that serve the residents of White Rock;
- Create a welcoming and rich public realm by incorporating cultural spaces (e.g. libraries, galleries), active spaces (e.g. parks, splash park) and forming synergistic relationships with other activity generators such as retail uses.

Centrally located staff in a Community Hub could better serve the community compared to the current situation where developers, for example, need to address their needs at both the City Hall building and the Engineering and Operations building. Several reasons underscore the need for a new Community Hub, primarily a severe shortage of space, compounded by a multitude of safety-related issues that commonly afflict a 61-year-old building. Currently, the City is resorting to temporary "patch" fixes to address the ongoing issues within the existing structures in the area, and the numerous challenges they present in serving the community. Further details regarding this can be found in the Facility Masterplan, which was presented to and adopted by the Council and is attached to this report. Previous council reports, attached to this report, outline serious seismic concerns with the current building.

Given the Council's directive to move this project forward, staff acknowledges that it will require the formation of a steering committee and the allocation of dedicated resources. The ultimate goal is to have the project approved and shovel-ready by 2025/2026.

Staff recommends the establishment of a steering committee, with its membership detailed in the staff recommendations of this report. In addition, staff proposes the hiring of a "Community Hub" project manager, with funding sourced from capital reserves allocated to this project, who will report directly to the Chief Administrative Officer.

The internal steering committee will actively work on the required elements in order to keep the project of a Community Hub on an active track. They will advise Council and make

recommendations. It is only Council who will make final decisions to be considered at open Council meetings. Examples of topics the steering committee would be advising Council on include:

- Site location and financial analysis/ramifications of different potential options/scenarios.
- Funding models.
- Budget considerations, grants, reserves, and different funding models.
- Public consultation.
- Hub components/features and recommendations on layouts.
- Building Design and configuration.
- Tendering and/or procurement processes.
- Any aspects of the construction that need recommendations to be considered.
- Liaise with Housing Advisory Committee.
- Any other items that Council would like the steering committee to evaluate and make recommendations.

The steering committee and project manager will closely collaborate with Council and other Council committees to advance the project and complement the efforts of other committees as they interact with the Community Hub project. Staff have drafted a terms of reference for the committee for the Council's consideration, attached as Appendix E. Should Council approve the recommendations in this report, staff will promptly initiate the search for a project manager, recognizing that this process may take some time to complete

### **FINANCIAL IMPLICATIONS**

As of the conclusion of the 2027 financial year, the City anticipates setting aside \$8.9M for an affordable housing project and \$5M for the construction of a new Community Hub. Should the City identify a viable project that allows for the integration of affordable housing within the new Community Hub, these two amounts could potentially be combined, resulting in a total of \$13.9M available for the joint project by the end of 2027.

Funding for the recommended project manager's position would be drawn from these reserves. Following the creation of a job description, the expected annual compensation for this role is estimated to fall within the range of \$120,000 to \$140,000.

### **COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

Deliberations concerning a Community Hub will necessitate a more extensive, community-wide consultation, which will be an integral component of the project plan. A successful concept will incorporate substantial input from both the community and the Council.

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

A project of this scale demands the involvement of all city departments. Therefore, it is strongly recommended that the membership of the steering committee encompasses key department directors. Additionally, an internal committee will be established to collaborate with the Community Hub committee, aiding in operational planning and procedures.

### **CLIMATE CHANGE IMPLICATIONS**

The Community Hub will be constructed to meet LEED standards, which will significantly boost facility efficiency, resulting in reduced energy consumption and a subsequent decrease in greenhouse gas emissions.

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

The recommendations in this report align with Council's Strategic Priorities that are identified as high priorities:

1. Community - We foster a livable city with connected residents enjoying distinctive places and activities – **Objective - Develop New Community Hub.**
2. Housing and Land Use – We advocate for diversity in housing and practice balanced land-use planning – **Objective - Increase at and below market rental housing inventory.**
3. Infrastructure - We plan, build, and maintain infrastructure to enhance quality of life and civic service delivery, while mitigating and adapting to environmental impacts – **Objective - Ensure future infrastructure resiliency by making decisions through a long-term lens.**

### **OPTIONS / RISKS / ALTERNATIVES**

The corporate report seeks approval based on the previous council direction given to move forward with Council's strategic priority to develop a new Community Hub.

Council could decide:

1. Not to move forward with the Community Hub and to remain with the status quo; however, continuing with inadequate facilities results in poor service to residents, and also exposes residents and staff to accessibility constraints and seismic safety issues. Additionally, the space and functional limitations of facilities affect the recruitment and retention of staff. Not moving forward would also take away an opportunity to implement Housing & Land Use and Community Council Strategic Priorities.
2. Any other direction.

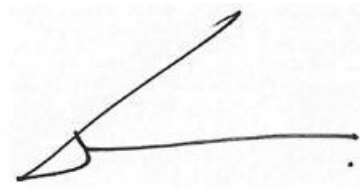
### **CONCLUSION**

The Council has established clear directives for the upcoming four years, affirming the Community Hub and Affordable Housing as their top priorities for this term. Staff is actively advancing in alignment with this direction, proposing that Council establishes an internal steering committee to advise on the project and recruits for dedicated resources exclusively focused on the Community Hub.

With Council's endorsement of these recommendations, we are committed to progressing toward a "shovel-ready" Community Hub and Affordable Housing project by 2025/2026.



Respectfully submitted,

A handwritten signature in black ink, consisting of a stylized 'G' followed by a horizontal line and a small upward stroke at the end.

Guillermo Ferrero  
Chief Administrative Officer

- Appendix A: Corporate Report brought forward to Council September 25, 2023 (dated September 11, 2023)
- Appendix B: Facilities Master Plan Update prepared by DIALOG Consultants dated August 29, 2023
- Appendix C: Corporate Report dated January 13, 2022, titled “City Hall – Seismic Report – 2020”
- Appendix D: Corporate Report dated January 27, 2020, titled “City Hall Seismic Report – Follow Up Costing Study
- Appendix E: Draft Terms of Reference for Community Hub Steering Committee

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** September 11, 2023

**TO:** Mayor and Council

**FROM:** Jim Gordon, P.Eng., Director, Engineering and Municipal Operations

**SUBJECT:** Facilities Master Plan – Community Hub

---

### **RECOMMENDATIONS**

THAT Council receive the corporate report dated September 11, 2023, from the Director of Engineering and Municipal Operations, titled “Facilities Master Plan – Community Hub” for consideration; and

1. Endorse the asset repair and maintenance strategies outlined in the Facilities Master Plan for consideration as part of the 2024 Financial Plan process;
  2. Endorse the financial and conceptual work necessary to develop Council Strategic Priorities of Community and Housing & Land Use by moving forward with options for a Community Hub to replace the Evergreen Daycare, Library and City Hall and that this development work include investigation into the feasibility of incorporating civic services, with a seniors’ centre, affordable housing units, daycare space, an arts centre and market commercial-retail space as options; and
  3. Endorse an investigation into the sale of the Waterworks Yard on Buena Vista, housing the Waterworks Operation in expanded facilities at the Keil Street Works Yard, and using the net proceeds as a contribution towards a Community Hub.
- 

### **EXECUTIVE SUMMARY**

Master plans are routinely carried out to assess infrastructure conditions and identify maintenance, replacement, and upgrade strategies. The City’s asset management budgets are based upon the Master Plans in the water, sewer, transportation, parks and facilities areas. Plan updates usually occur on a five-year cycle. The City’s Facilities Master Plan has not been updated since 2008.

DIALOG consultants recently completed a detailed review of the City’s 27 facilities as part of the 2023 Facilities Master Plan (FMP). This report summarizes and builds upon the FMP attached as Appendix A and discusses the potential for building a new Community Hub, which has been identified as a top priority in the 2023-2026 Council Strategic Priorities document by providing multiple community needs in one central location.

## **INTRODUCTION/BACKGROUND**

The City owns and directly manages 27 facilities distributed throughout the City in the delivery of a variety of community services. These include:

- public administration buildings such as City Hall and Keil Street Offices,
- Police and Fire Stations,
- recreational and community use facilities,
- operational facilities such as the Water Treatment Plant and Keil Road Works Yard,
- the Museum,
- the Library,
- public washrooms.

The majority of City facilities can be proactively maintained, replaced on a lifecycle basis or upgraded through asset management budgets based on the current and subsequent FMP's. Major costly exceptions are the aging, non-seismic City Hall building and the Waterworks Yard. Additionally, Evergreen Daycare is also an older building that needs costly repairs, does not meet functional needs and is located within the potential Community Hub site.

### **City Hall**

City Hall is a 61-year-old building that no longer adequately meets the more diverse and growing needs of the community. In addition to significant maintenance issues, the building is too small to accommodate all the staff needed to serve the public, does not comply with accessibility requirements as per the latest building code, and does not meet current seismic standards (Appendices B, C and D).

The estimated cost to address the maintenance issues and overdue seismic strengthening is \$4.3M; however, this does not address the insufficient space issues and only partly addresses accessibility by installing an elevator. A new 25,000 square foot building that would meet community needs is estimated to cost \$25M, including soft costs and fixtures.

### **Waterworks Yard**

The building is approximately 70 years old and needs significant repairs. Envelope failures are frequent, and repairs typically only serve to address a temporary solution. Also, the building is showing notable structural concerns. An additional concern is the separation of Waterworks staff from the main operational activities at Keil Works Yard (KWY).

Relocation of staff to the KWY and upgrading the facility to accommodate them was estimated at \$3.5M in 2022. Depending on potential rezoning, the City could potentially gross \$8M or more for the Buena Vista Yard (2022 estimate). However, the potential requirement for environmental remediation needs to be investigated, as well as the current market value.

### **Evergreen Daycare**

The Evergreen Daycare on Centre Street between the Library and Fire Station is 65 years old and does not conform to the basic life and safety requirements of the current building code. The daycare tenants advise that shortage of space is an issue with the growing demand for services. Repairs estimated at \$400K are not economically feasible for this older wood frame building. Additionally, the building is located within the potential Community Hub site.

## **NEXT STEPS**

### **Five Year Asset Budgets**

Staff will use the information in the FMP to propose five-year asset management budgets for City facilities as part of the 2024 Financial Plan process. Much of the work identified in the FMP

is already included in the Facilities asset budgets. If minimal funds are allocated to the three facilities noted above, on the premise that they will be replaced, an annual asset budget of approximately \$1.2M will be required to carry out the FMP recommendations over the next five years. This will require an approximate 10% increase to the existing facilities asset budgets.

### **Kent Street Activity Centre**

Approximately \$600K in maintenance has been identified in the FMP for the Kent Street Activity Centre. The more costly items relate to roofing and membrane repairs – some of which are underway. The biggest concern expressed about the facility relates to lack of space for seniors' activities and materials storage. A functional needs assessment, including public consultation, was put out to a Request for Proposals (RFP) and a contract for the project was recently awarded.

### **Affordable Housing**

Affordable Housing is one of Council's top strategic priorities noted in the 2023-2026 Council Strategic Priorities document, especially given the housing crisis being experienced in the province as well as the rest of Canada. Starting with the 2021 financial year, Council has set-aside \$7.8M to-date towards an affordable housing project. This amount includes \$1M for Community Amenity Contributions as well as \$1.7M from the provincial Growing Communities Fund grant. By the end of the 2027 financial year the City expects to have set aside a total of \$8.9M towards an affordable housing project.

### **Community Hub**

The aspirational concept of a Community Hub evolved from conversations about an aging and inadequate City Hall building, community needs, and services provided by the immediate surrounding aging and inadequate civic properties, including the Library, Annex, Fire Hall, RCMP Building, and Evergreen Daycare.

The Fire Hall and Police Station are in relatively good condition, although the RCMP advise that they have space and security concerns. If a Community Hub is located in the existing civic precinct, these two facilities could be incorporated into a Community Hub plan with minor modifications to access points and possibly an RCMP building expansion.

As outlined at the end of the FMP, two visioning sessions were held grouping community needs including Council Strategic Priorities and loosely identifying conceptual solutions.

Initial steps are underway for an exploration of the financial ramifications of different potential options for a Community Hub, including affordable housing for seniors, a new library, day care space, and market commercial-retail space. This initial exploratory financial work is necessary to inform and prompt Council discussions on next steps leading to community consultation and development of the top Council's Strategic Priority objective of building a Community Hub. Council's Strategic Priority objective of increasing below market rental inventory could be included in a Community Hub.

To-date, Council has set aside \$2M towards a new Community Hub funded by the provincial Growing Communities Fund grant. By the end of the 2027 calendar year, the City expects to have set aside \$5M towards a new Community Hub. If the City is able to identify/develop a feasible Community Hub plan that includes some level of affordable housing, the aforementioned \$8.9M expected to be set aside by then end of the 2027 for affordable housing could be added together with the \$5M expected to have been set aside for a new Community Hub, which would result in \$13.9M being available for such a combined project.

## **FINANCIAL IMPLICATIONS**

The FMP identifies approximately \$1.2M in annual asset maintenance and upgrades for City facilities excluding City Hall, Waterworks Yard and Evergreen Daycare. The current five-year plan asset budgets will need to be increased by approximately 10% (\$100K) to fund this work. The significant capital costs for replacement of the three excluded facilities as well as their interim maintenance until replacement, over and above the \$1.2M annual budgets, need to be determined.

By the end of the 2027 financial year, the City expects to have set-aside \$8.9M towards an affordable housing project and \$5M towards a new Community Hub. Should the City identify a feasible project where affordable housing can be integrated into the new Community Hub, those two amounts could be combined for a total of \$13.9M towards the joint project being available by the end of 2027.

## **LEGAL IMPLICATIONS**

The legal implications of Council deciding not to address building condition issues have not been identified or quantified; however, these could potentially be significant.

## **COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

Proceeding with asset budget work for the various facilities will require consultation with the various users. Discussion about a Community Hub will require broader community wide consultation.

## **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

The FMP and potential Community Hub affect all staff and all departments.

## **CLIMATE CHANGE IMPLICATIONS**

Many of the items identified in the FMP will improve facility efficiency, thereby reducing energy consumption and resultant greenhouse gas production.

## **ALIGNMENT WITH STRATEGIC PRIORITIES**

The recommendations in this report align with Council's Strategic Priorities that are identified as high priorities:

1. Community - We foster a livable city with connected residents enjoying distinctive places and activities – Objective - **Develop New Community Hub.**
2. Housing and Land Use – We advocate for diversity in housing and practice balanced land-use planning – Objective - **Increase at and below market rental housing inventory.**

## **OPTIONS / RISKS / ALTERNATIVES**

This report seeks Council endorsement of the maintenance strategies outlined in the FMP for 24 of the City facilities and a replacement plan for City Hall, Evergreen Daycare and the Waterworks Yard.

The Waterworks Yard could potentially be replaced by an additional facility at the KKY and City Hall and Evergreen Daycare incorporated into a Community Hub that could include a seniors' centre, affordable housing, daycare space, an arts centre and market commercial-retail

space in the options. Because of location and function, the Library and Evergreen Daycare could potentially be replaced and incorporated into a Community Hub.

Council could decide:

1. Not to endorse facility maintenance strategies identified in the FMP; however, this could lead to rapid deterioration of facilities and greater future costs, while exposing users to increasing risks.
2. Not to move forward with the Community Hub and to remain with the status quo; however, continuing with inadequate facilities results in poor service to residents, and also exposes residents and staff to accessibility constraints and seismic safety issues. Additionally, the space and functional limitations of facilities affect the recruitment and retention of staff. Not moving forward would also take away an opportunity to develop Housing & Land Use and Community Council Strategic Priorities.

## **CONCLUSION**

The FMP identifies the condition of each of the 27 City Facilities and sets forth repair and maintenance strategies. Except for City Hall, Evergreen Daycare and the Waterworks Yard, repairs and maintenance can be carried out over five years with an approximate 10% asset budget increase.

City Hall, Evergreen Daycare and the Waterworks Yard have significant issues that can be addressed through their replacement, with the Waterworks Yard relocated to the KWY, and the others incorporated into a Community Hub that addresses Council Strategic Priorities of Community and Housing & Land Use by including a seniors' centre, an arts centre, affordable housing, day care space, and market commercial-retail space in the options.

Respectfully submitted,



Jim Gordon, P.Eng.,  
Director, Engineering and Municipal Operations

## **Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

Appendix A: Facilities Master Plan Update prepared by DIALOG Consultants dated August 29, 2023

Appendix B: Corporate Report dated January 13, 2020, titled “City Hall – Seismic Report – 2020”

Appendix C: Excerpt 6.2.8 from Minutes of the Regular Council Meeting of January 13, 2020

Appendix D: Excerpt 6.2.1 from Minutes of the Regular Council Meeting of January 27, 2020



# WHITE ROCK

*City by the Sea!*

## Facilities Master Plan Update

August 29, 2023



DIALOG®





# Table of Contents

<b>1</b>	<b>Executive Summary.....</b>	<b>1</b>
<b>2</b>	<b>Objectives and Project Scope .....</b>	<b>5</b>
2.1	Introduction & Objectives .....	5
2.2	Scope of the Facilities Master Plan.....	5
2.3	Methodology .....	8
2.4	Qualifications and Exclusions .....	9
<b>3</b>	<b>Facility Assessments .....</b>	<b>11</b>
3.1	City Hall .....	11
3.2	Evergreen Daycare .....	19
3.3	White Rock RCMP .....	23
3.4	Fire Hall .....	27
3.5	Library .....	31
3.6	Parks Building .....	34
3.7	Museum .....	36
3.8	White Rock Pier .....	38
3.9	Engineering and Operations .....	40
3.10	Annex .....	46
3.11	West Beach Parkade .....	50
3.12	Centennial Arena .....	52
3.13	Peninsula Productions.....	57
3.14	White Rock Community Centre .....	59
3.15	Kent Street Activity Centre.....	61
3.16	Centre for Active Living .....	64
3.17	Balsam Comfort Station.....	67
3.18	Memorial Park Comfort Station .....	68
3.19	Oxford Comfort Station.....	69

3.20	Ruth Johnson Park Comfort Station .....	71
3.21	Centennial Baseball Diamond Comfort Station.....	72
3.22	Peace Arch Elementary Comfort Station .....	74
3.23	Waterworks Yard and Shop Building .....	75
3.24	Oxford Pump House .....	79
3.25	Merklin Pump House .....	81
3.26	Roper Pump House and Reservoir .....	82
3.27	Water Treatment Plant .....	83
<b>4</b>	<b>Summary and Conclusions .....</b>	<b>85</b>
4.1	Building Health Assessment.....	85
4.2	Space and Needs Assessment.....	89
4.3	Recreation & Culture Facilities .....	89
4.4	City Hall Block - Existing Conditions.....	91
<b>5</b>	<b>Visioning Sessions and Community Hub .....</b>	<b>93</b>
5.1	Visioning Sessions .....	93
5.2	Community Hub Concept .....	93
5.3	Next Steps.....	94
	<b>Appendix A - Visioning Sessions.....</b>	<b>95</b>
	<b>Appendix B - Community Hub Concept Sketches .....</b>	<b>104</b>
	<b>Appendix C - Definitions.....</b>	<b>111</b>
	<b>Appendix D – Potential Funding Sources .....</b>	<b>112</b>

# 1 Executive Summary

## Purpose

The City of White Rock (the City) engaged DIALOG in December 2022 to update the Facilities Master Plan of the facilities owned and directly managed by the City. The primary purpose of this study is to develop a framework to invest and manage facilities through maintenance, life cycle replacement, renovation, and redevelopment.

The City of White Rock is a thriving seaside community located at the southern reaches of the Lower Mainland and is popular for its oceanfront promenade and the White Rock Pier. Its population of around 22,000 is expected to grow by 50% by 2041.

The City's Engineering & Operations Department directly manages a total of 27 facilities distributed throughout the City. Facilities range from government and cultural institutions like the Fire Station and the Museum to recreational, community, and utility facilities. These facilities and other public infrastructure, such as roads and parks, facilitate the delivery of public services and support the quality of life in the City.

The City's Engineering & Operations Department recognizes that a current and comprehensive Facilities Master Plan is a critical strategic document to guide the management of its facilities, and wishes to update it to fulfill the following objectives:

- to reflect the current physical condition of these facilities
- assess how the facilities address current needs of the staff and community
- serve as an instrument to inform implementation decisions based on the City's strategic principles and guide investment in the City's facilities in a fiscally responsible manner
- serve as a guidepost for judging the importance of different facility proposals

## Process and Outcomes

Major components of the scope of this study are Building Assessment, Space and Needs Assessment, and Visioning Sessions. In addition, approaches to develop a new Community Hub were explored at a high level.

### Building Assessment

An inventory of current facilities, in terms of building health and performance, was performed through a visual assessment of the following base building systems: building envelope and interiors; building structural, mechanical, electrical and plumbing systems; and site hardscape and furnishings. Deficiencies were identified and recommendations were developed in response to each deficiency item. A level of priority was assigned to each deficiency item by categorizing them as either CRITICAL, IMPORTANT, or RECOMMENDED. Where applicable, a rough Order of Magnitude (OoM) costing was developed for the recommendations.

### Space and Needs Assessment

Interviews were conducted with several City directors and managers to assess how the existing spaces and systems fulfilled the functional needs of the staff and the community. User feedback included program and space deficiencies, building conditions, and their outlook for the future. Possibilities discussed included potential approaches to solving current problems and increasing efficiency of

operations, as well as enhancing community services and making them more accessible to the community.

### **Visioning Sessions and Community Hub**

Taking a comprehensive approach to Facility Master Planning, a cross-departmental workshop with Recreation and Culture, Planning, and Engineering was facilitated to link the outcomes of the facilities assessment work with broad, city-shaping objectives, and to provide guidance and additional nuance to potential next steps and implementation.

In the first session, various factors that might shape the nature and form of future development were discussed with the goal to contextualize the findings of the building review in terms of a refreshed understanding of community needs. These included transit and transportation; demographics; town centre; proximity to Surrey; equity; and ocean front. The two topics most frequently referenced and discussed were the role of transportation and target demographics.

The second session was a targeted conversation around the idea of a Community Hub. Broadly, the discussion of the Senior Leadership Team focused on two topics - What should be included in the Community Hub and where should it be located?

## **Next Steps**

The information in this report will assist in proactive management of the City's physical assets and enable informed decision-making around the construction, operation, maintenance, renewal or upgrade, and financing of infrastructure in the long-term.

On the next two pages, the Building Condition Matrix provides an overview of the overall condition of the major building systems for each facility, and the Order of Magnitude Costing Summary summarizes costs across each importance category.

Regarding the Community Hub, two potential approaches have emerged that will need to be further developed. Specific next steps for each approach are listed in **5.3 Next Steps**.

- Develop a functional program for the proposed facility, in conjunction with a preliminary budget and an understanding of "must-have" and nice-to-have" components.
- Undertake a feasibility study for each approach to further develop them to a point where an economic assessment can be undertaken.

## Building Condition Matrix

Matrix indicates the overall condition of major building systems.

LEGEND:	GOOD	NEUTRAL	POOR			
	Envelope	Interiors	Structural	Mechanical	Plumbing	Electrical
City Hall	POOR	NEUTRAL	POOR	POOR	NEUTRAL	NEUTRAL
Evergreen Daycare	POOR	NEUTRAL	POOR	POOR	NEUTRAL	POOR
White Rock RCMP	GOOD	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL
Fire Hall	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL
Library	NEUTRAL	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Parks Building	POOR	POOR	GOOD	POOR	POOR	POOR
Museum	GOOD	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
White Rock Pier	NEUTRAL		GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Engineering and Operations	NEUTRAL	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Engineering and Operations - Garage	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	POOR
Engineering and Operations - Parts Workshop	NEUTRAL	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Annex	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL
West Beach Parkade	NEUTRAL	GOOD	GOOD	GOOD	GOOD	GOOD
Centennial Arena	GOOD	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL
Peninsula Productions	POOR	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
White Rock Community Centre	GOOD	GOOD	GOOD	NEUTRAL	GOOD	NEUTRAL
Kent Street Activity Centre	POOR	POOR	NEUTRAL	POOR	NEUTRAL	POOR
Centre for Active Living	GOOD	GOOD	GOOD	GOOD	GOOD	NEUTRAL
Balsam Comfort Station	GOOD	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Memorial Park Comfort Station	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD
Oxford Comfort Station	GOOD	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Ruth Johnson Park Comfort Station	GOOD	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Centennial Baseball Diamond Comfort Station	GOOD	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Peace Arch Elementary Comfort Station	GOOD	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Waterworks Yard and Shop Buildings	POOR	POOR	POOR	POOR	POOR	POOR
Oxford Pump House	POOR	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Merklin Pump House	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD
Roper Pump House and Reservoir	NEUTRAL	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Water Treatment Plant	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD

The categorization is meant to reflect the overall condition of the respective building system. It does not coincide with the level of importance denoted by the "Response Type" for individual deficiency items in the Building Assessment tables in Chapter 3 for each facility.

## Order of Magnitude Costing Summary

	<b>Critical</b>	<b>Important</b>	<b>Recommended</b>
City Hall		\$396,300	\$1,519,400
Evergreen Daycare		\$157,200	\$256,300
White Rock RCMP	\$8,900	\$83,200	\$293,500
Fire Hall	\$29,200	\$83,500	\$72,500
Library		\$123,900	\$466,000
Parks Building		\$39,100	\$199,000
Museum		\$26,600	\$3,500
White Rock Pier		\$25,700	\$6,100
Engineering and Operations		\$65,100	\$237,000
Engineering and Operations - Garage	\$10,100	\$79,100	\$3,700
Engineering and Operations - Parts Workshop	\$3,000	\$42,500	\$6,500
Annex		\$60,100	\$206,800
West Beach Parkade		\$15,600	
Centennial Arena		\$265,400	\$475,400
Peninsula Productions		\$134,600	\$4,700
White Rock Community Centre		\$63,400	
Kent Street Activity Centre	\$229,600	\$136,800	\$253,800
Centre for Active Living		\$64,100	\$94,300
Balsam Comfort Station		\$5,900	\$106,700
Memorial Park Comfort Station			
Oxford Comfort Station	\$3,500	\$16,300	
Ruth Johnson Park Comfort Station			\$20,600
Centennial Baseball Diamond Comfort Station		\$28,300	\$8,400
Peace Arch Elementary Comfort Station			\$900
Waterworks Yard and Shop Buildings	\$31,900	\$147,700	\$52,600
Oxford Pump House		\$3,900	\$80,400
Oxford Pump House (Generator)		\$50,400	\$18,500
Merklin Pump House			
Roper Pump House and Reservoir		\$14,800	\$91,450
Water Treatment Plant			
<b>TOTAL</b>	<b>\$316,200</b>	<b>\$2,129,500</b>	<b>\$4,492,850</b>

## 2 Objectives and Project Scope

### 2.1 Introduction & Objectives

DIALOG was engaged by the City of White Rock in December 2022 to update the Facilities Master Plan of the City's facilities. The primary purpose of this study is to guide the long-term maintenance and development of the City's facilities.

The City of White Rock is a thriving seaside community located at the southern reaches of the Lower Mainland and clustered around an eight-kilometre-long sandy beach and the warm, shallow waters of Semiahmoo Bay. Per the 2021 Census, its current population of around 22,000 is expected to grow by 50% by 2041, according to BC Stats. Since its early years, White Rock's moderate climate has made it a magnet for seniors but in recent years, the City has also gained popularity across a much wider demographic including young families. Besides its scenic waterfront, White Rock is home to charming landmarks such as the Pier and Promenade, the train station, and excellent recreation facilities like Centennial Park, with its ice arena, curling rink, and its ravine trails.

The City's Engineering & Operations Department directly manages a total of 27 facilities distributed throughout the City. The services delivered through these facilities strongly support the quality of life in White Rock. Facilities range from cultural institutions like the Library and Museum to government facilities like City Hall, the Fire Station, and RCMP, in addition to several recreational, community, and utility facilities.

The previous version of White Rock's Facilities Master Plan was completed in February 2008 and includes only 18 facilities. The City's Engineering & Operations Department recognizes that a current and comprehensive Facilities Master Plan is a critical strategic document to guide the management of its facilities, and wishes to update it to fulfill the following objectives:

- to reflect the current physical condition of these facilities
- to assess how the facilities address current needs of the staff and community
- to serve as a valuable instrument to inform implementation decisions based on the City's strategic principles and to guide investment in the City's facilities in a fiscally responsible manner
- to serve as a guidepost for judging the importance of different facility proposals

#### 2.1.1 Scope of the Facilities Master Plan

The scope of this project is to prepare a Facilities Master Plan for the facilities owned and managed by City of White Rock with the purpose of providing a framework to invest in and manage facilities through maintenance, life cycle replacement, renovation, and redevelopment.

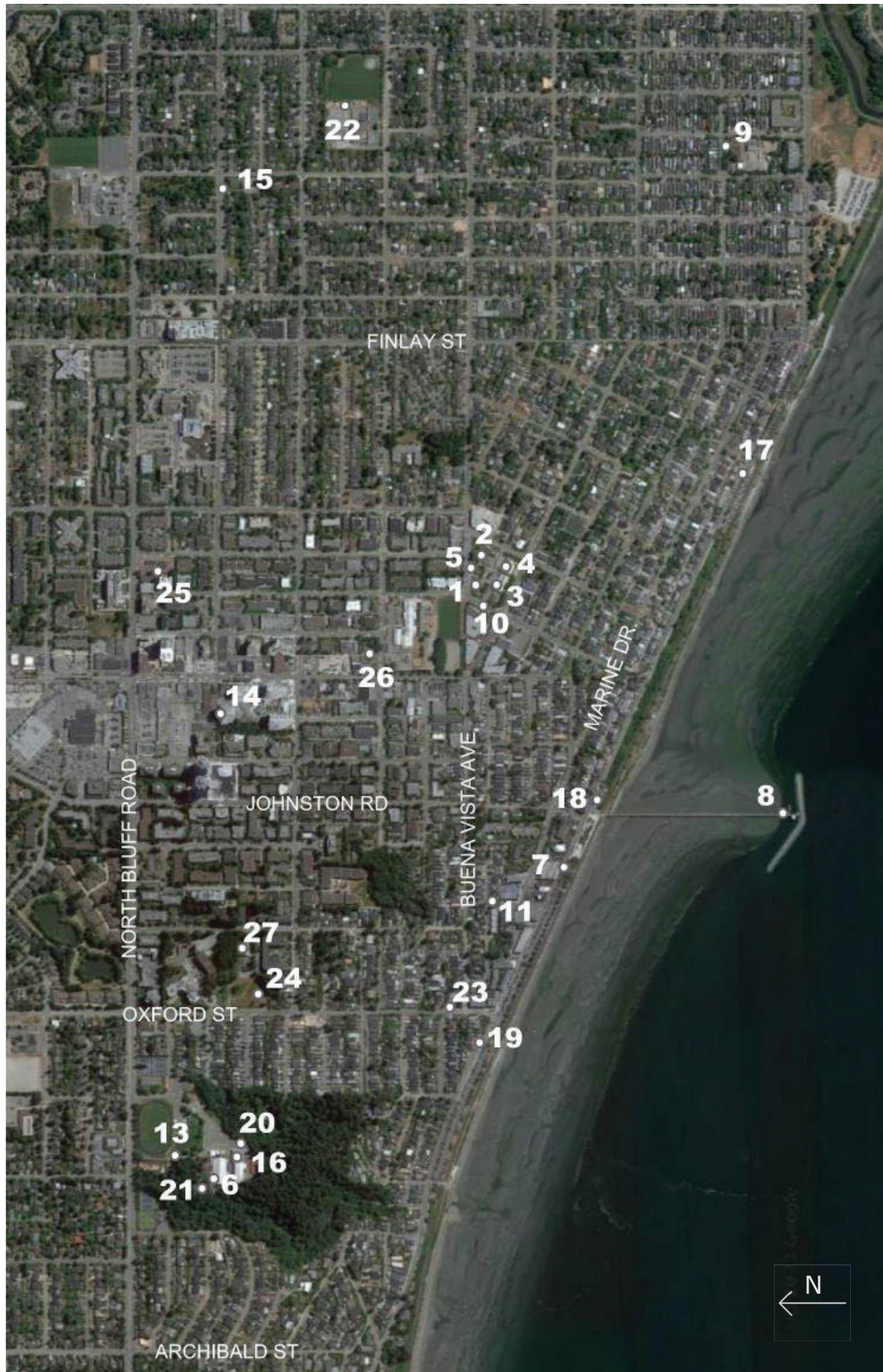
Major components of the Facilities Master Plan are:

- an inventory of current facilities in terms of building health and performance through a visual assessment of base building systems. The following base systems were assessed: building envelope and interiors; building structural, mechanical, electrical and plumbing systems; and site hardscape and furnishings
- a brief overview of how spatial and program needs are being met
- a high-level commentary about planning principles and various factors that might shape the nature and form of future development.

Facilities included in the Master Plan are indicated in the table and map below.



	<b>CITY FACILITIES</b>	<b>ADDRESS</b>
<b>1</b>	City Hall	15322 Buena Vista Ave
<b>2</b>	Evergreen Daycare (tenanted)	1185 Centre St
<b>3</b>	White Rock RCMP	15299 Pacific Ave
<b>4</b>	Fire Hall	15315 Pacific Ave
<b>5</b>	Library	15342 Buena Vista Ave
<b>6</b>	Parks Building	14600 North Bluff Rd
<b>7</b>	Museum	14970 Marine Dr
<b>8</b>	White Rock Pier	15010 Marine Dr
<b>9</b>	Engineering and Operations	877 Keil St
<b>10</b>	Annex	1174 Fir St
<b>11</b>	West Beach Parkade	14935 Victoria Ave
	<b>RECREATION &amp; CULTURE</b>	
<b>12</b>	Centennial Arena	14600 North Bluff Rd
<b>13</b>	Peninsula Productions (tenanted)	14600 North Bluff Rd
<b>14</b>	White Rock Community Centre	15154 Russell Ave
<b>15</b>	Kent Street Activity Centre	1475 Kent St
<b>16</b>	Centre for Active Living	1475 Anderson St
	<b>COMFORT STATIONS</b>	
<b>17</b>	Balsam Comfort Station	15454 Marine Dr
<b>18</b>	Memorial Park Comfort Station	15010 Marine Dr
<b>19</b>	Oxford Comfort Station	14780 Marine Dr
<b>20</b>	Ruth Johnson Park Comfort Station	14600 North Bluff Rd
<b>21</b>	Centennial Baseball Diamond Comfort Station	14600 North Bluff Rd
<b>22</b>	Peace Arch Elementary Comfort Station	15881 Roper Ave
	<b>WATER UTILITY FACILITIES</b>	
<b>23</b>	Waterworks Yard and Shop Buildings	14811 Buena Vista Ave
<b>24</b>	Oxford Pump House	1444 Oxford St
<b>25</b>	Merklin Pump house	15334 North Bluff Rd
<b>26</b>	Roper Pump House and Reservoir	15241 Roper Ave
<b>27</b>	Water Treatment Plant	14844 Goggs Ave



## 2.2 Methodology

Outlined below is a brief description of tasks undertaken as part of this project.

### Review of Existing Information

Information provided by the City of White Rock pertaining to each site was reviewed. This included existing architectural, structural, mechanical, electrical, and plumbing drawings and condition assessment reports and planned upgrade projects, if any. Some of the drawings were older versions and did not reflect the current layout of interior spaces.

### Building Health Assessment

- A high-level facilities condition assessment of each listed facility was conducted. A team consisting of an architect and a structural, mechanical, and electrical engineer visited each facility and visually assessed the condition of the buildings and their systems.
- Based on the condition assessment, deficiencies were identified for each site for each of the following base building systems: building envelope and interiors; building structural, mechanical, electrical and plumbing systems; and site hardscape and furnishings.
- Recommendations were developed in response to each deficiency item, the goal being to mitigate or resolve the deficiency where possible. A level of priority was assigned to each deficiency item:
  - **CRITICAL**- building damage is currently harming the intended use of the building, or such harm is potentially imminent. Repair as soon as possible is highly advisable.
  - **IMPORTANT**- building damage may potentially harm the intended use of the building in the future if not addressed or repaired. Although not considered urgent, it should be monitored to determine whether repair is required in the next several years.
  - **RECOMMENDED**- building damage has little to no impact on the intended use of the building. The purpose of repair is to extend the life of systems, improve level of life-safety, or maintain condition of finishes.
- Rough order of magnitude costing was developed for the recommendations, where applicable.
- The results were recorded and quantified in a database format for easy classification and visualization in a web-based application called Airtable. They are also provided as a Microsoft Excel matrix.

### Space and Needs Assessment

Interviews were conducted with the directors and managers of departments associated with the facilities included in the project scope. Questions focused on how the existing spaces and systems fulfilled functional needs of the staff and the community for the respective facilities.

User feedback and discussion was summarized. User feedback included program and space deficiencies, and building conditions, as well as their outlook for the future. Possibilities discussed included potential approaches to solving current problems and increasing efficiency of operations, as well as enhancing community services and making them more accessible to the community.

### Visioning Sessions and Community Hub

With the intent of taking a comprehensive approach to Facility Master Planning, two cross departmental workshops with Recreation and Culture, Planning, and Engineering were facilitated.

In the first session, through a series of interactive exercises, various factors that might shape the nature and form of future development were discussed with the goal to contextualize the findings of the building review in terms of a refreshed understanding of community needs.



Areas requiring additional input were identified, such as the need for engagement to assess preferred program mix and facility requirements for the future.

The second session was a targeted conversation around the idea of a Community Hub. Broadly, the discussion of the Senior Leadership Team focused on two topics - What should be included in the Community Hub and where should it be located?

Refer to Appendix A for a summary of the Visioning Sessions.

### **List of City Personnel Interviewed**

The following City personnel provided input during the preparation of this report:

- Vu Tran - Facilities & Project Engineer, Engineering & Municipal Operations
- Tracey Arthur - Director, Corporate Administration
- Janene Brierley-Green - Manager, Revenue Services
- Chris Zota, Manager, Information Technology
- Anne Berry - Director, Planning & Development Services
- Alex Wallace - Manager- Planning,
- Ralph Volkens - Manager, Parking Services
- John Woolgar – Director, Recreation & Culture
- John Stech - Manager, Community Recreation
- Rebecca Forrest - Manager, Cultural Development
- Kari Laing - Director, Human Resources
- Jim Gordon - Director, Engineering & Municipal Operations
- Corrine Haer – Manager, Engineering
- Kristian Davis – Manager, Public Works
- Ed Wolfe - Fire Chief
- Ken Molland - Deputy Fire Chief
- Tara Sauve - Manager, RCMP Support Services

## **2.3 Qualifications and Exclusions**

- The facilities condition assessment was conducted by a visual assessment to observe the condition of the base systems as they were designed and intended for use at the time of installation. It is not an assessment of the base systems relative to current standards or expectations.
- Preliminary structural assessment is included in the base scope. Seismic assessments are not included in the scope of this study. The basic scope for the structural engineering services consists of the following for each building:
  - a. Review existing structural drawings, if available.
  - b. Visit the site and conduct a visual review of visible structural elements and look for signs of any structural distress.
  - c. Summarize findings of the review for each building, provide recommendations for repairs, and indicate items, if any, that need for further review.
- Scope of this study does not include review of any other systems or components except those listed, even though they might be contributing to operations such as process equipment, site and civil engineering, parking, wayfinding, information technology, or security.
- Life-safety and accessibility assessment is not included in the scope of this study.
- Field measurement or site surveys to document as-built conditions are not included in the scope of this project.
- Order of Magnitude (OoM) Costing is generally derived using the impacted area of the program space to which a suitable unit rate is applied for the works. This kind of OoM Costing has a variable of +/- 20-30% at Feasibility Stage. Exclusions to this scope and cost are items such as furnishings or equipment, any soft cost items (such as

consultant fees, permitting fees, City fees, etc.), the generation of a Project Budget, escalation, and change order contingencies.

- The facilities condition assessment is not a comprehensive review of all existing deficiencies. Some deficiencies might not have been apparent during the reviews, and no guarantees are provided that all deficiencies are listed in this report.

## 3 Facility Assessments

### 3.1 City Hall

#### 3.1.1 Background

White Rock City Hall was originally constructed in 1962. It is an 11,908-square-foot building, separated into three areas: West Wing, East Wing, and the Lobby. The building houses the City's Financial Services; Corporate Administration and Council Chambers; Planning and Building Department; and Parking Services.

The demand for City services has increased significantly over the past few decades which has exceeded the capacity of the current building. Staff have expressed concerns over the significant lack of office and storage space, poor air circulation and rodents, lack of accessibility measures and washrooms, lack of parking and access, and department separation.

Further, it has been assessed that the existing building is non-compliant with regards to seismic and accessibility standards per City Hall – Seismic Report – 2020 (report dated January 13, 2020).



#### 3.1.2 Building Assessment - Observations and Recommendations

The building requires significant improvement. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Site	Site Development	Accessible parking stall is non-conforming	Adjust parking stall to conform to code	Recommended	\$2,200
Site	Site Development	Minor surface issues on site, mostly aesthetic	consider minor repairs	Recommended	\$7,400

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Site</b>	Stair Finishes	Entry stair and ramp not code compliant (missing tactile strip, curb, guard not proper height)	Replace and provide signage and accessories as required	Recommended	\$16,200
<b>Envelope</b>	Exterior Walls	No insulation on brick construction	Consider upgrading envelope	Recommended	\$240,700
<b>Envelope</b>	Exterior Doors	No panic hardware in lower level	Provide panic hardware	Recommended	\$3,000
<b>Envelope</b>	Canopy	East exit canopy appears to be rusting	Replace as required	Recommended	\$33,100
<b>Envelope</b>	Roof Structure	No roof anchors or warning signage	Consider added	Recommended	\$118,100
<b>Interiors</b>	Interior Doors	Minor scuffs across doors	Repaint door	Recommended	\$1,500
<b>Interiors</b>	Floor Finishes	Consider replacing carpet tile at locations of water damage	Replace affected carpet tile	Recommended	\$1,800
<b>Interiors</b>	Wall Finishes	Minimal water damage of wall base at location of water damage	Replace as required	Important	\$1,200
<b>Interiors</b>	Wall Finishes	Fire stopping does not appear to be code conforming	Fire stopping to be reviewed in mechanical room	Recommended	\$2,200
<b>Interiors</b>	Wall Finishes	Minor deterioration of wall finish in staff kitchen	Repaint affected walls	Recommended	\$3,100
<b>Interiors</b>	Ceiling Finishes	Minor T-bar replacement (scuffs, warping) - sagging due to services, cracks, holes	Replace affected t-bar	Recommended	\$2,200
<b>Interiors</b>	Stair Finishes	Non-conforming handrail at main stair	Replace handrail	Recommended	\$1,000
<b>Interiors</b>	Elevator	There is no elevator. This is an accessibility concern	Consider addition of elevator	Recommended	\$295,300

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Interiors</b>	Stair Finishes	Questionable interconnected floor space at main stair	Consider code review and additional mitigating features	Recommended	\$3,700
<b>Interiors</b>	Washroom Accessories	Mounting height of WC accessories do not appear correct	Possible accessibility review	Recommended	\$4,000
<b>Interiors</b>	Washroom Accessories	Missing washroom accessories	Provide as required	Recommended	\$3,700
<b>Interiors</b>	Fixed Furnishings	Wayfinding difficulty and lack of signage	Door signage recommended	Important	\$2,700
<b>Interiors</b>	Fixed Furnishings	Minor wear on millwork (delaminating cabinets, chips)	Refinish and replace as required	Recommended	\$6,600
<b>Interiors</b>	Other Electrical Systems	Numerous exit signs missing	Consider code review	Recommended	\$11,800
<b>Structural</b>	Floor Structure	Conduit has been sleeved/cored through the end of a concrete beam in lobby outside of Planning	A structural review of the beam's capacity is required	Important	\$7,400
<b>Mechanical</b>	Controls and Instrumentation	VRF system controls do not appear to be interlocked with perimeter hot water heating system controls, which may allow the two systems to simultaneously be heating and cooling.	Review existing controls in building to ensure all systems are working together.	Important	\$86,700
<b>Mechanical</b>	HVAC Equipment	Existing heating boiler is nearing 30 years old and is nearing the end of its serviceable life.	Plan to replace this boiler with a new higher efficiency model in the next 5-10 years.	Recommended	\$45,800



Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Mechanical</b>	HVAC Equipment	A VRF system has been added to the building to provide cooling and heating to spaces. The VRF condensing units are installed under stairs with poor clearance. Some issues noted with performance at peak loads.	Review condensing unit installation with manufacturer with supplier to determine options to improve airflow.	Important	\$53,200
<b>Mechanical</b>	Ventilation Systems	No outdoor air ventilation seems to be provided in the building, which appears to rely on infiltration and general exhaust systems, and likely result in poor air quality at times.	Review building ventilation strategy.	Important	\$210,400
<b>Mechanical</b>	Sprinklers	Building is unsprinklered.	Consider adding sprinklers as a voluntary upgrade.	Recommended	\$337,400
<b>Plumbing</b>	Storm Sewer	According to maintenance staff, there is an existing sump pump installed on the lower level that is completely covered by carpeting and is not visible.	This sump should be either exposed to ensure service access is maintained or relocated to a location more suitable for a sump pit.	Recommended	\$115,900
<b>Plumbing</b>	Seismic Restraint	Hot water tank is not seismically restrained.	Add restraint to HWT.	Important	\$2,200
<b>Plumbing</b>	Domestic Water	Existing 2" water service to building has no backflow prevention.	Premises isolation backflow preventer should be added.	Important	\$13,300
<b>Plumbing</b>	Sanitary Sewer	Ongoing issues with blockages in sanitary piping under building. A sewer scope indicated the cast	Recommend additional investigation be done to more accurately determine state of existing piping and	Recommended	\$188,300

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
		iron piping could be in poor condition.	whether replacement of the piping is required.		
<b>Electrical</b>		Electrical panel not accessible in printer room on level 1	Revise to make panel accessible	Recommended	\$19,200
<b>Electrical</b>	Distribution Systems	Panelboard in mechanical room appears to be in poor condition.	Recommend replacing panel with new.	Recommended	\$14,800
<b>Electrical</b>	Lighting and Branch Wiring	Light fixtures in open space and office areas are of fluorescent type and have varying colour temperatures.	Recommend replacing fixtures with the same color temperature using modern LED types.	Recommended	\$29,500
<b>Electrical</b>	Lighting and Branch Wiring	Exterior lighting is illuminated during daylight hours.	Consider adjusting timeclock or provide photocell maintenance.	Recommended	\$7,400
<b>Electrical</b>	Life Safety Systems	Exit signages are the traditional red exit sign with halogen type.	Replace with green "running man" LED type.	Important	\$11,800
<b>Electrical</b>	Life Safety Systems	Several exit signs are missing.	Conduct review of exiting plan and add exit signs as required.	Important	\$7,400
<b>Program</b>	Stair Finishes	Entry does not appear friendly	Consider repainting guards at entry to be more welcoming	Recommended	\$3,500

### 3.1.3 Functional Needs Discussion

#### Lack of Office Space

Staff in each department expressed significant concerns about the shortage of overall office space. In the Financial Services office area, for example, there are currently 15 staff working in a space that is already too small and workstations are not available for two anticipated hires required to meet the City's demand. The Director of Planning & Services expressed similar concerns in that they currently have 23-26 FTEs and are faced with the challenge of adding two more positions in the short term without available space. In the long term, the Planning & Development Services department anticipates that up to seven new hires in the next 10-15 years will be added. Implementing work from home helps to mitigate these shortages in the short term but, since collaborative work and interaction are often required in these roles, this cannot be a long-term solution.

#### Lack of Storage

Staff have expressed significant concerns about the lack of overall storage. Planning & Development Services department has an immediate need for additional storage. Parking Services department expressed an urgent need of storage space for batteries.

#### Lack of Program Types

Staff expressed concerns regarding lack of meeting rooms (particularly for Planning & Development Services), lack of a first aid room and insufficient copy room space. The existing staff lunchroom is small and uninviting, and as such does not help enhance workplace culture. In the Planning & Development Services Department, more counter space and desk space is required to enable staff to spread out large drawings for plan review.

#### Poor Circulation and Lack of Accessibility Measures and Washrooms

There is no front desk or orienting signage at the main entrance from Buena Vista Ave. This is wayfinding challenge to the members of the public that visit the City Hall as well as vendors that service the departments and facility.

There are two entrances to the building: the north entrance facing the street that could be considered the main lobby and has a small waiting area at the second level, and the south entrance accessed from the parking lot. Departments are distributed across these two levels and there is no elevator between them. Consequently, disabled visitors are forced to exit the building and travel around the block to go from one level to the other.

The building does not conform to the accessibility requirements per the latest building code. Non-conformance observed includes: no elevator; inadequate accessible clearances, lack of accessibility features in washrooms, entry ramp too steep, and non-conforming stairs. This is important for a facility whose primary function includes public interface. Further, there is a shortage of washrooms, the current ones lack the required accessible clearances and there are no shower facilities to serve the needs of a growing number of bicycle users.

#### Lack of Parking and Access

The number of on-site parking stalls for the building is insufficient and does not meet the amount required for the number of employees working at the City Hall. Employees and customers are then forced to find parking off-site and such spaces are very limited.

Secondly, the rear parking lot is shared with the adjacent RCMP Building and, due to the small lot size and poor in-and-out access, congestion occurs when multiple vehicles from both buildings need to enter and exit.

#### Department Separation

Human Resources, Engineering, and IT Departments are located at other sites due to the lack of space in the building. Planning and Development Services staff are split between the City Hall building and the nearby Annex building. These separations result in inefficiency in operation and loss of productivity.

#### Infrastructure Limitations

Staff indicated that there is no more room in existing conduits to increase the number of data cables to enable the addition of workstations and data connections. Staff also indicated that IT rooms require more security and that there is a need for a disaster recovery room to store real-time data from City Hall.

### 3.1.3.1 Possibilities Discussed

Condition of existing building systems, need for seismic retrofit, under capacity and operational challenges of the current building, all point toward a need to undertake a replacement or major renovation of the current City Hall. The concept of a Community Hub emerged from discussions with City's senior leadership. This idea was explored and elaborated in cross-departmental visioning sessions. Outcomes of this exercise are detailed in 5 Visioning Sessions and Community Hub and Appendix A - Visioning Sessions. Refer to Appendix B - Community Hub Concept Sketches for high level feasibility sketches that begin exploring opportunities and possibilities arising from different levels of intervention across the City Hall block.

The following priorities for a future City Hall emerged through discussions with City's senior management:

1. Consolidate City departments to achieve functional improvements in administration and governance operations as well as provide a single stop for White Rock residents wishing to do business with the City
2. Provide universal and safe access to various City functions that serve the residents of White Rock in a building that meets all current designs standard for the safety of residents and staff
3. Create a Community Hub that includes a City Hall to create a heart of the city in a broader sense; one that welcomes the public through it's design and environment, contributes to an active public realm and community feel by including cultural spaces, such as libraries, and by weaving together other activity generators, such as parks and retail in key public locations.

### 3.1.4 Order of Magnitude Costing Notes

An approximate range of 20,000 to 25,000 SF is estimated to be adequate to consolidate the City's administration departments that would benefit from being proximally located. This estimate is based on existing areas of departments, assumption of a portion of the E&MO department moving to the City Hall location, and potential efficiencies that could be gained with purpose-built accommodations for various components of the City Hall.

Below are some costing notes to assist with decision making related to housing the City's essential administration departments.

- A rough costing range for a 25,000 SF, two-storey institutional building such as a City Hall would be \$500-800/sq ft (\$12.5M - \$20.0M). The upper end rate assumes features such as mass timber structure, lots of curtainwall, and durable and long-lasting finishes.
- A rough costing range for an 8,500 SF, three-storey addition to the existing City Hall that would be mainly office use would be \$450 - \$575/sq ft (\$4.0M - \$5.0M). The upper end rate assumes more enclosed office space. The lower end of the range assumes a more open office, in which case the Furniture, Fixtures & Equipment budget would increase.
- Estimates do not include soft costs including those for project management, design and permit cost, as well as Furniture, Fixtures & Equipment.
- They include a regular construction contingency but do not include cost escalation or unusual construction escalation or inflation.
- Estimate does not include costs for addition of parking stalls which could be in the form of surface parking or underground or above grade parking garage.
- Several options were listed in the City Hall Seismic Report dated 2020 prepared by Bush, Bohlman & Partners. The updated cost estimate for the Seismic Retrofit (Option 1) is \$2.36M (compared to the previous \$1.8M). This is per Q2, 2023 dollars. The standard escalation/inflation clauses apply to this number.

Community Hub concept sketches in [Appendix B - Community Hub Concept Sketches](#) begin to explore approaches for development and densification of the whole City Hall Block and include additional program besides City-owned spaces. The above estimates do not correlate with these concept sketches.

## 3.2 Evergreen Daycare

### 3.2.1 Background

The current Evergreen Daycare building was originally built in 1958 as the Centennial Health Centre. Owned by the City of White Rock, the tenant is Evergreen Daycare which provides daycare services for infant to early elementary school ages. The building has two storeys comprising child supervision spaces, offices, storage, five kitchens, and seven washrooms.

The space is currently significantly over capacity to meet the rising need for childcare services in the community where new applicants are placed on an extensive waiting list.

The building does not conform to the basic life and safety requirements of the building code. Non-conformance observed included: non-graspable stair handrails, missing exit signs, and washrooms with minimal accessibility features.



### 3.2.2 Building Assessment - Observations and Recommendations

The building's condition needs improvement. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Interiors	Washroom Accessories	WC not accessible	Provide accessories and updated fixtures as required	Recommended	\$14,500
Interiors	Other Electrical Systems	Missing exit signage	Code review and provide emergency	Recommended	\$3,000

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
			equipment as required		
<b>Equipment &amp; Furnishings</b>	Fixed Furnishings	Main stair handrail not code compliant.	Provide new handrail	Recommended	\$2,700
<b>Structural</b>	Seismic Restraint	As the building was constructed in 1958, and the existence of many exterior windows, the seismic resistance appears low.	Renovate or rebuild structure	Important	
<b>Mechanical</b>	Controls and Instrumentation	Entire building perimeter hydronic heating system is controlled by a single non-programmable thermostat as a single zone, which will result in poor comfort levels and possibly increased energy use.	Review building heating system design.	Recommended	\$41,000
<b>Mechanical</b>	HVAC Equipment	Existing heating boiler is nearing 30 years old and is nearing the end of its serviceable life.	Plan to replace this boiler with a new higher efficiency model in the next 5-10 years.	Recommended	\$23,600
<b>Mechanical</b>	Ventilation Systems	No outdoor air ventilation seems to be provided in the building, which appears to rely on infiltration and general exhaust systems, and likely results in poor air quality at times.	Review building ventilation strategy.	Important	\$110,700
<b>Mechanical</b>	Sprinklers	Building is unsprinklered.	Consider adding sprinklers as a voluntary upgrade.	Recommended	\$164,100



Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Plumbing</b>	Seismic Restraint	Existing hot water tank appears to be leaking and needs replacing.	Replace hot water tank. Install seismic restraint.	Important	\$5,200
<b>Electrical</b>	Distribution Systems	Panelboards, disconnects, and other electrical equipment appear to have reached the end of their serviceable life. Electrical is utilized as storage room.	Consider upgrading or replacing.	Important	\$29,500
<b>Electrical</b>	Lighting and Branch Wiring	Light fixtures are mostly of fluorescent type, some lenses are missing.	Provide regular maintenance, replace missing lenses.	Recommended	\$7,400
<b>Electrical</b>	Life Safety Systems	Yellowing can be observed on emergency light fixtures.	Consider upgrading the emergency lighting system with new LED light heads, and new battery units.	Important	\$5,900
<b>Electrical</b>	Life Safety Systems	Exit signages are the traditional red exit sign with halogen type.	Replace with green "running man" LED type.	Important	\$5,900

### 3.2.3 Functional Needs Discussion

The building is significantly undersized to meet the current childcare demand in the area and this will be an increasing concern as that demand will increase in the future.

Daycare staff indicated that there is a significant lack of storage, and this is evident in the spaces where storage appears to spill out into office and play areas.

### 3.2.4 Other Recommendations

The issue of overall lack of space expressed by Evergreen Daycare may be the predominant issue that the City of White Rock might wish to address. Some possibilities to mitigate these concerns may include:

- Rebuild the daycare building to reflect the required program space
- Relocate the daycare to a different facility, e.g. the Annex
- Build a separate standalone building in the City that is dedicated to daycare use to help absorb the demand



- Add requirement to provide Childcare facility as part of conditions for Rezoning for larger developments.

## 3.3 White Rock RCMP

### 3.3.1 Background

The RCMP building was built in 1983 with additions in the 1990s. It is a three-storey building serving administration, detachment, detention, and filing support for the RCMP. As White Rock has grown over the past decades, the RCMP's staff has also seen an increase. The building does not reflect the current RCMP security standards and the current capacity no longer meets the RCMP's current program needs.



### 3.3.2 Building Assessment - Observations and Recommendations

The facility is in reasonably good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Envelope	Roof Coverings	Roof poly vapour barrier at attic significant destroyed in several locations	Patch and seal poly vapour barrier	Important	\$3,500
Envelope	Rainwater Drainage	Water leaking along north side (rear) of building at exterior walkway below canopy eave due to failing built-in gutter.	Built-in gutter along north side of roof to be replaced	Critical	\$5,900
Envelope	Rainwater Drainage	Rainwater leaders at north of building deformed due to impact.	Replace gutters and provide protective enclosure	Important	\$2,400

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Interiors</b>	Floor Finishes	Moderately dirty and showing signs of wear and tear in some locations.	Replace carpet in some locations	Recommended	\$3,000
<b>Interiors</b>	Ceiling Finishes	Staining and broken suspended ceiling tiles required to be replaced in several office locations.	Replace ceiling tiles	Recommended	\$4,400
<b>Structural</b>	Canopy	Signs of rot for front entry canopy facade under banner. Some structure has been removed.	Replace damaged and removed structure	Important	\$6,600
<b>Mechanical</b>		Kitchen stove is installed under the microwave but adequate clearance does not appear to have been provided.	Review installation of stove / microwave.	Recommended	\$1,800
<b>Mechanical</b>		Three condensing gas furnaces have interconnected intake & vent piping above the roof, which does not appear to meet code or manufacturer recommendations.	Furnace venting to be reviewed.	Important	\$9,600
<b>Mechanical</b>	Seismic Restraint	Rooftop condensing units are not installed on curbs to lift them up out of water / snow and are not seismically restrained.	Install units on curbs or sleepers c/w seismic restraint.	Important	\$7,400
<b>Mechanical</b>	Sprinklers	Building is unsprinklered.	Consider adding sprinklers as a voluntary upgrade.	Recommended	\$216,600
<b>Plumbing</b>	Domestic Water	Existing hot water tank dates from 1982 making it exceptionally old.	Plan to replace this hot water tank in the next 5 years.	Recommended	\$42,100
<b>Plumbing</b>	Domestic Water	2" water service riser in unheated loading bay right next to overhead door. Could be freezing concern as heat trace is installed	Repair insulation and heat trace to ensure piping is protected.	Recommended	\$3,400

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
		but not fully insulated.			
<b>Electrical</b>	Other Electrical Systems	There are no raceways supporting the communications cables.	Consider adding raceways or support.	Recommended	\$7,400
<b>Electrical</b>	Distribution Systems	Emergency generator shows rust on the housing, appears water is leaking through the seal on doors.	Requires maintenance to avoid further damage.	Critical	\$3,000
<b>Electrical</b>	Distribution Systems	Electrical equipment in general is nearing the end of its serviceable life.	Consider upgrading or replacing.	Important	\$29,500
<b>Electrical</b>	Lighting and Branch Wiring	Light fixtures in open space and office areas have varying colour temperatures and some appear to have burned-out bulbs.	Recommend replacing fixtures with the same color temperature using modern LED types.	Recommended	\$14,800
<b>Electrical</b>	Life Safety Systems	Exit signages are the traditional red exit sign with halogen type.	Replace with green "running man" LED type exit signs.	Important	\$5,900
<b>Electrical</b>	Life Safety Systems	Emergency light heads appear in poor condition.	Recommend replacement with modern LED type.	Important	\$3,500
<b>Electrical</b>	Life Safety Systems	Yellowing can be observed on fire alarm devices, indicative of being beyond their serviceable life.	Recommend replacement with new fire alarm devices compatible with the existing fire alarm system.	Important	\$14,800

### 3.3.3 Functional Needs Discussion

Main concerns observed include inadequate office and storage area, problematic functional interfaces to the public, and lack of security measures to meet current RCMP standards.

- Currently, the office area is crowded which forces shift work to be implemented since there is no room to grow. Three employees are anticipated to be added and there is no place to accommodate them as well as their associated vehicles and equipment.
- Storage was observed to contribute to the tight office space and locker areas have expanded in the attic space, a service space not meant for such use.
- Designated areas for volunteers are adjacent to spaces where serious crime investigation is discussed and, without any acoustic measures for separation, this increases security risks.
- The building currently does not implement the latest security standards of the RCMP. Requirements not met include non-openable windows with glass reflectance for full privacy and proper security features on door hardware. The staff has identified that addressing the overall lack of security measures in the building is an immediate need. The current building also does not have adequate public access points which can potentially result in victims and suspects entering the building having to cross paths.

### **3.3.3.1 Possibilities Discussed**

In response to the gathered program needs, the following possibilities were discussed:

- Provide off-site satellite office
- Build a two-storey addition to the west or north of building.

## 3.4 Fire Hall

### 3.4.1 Background

The current Fire Hall was constructed and occupied in the mid 1990s. At the time of original occupancy there were 12 career firefighters. Currently, there are 28 career staff and the Fire Department anticipates that two to four more will be added in the next 10-15 years. There are also 24 auxiliary staff working with the department.

The building function serves as a firefighting service to the municipality with a training facility, emergency operations centre, and administrative offices. Although the space in the fire department is considered at maximum capacity, the department anticipates future growth to meet White Rock's increasing population.



### 3.4.2 Building Assessment - Observations and Recommendations

The facility is in reasonably good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Envelope	Floor Envelope	Slab cracking at west area of fire truck garage	Fill cracking with epoxy	Recommended	\$2,400
Interiors	Floor Finishes	Yellow tactile warning strips at step locations to fire truck area are faded	Repaint 5 yellow tactile warning strip locations at step drops to fire truck garage area	Important	\$3,000
Structural	Roof Structure	Existing drawings call for bottom chord extension to ridge beam to brace cantilever. No	A structural review of the Ridge beam required	Critical	\$22,100

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
		extensions noted on site			
<b>Structural</b>	Roof Structure	Hip beam connection to ridge beam has 5 bolt holes shown with only 2 bolts installed	A structural review of the required	Critical	\$7,100
<b>Structural</b>	Seismic Restraint	Structure has been seismically designed to an older code where forces and other requirements were much less than today. Importance factor is not called up on the structural drawing.	A seismic review of the structure is recommended for this post disaster building	Important	
<b>Structural</b>	Seismic Restraint	An added prefabricated mezzanine storing heavy material has been added over rescue vehicles. No drawings have been provided.	A seismic review of the structure should be made for this mezzanine as its failure could damage or immobilize multiple rescue vehicles	Critical	
<b>Mechanical</b>		Storage of combustible items on mezzanine in Vehicle Bay is too close to radiant tube heater and does not meet manufacturer recommendations.	Remove items from below the heater or provide heat shields.	Critical	
<b>Mechanical</b>		Access to rooftop condensing units, and to the roof in general, is difficult as no permanent access is provided.	Recommend adding a permanent roof access ladder to ensure HVAC equipment can be serviced as required.	Recommended	\$22,100
<b>Mechanical</b>	HVAC Equipment	Vehicle Bay heating is provided by four gas radiant tube heaters but only two are currently operational, apparently due to lack of available parts.	Repair or replace tube heaters.	Important	\$75,300



Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Plumbing</b>	Domestic Water	1" domestic water supply to building has no backflow prevention.	Premises isolation backflow preventer should be added.	Important	\$5,200
<b>Electrical</b>	Distribution Systems	Panelboards in general have either reached or are nearing the end of their serviceable life.	Consider upgrading or replacing.	Recommended	\$29,500
<b>Electrical</b>	Lighting and Branch Wiring	Light fixtures in open space and office areas have varying colour temperatures and some appear to have burned-out bulbs.	Recommend replacing fixtures with the same color temperature using modern LED types.	Recommended	\$7,400
<b>Electrical</b>	Life Safety Systems	Yellowing can be observed on fire alarm devices. Indicative of being past their serviceable life.	Recommend replacement with new fire alarm devices compatible with the existing fire alarm system.	Recommended	\$11,100

### 3.4.3 Functional Needs Discussion

#### 3.4.3.1 User Feedback

The dorm and training space on the second floor is constrained. This space includes beds; lockers; male washroom and shower room; an open space used for training and, when needed, it is used as an emergency operations centre. A major concern for the Fire Department is its inability to accommodate female firefighters and any future increase in beds or additional staff.

The weightroom is too small due to which the garage space is used by staff as exercise space. Exercise equipment was also observed lined up in the adjacent hallway leading to the outside of the building which is not recommended as it encroaches into required exit width.

#### 3.4.3.2 Possibilities Discussed

The following possibilities were discussed with regards to meeting current and anticipated program needs:

- Move workstations from the room between the Chief's Office and Dorm/Training room on second floor to the radio room near the entrance on the first floor. This room could then easily be converted into a space with more beds and/or lockers.
- Move Emergency Operation Control Centre to White Rock Community Centre to free up space in Dorm/Training room.
- Convert existing washrooms to gender neutral washrooms to allow use by female employees and firefighters.
- A small portion of the recreation room could be allocated for exercise equipment.



- There is currently a project with a budget of \$150,000 included in the 2023 Financial Plan to add additional sleeping capacity at the Fire Hall.

#### **3.4.3.3 Other Recommendations**

As this building is classified as a post disaster structure it should not sustain severe damage or lose its functionality during a major seismic event. It is recommended that a full seismic assessment be performed to determine whether the building and the interior storage mezzanine have any limitations in capacity to resist a major earthquake.

## 3.5 Library

### 3.5.1 Background

The library, built in 1975, is a one-storey building with mezzanine and basement level. It consists of general library areas; activity and meeting rooms; staff workroom; distribution areas; and offices. Lack of storage and parking were observed.



### 3.5.2 Building Assessment - Observations and Recommendations

The building is in reasonably good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Site</b>	Site Development	Exterior guard/handrail shows wear	Repaint guard/handrail	Recommended	\$4,400
<b>Envelope</b>	Exterior Doors	Exterior doors appear to be fading and deteriorating	Repaint door	Recommended	\$1,200
<b>Interiors</b>	Stairs	Exit stairs do not appear to be 90 degrees in the path of travel	Provide code compliant exit stairs	Recommended	\$22,100
<b>Interiors</b>	Wall Finishes	Firestopping around mechanical/electrical room does not appear to be sufficient	Firestopping review	Recommended	\$2,700

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Interiors</b>	Ceiling Finishes	Drop ceiling appears to have some wear and cracks. Openings in ceiling made due to lack of access hatches	Minimal replacement on acoustic ceiling tile	Recommended	\$5,200
<b>Interiors</b>	Washroom Accessories	WC not accessible	Provide accessories and updated fixtures as required	Recommended	\$15,400
<b>Equipment &amp; Furnishings</b>	Fixed Furnishings	Interior guard height non-code conforming	Provide new guard	Recommended	\$25,100
<b>Equipment &amp; Furnishings</b>	Fixed Furnishings	Handrail not continuous	Provide new handrail	Recommended	\$5,300
<b>Mechanical</b>	Seismic Restraint	Rooftop VRF condensing units are installed on sleepers but do not appear to be seismically restrained.	Review anchorage of condensing units.	Important	\$26,600
<b>Mechanical</b>	Sprinklers	Building is unsprinklered.	Consider adding sprinklers as a voluntary upgrade.	Recommended	\$334,400
<b>Plumbing</b>	Plumbing Fixtures	Existing plumbing fixtures appear original and will use excessive amounts of water.	Recommend replacement with new water efficient fixtures.	Recommended	\$5,900
<b>Plumbing</b>	Seismic Restraint	Hot water tank is not seismically restrained.	Add restraint to HWT.	Important	\$2,200
<b>Electrical</b>	Distribution Systems	Panelboards have generally reached their serviceable life.	Recommend replacing and upgrading.	Important	\$44,300
<b>Electrical</b>	Distribution Systems	It appears that the main switchboard has exceeded its expected operational lifespan of service.	Conduct review and allow to replace the main switchboard in the short term.	Important	\$44,300
<b>Electrical</b>	Lighting and Branch Wiring	Fluorescent type light fixtures are generally used.	Consider replacing with new LED type fixture in the long term.	Recommended	\$44,300
<b>Electrical</b>	Life Safety Systems	Several exit signs are missing	Conduct review of exiting plan and add exit	Important	\$3,000

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
			signs as required.		
<b>Electrical</b>	Life Safety Systems	Exit signages are the traditional red exit sign with halogen type.	Replace with green "running man" LED type exit signs.	Important	\$3,500

### 3.5.3 Functional Needs Discussion

#### 3.5.3.1 User Feedback

Storage was observed to be a concern as it was noticed at service areas in the basement and covered much of the loading receiving room. It was also noticed in the exit stair enclosures which is not permissible by the current building code as such evacuation areas are required to be clear at all times for occupants to exit rapidly during an emergency.

There is also a shortage of parking serving the library and the adjacent civic buildings on the city block.

#### 3.5.3.2 Possibilities Discussed

To address the storage, it is suggested that the City of White Rock review with the library operators regarding how much storage is required. Some possibilities to address this issue include:

- a purge of the current storage and disposal of any non-essential materials
- acquiring storage space off-site
- allocate storage space at general library area and purge current library area or activity areas to suit

The building does conform to the basic life and safety requirements of the building code. Non-conformance observed included: angled stairs, non-accessible washrooms, and missing firestopping. Although accessibility and code upgrades are not required unless the facility is renovated, due to the highly public nature of its use, the City may want to consider voluntary accessibility and life safety upgrades.

Addressing the lack of parking may require a comprehensive review of the overall city complex block and would feed into the conversations surrounding a new community hub.

## 3.6 Parks Building

### 3.6.1 Background

The Parks Building is located on the Centennial Park site at 14600 North Bluff Road immediately south of the Centre for Active Living. As much of the Parks' personnel and equipment have been relocated to the Engineering and Operations Centre site on 877 Keil Street, the current Centennial Park Operations building and yard are used largely for storage, landscape maintenance vehicles and equipment, and small workshops.



### 3.6.2 Building Assessment - Observations and Recommendations

The building needs major repairs. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Site</b>	Site Development	Paving appears old and stressed	Recommend replacing paving and provide markings for safety/navigation	Recommended	\$53,700
<b>Envelope</b>	Roof Coverings	Roof leaks in heavy rain	Recommend replacing roof	Recommended	\$96,400
<b>Envelope</b>	Wall Finishes	Exterior finishes deteriorating (paint, garage door, wood, CMU)	Re-finish	Recommended	\$14,800



Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Interiors</b>	Floor Finishes	Significant deterioration on floors	Recommend high performance coating in all areas	Recommended	\$19,300
<b>Mechanical</b>	HVAC Equipment	Existing gas furnace is not operational and building has no heat in the east end.	Furnace to be repaired or replaced.	Important	\$7,400
<b>Services - Plumbing</b>	Plumbing Fixtures	Record of water pipes bursting	Review plumbing and upgrade and required	Important	\$17,700
<b>Plumbing</b>	Seismic Restraint	Hot water tank is not seismically restrained.	Add restraint to HWT.	Important	\$2,200
<b>Plumbing</b>	Domestic Water	Due to lack of heat, pipes in washrooms have frozen and have not been repaired yet. Washrooms are closed.	When heating is repaired, repair piping to get washrooms operational.	Important	\$11,800
<b>Electrical</b>	Distribution Systems	Panelboard appears to be nearing its serviceable life.	Consider replacing in the long term.	Recommended	\$14,800

### 3.6.3 Functional Needs Discussion

#### 3.6.3.1 User Feedback

The director expressed concerns about having this building off-site from the rest of the Parks facility on Operations Centre site at 877 Keil Street as it separates the Park Department's functions. The isolated location of the building and yard and its relatively low usage is a potential security risk.

Storage use both inside the building and in the yard seemed to be cluttered with some items that appear to be unused for a long time.

#### 3.6.3.2 Possibilities Discussed

Staff suggested that the Parks buildings on this site and at the Parks facility on the Operations Centre site should both be located on one site to avoid redundancies. This would require further investigation.

Disposal of non-essential storage items in the current building and yard would be worthwhile to increase usage within the building. This may result in a significant reduction of storage making it possible to consolidate the Parks operation at the Operations Centre site.

## 3.7 Museum

### 3.7.1 Background

The Museum is in a converted railway station originally built in 1913. It houses exhibit areas, museum administration offices, and an entry gift shop. The Train station is a protected heritage site, one of only three in the City.

The Museum is a popular destination, and the Recreation and Culture department sees a potential for it to contribute to additional activities and programs outside of the Museum.

The Museum's structure had a seismic upgrade performed during the revitalization project in 2010/2011



### 3.7.2 Building Assessment - Observations and Recommendations

The building is in generally good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Envelope	Roof Coverings	Moderate moss growth at roof	Remove moss growth at roof	Recommended	\$3,500
Electrical	Lighting and Branch Wiring	Some light fixtures do not appear to be working.	Provide maintenance and replacement with new bulbs.	Important	\$14,800
Electrical	Life Safety Systems	Exit signages are the traditional red exit sign with halogen type.	Replace with green "running man" LED type.	Important	\$11,800

### 3.7.3 Functional Needs Discussion

#### 3.7.3.1 User Feedback

Staff indicated that the Museum is reasonably successful, attracting roughly 30,000 visitors a year. Due to its location within the high recreational use along the waterfront and its proximity to the White Rock Pier, it was suggested that it might also support other programs related to the City's and the museum's history.

Staff recommendations:

- The City should follow best practices and develop a statement of significance and look towards future development of a conservation plan following the Standards and Guidelines for the Preservation of Historic Spaces. A list of internal and external character defining elements should be created as part of this process. (<https://parks.canada.ca/culture/rclp-crhp/standards>)
- The City should rethink the placement of signage on the building and any ancillary items that would damage the heritage integrity of the building.
- The City and Society should discuss and formalize extent of heritage plaques in relations to programming and any development around the museum.
- Long term, the City should look for alternative centralized storage that meet standards of care for the growing artefact and archival collection.
- The Museum should further develop museum and history education programming in the space in addition to the exhibition and gift shop. Storage can be challenge for program growth.



## 3.8 White Rock Pier

### 3.8.1 Background

This review addresses the two structures at the end of the White Rock Pier that consist of a storage enclosure and an enclosure for communications tower equipment. The wood structure of the pier itself is outside the scope of this review. The storage enclosure contains scrap wood, surplus wood planks, and maintenance materials for the Pier.



### 3.8.2 Building Assessment - Observations and Recommendations

The two structures are in generally good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Roof Structure	Underside of steel decking rusting	prep and repaint steel decking with required anti-rust paint	Recommended	\$4,600
<b>Interiors</b>	Floor Finishes	Significant fecal matter from birds inside storage enclosure	Remove fecal matter and repair metal enclosure openings at bottom	Important	\$3,500
<b>Electrical</b>	Distribution Systems	Electrical equipment is exhibiting signs of rust.	Recommend replacing.	Important	\$14,800
<b>Electrical</b>	Distribution Systems	Bird droppings would cause corrosion on equipment.	Consider covering the electrical equipment with a protective shield or housing.	Important	\$7,400

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Electrical</b>	Lighting and Branch Wiring	Yellow discoloration is visible on the exterior lighting lenses.	Consider replacement of fixture or lens.	Recommended	\$1,500

### 3.8.3 Feedback from City Staff

#### 3.8.3.1 Staff recommendations:

Since the pier is an important and iconic heritage site in White Rock, it was recommended that the City should follow best practices and develop a statement of significance and look towards future development of a conservation plan following the Standards and Guidelines for the Preservation of Historic Spaces. A list of internal and external character defining elements should be created as part of this process.

## 3.9 Engineering and Operations

### 3.9.1 Background

The main Engineering and Municipal Operations (E&MO) facility is located at 877 Kiel Street and contains the following:

- Operations Centre, a three-storey building completed in 2003, housing administrative staff for the City's Engineering, Maintenance and Operations (EM&O) Department
- Attached Storage Shed, housing Mechanic's office and tools/parts storage, and Parks storage
- Maintenance Vehicle Shop
- Facilities Maintenance shops and sign shop
- The facility's yard includes:
  - Solid Waste Compaction and Transfer
  - Parking for City-owned vehicles
  - Fuel dispensing island
  - Outdoor storage areas for materials, including covered sheds for salt and asphalt, equipment and junk

The Operations Centre building lacks adequate space and parking stalls for the current and projected number of employees. There are also concerns expressed regarding inefficiencies with particular department functions being separated throughout the City.



### 3.9.2 Building Assessment - Observations and Recommendations

The Operations Centre building is in reasonably good condition. The much older Maintenance Vehicle Shop and Parts Workshop require repairs. Observations from the site assessment are listed below.

Engineering and Operations Building					
Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Envelope	Exterior Walls	Paint is significantly peeling at wood cladding guard at second patio deck	Prep and re-paint with required water-repelling coating	Important	\$3,000

<b>Envelope</b>	Roof Coverings	High reflectance cap sheet at roofing has deteriorated significantly	Repair and add high reflectance cap sheet	Important	\$36,300
<b>Interiors</b>	Floor Finishes	Baseboard finishes at 2nd level men's washroom, beneath urinal is peeling	Repair baseboard finishes	Recommended	\$700
<b>Interiors</b>	Millwork	Significant fading and scratching of lower-level office kitchen millwork	Recommend re-sanding/refurbishing with added clear coat	Recommended	\$7,400
<b>Structural</b>	Exterior Walls	North side retaining wall is showing signs of movement	Monitor movement to determine if it is ongoing.	Critical	
<b>Mechanical</b>		Existing solar hot water system appears to be shut down.	Review system to determine feasibility of getting it running again.	Recommended	\$8,900
<b>Mechanical</b>	Ventilation Systems	Two rooftop HRVs are 20 years old and are nearing the end of their serviceable life with significant visible corrosion.	Plan to replace these units within the next 5-10 years.	Recommended	\$188,300
<b>Plumbing</b>	Storm Sewer	There is what appears to be a sewage testing/sampling setup in the basement, but it does not appear to be in use and could increase the chance of blockages in the piping.	Review need for this system to remain in place. Remove if not required.	Recommended	\$1,500
<b>Plumbing</b>	Seismic Restraint	Hot water tank and adjacent storage tank are not seismically restrained.	Add restraint to HWT.	Important	\$2,200
<b>Electrical</b>	Other Electrical Systems	Conduits passing through fire rated walls appear to be missing fire-stopping.	Recommend adding fire-stopping.	Important	\$7,400

<b>Electrical</b>	Lighting and Branch Wiring	Fluorescent type light fixtures are generally used.	Consider replacing with new LED type fixture complete with daylight sensor in the long term.	Recommended	\$29,500
<b>Electrical</b>	Life Safety Systems	Exit signages are the traditional red exit sign with halogen type.	Replace with green "running man" LED type.	Important	\$11,800
<b>Electrical</b>	Life Safety Systems	Wall mounted occupancy sensor appears to have been installed in ceiling.	Consider replacing with the occupancy sensor suitable for ceiling mount.	Recommended	\$700
<b>Electrical</b>	Life Safety Systems	Fire alarm detectors appear to be missing in electrical room, mechanical room, and IT room.	Recommend adding fire detector in rooms.	Important	\$4,400

<b>Engineering and Operations - Garage</b>					
<b>Category</b>	<b>Subcategory</b>	<b>Observation</b>	<b>Recommendation</b>	<b>Response Type</b>	<b>Cost Estimate</b>
<b>Site</b>	Site Development	Significant pavement depression causing puddles at ground	Fill pavement depressions	Important	\$3,700
<b>Site</b>	Storage Shed	Salt storage shed prefabricated roof shows signs of vehicle damage	Repair roof structure per manufacturers recommendations	Recommended	\$3,700
<b>Envelope</b>	Exterior Walls	Old, capped piping from abandoned Primary Treatment Tanks show signs of leaking from behind into storage shed	Repair leaks	Important	\$4,400
<b>Envelope</b>	Roof Coverings	Partial ponding at flat portion of roof	Clean out roof drains	Critical	\$1,200
<b>Structural</b>	Seismic Restraint	Tension only cross bracing has a section removed to allow for storage cabinets	Reinstate brace	Critical	\$8,900

<b>Mechanical</b>	HVAC Equipment	Radiant gas tube heater venting passes through wall with spray foam insulation. It appears the foam is in direct contact with the B-vents which should have a minimum 1" clearance to combustibles.	Review vent pipe clearances.	Important	\$2,400
<b>Plumbing</b>	Seismic Restraint	Hot water tank is not seismically restrained.	Add restraint to HWT.	Important	\$2,200
<b>Electrical</b>	Distribution Systems	Electrical equipment appears to be in poor condition.	Consider replacing in the short term.	Important	\$7,400
<b>Electrical</b>	Life Safety Systems	Building is not equipped with fire alarm system.	Conduct review for requirement.	Important	\$36,900
<b>Electrical</b>	Life Safety Systems	Exit signs and emergency lighting require upgrade.	Recommend upgrading with LED type exit signs. Add emergency lighting to achieve illumination level by code.	Important	\$22,100

Engineering and Operations – Parts Workshop					
Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Roof Coverings	Significant moss growth on sloped asphalt shingle roof	Remove moss growth on roof	Recommended	\$2,400
<b>Envelope</b>	Rainwater Drainage	Front gutter failure- depression at mid gutter causing exterior water leakage	Fix slope so slopes to drain	Critical	\$3,000
<b>Mechanical</b>	Controls and Instrumentation	Gas unit heaters are controlled by non-programmable thermostats, which do not allow for night setback temperature setpoints and lead to excess energy use.	Consider installation of programmable thermostats capable of night setback.	Recommended	\$4,100
<b>Mechanical</b>	HVAC Equipment	Exhaust fan in electrical room sounds like it has worn bearings and requires service.	Service or replace fan.	Important	\$5,600
<b>Electrical</b>	Distribution Systems	Switchboard appears to be nearing its serviceable life. The rating label on the main switch is missing.	Conduct review and allow to replace the main switchboard in the long term.	Important	\$36,900

### 3.9.3 Functional Needs Discussion

#### 3.9.3.1 User Feedback

##### Building Space Deficiencies

Staff expressed concern about the lack of overall workstations to accommodate future growth. Two to four staff members are expected to be hired over the next 10 years in the Engineering division. Workspaces required for this growth cannot be accommodated in the current capacity.

Staff also expressed concern about the shortage of meeting rooms and collaborative spaces. It was expressed that there is a need for a training room that could accommodate 20 people for

staff training sessions and a touchdown space required for off-site Parks staff. Additionally, a need for the First Aid room to be more private was expressed.

There was a concern that, although change-room facilities may currently be adequate, they would not be able to support anticipated increase in office staff over the next few years.

Other current space deficiencies outlined in the Phase 1 Facilities Master Plan dated March 30, 2022, include:

- Copy room and 2<sup>nd</sup> floor meeting room is being used to accommodate staff workstations
- Parks Manager and Facilities Coordinator office space added in existing Open Area

### **Parking and Site Security**

Staff expressed that there is currently a lack of parking stalls on the site and this problem is anticipated to increase due to anticipated staff growth. There are after-hours security issues at this site.

### **Separated Facilities**

Having the division's maintenance functions spread across three separate locations - the Engineering Operations Centre site on 877 Keil Street, the Parks building at the Centennial Park site on 1475 Anderson Street, and the Water Distribution Section at 14811 Buena Vista Avenue - results in inefficiencies and redundancies.

Having the Engineering Department separated from related municipal services and City departments located at the main City Hall at 15322 Buena Vista Avenue also results in inefficiencies and redundancies and poorer public service as residents often need to visit both City Hall and the Keil operations centre to gain access to information and services.

#### **3.9.3.2 Possibilities Discussed**

A comprehensive plan in the Phase 1 Facilities Master Plan conducted on March 30, 2022, aimed to address much of the above concerns expressed which include:

- A relocation of support and amenity areas spaces within the current Operations Centre as well as throughout the site to respond to the space needs
- An exploration on the feasibility the Water Distribution Section at 14811 Buena Vista Avenue being absorbed and consolidated at the EM&O site

Addressing the concerns within the EM&O site would still not address the concern regarding the Engineering Department's detachment from main City Hall. This may require a further comprehensive feasibility study of reorganizing the City Hall complex to include the Engineering Department.



## 3.10 Annex

### 3.10.1 Background

Originally built as a place of worship in 1983, the Annex is now owned and occupied by the City of White Rock. It houses City administration departments that cannot fit into the City Hall. These spaces include Human Resources, IT, and some Planning Development Services staff on the main floor, and Parking Bylaw Enforcement in the basement. A portion is occupied by White Rock's Business Improvement Association (BIA).

Staff currently located in the Annex building expressed concerns about the lack of usability of the irregularly shaped floor plan and department separation from City.



### 3.10.2 Building Assessment - Observations and Recommendations

The building is in generally good condition but it is beginning to show roof failures. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Envelope	Exterior Windows	Window in IT area cannot close completely. Reports of condensation, frost, and draft ingress	Review window hardware and weatherproofing	Important	\$1,200
Envelope	Roof Coverings	Membrane gutter on upper roof deteriorating	Repair as required	Important	\$23,600
Envelope	Wall Finishes	Cap flashing finish deteriorating	Repair as required	Recommended	\$13,700

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Wall Finishes	Stucco deterioration at base of east wall	Repair as required	Recommended	\$13,300
<b>Envelope</b>	Wall Finishes	Wood painted sill on clerestory window deteriorating	Repaint	Recommended	\$1,600
<b>Interiors</b>	Ceiling Finishes	Exposed services across many ceilings	Consider concealing with a dropped ceiling	Recommended	\$15,900
<b>Interiors</b>	Ceiling Finishes	Numerous ceiling stains, leaking unknown	Consider replacing ceiling and conducting review of roof	Recommended	\$37,100
<b>Interiors</b>	Stair Finishes	All stairs non-code-compliant	Replace stairs	Recommended	\$29,500
<b>Interiors</b>	Other Electrical Systems	Exit signs non-conforming in general (ie. wrong directions, blocked access)	Conduct code review and replace/relocate as required	Important	\$5,900
<b>Equipment &amp; Furnishings</b>	Exterior Doors	Exterior door shows wear	Re-finish or replace	Recommended	\$7,400
<b>Mechanical</b>	Controls and Instrumentation	Split DX system controls do not appear to be interlocked with radiant floor heating system controls, which may allow the two systems to simultaneously be heating and cooling.	Review existing controls in building to ensure all systems are working together.	Important	\$14,800
<b>Mechanical</b>	Seismic Restraint	Mechanical units are not secured to the roof and will topple over in a seismic event	Connect units to the roof	Important	\$4,400
<b>Mechanical</b>	Sprinklers	Building is unsprinklered.	Consider adding sprinklers as a voluntary upgrade.	Recommended	\$65,400
<b>Electrical</b>	Other Electrical Systems	Exposed communication cables are without conduits or protective covering.	Recommend outdoor wiring to be in conduit to protect from physical damage	Recommended	\$3,700

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
			and security purposes.		
<b>Electrical</b>	Other Electrical Systems	Communication cables run indoor without proper support and sleeves.	Recommend running communication cables on cable tray or raceway.	Recommended	\$14,800
<b>Electrical</b>	Distribution Systems	Power receptacle for mechanical equipment maintenance on roof appears missing.	Recommend adding power outlet for mechanical maintenance as required by Code.	Recommended	\$4,400
<b>Electrical</b>	Lighting and Branch Wiring	Exterior light fixture appears in poor condition.	Consider replacing with new LED type exterior light fixture.	Important	\$1,500
<b>Electrical</b>	Life Safety Systems	Emergency light heads are in poor condition.	Consider replacing with new LED type emergency heads.	Important	\$8,000
<b>Electrical</b>	Life Safety Systems	Exit sign requires proper mounting.	Recommend regular maintenance of life safety systems.	Important	\$700

### 3.10.3 Functional Needs Discussion

#### 3.10.3.1 Space Use and User Feedback

The building is occupied by office uses, although it was built for congregation and supporting spaces. The spaces do not lend themselves to this use causing inefficiencies in space use and acoustic problems.

Staff expressed the following concerns regarding the lack of usability of the space due to its irregular floor shape:

- The central space, originally an auditorium, is a two-storey octagonal shaped room. The stage and adjacent spaces which are a group of small, connected rooms house the HR offices. This results in poor connectivity and circulation.
- The awkward layout of the office spaces is not conducive to some of the essential functions of this department, such as welcoming new hires and creating a positive impression on prospective employees.

- The irregular room shape and volume of the main central space has poor acoustic performance and does not lend itself to functions that require privacy. As a result, it is underutilized.

Due to the lack of space in the City Hall building, some of the departments are housed in the Annex building. These split departments include Human Resources, Information Technology, and Planning and Development Services. Since these departments need to collaborate constantly with the other departments housed in the City Hall building, these separations result in operational inefficiency and loss of productivity.

### **3.10.3.2 Possibilities Discussed**

The possibilities discussed by the directors include:

- An overarching comprehensive plan for the entire City Hall complex to address the program issues
- A planning study to explore the usability of the Annex if reconfigured and/or renovated

## 3.11 West Beach Parkade

### 3.11.1 Background

The West Beach Parkade, built in 2020, serves to provide additional public parking, particularly for the main public areas along White Rock's beach. It is a 99,227 sq.ft., four-storey building that contains a total of 183 stalls including 99 regular stalls, 72 small car stalls, 7 electric vehicle charging stalls, and 4 accessible parking stalls.



### 3.11.2 Building Assessment - Observations and Recommendations

As it is a relatively new building, it is in good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Floor Envelope	Few locations of concrete slab membrane removed due to tire skidding	Patch and fill areas with membrane to match	Important	\$3,700
<b>Envelope</b>	Wall Finishes	Rust forming at screen window openings at entry	Remove rust, prep, and re-coat with anti-rust paint	Recommended	\$8,100
<b>Mechanical</b>	HVAC Equipment	Elevator control room heat pump condensing unit has no drain pan causing water to splash onto the parkade floor.	Install drain pan to collect condensation.	Recommended	\$1,800
<b>Plumbing</b>	Domestic Water	Domestic water to hose bibbs. Piping is heat traced, but a failure occurred, and the piping froze and separated before Xmas.	Review heat tracing installation.	Recommended	\$3,100

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Electrical</b>	Other Electrical Systems	Security and fire alarm reported to be triggered due to moisture	Adjust sensors of security and fire alarm to avoid alarm triggered due to moisture	Recommended	\$7,400
<b>Electrical</b>	Life Safety Systems	Fire alarm detector appears to be missing in water entry room.	Recommend adding a fire alarm heat detector.	Important	\$1,500
<b>Electrical</b>	Life Safety Systems	Fire alarm detector appears to be missing in electrical room.	Recommend adding a fire alarm smoke detector.	Important	\$1,500
<b>Electrical</b>	Life Safety Systems	Fire alarm detector appears to be missing in communications room.	Recommend adding a fire alarm smoke detector.	Important	\$1,500
<b>Electrical</b>	Life Safety Systems	Fire alarm speaker and emergency lighting appear to be missing in elevator lobbies	Recommend adding fire alarm speaker and emergency lighting.	Important	\$7,400

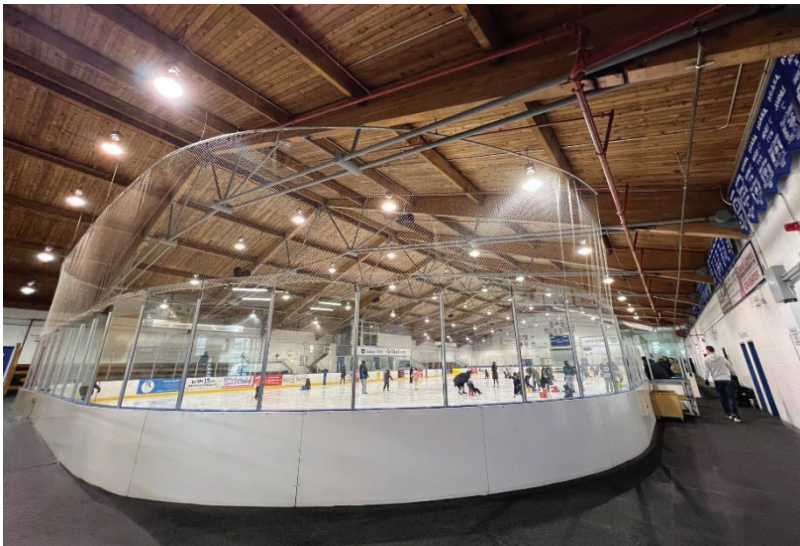


## 3.12 Centennial Arena

### 3.12.1 Background

The Centennial Arena, originally built in 1966, provides an ice rink and recreational facilities to the White Rock community. It includes recreational halls, changeroom facilities, concession, administration offices, and an ice rink for hockey programs and ice-skating activities,

A building addition for a multipurpose hall and administration meeting room was added to the southeast corner of the building in 1998, and the main trusses above the ice rink were upgraded sometime in the 2000s. The roofing has recently been replaced through a capital project.



### 3.12.2 Building Assessment

Although finishes are outdated, the building is in generally good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Exterior Walls	Paint at board and batten wood cladding at rear has faded and weathered	Repaint board and batten wood cladding at rear	Recommended	\$3,700
<b>Envelope</b>	Roof Coverings	Significant green moss growing at Zamboni shed roof at rear	Remove green moss on Zamboni shed roof	Recommended	\$1,200
<b>Envelope</b>	Rainwater Drainage	Moss and build-up present at gutters of main sloped roof	Remove moss and build-up at gutters of main sloped roof	Recommended	\$3,500
<b>Interiors</b>	Floor Finishes	VCT tile at concession kitchen is cracking	Flooring in concession kitchen to be replaced with resilient sheet flooring	Recommended	\$3,700
<b>Interiors</b>	Wall Finishes	Panels along front of ice rink by stairs damaged due to water absorption	Replace panels with fibre-cement panels	Important	\$6,300
<b>Structural</b>	Exterior Walls	Damage to block wall on east side of main lobby. Block has been pushed inward from outside	Repair block	Recommended	\$1,500
<b>Structural</b>	Exterior Walls	Concrete block wall in main mechanical room has been removed leaving top course still attached to the roof.	A structural review of how it is attached to slab above required	Recommended	
<b>Mechanical</b>	HVAC Equipment	Existing Rooftop HVAC unit serving the lobby / reception area is 24 years old and nearing the end of its serviceable life.	Consider unit replacement in the next 5 years.	Recommended	\$80,500



Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Mechanical</b>	HVAC Equipment	Existing Rooftop HRV HVAC unit serving the locker room areas was not running at the time of the visit. Staff indicated it has been problematic and it was noted that the inlet dampers on the unit appeared damaged.	Consider unit replacement in the next 5 years.	Important	\$84,900
<b>Mechanical</b>	HVAC Equipment	Storage Room axial fan has been 'repaired' by attaching a desk fan to the inlet.	Repair or replace existing axial fan.	Important	\$5,600
<b>Mechanical</b>	Seismic Restraint	Ammonia condenser support to concrete appears rusted	Connection to be assessed and possibly rectified	Important	\$25,100
<b>Plumbing</b>	Seismic Restraint	Hot water tank in mechanical room near entrance is not seismically restrained.	Add restraint to HWT.	Important	\$1,500
<b>Plumbing</b>	Domestic Water	Staff mentioned there have been some pinhole leaks in the existing copper piping. This could be an indication of the start of a more widespread issue.	Review existing distribution piping to determine whether a pipe replacement might be required.	Recommended	\$339,600
<b>Electrical</b>	Other Electrical Systems	Public address system equipment appears in poor condition.	Consider an equipment upgrade.	Important	\$73,800
<b>Electrical</b>	Distribution Systems	Panelboards in kitchen areas in poor condition.	Consider replacing panelboards.	Recommended	\$14,800
<b>Electrical</b>	Distribution Systems	The electrical room intended for electrical purposes is currently being utilized as a storage space.	Advisable to keeping the electrical room free from any obstruction or materials that could potentially cause	Critical	

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
			hazards or damage to the equipment.		
<b>Electrical</b>	Distribution Systems	Panelboard is in poor condition and installed in change room/washroom area subjected to electrical hazards.	Replace with new and locate away from change room as per CEC safety standards.	Important	\$19,200
<b>Electrical</b>	Distribution Systems	Panelboard in recreation room is in poor condition.	Recommend replacing panelboard with new.	Important	\$19,200
<b>Electrical</b>	Lighting and Branch Wiring	Light fixtures in change rooms are of different types and colour temperatures.	Replace or upgrade with similar type and colour temperatures.	Important	\$1,500
<b>Electrical</b>	Lighting and Branch Wiring	Emergency light heads in building are generally in poor condition. Those in change rooms are in very poor condition	Recommend replacing with modern LED type.	Important	\$15,000
<b>Electrical</b>	Lighting and Branch Wiring	Exposed wiring and exposed electrical cable on roof.	Requires proper electrical cable termination and junction box covers.	Important	\$1,500
<b>Electrical</b>	Lighting and Branch Wiring	Receptacle outlets for maintenance of mechanical rooftop equipment are missing.	Consider adding receptacle outlets as per CEC code.	Recommended	\$8,900
<b>Electrical</b>	Life Safety Systems	Exit signages are the traditional red exit sign with halogen type.	Replace with green "running man" LED type exit signs.	Important	\$11,800

### 3.12.3 Functional Needs Discussion

#### 3.12.3.1 User Feedback

Staff expressed that the Centennial arena is serving its intended program adequately.

#### **3.12.4 Other Recommendations**

Although the main trusses in the main area were upgraded in the 2000s, there does not appear to have been any seismic upgrade to the building. This should be confirmed from the upgrade drawings. If it was not upgraded, and since the original building was designed in the 1960s, a seismic assessment should be performed.

Although accessibility and code upgrades are not required unless the facility is renovated, due to the highly public nature of the use, the City may wish to consider voluntary accessibility and life safety upgrades.

## 3.13 Peninsula Productions

### 3.13.1 Background

The peninsula production building, built in the early 1970s, is currently leased to a theatre group called Peninsula Productions. It was originally a youth centre for the City of White Rock. It contains a theatre space, meeting room, kitchen, and storage.



### 3.13.2 Building Assessment - Observations and Recommendations

The building is reasonably in acceptable condition with the exception of the frequent ponding on the roof. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Roof Coverings	Significant ponding occurring on top of roof, covering nearly entire roof	Roofing appears past life expectancy and replacement is recommended	Important	\$89,800
<b>Interiors</b>	Interior Doors	Paint deteriorating at several door frames	Repaint several door frames	Recommended	\$4,100
<b>Interiors</b>	Millwork	Interior windowsill missing beside front door	Provide interior wood still beside front door	Recommended	\$600
<b>Mechanical</b>		Furnace vents through roof do not have a gooseneck & screen to prevent water, debris and animal entry.	Add goosenecks & screens per manufacturer's recommendations.	Important	\$1,500
<b>Plumbing</b>	Rainwater Drainage	Roof drainage is blocked and there is significant ponding on the roof.	Clear drains and review installation.	Important	\$1,200

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Plumbing</b>	Seismic Restraint	Hot water tank is not seismically restrained.	Add restraint to HWT.	Important	\$2,200
<b>Electrical</b>	Distribution Systems	Panelboard appears to be nearing its serviceable life.	Consider replacing panelboard with new.	Important	\$14,800
<b>Electrical</b>	Lighting and Branch Wiring	Normal and emergency light fixtures and switches require upgrade.	Recommend replacement.	Important	\$23,600
<b>Electrical</b>	Life Safety Systems	Fire alarm detectors appear to be nearing its serviceable life.	Consider replacing with new devices.	Important	\$1,500

### 3.13.3 Functional Needs Discussion & Other Recommendations

Due to the age of the building and minimal life and safety upgrades over the years, it is recommended that the building undergoes a building code review to identify life safety issues that the City could consider rectifying.

It is also recommended to review the condition of the current roofing due to the frequent ponding to avoid future water leakage into the building.

A performing space or black box theatre has become an important part of culture in White Rock. Peninsula Productions is an active, professional, and vibrant group who enhance and build on the goals of the City's Cultural Strategy.

The building lacks acoustic performance required for a performance space. A major renovation of this structure may be explored with the intent to provide more functional venue for performances.

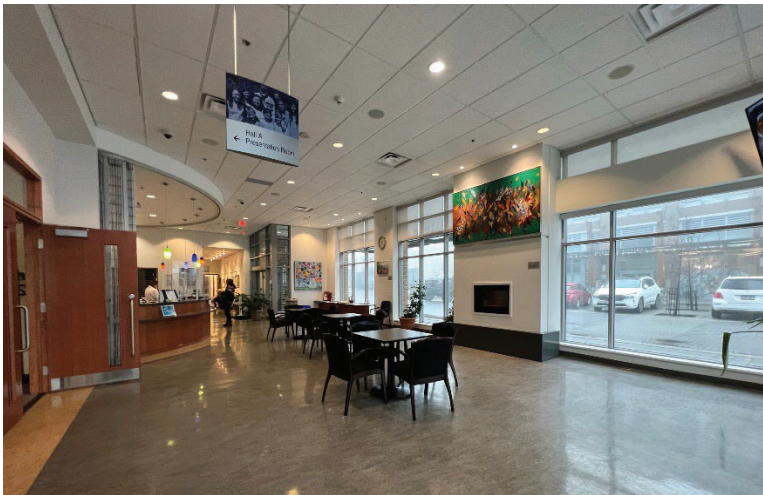
A long-term plan for cultural spaces and a discussion around performing spaces is required and will be coming this year in the Cultural Needs Assessment.

## 3.14 White Rock Community Centre

### 3.14.1 Background

The White Rock Community Centre, built roughly around 2009, is situated within a mixed-use development in the central downtown area of White Rock. It contains a front lounge and reception, administration offices, a large presentation room, two multipurpose rooms, and a fitness room. It serves a multitude of community gatherings and leisure activities, and the spaces are frequently used. In addition, this facility houses the backup IT hub for the City.

Although the facility is well-used, Staff expressed concern that the space limits the flexibility and freedom to make modifications to support certain types of recreational and cultural programs that are in demand.



### 3.14.2 Building Assessment - Observations and Recommendations

The building is in good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Roof Structure	Underside of steel decking rusting	prep and repaint steel decking with required anti-rust paint	Recommended	\$4,600
<b>Interiors</b>	Floor Finishes	Significant fecal matter from birds inside storage enclosure	Remove fecal matter and repair metal enclosure openings at bottom	Important	\$3,500
<b>Electrical</b>	Distribution Systems	Electrical equipment is exhibiting signs of rust.	Recommend replacing.	Important	\$14,800

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Electrical</b>	Distribution Systems	Bird droppings would cause corrosion on equipment.	Consider covering the electrical equipment with a protective shield or housing.	Important	\$7,400
<b>Electrical</b>	Lighting and Branch Wiring	Yellow discoloration is visible on the exterior lighting lenses.	Consider replacement of fixture or lense.	Recommended	\$1,500

### 3.14.3 Functional Needs Discussion

#### 3.14.3.1 User Feedback

Staff expressed concern about the program types and sizes being limited by the tenant floor plan size and shape which is beyond the City of White Rock's control. For example, it cannot accommodate activities that need a gymnasium, or activities that require a space with high ceilings and large clear span (without columns). Desired programs for the City of White Rock overall, such as purpose-built art, music studios, and large fitness centres, also cannot be accommodated in the space.

#### 3.14.3.2 Possibilities Discussed

The following possibilities were discussed:

- Conduct an overall comprehensive study of the recreational buildings in the City of White Rock, identifying redundancies to eliminate and opportunities for new program space. This can include an understanding of the extent of opportunities allowed in each multipurpose room throughout the recreational buildings
- Place the recreational and cultural programs the municipality lacks in a future 'community hub' development along with other civic functions



## 3.15 Kent Street Activity Centre

### 3.15.1 Background

The Kent Street Activity Centre, built in 1973, offers a variety of recreation programs and seniors activities. The space includes a front lounge, administration spaces, snooker room, small library and classroom on the first floor. There is a large auditorium, stage, kitchen and coffee shop on the second floor. Most programs focus on a population that is 55 years or older.

There is concern that the building is overcapacity and the focused activities do not contribute to programs needed by the overall City of White Rock.



### 3.15.2 Building Assessment - Observations and Recommendations

The building needs major repairs as envelope failure reports are becoming more frequent in recent years. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Envelope	Exterior Walls	Wood siding above front entry deteriorating	Re-sand/repaint wood siding above front entry; replace areas that are most deteriorated	Important	\$20,400



Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Roof Coverings	Built-up roofing shows significant ponding, lack of slope, and moss growth; continual leaks have been reported. Roofing system appears passed life expectancy	Consider replacing roofing system down to substrate with sloped, insulated, roofing system per RCABC standards	Critical	\$194,900
<b>Envelope</b>	Soffit	Deterioration of wood soffit canopy entry of second level main multi-purpose room	Replace wood soffit canopy entry of second level main multi-purpose room	Recommended	\$5,200
<b>Interiors</b>	Floor Finishes	At second floor main multi-purpose room, previous leak along exterior wall has deformed adjacent wood floor	Replace deformed wood flooring	Important	\$5,200
<b>Interiors</b>	Ceiling Finishes	Throughout level 1 entry, several ceiling tiles have deformed due to weight of lighting ballast	Secure and fix ballast, replace associated ceiling tile	Important	\$4,100
<b>Interiors</b>	Washroom Accessories	Missing grab bars at all accessible toilets and at 1 urinal per each washroom (not built to current code)	add additional grab bar sets at all accessible toilets at 1 urinal per each washroom	Recommended	\$2,800
<b>Mechanical</b>	Controls and Instrumentation	Electric baseboard controls are non-programmable with no setback capability.	Replace thermostat with programmable model.	Recommended	\$1,900
<b>Mechanical</b>	Terminal and Package Units	Split DX Heat pump serving the lower floor billiards room is nearing the end of its serviceable life.	Replacement required within 5 years.	Recommended	\$28,100

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Mechanical</b>	Sprinklers	Building is unsprinklered	Consider adding sprinklers as a voluntary upgrade.	Recommended	\$215,800
<b>Plumbing</b>	Rainwater Drainage	Exterior storm piping has become blocked causing backups into building. Temporary fix is in place.	Investigate cause of blockage to determine whether repair or replacement is required.	Important	\$44,300
<b>Plumbing</b>	Rainwater Drainage	Extensive ponding on roof, partly due to locations of roof drains.	As part of roof repair, replace roof drains and ensure they are located at low points.	Important	\$34,700
<b>Plumbing</b>	Seismic Restraint	Hot water tank is not seismically restrained.	Add restraint to HWT.	Important	\$2,200
<b>Electrical</b>	Distribution Systems	Electrical equipment in general is nearing the end of its serviceable life.	Recommend upgrading or replacing.	Critical	\$29,500
<b>Electrical</b>	Distribution Systems	Overhead electrical feeders are in contact with the nearby leaves.	Consider trimming back any trees or plants that are in close proximity to the overhead electrical feeders to prevent future contact.	Critical	\$5,200
<b>Electrical</b>	Lighting and Branch Wiring	Light fixtures in common areas are of fluorescent type, appears illumination levels are low.	Consider replacing with new LED type for energy efficiency and	Important	\$11,800
<b>Electrical</b>	Life Safety Systems	Emergency light heads appear in poor condition, yellowing of fixtures can be observed.	Recommend replacing with new LED type.	Important	\$3,000
<b>Electrical</b>	Life Safety Systems	Yellowing can be observed on fire alarm devices. Indicative of past	Recommend replacing with new fire alarm devices compatible with the	Important	\$11,100

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
		their serviceable life.	existing fire alarm system.		

### 3.15.3 Functional Needs Discussion

#### 3.15.3.1 User Feedback

The facility is popular with the City's residents and most spaces get a high amount of use, primarily by seniors. Staff expressed concern that several spaces in the building are too small for the functions they serve. This is evident in the constrained proportions of circulation and program spaces. The library is crowded due to not having adequate space for the number of books it holds.

There exist challenges in trying to accommodate recreation programs, seniors activity groups, coffee shop patrons and rentals all in one small space.

#### 3.15.3.2 Possibilities Discussed

Staff expressed the following possibilities:

- Replace Kent Street Activity Centre entirely
- Build a new community centre with dedicated spaces for seniors
- The City lacks specific recreational and cultural spaces such as gymnasiums, a large fitness centre, and purpose-built art and music studios. This site has the potential to house some of these.
- Conduct community engagement to understand and identify what constituents would like in terms of cultural and recreational experiences and opportunities. To this end, Council has approved a Kent Street Activity Centre Needs Assessment

#### 3.15.4 Other Recommendations

Although accessibility and code upgrades are not required unless the facility is renovated, due to the highly public nature of the use and programs geared towards seniors, the City may want to consider voluntary accessibility and life safety upgrades.

## 3.16 Centre for Active Living

### 3.16.1 Background

The Centre for Active Living, built in 2011, provides leisure activities as well as separate spaces dedicated to cardiac recovery and programming. The space includes a curling facility, viewing lounge, varying fitness spaces and the cardiac recovery and programming component includes Administration and medical support facilities.



### 3.16.2 Building Assessment - Observations and Recommendations

The building is in reasonably good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Site</b>	Lanscaping	General landscaping around site is unmaintained and defined	Improve landscaping presence around site, including vegetation and edging	Recommended	\$3,500
<b>Envelope</b>	Stair Finishes	Rust forming at exterior stair	Repaint exterior stair and provide protective coating.	Important	\$5,900
<b>Interiors</b>	Ceiling Finishes	Light tube at mezzanine ceiling dropped, deforming t-bar ceiling	T-bar ceiling needs repair and light tube requires adjustment.	Important	\$2,400
<b>Mechanical</b>	HVAC Equipment	Rooftop air handling unit serving second floor is not fully operational. Spaces are reliant on electric heating for temperature control, which doesn't provide quite enough heat and is inefficient.	Existing rooftop VAV unit needs repair.	Important	\$41,000

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Plumbing</b>	Domestic Water	Two 12-year-old, 120-gallon natural gas hot water tanks are nearing the end of their serviceable life.	Plan for replacement of these units within the next 5 years.	Recommended	\$84,900
<b>Electrical</b>	Lighting and Branch Wiring	Receptacle outlets for rooftop mechanical equipment appear to be missing.	Recommend adding receptacles as per CEC.	Recommended	\$4,400
<b>Electrical</b>	Life Safety Systems	Exit signages are the traditional red exit sign with halogen type.	Replace with green "running man" LED type exit signs.	Important	\$11,800
<b>Electrical</b>	Life Safety Systems	Exit signs are missing in all Gym/Fitness rooms.	Recommend adding exit sign at exit door.	Important	\$1,500
<b>Electrical</b>	Life Safety Systems	Elevator room may require additional fire detector.	Recommend adding a fire detector.	Important	\$1,500
<b>Electrical</b>	Life Safety Systems	Communications room may require fire detector in addition to sprinkler head.	Recommend adding a fire detector.	Recommended	\$1,500

### 3.16.3 Functional Needs Discussion

#### 3.16.3.1 User Feedback

Staff identified the following program deficiencies:

- There are too many multipurpose and fitness rooms that tend to be underutilized because they are inadequate to provide for more focused activities. This is a concern to the overall recreational facilities of the municipality.
- The curling rink and adjoining leisure/recreational spaces being grouped with a medical office type facility for cardiac recovery does not create an inviting presence.
- The cardiac space and its associated studio space are divided
- Lack of City staff in the building makes it difficult to manage and make it more inviting to patrons

#### 3.16.3.2 Possibilities Discussed

The following possibilities were discussed:

- The Centre for Active Living may have some available capacity to absorb some of the municipality's needs for additional recreational and art or music programming. This requires a further feasibility study.
- Staff identified that spaces such as a gymnasium and art studios that are in much higher demand are not available for White rock residents.

## 3.17 Balsam Comfort Station

### 3.17.1 Background

The Balsam Comfort Station is a public washroom facility located along the waterfront near the Balsam Street intersection. It contains male and female washrooms, a dedicated universal washroom and a service corridor. The building was upgraded roughly around 2011 to serve the growing public washroom needs along the eastern portion of the White Rock promenade.



### 3.17.2 Building Assessment - Observations and Recommendations

The building is in reasonably good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Exterior Walls	Water intrusion evident through masonry joints	Re point block and paint/seal exterior walls	Recommended	\$97,800
<b>Plumbing</b>	Plumbing Fixtures	Existing terrazzo mop sink is cracked and needs to be replaced.	Replace mop sink with new.	Important	\$5,900
<b>Electrical</b>	Lighting and Branch Wiring	Lens for light fixture is missing. Occupancy sensors are in disrepair.	Consider replacing lenses, and lighting controls.	Recommended	\$8,900



## 3.18 Memorial Park Comfort Station

### 3.18.1 Background

The Memorial Park Comfort Station is located at the plaza entry of the White Rock Pier. It contains male and female washrooms, three individual universal washrooms, and an office and utility room. The building was upgraded in 2019 to serve the growing public washroom needs at Memorial Park, White Rock Pier, and surrounding waterfront area particularly during peak periods in the summer months.



### 3.18.2 Building Assessment - Observations and Recommendations

The building is in good condition with no notable observations that require repair.

## 3.19 Oxford Comfort Station

### 3.19.1 Background

The Oxford Comfort Station is a public washroom facility located along the White Rock Beach near the Oxford Street intersection. It contains male and female washrooms, a dedicated universal washroom, a service corridor, and a separate storage building which was part of the original building. The building was upgraded roughly around 2011 to serve the growing need for public washrooms along the White Rock Promenade recreation area particularly during the peak periods in the summer months.



### 3.19.2 Building Assessment - Observations and Recommendations

The washroom building is in generally good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Envelope	Roof Coverings	Multiple pavers are poorly supported with one paver cracked	Replace paver and relevel loose pavers	Critical	\$3,500
Interiors	Washroom Accessories	Paint finish of hand dryers are peeling due to exterior condition	Re-paint hand dryers per supplier requirement	Recommended	\$3,500
Plumbing	Domestic Water	Piping at fixtures has frozen during cold weather.	Recommend installation of heat tracing as required.	Important	\$14,800



Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Electrical</b>	Lighting and Branch Wiring	Light fixtures are fluorescent with different colour temperatures. Some lenses show shade of yellow mainly due to age.	Replace fixtures with LED type with same colour temperature. Replace lenses to increase illumination levels as needed.	Recommended	\$7,400
<b>Electrical</b>	Lighting and Branch Wiring	Emergency battery unit does not appear to have maintenance and verification tag.	Recommend regular testing of emergency battery system for functionality.	Important	\$1,500
<b>Electrical</b>	Lighting and Branch Wiring	The exterior lighting is illuminated during daylight hours.	Adjust timeclock or provide photocell maintenance.	Recommended	\$1,500

## 3.20 Ruth Johnson Park Comfort Station

### 3.20.1 Background

The Ruth Johnson Park Comfort Station is a public washroom facility located in Centennial Park. It contains male and female washrooms; a dedicated universal washroom; a service corridor; and a storage space. The building was upgraded roughly around 2011 to serve the growing need for public washrooms for the surrounding Ruth Johnson Trails, White Rock Generations Playground, and Centennial Park Soccer and Running Oval.



### 3.20.2 Building Assessment - Observations and Recommendations

The building is in reasonably good condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Wall Finishes	Paint is showing wear and graffiti is visible	Paint	Recommended	\$5,200
<b>Interiors</b>	Floor Finishes	Slab coating deteriorating	Recommend refinishing	Recommended	\$7,100
<b>Interiors</b>	Wall Finishes	Signage deteriorating	Replace	Recommended	\$1,800
<b>Equipment &amp; Furnishings</b>	Exterior Doors	Vandal access in building	Recommend tamper proof hardware	Recommended	\$3,500

<b>Electrical</b>	Distribution Systems	Panelboard is nearing its serviceable life. Disconnect switch appears in poor condition	Recommend replacement of main disconnect.	Recommended	\$3,000
-------------------	----------------------	---	---	-------------	---------

## 3.21 Centennial Baseball Diamond Comfort Station

### 3.21.1 Background

The Centennial Baseball Diamond Comfort Station is a public washroom facility and concession space located in Centennial Park. It contains male and female washrooms, a dedicated universal washroom, second level storage, and a concession space that is part of the initial building. The building was upgraded roughly around 1999 to serve the growing demand of the Centennial Baseball Diamond.



### 3.21.2 Building Assessment - Observations and Recommendations

The building is in generally acceptable condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Roof Coverings	Metal roofing of canopy facing roofing diamond has faded and showing signs of weathering	Replace metal roofing of canopy	Recommended	\$4,700

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Roof Structure	Rust forming at structural steel supporting barrel roof	Prep, coat, and re-paint structural steel supporting roof	Important	\$7,500
<b>Plumbing</b>	HVAC Equipment	There isn't adequate heat in the upper level and pipes froze this winter.	Add heating or heat trace to prevent pipes freezing in winter.	Important	\$14,800
<b>Plumbing</b>	Seismic Restraint	Hot water tank is not seismically restrained.	Add restraint to HWT.	Important	\$1,500
<b>Electrical</b>	Other Electrical Systems	Storage room is not monitored by the security alarm system.	Recommend adding security alarm devices to avoid vandalism.	Important	\$3,000
<b>Electrical</b>	Lighting and Branch Wiring	Exterior light fixtures are generally in poor condition.	Recommend replacing with new, preferably with modern LED type.	Important	\$1,500
<b>Electrical</b>	Lighting and Branch Wiring	Interior light fixtures show discoloration on lenses.	Recommend replacing with new, preferably with modern LED type fixtures.	Recommended	\$3,700

## 3.22 Peace Arch Elementary Comfort Station

### 3.22.1 Background

The Peace Arch Elementary Comfort Station is a public washroom facility located at the Peace Arch Elementary field. It is a single washroom building. It was built in 2011 to serve as a public washroom for recreational activities on the field.



### 3.22.2 Building Assessment - Observations and Recommendations

The building is in generally acceptable condition. Observation from the site assessment is listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Envelope	Exterior Walls	Graffiti at sightline fence	Remove graffiti at sight-line fence	Recommended	\$900



## 3.23 Waterworks Yard and Shop Building

### 3.23.1 Background

The Waterworks Yard and Shop Building, originally built in the late 1940s, is located on northeast corner of Oxford Street and Buena Vista Yard. It contains a workshop, staff lounge, offices, and a storage attic. Outside, there is a covered garage and storage shed. A few personnel of the Public Works Department work from here.



### 3.23.2 Building Assessment - Observations and Recommendations

The building needs significant repairs. Envelope failures are frequent and repairs typically only serve to address a temporary solution. Also, the building is showing notable structural concerns. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Site	Parking	No parking lines provided	Paint parking lines to delineate parking stall and service truck access	Recommended	\$3,700
Envelope	Floor and Paving	Floor slab at overhead door opening at workshop slopes inward. Exterior side of overhead door does not slope outward.	Slope inside slab outward. Adjust exterior sidewalk to slope outward and provide max. 10mm drop	Important	\$9,200
Envelope	Exterior Walls	Blue paint on wood trims around window openings deteriorating,	Re-paint wood trims around windows	Recommended	\$5,900

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
		causing moisture ingress into the wood			
<b>Envelope</b>	Exterior Walls	Multiple locations showing rot	Replace damaged trim	Recommended	\$5,900
<b>Envelope</b>	Roof Coverings	Frequent roof leaks reported at workshop roof, despite completed roof sheathing repair	Provide new roof sheathing membrane and review roof sheathing is suitable substrate	Critical	\$31,900
<b>Envelope</b>	Roof Coverings	Asphalt shingles showing signs of early deterioration with moderate moss growth	Replace roofing with new asphalt shingles	Recommended	\$33,500
<b>Envelope</b>	Floor Envelope	Significant sloping variation and cracking at workshop slab floor reflects impacts of hydraulic pressure over time coming from uphill. Water reported coming upwards at cracks.	Replace concrete slab with proper drainage, vapour barrier membrane, and sub-grade assembly per geotechnical recommendations	Important	\$44,000
<b>Structural</b>	Ceiling Finishes	Crack in drywall between ceiling and roof in staff area	Repair drywall	Recommended	\$1,800
<b>Structural</b>	Floor Structure	Crack in slab running through staff area showing multiple repairs	A structural review of the building is required	Important	
<b>Structural</b>	Floor Structure	Concrete slab has moved away from foundation wall	A structural review of the building is required	Important	
<b>Structural</b>	Floor Structure	Floor is not level showing signs of building settlement to the south	A structural review of the building is required	Important	
<b>Mechanical</b>	HVAC	Existing natural gas furnace venting has duct tape on single wall vent which is not permitted by code.	Repair or replace venting as required.	Important	\$3,800

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Mechanical</b>	Controls and Instrumentation	Heating thermostat is non-programmable with no setback capability	Replace thermostat with programmable model having 7-day programmable cycle, lockable program and battery back-up	Recommended	\$1,800
<b>Mechanical</b>	Seismic Restraint	Hot water tank is not seismically restrained.	Add restraint to HWT.	Important	\$2,200
<b>Plumbing</b>	Rainwater Drainage	Rainwater leader at SW corner of building is not piped correctly allowing water to hit building and promoting rot.	Direct water away from building.	Important	\$600
<b>Plumbing</b>	Sanitary Sewer	Users mentioned there have been breaks in the underground sewer piping, likely due to building settlement	Repair piping as necessary. Part of overall structural assessment.	Important	\$65,700
<b>Electrical</b>	Distribution Systems	Conduit for incoming electrical service from overhead pole showing rusts.	Repaint or replacement of conduit is necessary.	Important	\$7,400
<b>Electrical</b>	Distribution Systems	Panelboard is in poor condition with redundant branch cabling. Circuit identification requires improvement.	Recommend replacing panelboard.	Important	\$14,800

### 3.23.3 Functional Needs Discussion

#### 3.23.3.1 User Feedback

Staff expressed concern about the separation of the Waterworks site from the main Engineering Operations site creates inefficiencies and redundancies.

#### 3.23.3.2 Possibilities Discussed

A comprehensive plan in the Phase 1 Facilities Master Plan conducted on March 30, 2022, explored the feasibility of the Waterworks Yard being absorbed and consolidated at the Engineering Operations Centre site on 877 Keil Street.



### **3.23.4 Other Recommendations**

The building is showing signs of foundation settlement on the south side creating cracking in the finishes and sloping floors. If the City plans to continue to occupy the building these issues will need to be repaired. A geotechnical assessment will be the first step to determine the cause, followed by structural repairs and upgrade.

Due to the age of the building design and the minimal life safety upgrades over the years, it is also recommended that the building undergo a building code review.

Alternatively, the building can be demolished and replaced with a new building, or the current use could be relocated to a different facility.

## 3.24 Oxford Pump House

### 3.24.1 Background

The Oxford Pump House and a separate small building housing a generator, built in 2015, is located beside the Water Treatment Plant which was later added in 2018. It also houses a few staff from the Public Works Department.



### 3.24.2 Building Assessment - Observations and Recommendations

The building is in reasonably good condition. Observations from the site assessment are listed below.

Oxford Pump House					
Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Interiors</b>	Interior Doors	Door leading to basement stairs does not open easily	adjust hardware/hinges to allow door to open easily	Important	\$600
<b>Structural</b>	Seismic Restraint	Seismic restraint of piping not evident for this post disaster building	A seismic review of the of piping design drawings should be done	Recommended	\$73,800
<b>Structural</b>	Exterior Walls	Signs of water leakage in east basement wall from reservoir. Efflorescence has been observed in wall joints	Review waterproofing in tank	Recommended	\$6,600

<b>Electrical</b>	Life Safety Systems	Fire detectors appear to be missing in generator room.	Recommend adding a fire alarm detector.	Important	\$1,500
<b>Electrical</b>	Life Safety Systems	Exit signs missing in generator room.	Recommend adding fire exit signs.	Important	\$1,800
<b>Oxford Pump House (Generator)</b>					
<b>Category</b>	<b>Subcategory</b>	<b>Observation</b>	<b>Recommendation</b>	<b>Response Type</b>	<b>Cost Estimate</b>
<b>Envelope</b>	Exterior Walls	Paint deterioration at exterior corner of concrete block	Repaint all exterior concrete block	Recommended	\$8,300
<b>Envelope</b>	Exterior Walls	Exterior wood fascia paint deteriorating	Repaint all exterior wood fascia	Recommended	\$2,800
<b>Envelope</b>	Roof Coverings	Moderate ponding and roof and roofing appears to be aged.	Consider roofing review to confirm if replacement is warranted	Important	\$34,000
<b>Envelope</b>	Wall Finishes	Large exterior insulated pipe at corner going to ground is missing protection enclosure.	Provide protection enclosure to exterior insulated pipe	Recommended	\$7,400
<b>Electrical</b>	Distribution Systems	Panelboards appear to be at the end of service life.	Recommend replacing with new panelboards.	Important	\$14,800
<b>Electrical</b>	Distribution Systems	Circuit breaker appears to be in poor condition.	Consider replacing with new.	Important	\$700
<b>Electrical</b>	Life Safety Systems	Missing exit sign. Emergency battery unit with light heads are in poor condition.	Recommend replacing with standalone exit sign with light heads combo.	Important	\$900

## 3.25 Merklin Pump House

### 3.25.1 Background

The Merklin Pump House, built in 2018, is located at North Bluff Road and Merklin Street serving as pumping station facility for the City of White Rock. It contains a pump station room, generator room, and reservoir. A few personnel from the Public Works Department work from here.



### 3.25.2 Building Assessment - Observations and Recommendations

The building is in reasonably good condition with no notable observations that require repair.

## 3.26 Roper Pump House and Reservoir

### 3.26.1 Background

The Roper Pump House and Reservoir, built roughly around 1970, is located at Johnston Lane and Roper Avenue serving as pumping station facility and reservoir for the City of White Rock. The site contains a small single pump station building and reservoir tank. There are a few staff from the Public Works Department who service the facility weekly. It has a portable back-up generator with external transfer switch for quick connect to the building.



### 3.26.2 Building Assessment - Observations and Recommendations

The building is in generally acceptable condition. Observations from the site assessment are listed below.

Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
Site	Site Development	Landscaping appears unkept	Consider re-planting with low maintenance vegetation and providing regular maintenance	Recommended	\$14,800
Envelope	Roof	Item from 2019 structural assessment	Upgrade roof	Recommended	\$40,350



Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate
<b>Envelope</b>	Exterior Walls	Significant paint deterioration across reservoir	Paint. Also, consider public art commission to prevent future tagging and beautification of adjacent public park	Recommended	\$34,200
<b>Envelope</b>	Exterior Walls	Paint deterioration and graffiti across pump house	Paint	Recommended	\$2,100
<b>Electrical</b>	Distribution Systems	Panelboard appears to be in poor condition.	Recommend replacing with new.	Important	\$14,800

## 3.27 Water Treatment Plant

### 3.27.1 Background

The Water Treatment Plant, built in 2019, is located at Goggs Avenue and Overall Street serving as water treatment facility for the City of White Rock. It is adjacent to the previously built Oxford Pump station and reservoir. A few personnel of the Public Works Department work from here.



### 3.27.2 Building Assessment - Observations and Recommendations

The building is in generally good condition with no notable observations that require repair.

Water Treatment Plant - Pumphouse					
Category	Subcategory	Observation	Recommendation	Response Type	Cost Estimate

### 3.27.3 Recommendations

Lateral bracing of the large water-filled pipes hanging from the roof was not apparent. As the building is a post-disaster building, the original designer of the piping should be consulted to determine whether the piping will withstand a major seismic event.

## 4 Summary and Conclusions

The information in this report is intended to assist Staff in proactive management of the City's physical assets and enable informed decision-making around maintenance, construction, operation, renewal or upgrade, and financing of infrastructure.

### 4.1 Building Health Assessment

A high-level facilities condition assessment of each facility and its systems was conducted by a team consisting of an architect, a structural engineer, a mechanical engineer, and an electrical engineer. Deficiencies were identified for the following base building systems: building envelope and interiors; building structural, mechanical, electrical and plumbing systems; and site hardscape and furnishings.

Recommendations were developed in response to each deficiency item, the goal being to mitigate or resolve the deficiency where possible. Rough order of magnitude costing was developed for the recommendations, where applicable.

A level of priority was assigned to each deficiency item:

- **CRITICAL**- building damage is currently harming the intended use of the building, or such harm is potentially imminent. Repair as soon as possible is highly advisable.
- **IMPORTANT**- building damage may potentially harm the intended use of the building in the future if not addressed or repaired. Although not considered urgent, it should be monitored to determine whether repair is required in the next several years.
- **RECOMMENDED**- building damage has little to no impact on the intended use of the building. The purpose of repair is to extend the life of systems, improve level of life-safety, or maintain condition of finishes.

The results were catalogued in a database format for easy classification and visualization in a web-based application called [Airtable](#) which was shared with City Staff. A spreadsheet in Microsoft Excel format was also provided.

Outcomes of the facilities assessments are summarized in the following pages.

- The [Building Condition Matrix](#) on the following page provides a comprehensive high-level overview of the general condition of the major building systems for each facility.
- The [Order of Magnitude Costing Summary](#) recaps costs across each importance category for each facility.



#### 4.1.1 Building Condition Matrix

Matrix indicates the overall condition of major building systems.

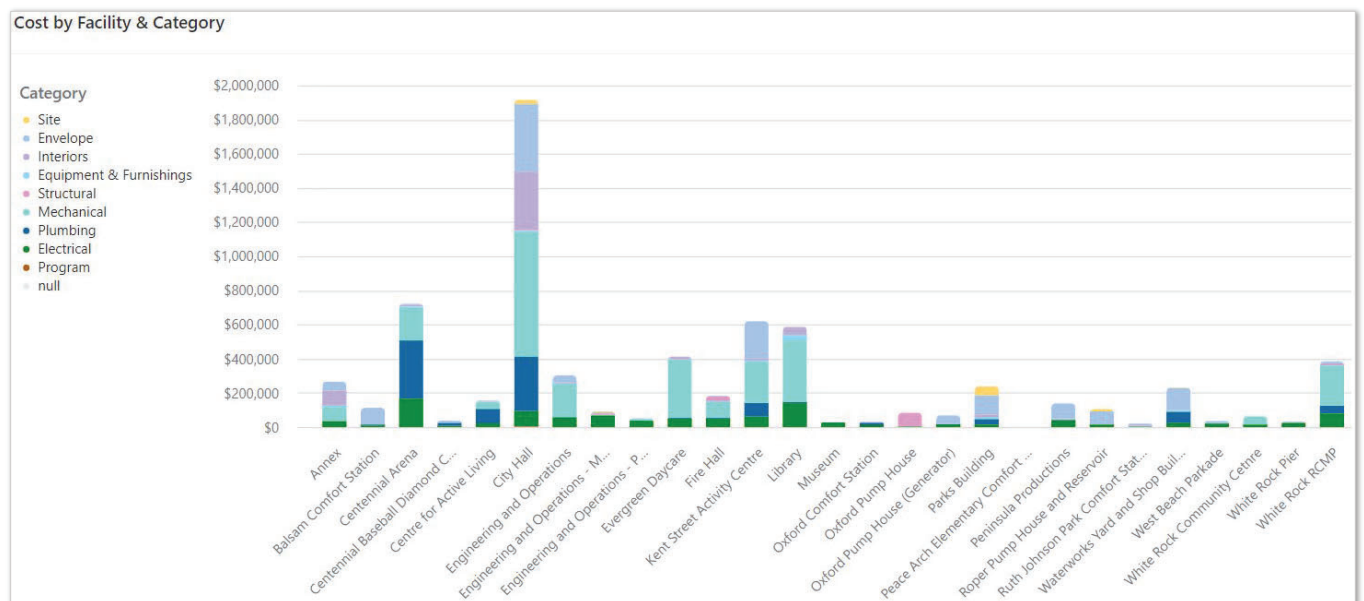
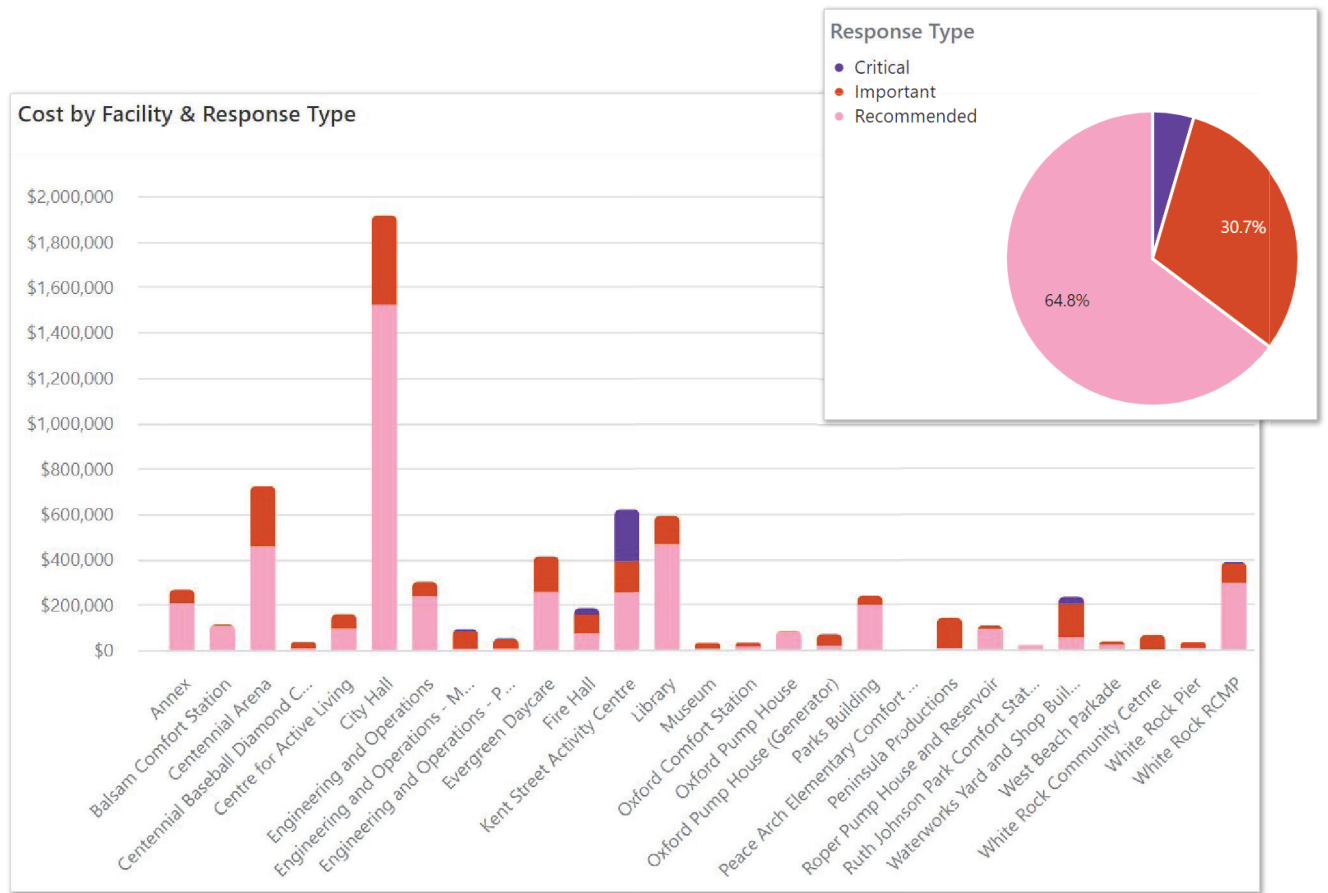
LEGEND:	GOOD	NEUTRAL	POOR			
	Envelope	Interiors	Structural	Mechanical	Plumbing	Electrical
City Hall	POOR	NEUTRAL	POOR	POOR	NEUTRAL	NEUTRAL
Evergreen Daycare	POOR	NEUTRAL	POOR	POOR	NEUTRAL	POOR
White Rock RCMP	GOOD	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL
Fire Hall	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL
Library	NEUTRAL	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Parks Building	POOR	POOR	GOOD	POOR	POOR	POOR
Museum	GOOD	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
White Rock Pier	NEUTRAL	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Engineering and Operations	NEUTRAL	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Engineering and Operations - Garage	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	POOR
Engineering and Operations - Parts Workshop	NEUTRAL	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Annex	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL
West Beach Parkade	NEUTRAL	GOOD	GOOD	GOOD	GOOD	GOOD
Centennial Arena	GOOD	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL	NEUTRAL
Peninsula Productions	POOR	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
White Rock Community Centre	GOOD	GOOD	GOOD	NEUTRAL	GOOD	NEUTRAL
Kent Street Activity Centre	POOR	POOR	NEUTRAL	POOR	NEUTRAL	POOR
Centre for Active Living	GOOD	GOOD	GOOD	GOOD	GOOD	NEUTRAL
Balsam Comfort Station	GOOD	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Memorial Park Comfort Station	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD
Oxford Comfort Station	GOOD	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Ruth Johnson Park Comfort Station	GOOD	GOOD	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Centennial Baseball Diamond Comfort Station	GOOD	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Peace Arch Elementary Comfort Station	GOOD	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Waterworks Yard and Shop Buildings	POOR	POOR	POOR	POOR	POOR	POOR
Oxford Pump House	POOR	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Merklin Pump House	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD
Roper Pump House and Reservoir	NEUTRAL	NEUTRAL	GOOD	NEUTRAL	NEUTRAL	NEUTRAL
Water Treatment Plant	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD

The categorization is meant to reflect the overall condition of the respective building system. It does not coincide with the level of importance denoted by the "Response Type" for individual deficiency items in the Building Assessment tables in Chapter 3 for each facility.

#### 4.1.2 Order of Magnitude Costing Summary

	Critical	Important	Recommended
City Hall		\$396,300	\$1,519,400
Evergreen Daycare		\$157,200	\$256,300
White Rock RCMP	\$8,900	\$83,200	\$293,500
Fire Hall	\$29,200	\$83,500	\$72,500
Library		\$123,900	\$466,000
Parks Building		\$39,100	\$199,000
Museum		\$26,600	\$3,500
White Rock Pier		\$25,700	\$6,100
Engineering and Operations		\$65,100	\$237,000
Engineering and Operations - Garage	\$10,100	\$79,100	\$3,700
Engineering and Operations - Parts Workshop	\$3,000	\$42,500	\$6,500
Annex		\$60,100	\$206,800
West Beach Parkade		\$15,600	
Centennial Arena		\$265,400	\$475,400
Peninsula Productions		\$134,600	\$4,700
White Rock Community Centre		\$63,400	
Kent Street Activity Centre	\$229,600	\$136,800	\$253,800
Centre for Active Living		\$64,100	\$94,300
Balsam Comfort Station		\$5,900	\$106,700
Memorial Park Comfort Station			
Oxford Comfort Station	\$3,500	\$16,300	
Ruth Johnson Park Comfort Station			\$20,600
Centennial Baseball Diamond Comfort Station		\$28,300	\$8,400
Peace Arch Elementary Comfort Station			\$900
Waterworks Yard and Shop Buildings	\$31,900	\$147,700	\$52,600
Oxford Pump House		\$3,900	\$80,400
Oxford Pump House (Generator)		\$50,400	\$18,500
Merklin Pump House			
Roper Pump House and Reservoir		\$14,800	\$91,450
Water Treatment Plant (Pump House)			
<b>TOTAL</b>	<b>\$316,200</b>	<b>\$2,129,500</b>	<b>\$4,492,850</b>

### 4.1.3 Graphical Representation Examples from Airtable



## 4.2 Space and Needs Assessment

Staff interviews focused on how existing spaces and systems fulfilled functional needs of the staff and the community for each facility. Staff feedback included shortcomings related to program types and space allocation, as well as interior and exterior environment and building deficiencies.

Discussions included potential approaches to solving current and anticipated problems, increasing efficiency of operations, and enhancing community services and strategies to make them more accessible to the community.

These discussions are summarized for each facility and are intended to inform short-term and long-term plans for capital improvements and space utilization refinements.

## 4.3 Recreation & Culture Facilities

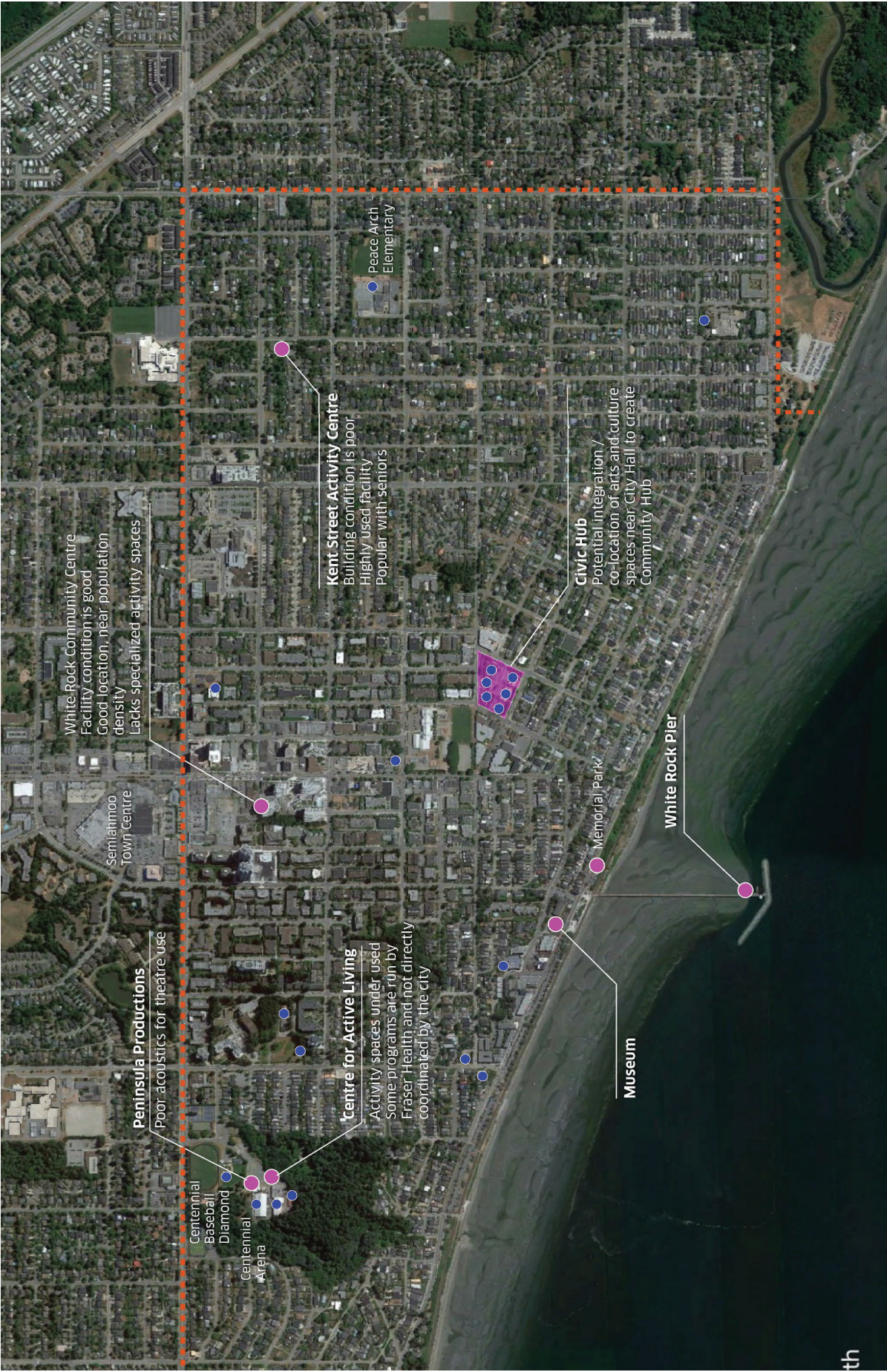
The Recreation and Culture landscape in White Rock consists of a wide variety of outdoor and indoor spaces through which the department offers or facilitates an assortment of recreational programs and cultural experiences.

These facilities get varying levels of use and cater to different demographics. Per feedback from staff, the Kent Street Activity Centre serves a thriving senior's community, the curling club has only 14% of the membership as White Rock residents and the Centre for Active Living is rather under-utilized. Feedback from Recreation and Culture staff was that a needs assessment was needed to understand community needs and how existing facilities address them. Instead of needs assessments of individual facilities, the preferred approach would be to undertake a comprehensive look at the various components of the Recreation and Culture program and take into consideration relationships to neighborhoods, synergies with other recreation and culture components, and planned development projections in areas in the neighboring city of Surrey.

The map on the following page is a starting point of that approach. The next step would be to undertake a comprehensive study beginning with a community needs assessment on the basis of which a long-term strategy that encapsulates Recreation and Culture facilities in the whole City could be developed.



4.3.1 Recreation & Culture Map



## 4.4 City Hall Block - Existing Conditions

Six facilities owned, operated or managed by the City are located at the current City Hall block situated between Fir St. and Centre St., and between Buena Vista Ave. and Pacific Ave. Considered together as an urban node, they represent a unique opportunity for densification and for enhancing the public realm. The central nature of this location adds to this potential.

The map on the following page outlining salient points from facility assessments of the six buildings attempts to begin looking at these individual buildings as components of a larger whole. It is the first step to begin understanding relationships and synergies, and forms the premise for exploring approaches for potential redevelopment of this entire city block.



4.4.1 City Hall Block – Visual Summary of Existing Conditions





# 5 Visioning Sessions and Community Hub

## 5.1 Visioning Sessions

Following facility assessments from technical perspectives, DIALOG facilitated two cross-departmental workshops with the City's Senior Leadership to discuss broader City objectives and priorities. The intention of these conversation, framed as 'Visioning Sessions', was to link 'city-scale' thinking to the important 'building-by-building' evaluation included within the Facilities Master Plan and to take a comprehensive approach to Facility Master Planning.

In the first session, various factors that might shape the nature and form of future development were discussed with the goal to contextualize the findings of the building review in terms of a refreshed understanding of community needs. These included transit and transportation; demographics; town centre; proximity to Surrey; equity; and ocean front.

The second session was a targeted conversation around the idea of a Community Hub. Broadly, discussion between the Senior Leadership Team focused on two topics - What are the potential components of the Community Hub and where should it be located?

Refer to [Appendix A - Visioning Sessions](#) for a detailed outline of both sessions.

The session outcomes do not change the results of the facilities assessments. Rather, they provide important context and additional information from a high-level perspective that may impact or influence key priorities and next steps.

## 5.2 Community Hub Concept

Condition of existing building systems, need for seismic retrofit, under capacity and operational challenges of the current building, all point toward a need to undertake a replacement or major renovation of the current City Hall. The concept of a Community Hub emerged from discussions with Staff and City's senior leadership. This idea was explored and elaborated during the two visioning sessions mentioned above. Key themes are summarized below.

Major purposes that a new Community Hub would aim to fulfill the following are:

- Consolidate City departments to enhance ease of access to residents and achieve functional improvements in administration and governance operations;
- Provide universal and safe access to various City functions that serve the residents of White Rock;
- Create a welcoming and rich public realm by incorporating cultural spaces (e.g. libraries, galleries), active spaces (e.g. parks, splash park) and forming synergistic relationships with other activity generators such as retail uses.

Other key themes are:

- Connectivity to transit was identified as an important consideration
- There was consensus built around the types of services and amenities that could be located at the Community Hub
- Two potential approaches regarding location of the future Community Hub emerged through engagement exercises. Program mix would depend on the final location selection.



## 5.3 Next Steps

Through these workshops there was consensus built around the types of services and amenities that could be located at the community hub and potential locations for such a hub. Regarding the location, two potential approaches have emerged. Next steps to develop each approach are outlined below. The first two items would be the same for either approach, whereas the following steps would be different for each.

Next Steps (for either approach):

1. Develop a Functional Program that defines site and building requirements, in conjunction with a preliminary budget and an understanding of “must-have” and nice-to-have” components. This will entail engagement with City staff and the City’s Senior Leadership Team. Further engagement might be necessary to determine specific details of public amenities and cultural spaces that the City would like to integrate within the Community Hub since the program mix would be highly influenced by the location.
2. Develop a preliminary proforma that takes into consideration capital and long-term costs and potential revenue generation, related to City services and operations.

### 5.3.1 Developing a Community Hub at the current City Hall block

The City Hall block - between Fir St. and Centre St., and between Buena Vista Ave. and Pacific Ave. – consists of six buildings housing various City services, including the City Hall. As part of the current exercise, some sketches were developed as a first step in exploring various approaches and possibilities arising from different levels of intervention across this block. Refer to [Appendix B - Community Hub Concept Sketches](#)

Next Steps in the evolution of this approach would be:

1. Undertake further development of concept through interactive sessions with the City’s leadership culminating in development of one or two preferred options.
- Undertake an economic analysis of the final option/s to develop high-level estimate of capital and long-term costs and potential revenue generation. (Business case)

### 5.3.2 Developing a Community Hub within the Town Centre Area

This approach involves developing a Community Hub that consists of City Hall, cultural spaces, and public amenities as part of a larger mixed-use development in collaboration with a private developer in the highest density zone of White Rock’s Official Community Plan.

Next Steps in the evolution of this approach would be:

3. Undertake a real estate assessment of existing City-owned properties to identify land exchange or revenue generation opportunities. For instance, the parcel at 1510 Johnston Rd could be used as part of a development arrangement due to its location in a high-density zone.
- Armed with a clear understanding of requirements, costs and assets, explore financial partnership opportunities by seeking requesting Request for Expression of Interest to the development community inviting developers to bring forward ideas and potential opportunities to fulfill the City’s vision.

Refer to [Appendix C - Definitions](#) for brief definitions of Functional Program, Feasibility Study and Business Case.

# Appendix A - Visioning Sessions

## Session #1 - Beyond the Nuts and Bolts

### Session Overview and Attendees

This two-hour session was held at the City Hall Boardroom on Thursday, March 23 at 10am. It was facilitated as a primarily in-person event with one attendee participating remotely via video on Microsoft Teams.

The session was organized in three main parts:

4. The Shape of the City which posed six questions about the City and influences on the City in order to generate discussion around facility priorities.
- Proximity and Program Relationships – Community Hub which used generic squares colour-coded by 'use' to explore priorities around important relationships between civic facilities and other uses.
- Future White Rock which incorporated abstract and whimsical photography as a prompt to make a broad vision statement about a hopeful future state for White Rock. Note: exercise was not completed due to time constraints.

City of White Rock attendees were:

Vu Tran - Facilities & Project Engineer, Engineering & Municipal Operations  
Alex Wallace – Manager, Planning  
John Woolgar – Director, Recreation & Culture  
Rebecca Forrest - Manager, Cultural Development  
Jim Gordon - Director, Engineering & Municipal Operations  
Corrine Haer – Manager, Engineering

DIALOG attendees were:

Meeta Lele;  
Marion LaRue;  
Vance Harris;  
Kevin King

### Exercise 1: The Shape of the City

In this exercise, six questions were posed pertaining to city-wide topics and linked to facilities' needs, upgrades, or concerns. The topics include transit; target demographics; the role of the Town Centre; the proximity to Surrey; and the ocean front. Through a roundtable format, participants were asked to identify which of these questions/topics 'resonated with them the most' and to elaborate. Postcard sized mapping question cards were utilized to collect responses and comments. Questions/topics that recurred most often were placed at the top of the worksheet with those less frequent near the bottom. However, it is important to note that a strict hierarchy of topics was not the goal. Instead, the more frequently cited topics simply represent a general sense of common ground amongst participants.

The two topics most frequently referenced and discussed related to the role of mobility/transportation and target demographics.

For transit and transportation, the question posed was, "How might future facility upgrades be thought of through the lens of current and future transit infrastructure?"

Comments included:

When thinking of mobility, think of walking, biking, and transit as a focus;

Good mobility serves as a key link across facilities and to various neighbourhoods, suggesting perhaps greater flexibility in facility location if these links are in place; The topography and terrain of White Rock place particular demands on transit to help those with mobility challenges; The introduction of a rapid bus will continue to reinforce the Town Centre as a primary place of activity.

For **demographics**, the question posed was, "White Rock has an aging population but has policy to support younger families and children. It also is a strong draw for tourists. Who are you planning for and what are the implications for Facilities Planning?"

Comments included:

There is the potential to see more young families in the Town Centre;  
Recognize that certain facilities that may entice young families to White Rock cannot be delivered in a small city due to cost and scale (ice rink or major arts and cultural venues);  
The proximity to Semiahmoo Town Centre in Surrey is a major consideration not just in terms of amenities but also in terms of transit service;  
There are benefits to intentionally co-locating facilities that create different draws. For example, seniors' centres near libraries or commercial centres.  
The next two topics that were frequently referenced related to the role of the Town Centre and the proximity to Surrey.

For the **Town Centre** the question posed was "The majority of White Rock's growth will be in its Town Centre. Does the concentration of density suggest something about priorities for future facilities upgrades or new facilities?"

Comments included:

More amenities (local) needed in Town Centre;  
This is the community heart of the City;  
Community centres incorporated within new development have advantages (such as the delivery of a new facility) but also have limitations (such as lack of flexibility in program or function/space constraints);

Regarding the **proximity to Surrey** and Semiahmoo Town Centre, the question posed was "White Rock's Town Centre borders with an urban centre in South Surrey. What opportunities exist to think across municipal boundaries when prioritizing future facility upgrades in White Rock?"

Comments included:

Consideration of the various users of Semiahmoo Town Centre may inform White Rock;  
Seeking alignment with service offerings in White Rock versus those available in Surrey could prove helpful;  
A reminder that the border is 'invisible' to most residents - in other words, most people are not concerned whether a certain facility is in White Rock or Surrey;  
White Rock is a small city, how does it capture revenue?  
The final two topics which were frequently referenced related to ideas around equity and the ocean front.

In terms of **equity**, the questions posed were "Are amenities distributed across White Rock in an equitable way? Do all residents enjoy similar levels of access to the facilities they need? Might prioritization of certain facilities impact this?"

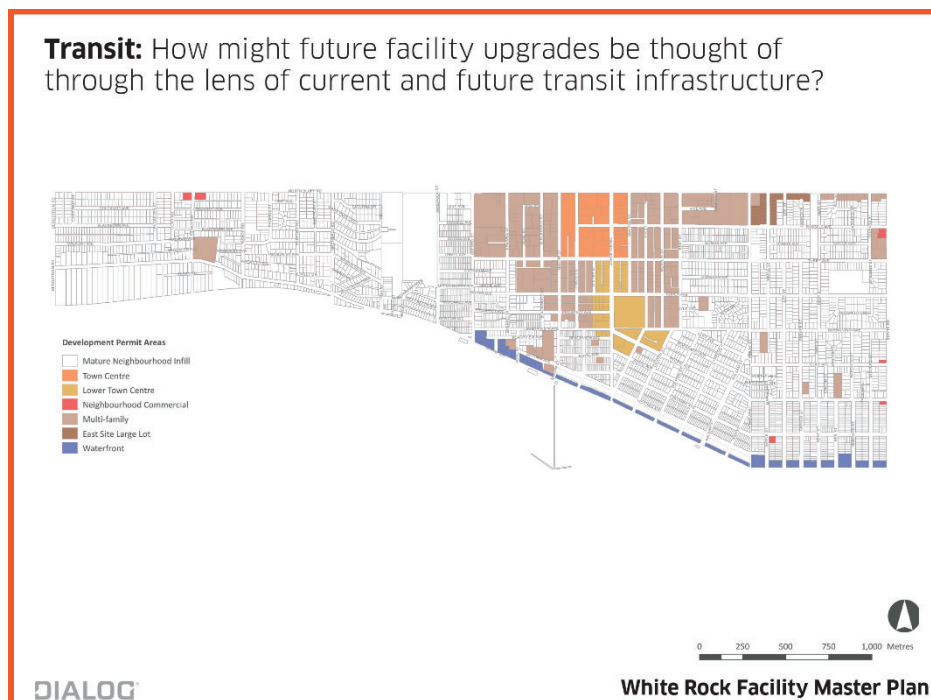
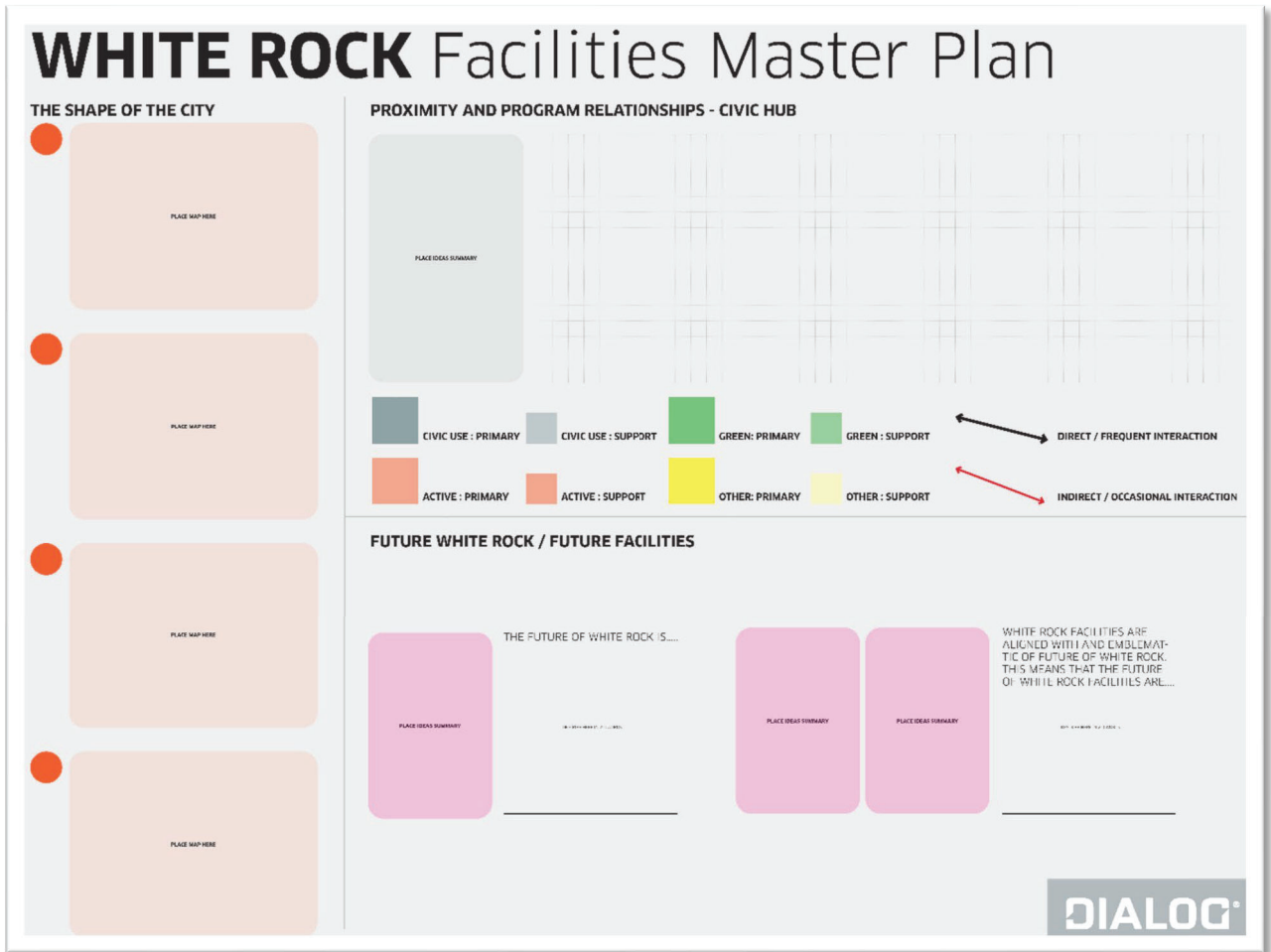
Comments included:

How do facilities shift as demands shift? For example, pickle ball has surged in popularity;  
How can a balance between facility types be created to contribute to resiliency and serve a range of demographics?  
Most of the facilities are in the central and eastern portions of the City, though good access to transit reduces the geographic disparity between residents and services.

On the topic of the **ocean front**, the questions posed were “What is the impact of an attractive waterfront that is a local and regional draw? Does this impact or create new considerations when prioritizing facility improvements?”

Comments included:

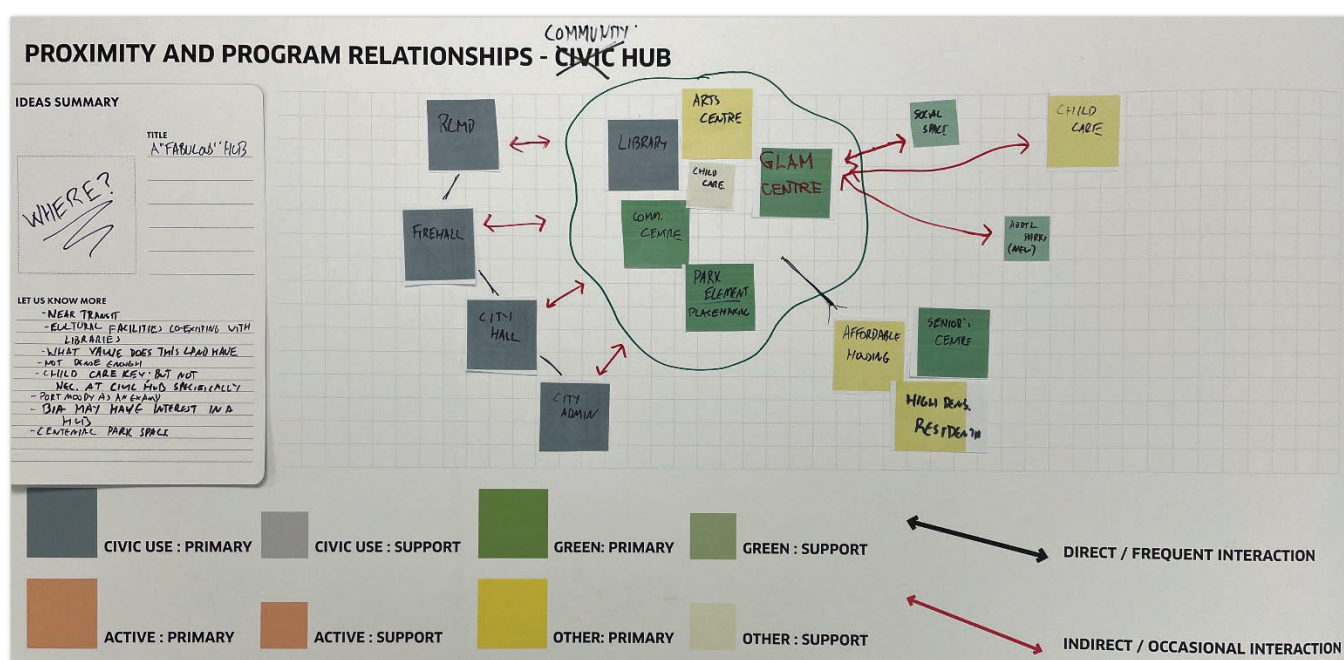
The waterfront is a main draw to White Rock and appeals to residents and tourists alike but does not necessarily influence preferential locations of or types of facilities.



The poster sized worksheet (top) and postcard sized mapping questions for Exercise 1 (bottom) comprised the main materials of the workshop.

## Exercise 2: Proximity and Programmatic Relationships

In this exercise, the components of a new civic hub were discussed. The key idea expressed was to consider the creation of a *community hub* in which some civic facilities would be located. Facilities that are 'attractors' such as a library, arts centre, and park may form a component of this hub. Facilities such as the RCMP, Firehall, City Hall, and park may benefit from proximity to the community hub but are not inherently draws for residents. This observation generated a conversation around whether the future civic hub is the same as a community hub and whether there might be a better use of City-owned land. For example, could some civic facilities be incorporated closer to the Town Centre with the current City-owned land leveraged for revenue.



The Proximity and Programmatic Relationships of various civic facilities and other community services or attractors was the subject of Exercise 2

## Session #2 – Community Hub

### Session Overview and Attendees

The purpose of this workshop is to build on the ideas explored in the previous one and have a targeted conversation around the idea of a community hub. This two-hour in-person session was held at the City Hall Boardroom on Monday, June 29 at 1pm.

The session was organized in three main parts:

1. A short presentation consisting of a brief overview of the Facilities Master Plan, a look at City Hall and Community Hub Precedents
2. Activity #1 – "Components and Connections" - Discussion around preferred components of a White Rock community hub to define a sense of the 'parts' of the hub
3. Activity #2 – "Where and Why" - Discussion around issues such as growth, density, and transportation, and pros and cons of different siting strategies.

City of White Rock attendees were:

Guillermo Ferrero- Chief Administrative Officer  
Jim Gordon - Director, Engineering & Municipal Operations  
Corrine Haer – Manager, Engineering  
Anne Berry - Director, Planning & Development Services  
John Woolgar – Director, Recreation & Culture

DIALOG attendees were:

Meeta Lele;  
Marion LaRue;  
Molly Steeves

### Exercise 1: Components and Connections

Participants were asked to identify “ingredients” that could be part of the community hub under the following categories:

- a. Civic Uses
- b. Active Uses
- c. Green Space
- d. Cultural Uses
- e. Other Space and Use Types

### Community Hub Components

Potential uses and components identified through the first activity are listed below:

#### Civic Spaces

- Programming space
- Library
- Transit/bikes
- Parking
- Vault
- Front counters
- Seating
- Council chambers
- Customer services
- Planning
- Taxes
- City services
- Work spaces
- All department offices at the director level
- RCMP building
- Department zones and offices
- Engineering
- Mayor
- Finance
- Permitting
- Administration
- Parking/bylaw
- IT
- HR
- Planning
  - Development
  - CAO/GMs/Directors together
- Consolidation



- Base City services here with specialized services elsewhere
- Lobby/gathering space in City Hall for more than just arrival/meet up space
- Multipurpose public spaces
- Meeting spaces
- Storage and archive spaces
- Central info kiosk (internal)
- Directional signage
- Daycare
- Integrated library and City Hall together

### Active Uses

- Space for young families
- Play spaces
- Gymnasium
- Walking facility (Langley City)
- Transit connections
- Outdoor games
  - Ping pong, etc.
- Flex space (rental)
  - Weddings, events, etc.
- Walkability
  - Connection to ocean and uptown
- Theater
- Tourism center with community information desk
- Coffee shops and quick bites
- Multi-use outdoor space
- Seating
- Garden paths
- Daycare
- Bike share

### Cultural Spaces/Other

- Senior's centre
- Gymnasium
- Performing arts centre/auditorium
- Local art gallery (indoor and outdoor)
- Pottery kiln

- Classroom space
- Open space for free planning (markets/engagement)
- Local weekend market or Thursday night market
- Veteran's corner
- Plaza
  - Busking
  - Public art
  - Ocean connection or view
  - Multi-use
  - Outdoor
  - Tiered
- First Nations and local history
- Art
- Cenotaph
- Library

### Green Spaces

- Kids and adult water splash/park
  - Slide
  - Outdoor games
- Plaza (gatherings/events)
- Fountain/water feature
- Place to people watch and stay cool
- Park space which is shared by all civic functions
- Garden/landscaped greenery over grassed areas
- LEED certified
- Feel of Richmond rather than Surrey
  - Don't want to be a concrete jungle
- Trees
- Shaded seating
- Arbours
- Food-bees plantings
- Water feature play spaces
- Park spaces
- Trails
- Const timber
- Connect to OPS yard green building theme
- Outdoor space to eat or work



## Workshop Outcomes

Key outcomes and themes of this exercise are summarized below.

- Nearly all spaces identified would benefit from close proximity to one another.
- Consolidate base City services and operations, with the exception of specialized services (e.g. parks maintenance).
- The community hub will need to have strong clarity of space and wayfinding to make it intuitive for visitors to navigate.
- Explore opportunities for dual purpose spaces, for example a Council Chambers that can also be used as a performance space.
- The community hub should clearly represent the unique identity of White Rock – through representation of Host Nations materials, views and sustainability.
- Proximity and direct relationship of Community Hub to RCMP or Fire Hall was not identified as a priority

## Exercise 2: Where and Why

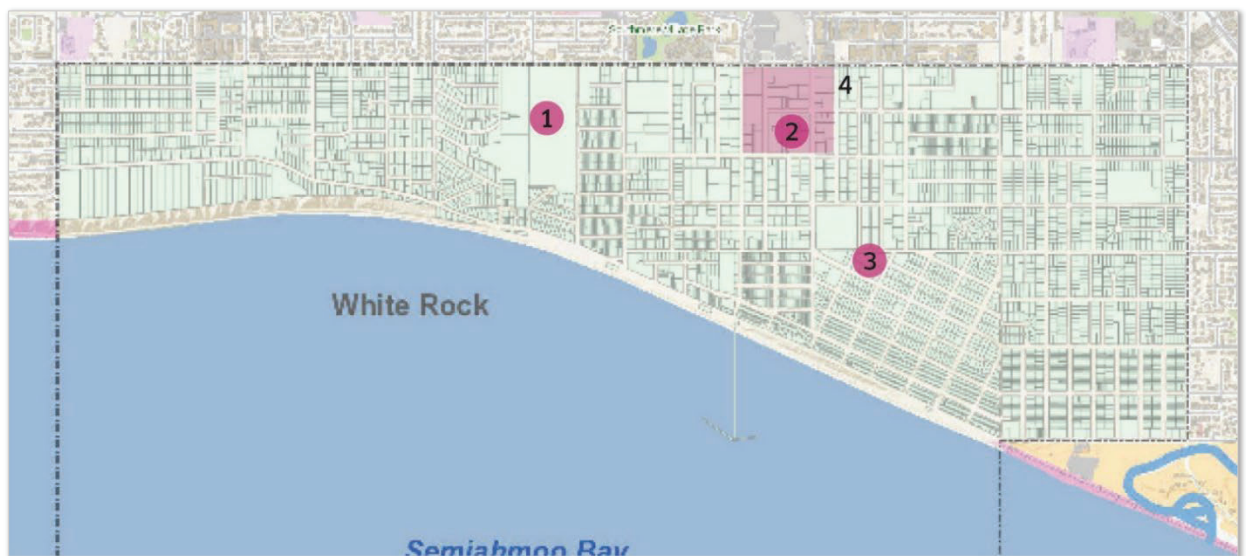
The second activity asked participants to consider the top features of a community hub from three diverse perspectives - the perspective of the participants' technical team, from their perspective as a City employee, and from the perspective of a resident. These perspectives informed a discussion about the ideal location of the community hub. It was determined that this conversation should continue, with the potential for this Visioning Workshop to be held with members of White Rock's City Council.

## Workshop Outcomes

Most participants identified transit connectivity and a central location as desirable for a community hub.

Three potential locations quickly emerged as viable options and were explored with a discussion about benefits of each option. These options are depicted below along with the 4<sup>th</sup> option which is identified as a zone.

- Site #1 - Centennial Arena site at 14600 North Bluff Rd
- Site #2 - City-owned parcel at 1510 Johnston Rd
- Site #3 - City block of current City Hall at 15322 Buena Vista Ave
- Zone #4 - Town Centre area



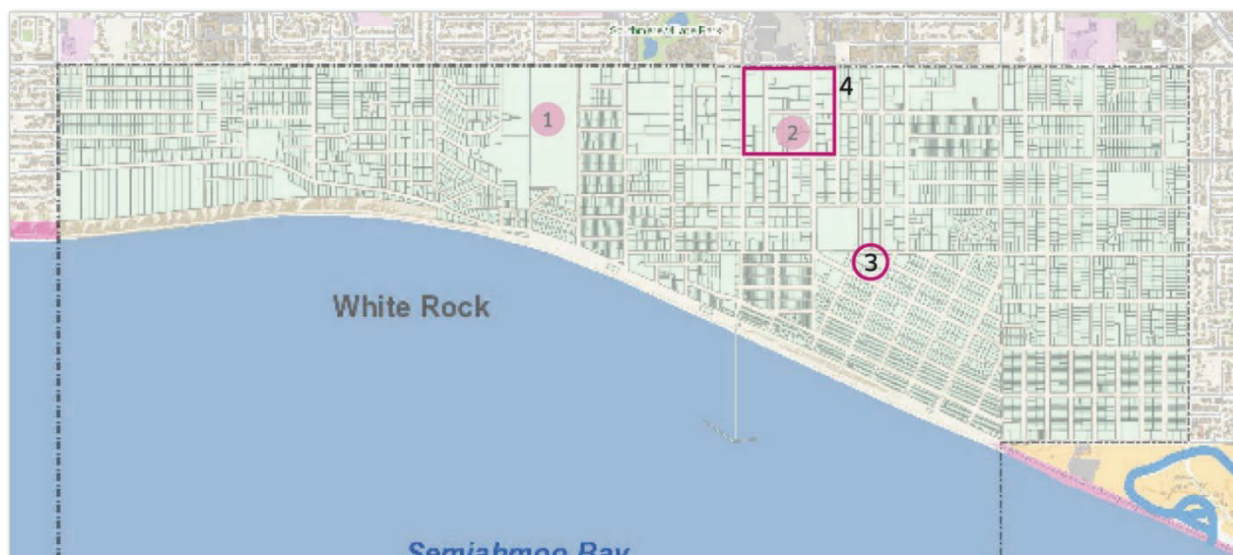
Locations for Future City Hall

**Site #1:** The consensus on the Centennial Arena site was that although there would be adequate space to accommodate some of the desired features of a new Community Hub, the location would be too remote and disconnected with the commercial fabric of the City.

**Site #2:** The conversation quickly focused on two key locations – the current location and a location closer to the Town Centre. The advantage of Site #2 is its location on a major transit route and proximity to the area of the City that is planned for the highest density. The disadvantage is the limited site area which would pose a challenge for incorporation of some of the most desired components of the future Community Hub such as an outdoor plaza.

**Site #3:** Withing the City-owned site options, Site #3 - which is the block of the current City Hall - was identified as the preferred location for the Community Hub because it has the most potential for becoming a true “hub” due to good visibility, opportunity to develop an enhanced public realm experience, location conducive to weave in a commercial component, and the potential for densification with a development up to four storeys and potentially up to six storeys with inclusion of affordable housing.

**Zone #4** - Another approach that was discussed was developing a City Hall within the Town Centre area defined in the OCP, possibly through Community Amenity Contributions of a future development in the area. The advantage of this approach would be strong transit connectivity and proximity to population density. On the other hand, this approach might afford fewer opportunities for provision of public realm amenities (e.g. plazas) and, possibly, lack of parking availability.



Preferred Locations

#### High-level Evaluation of Site Options

	Site #1	Site #2	Site #3	Zone #4
Site Area (to accommodate enhanced public realm)	✓✓✓		✓✓✓	
Proximity to Transit		✓✓✓	✓✓✓	✓✓✓
Proximity to Retail		✓✓✓	✓✓✓	✓✓✓
Proximity to Population Density		✓✓✓	✓✓	✓✓✓
Land Acquisition	✓✓✓	✓✓✓	✓✓✓	

## Appendix B - Community Hub Concept Sketches

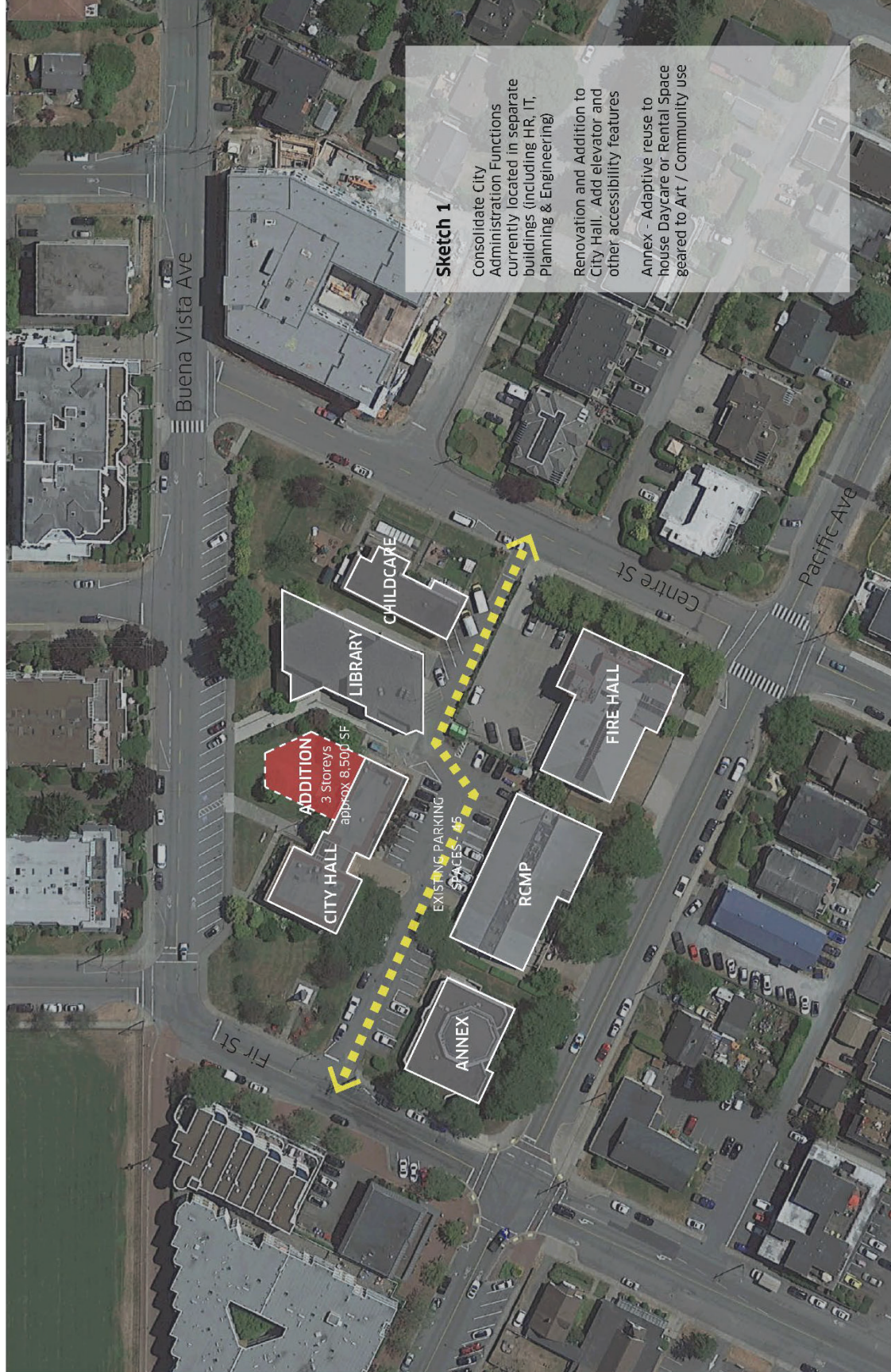
The City Hall block situated between Fir St. and Centre St., and between Buena Vista Ave. and Pacific Ave. consists of six buildings housing various City services. Considered together, these parcels represent a unique opportunity for future densification and public realm enhancement. The central nature of this location adds to this potential.

4.4.1 - City Hall Block – Visual Summary of Existing Conditions recaps salient points from building assessments of the six buildings in an attempt to begin looking at these individual buildings as components of a larger whole and begin understanding relationships, synergies, and challenges.

Based on the facility assessments and priorities that emerged through Staff interviews and workshops, further exploration of redevelopment opportunities at this city block was commenced. Sketches 1 through 6, in the following pages explore various approaches, opportunities and possibilities arising from different levels of intervention across this block.



## Sketch 1





## Sketch 2



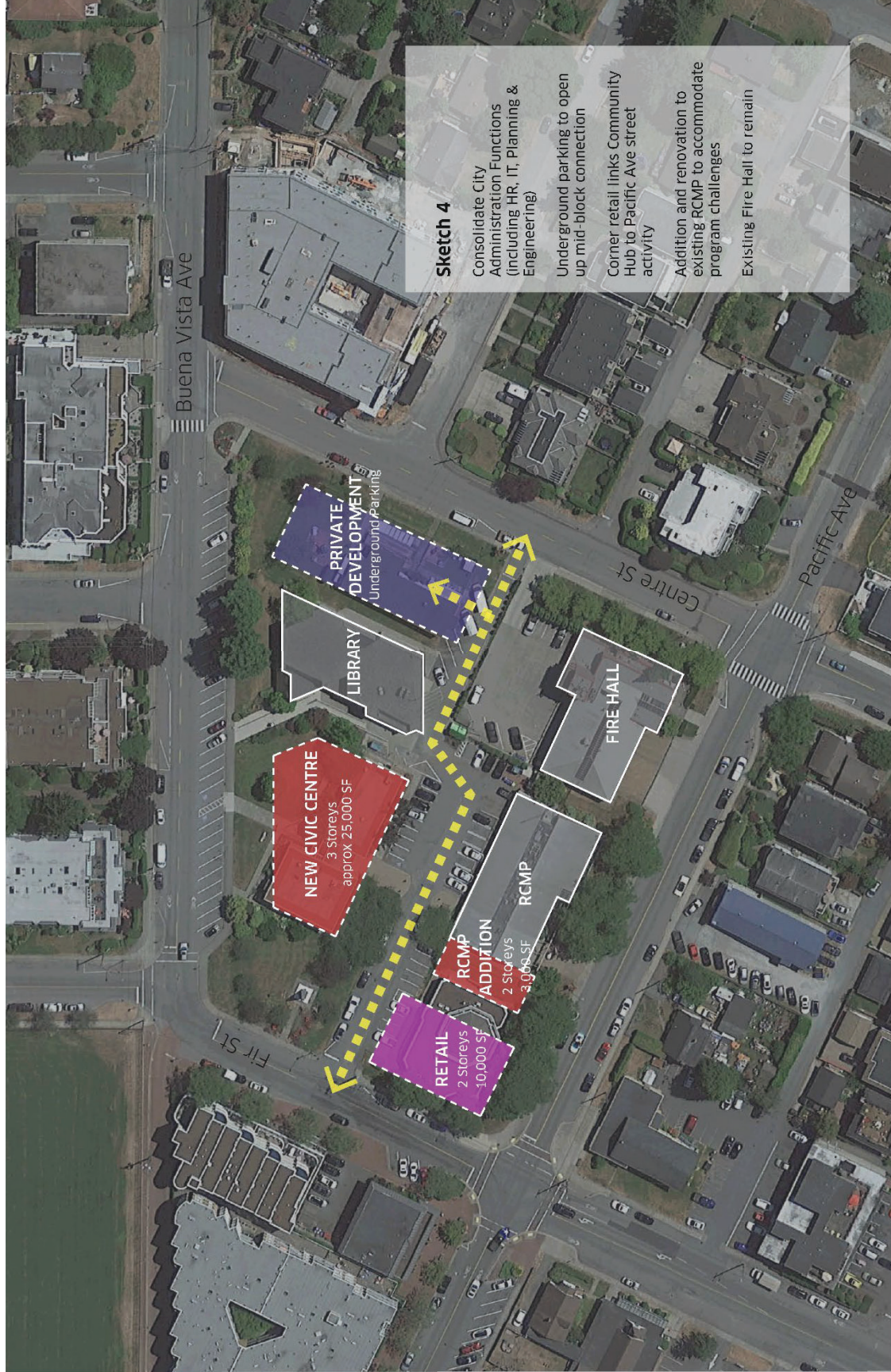


## Sketch 3





## Sketch 4





## Sketch 5





## Sketch 6



# Appendix C - Definitions

## Definitions

(Source: CANADIAN HANDBOOK OF PRACTICE FOR ARCHITECTS)

**Functional Program:** A written statement which describes various criteria and data for a building project, including design objectives, site requirements and constraints, spatial requirements, relationships, building systems and equipment, and future expandability.

**Feasibility Study:** A report which outlines the research and subsequent analysis to determine the viability and practicability of a project. A feasibility study analyzes economic, financial, market, regulatory and technical issues.

**Business Case:** A document developed to establish the merits and desirability of the project and justification for further project definition and the commitment of resources.

## Appendix D – Potential Funding Sources

### Potential Funding Opportunities for upgrading city facilities

There are a few funding opportunities that could be of interest to the City of White Rock. The first four; British Columbia Infrastructure Grants; the Union of BC Municipalities; the Federation of Canadian Municipalities; and the Real Estate Foundation of BC are available directly to local governments. CMHC supports housing strategies and finally, Forestry Innovation Investment (FII) is focused on wood first. CMHC and FII would require that the municipality has partners.

#### British Columbia Infrastructure Grants

In British Columbia, local governments can access infrastructure funding through a variety of grant programs.

The [Investing in Canada Infrastructure Program](#) allows British Columbia to cost-share infrastructure investments between the governments of Canada and B.C, local governments, and other partners. The intake for some of the programs is now closed, however the [Infrastructure planning grant program](#) is still open. The next deadline is January 10, 2024. Grants of up to \$10,000 are available to help local governments develop or improve long-term comprehensive plans including, and not limited to:

- Asset management plans
- Integrated stormwater management plans
- Water master plans
- Liquid waste management plans

Grants can be used for a range of activities related to assessing the technical, environmental and/or economic feasibility of local government infrastructure projects.

The City of White Rock received approximately \$5.7M as part of the [Growing Communities Fund](#) in early 2023. On June 12, 2023 Council directed staff to allocate approximately \$2M of this amount to the Community Hub.

#### Canada Community-Building Fund

The Union of BC Municipalities has a tri-partite agreement between Canada-British Columbia-UBCM (formerly the federal Gas Tax fund) to local governments and other recipients in British Columbia over ten years (2014-2024). The [Canada Community-Building Fund](#) is guided by three national program objectives, which include productivity and economic growth, a clean environment and strong cities and communities. In British Columbia, the Canada Community-Building Fund is delivered through three program streams: Community Works Fund; Strategic Priorities Fund; and Greater Vancouver Regional Fund.

#### FCM Pilot Project for Sustainable Affordable Housing

Federation of Canadian Municipalities (FCM) has [Pilot project: Retrofit or new construction of sustainable affordable housing](#). The goal is to test innovative, ambitious solutions that generate deep energy efficiency outcomes and GHG reductions for existing affordable housing retrofits and new-builds. Grants of up to \$500,000 are available to cover up to 80% of your eligible costs. Applications are accepted year-round, though this offer will close when all funding has been allocated.



## REFBC grants

Real Estate Foundation of BC [REFBC grants](#) support work in five areas. Projects may span more than one priority:

- Land Use
- Fresh Water
- Built Environments
- Food Sovereignty

REFBC grants can support law and policy reform; applied research; community engagement; professional education; and public education. The next application intake is Winter 2024.

Canada Mortgage and Housing Corporation (CMHC) – Affordable Rental Innovation Fund

CMHC has a number of [funding programs](#) related to the National Housing Strategy as well as other CMHC funding to build or renovate affordable housing.

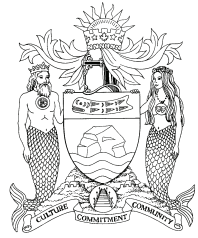
## Wood First Funding Program

Forest Innovation Investment focused on the advancement of wood culture in BC. Opportunities exist through their [Wood First Funding Program](#), focused on BC. The application requires collaborating with eligible not-for-profit organizations or an academic institution. Program objectives include:

- Strengthening BC's capacity to produce competitive wood-based products and building systems that create and respond to market demand.
- Positioning BC as a world leader in sustainable and innovative wood-based products and building systems in design, production, and application.
- Accelerating adoption of existing and emerging wood-based products and building systems.

The Call for Proposals usually opens around November 1 and is due around December 15.

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
 CORPORATE REPORT



**DATE:** January 13, 2020

**TO:** Mayor and Council

**FROM:** Jim Gordon, P.Eng., Director of Engineering and Municipal Operations

**SUBJECT:** City Hall – Seismic Report - 2020

---

### **RECOMMENDATIONS**

THAT Council:

1. Receive for information the corporate report dated January 13, 2020 from the Director of Engineering and Municipal Operations titled “City Hall – Seismic Report - 2020”;
  2. Endorse the retention of a consultant to evaluate options for the future of White Rock City Hall; and
  3. Endorse the development of a 5-year implementation plan for the future of White Rock City Hall as well as the civic precinct.
- 

### **INTRODUCTION**

White Rock City Hall was originally constructed in 1962. The building was not designed to withstand a 100-year return period earthquake. The City retained Bush, Bohlman & Partners LLP (BBP) to conduct a seismic assessment, a cost estimate for retrofit, and a retrofit report for White Rock City Hall. The report is attached as Appendix A. The purpose of this corporate report is to summarize BBP’s findings and present options for the future of White Rock City Hall.

### **PAST PRACTICE / POLICY / LEGISLATION**

In British Columbia, new buildings are designed to the 2018 BC Building Code to withstand ground motion with a 2,475-year return period.

### **ANALYSIS**

BBP reviewed the building’s existing structural systems, and assessed the building using the Seismic Retrofit Guidelines Third Edition (SRG3) and the BC Building Code 2018. BBP’s assessment did not include a geotechnical subsurface investigation or a non-structural seismic assessment.

White Rock City Hall is an 11,908-sq.ft building, separated into three areas:

- West Wing - the seismic system for the West Wing consists of unreinforced masonry walls on three sides, and nonductile concrete columns on the west side.

- East Wing - at the East Wing, the seismic systems include unreinforced masonry walls on three sides and nonductile concrete columns on the south side.
- Lobby - the lobby does not have a seismic system; it shares the systems with the two adjacent wings.

BBP's seismic assessment found seismic deficiencies in the following locations:

1. South and west lateral systems are very weak and nonductile, posing a high risk of major damage in a moderate earthquake
2. The masonry walls are unreinforced and risk collapse out of plane.
3. The east wing roof diaphragm is very weak and is not able to properly transfer seismic demands to the lateral system
4. The lobby roof is not connected to a lateral system in the east-west direction, potentially causing failure to the masonry walls
5. The basement is not designed to resist dynamic soil pressures

The consultant found the Probability of Drift Exceedance (PDE) for the concrete frame was 20% in 50 years. Based on the Seismic Retrofit Guidelines, White Rock City Hall is a High Risk (High 1) building. Furthermore, the building only meets 20% of the required lateral capacity of the latest building code (2018 BCBC). Unlike new buildings which are designed to withstand ground motion for a 2,475-year return period earthquake, the White Rock City Hall building could fail from the ground motion predicted for a 100-year return period earthquake.

In addition to seismic deficiencies, the City Hall building does not meet the growing needs of the residents and staff. The building does not have an elevator. A person with mobility challenges needs to walk around the exterior of the building to access another floor. The building also does not house all City staff; Human Resources, Information Technology, Bylaws, Parking and Engineering staff are in separate buildings. Visitors seeking to do business with other City departments may need commute to a separate building. As the demand for City services increases, the number of City staff will increase. The building does not have space to accommodate additional office space to house new staff.

In a 2010-2011 space planning analysis by MKT Development Group consultants estimated that 26,592-sq.ft of office space is required for accommodating Corporate Administration, Council, Information Technology, Human Resources, Planning and Development Services, and Financial Services staff. Unfortunately, the analysis failed to consider that Senior Engineering staff and Engineering development staff currently at the Operations Yard should be relocated to City Hall requiring an additional 5,475-sq.ft of office space. Therefore, a minimum combined total of 32,000-sq.ft of office space is necessary.

## **RISK MANAGEMENT**

SRG3 is used by the Ministry of Education to determine seismic risk and retrofit requirements. For comparison, the public school system in BC currently has 27% of its schools in high seismic zones rated at the High 1 Risk level. All of these, and any other schools with a PDE rating of 5% in 50 years or greater, will eventually be retrofitted or replaced, but not all at once. The School Seismic Program has been going on for 15 years and will still take many years to complete.

The City Hall building is rated as High 1. If the building is not seismically retrofitted, the building could fail in a 100-year return period earthquake. There are also financial risks to

seismically retrofitting City Hall because additional space would be necessary to accommodate accessibility requirements and office space for staff.

## **OPTIONS**

Given the growing needs of the City, seismically retrofitting City Hall may not offer the best value. Staff have considered several options for the future of City Hall. These options are listed as follows:

- 1) Seismic retrofit of City Hall to less than 2% PDE per SRG3
- 2) Partial seismic retrofit of City Hall to High 2 (7% to 10% PDE) per SRG3
- 3) Rent office space and relocate City Hall to a commercial building
- 4) Partnerships with other institutions to develop a new City Hall
- 5) Relocate staff to other City-owned buildings (ie: Evergreen Daycare)
- 6) Construct a new City Hall

### **Option 1 – Seismic Retrofit**

A retrofit is estimated to cost \$1.8M and at least 9 months to complete, if the building is unoccupied during renovation. This retrofit will address life safety issues in the event of a major earthquake; but the building could be extensively damaged beyond repair. This retrofit could potentially protect the building against less severe earthquakes. The cost estimate for a retrofit excludes staff relocation and office space rental. If the building is to remain occupied during retrofit, additional budget and time would be necessary.

### **Option 2 – Partial Seismic Retrofit**

Costs for an interim partial retrofit to a lower standard (High 2) are not currently available.

### **Option 3 – Rent Commercial Office Space**

Commercial office space vacancy is low in White Rock. The estimated commercial rental rate for the South Surrey and White Rock area is between \$14/sq.ft and \$30/sq.ft per annum. The challenge is finding a location that provides 32,000-sq.ft. of office space to house all City staff.

Assuming a 32,000-sq.ft facility is available, the present value (PV) of this option is determined using the growing annuity formula as shown in Appendix B. At a 50 year term (based on the typical design useful life of a civic building), the present value of this option is \$24.9M at rents of \$14/sq.ft and \$124.7M at rents of \$30/sq.ft. These costs do not include the fitting of the rental space with offices, IT, etc..

### **Option 4 – Partnerships with Other Institutions to Develop a New City Hall**

This option involves working with a developer to incorporate commercial space within a multi-use building. Similar to the White Rock Community Centre, the commercial space would be in a separate commercial strata. The City would purchase the commercial strata at market value less the value of development's Community Amenity Contribution (CAC). For example, if the market value of the commercial strata is \$25M and the development site's CAC is \$5M, the City's cost would be \$20M.

### **Option 5 – Relocate Staff to Other City-Owned Buildings**

This option involves relocating some City staff to other City-owned buildings in the Civic Block (ie: Library or Evergreen Daycare). The costs of this option is currently not available as seismic assessments would be required for the Library or the Evergreen Daycare building. This option would displace the current users of these civic buildings.



### **Option 6 – Construct a New City Hall**

A very rough estimate for the construction of a new City Hall is approximately \$25 M. This cost estimate is for a basic office building, excluding the premium furnishings of typical civic buildings (ie: atrium, art, or Council chambers).

### **BUDGET IMPLICATIONS**

There is currently \$50,000 in the Financial Plan to develop options that could be used for detailed feasibility investigations. The 2020 to 2024 Financial Plan, subject to Council approval, includes \$1.5M in each of the next two years for a “City Hall Project”.

### **RECOMMENDATION**

Staff recommends that a consultant be retained to develop, evaluate and assess the feasibility of the options for the future of City Hall, including the options listed above. Furthermore, Staff recommends that Council endorse the development of a 5 year implementation plan for the future of City Hall as well as the civic precinct.

### **CONCLUSION**

The City retained Bush, Bohlman & Partners LLP (BBP) to conduct a seismic assessment, a cost estimate for retrofit, and a retrofit report. New buildings are designed to the 2018 BC Building Code to withstand a ground motion with a 2,475-year return period.

Based on the Seismic Retrofit Guidelines, White Rock City Hall is a High Risk (High 1) building and only meets 20% of the required lateral capacity of the latest building code (2018 BCBC). The building could fail from the ground motion predicted for a 100-year return period earthquake. A seismic retrofit is estimated to cost \$1.8M and at least 9 months to complete if the building is unoccupied. This retrofit does not address the accessibility issues of the building nor the need for more office space to house City staff.

Given the growing needs of the City, seismically retrofitting City Hall may not offer the best value. It is recommended that a consultant be retained to develop options and provide a feasibility study for the future of City Hall and a 5-year implementation plan that would include the civic precinct.

Respectfully submitted,



Jim Gordon, P.Eng.  
Director of Engineering and Municipal Operations

### **Comments from the Chief Administrative Officer:**

I concur with the recommendations of this corporate report.



Dan Bottrill  
Chief Administrative Officer

Appendix A: DRAFT Bush, Bohlman & Partners LLP report titled “White Rock City Hall Seismic Assessment and Retrofit Report”

Appendix B: Present Value of Renting Commercial Office Space

December 6, 2019

# White Rock City Hall

## Seismic Assessment and Retrofit Report

**BUSH, BOHLMAN  
& PARTNERS LLP**

***Draft***

Project Number: 7756  
Submission by: Tim White, PhD, PEng, Partner  
1550 - 1500 West Georgia Street  
Vancouver, BC V6G 2Z6  
Tel: 604-688-9861 [www.bushbohlman.com](http://www.bushbohlman.com)

Submission to: Rosaline Choy, PEng, MBA, LEED  
Manager of Engineering, City of White Rock  
15322 Buena Vista Avenue, White Rock, BC V4B 1Y6



## TABLE OF CONTENTS

EXECUTIVE SUMMARY .....	3
INTRODUCTION .....	3
DESCRIPTION OF BUILDING .....	4
West Wing .....	5
East Wing .....	6
Lobby .....	6
Masonry Walls .....	6
GEOTECHNICAL INVESTIGATION .....	7
REVIEW OF PREVIOUS SEISMIC ASSESSMENT .....	7
SEISMIC ASSESSMENT .....	7
Methodology .....	7
Seismic Assessment Parameters .....	8
Seismic Assessment Results .....	8
Seismic Deficiencies .....	9
SEISMIC RETROFIT SCHEME .....	9
Operational Disruptions .....	11
Cost Estimate .....	12
Seismic Retrofit Discussion .....	12
CONCLUSIONS AND RECOMMENDATIONS .....	12
APPENDIX A .....	14
APPENDIX B .....	15



## EXECUTIVE SUMMARY

---

Structural engineering assessment results indicate that the White Rock City Hall building has an overall rating of High 1 Risk, per Seismic Retrofit Guidelines Third Edition (SRG3) and only meets 20% of the lateral strength requirements of the 2018 British Columbia Building Code (BCBC).

A seismic retrofit scheme has been devised to achieve the Life-Safety Performance Objective of SRG3. This can be achieved by adding new exterior concrete buttress walls, reinforcement of existing unreinforced masonry walls, roof diaphragm upgrades, and improvements to the basement walls. The retrofit would take nine months if the building was unoccupied. The cost for this retrofit is approximately \$1.8 million excluding office rental and moving costs.

To move forward with the retrofit we recommend completing a more detailed cost estimate, a geotechnical sub-surface investigation, and a hazardous materials assessment of the affected parts of the building. Following that, a full consultant team should be engaged to develop design drawings and a phasing plan if the building is to remain occupied during the retrofit.

## INTRODUCTION

---

Bush Bohlman and Partners, LLP (BBP), performed a structural seismic assessment of White Rock City Hall at 15322 Buena Vista Avenue in White Rock, BC. The purpose of this assessment was to update a previous seismic study by BBP, which was completed in August 2013. Specifically, the update was intended to address changes in the seismic provisions of the recent 2018 British Columbia Building Code (BCBC), and provide context on the level of risk to the existing building.

This report includes an evaluation of the seismic load resisting systems of the building and a proposed seismic retrofit scheme with cost estimate. The opinions and recommendation are based on a review of existing drawings, a site visit, and calculations using SRG3, BCBC, and applicable material standards. Our scope of services did not include a geotechnical subsurface investigation or a non-structural seismic assessment.

We visited the facility on October 18, 2019. Our objective was to confirm relevance of available drawings and reports, and to review the condition of the building structure. During our visit we were able to observe representative areas of the building interior and exterior. This review was of a visual nature only and did not include any destructive investigation or x-ray scanning to determine existence or quantity of reinforcement in concrete and masonry elements.

This report includes a description of the existing structural systems, a seismic assessment, a retrofit concept, and a preliminary cost estimate.



## DESCRIPTION OF BUILDING

White Rock City Hall was originally constructed in 1962. It is a two-storey structure with flat roofs. The lower level has a basement wall on the north side but exits at grade on the south elevation. Figure 1 below includes a photograph of the main entry area on the north side of the building.



**Figure 1: North Elevation of White Rock City Hall**

The building can be separated into three distinct portions or “blocks”. Figure 2 provides a key plan of the blocks. These are the West Wing which houses the Council Chambers on the upper level, the East Wing, and the lobby. All three blocks have the same floor elevations at both the lower and upper levels. The West Wing has a higher roof elevation than the East Wing, and the lobby has a lower roof elevation than both East and West Wings.

During our previous study we were provided with copies of the original architectural and structural drawings of the building. The architectural set was prepared by Carlberg Jackson Associates Architects and dated September 1962. This set included drawings A1 through A6. Structural drawings were prepared by C.F. Moore Structural Engineer and also dated September 1962. That set included drawings S1 through S4.

Our site walkthrough on October 18, 2019, confirmed that the main structure had not been significantly altered since original construction. There have been a number of interior renovations, but nothing to the extent that would influence the seismic behaviour of the building.



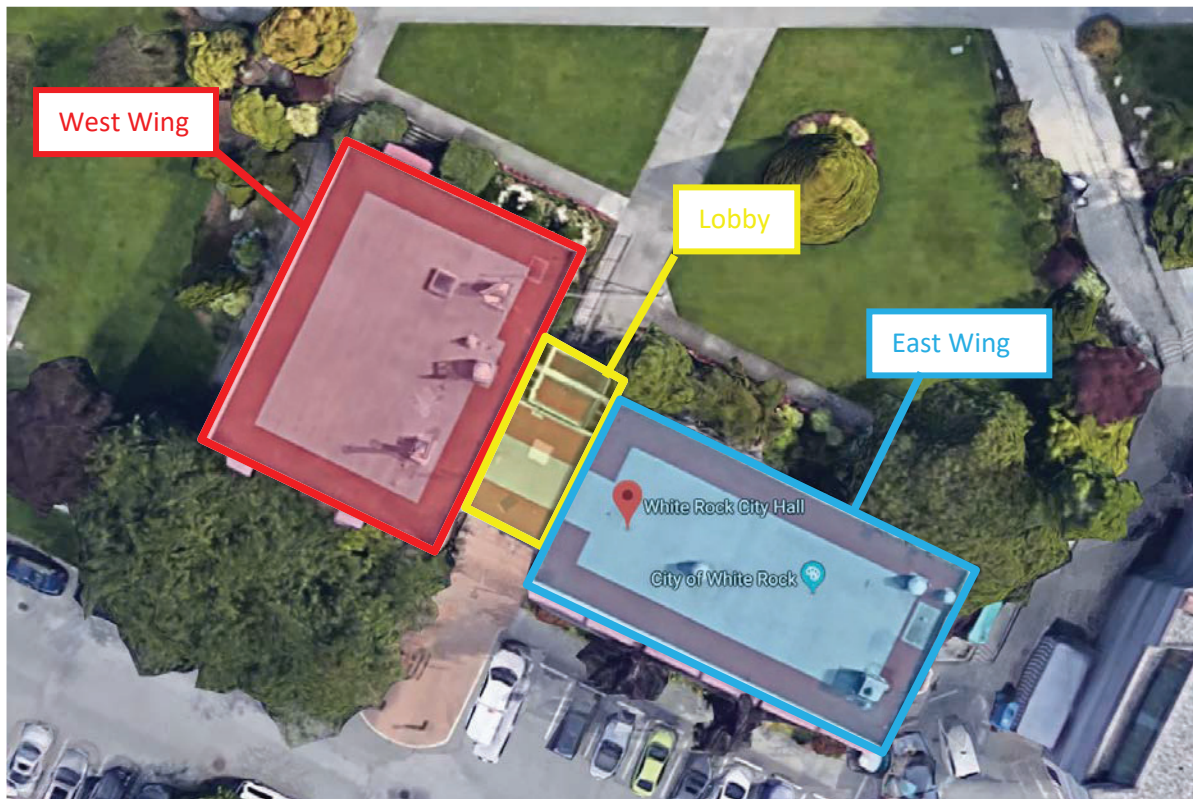


Figure 2: Key Plan of White Rock City Hall

### West Wing

The West Wing roof structure consists of 64mm tongue and groove (T&G) timber decking supported by glulam beams at the interior and masonry walls at the exterior. The glulam beams are supported by a combination of steel posts, concrete columns (west elevation), and masonry walls. The suspended floor is plywood and shiplap over timber joists spanning to glulam beams at the interior. On the north side the joists are supported by a concrete basement wall. On the south side they are supported by masonry walls. The glulams, like the upper floor, are supported by a combination of steel posts, concrete columns (west elevation), and masonry walls. The ground floor is slab on grade. The foundation consists of conventional strip and pad footings. Interior partition walls are wood stud, except in the vault (see below) where they are unreinforced masonry.

On the lower level there is a vault in the northeast corner of the west wing. This area has a concrete suspended slab over top (instead of a timber floor) and is supported by masonry walls on the interior sides and concrete walls on the exterior sides. Also, on the lower level, the north walls and northern part of the east exterior walls are concrete basement walls.

The seismic system for the west block consists of unreinforced masonry walls on three sides, and nonductile concrete columns on the west elevation.



### East Wing

The east wing roof consists of shiplap on timber joists spanning to glulam beams. Glulam beams are supported by steel posts at the interior and concrete columns at the exterior. At the east and west ends of the east wing, the glulam beams bear on unreinforced masonry walls. The suspended floor is a cast-in-place concrete slab. The slab is supported by concrete beams and columns. The ground floor is slab on grade. Foundations are conventional strip and pad footings. Interior partition walls are mostly wood stud, however there are a number of unreinforced masonry demising walls on the east half of the block. There partial- and full-height concrete basement walls on the north and east exterior elevations.

On the upper floor there is an existing vault room with masonry walls and a concrete slab ceiling which is separate from the main roof framing.

The seismic systems for the east wing are unreinforced masonry walls on three sides and nonductile concrete columns on the south elevation. The roof diaphragm is timber and the suspended floor diaphragm is cast-in-place concrete.

### Lobby

The lobby has a T&G roof deck supported by glulam beams. The beams bear on masonry walls on both sides, which are shared with the two wings. The suspended floor is a cast-in-place slab which spans across the width of the block and bears on the two shared masonry walls. Ground floor is slab on grade. There are two sets of stairs, both of which are of suspended concrete construction. Footings are conventional strip and pad footings. Demising walls in this block are either glazing or timber stud walls.

The lobby does not have a seismic system of its own, but shares the systems with the two wings. In the north-south direction it shares the masonry walls of those blocks. In the east-west direction it relies on its connection to the east wing via its floor slab.

There is no seismic gap between the lobby and the two adjacent wings.

### Masonry Walls

White Rock City Hall has what looks like clay brick walls on many exterior faces and in portions of the interior. Typical clay brick units have approximate dimensions of 64mm high, 100mm wide, and 200mm long. Walls of this type are present as a load-bearing medium only in pre-WW2 buildings.

Contemporary buildings only use bricks as a non-load bearing veneer. The brick at White Rock City Hall is referred to as "Giant Brick" and is actually a form of load-bearing masonry (i.e., from a structural engineering perspective, we treat it as concrete masonry, not as clay brick). These brick units have dimensions of 64mm high, 200mm wide, and 300mm long. For the most part this masonry is unreinforced, however there are portions supporting beams that have vertical reinforcing added to enhance their load-bearing capacity.





## GEOTECHNICAL INVESTIGATION

There were no recent geotechnical reports available to assist in our review. Original structural drawings have indicated that the soil has an allowable bearing pressure of 8000psf (385kPa). Based on our experience with the White Rock area, we have assumed this to be founded on Site Class C materials for the purposes of seismic evaluation.

## REVIEW OF PREVIOUS SEISMIC ASSESSMENT

Our previous seismic report of White Rock City Hall was completed in August 2013. The report identified the building as “High” risk and provided capacity-demand ratios based on 2012 BCBC code requirements. A conceptual retrofit scheme was proposed with an order of magnitude costing of \$850,000.

## SEISMIC ASSESSMENT

### Methodology

BBP performed structural engineering evaluation based on the Seismic Retrofit Guidelines. These are technical procedures developed by The Association of Professional Engineers and Geoscientists of British Columbia (now EGBC) and the University of British Columbia (UBC) for use in the British Columbia Ministry of Education School Seismic Upgrade Program. The guidelines aim to provide a uniform approach for providing life-safety seismic performance of low-rise buildings in a cost-effective manner. The original Seismic Retrofit Guidelines (SRG1) were published in 2011. These were updated and improved in 2013 (SRG2) and again in 2017 (SRG3). Our evaluation is based on SRG3.

Structural elements are evaluated for their ability to continue supporting gravity loads while undergoing horizontal displacements under seismic loading. The guidelines have identified a number of common structural prototypes used within school buildings in British Columbia. For each prototype researchers have established the maximum drift, which is the ratio of an element’s displacement to its height, it can experience without losing load-carrying capacity. The SRG3 evaluates the probability that this drift will be exceeded in a fifty-year period for all types of earthquakes and levels of shaking at a given geographic location. The probability of drift exceedance (PDE) value is used as a measure of risk to the life safety of the building occupants. Relative values of PDE allow the risk to be prioritized. A summary of PDE versus risk ranking is presented below.

$0 \leq \text{PDE} \leq 2.0\%$	No retrofit required
$2.0\% < \text{PDE} \leq 5.0\%$	Medium
$5.0\% < \text{PDE} \leq 7.0\%$	High 3
$7.0\% < \text{PDE} \leq 10.0\%$	High 2
$10\% < \text{PDE}$	High 1



### Seismic Assessment Parameters

Below were the governing parameters for the Seismic Retrofit Guidelines (SRG3) assessment:

#### *(SRG3)*

Site class:	C
Municipality:	White Rock
LDRS prototypes:	Unreinforced masonry (M-2) Nonductile concrete frame (C-3)
Governing drift limit:	1.25%
Governing LDRS capacity ( $R_e$ ):	M-2 (27%W) C-3 (6.5%W)
VLS drift capacity:	1.25%
Diaphragm prototype:	Unblocked plywood (D-2) Horizontal boards (D-3)
Diaphragm span:	18.5m and 22.2m
Diaphragm capacity:	9% $W_d$ and 4.5% $W_d$

In addition to SRG3 analysis, BBP also evaluated the building using the building code. Demands for earthquake loads were determined based on the British Columbia Building Code (BCBC), 2018 edition.

#### *(2018 BCBC)*

Site class:	C
SFRS system ( $R_d R_o$ ):	Conventional Construction (1.5, 1.3)
Importance factor:	1.0
Building period:	0.2 seconds
Spectra accelerations:	0.871g
Base shear demand:	39%W

### Seismic Assessment Results

The lateral systems for City Hall are a combination of unreinforced masonry walls and nonductile concrete moment frames. The masonry walls (acting in plane) are long with a relatively small proportion of openings. Thus their capacity is quite reasonable, ranging from 25%W to 45%W based on location and level. The weakest of the group had a PDE=3.0% which is at the low end of Medium. The concrete moment frames are much weaker. Resistance ranged from 6%W to 8%W. PDE was over 20%, which makes these risk level High 1, which is the worst rating under SRG3. From a code perspective the masonry walls are not permitted in high seismic regions, so we are not able to compare them to code. The concrete moment frames only meet about 20% code requirements. An earthquake with a return period of 100 years has seismic demands of only 24% of the full code design requirements. As such the



concrete moment frames would not be expected to be able to resist an earthquake with a 100-year return period.

The timber roof diaphragms have capacity ranging from 4.5%W to 9%W. The lower capacities are High risk, while the higher capacities are Medium risk. This represents a range between 30% and 60% of resistance to BCBC force demands. We have assumed that the T&G decking in the lobby roof and west wing roof are “side-spiked” based on the thickness of the T&G decking. This may need to be verified by pacometer scanning depending on future seismic retrofit plans. The floor diaphragms have much lower seismic demands and higher capacities. The flexible timber floor diaphragm in the West Wing is low risk and 100% code compliant, as are the rigid concrete diaphragms in the lobby and East Wing.

The masonry walls were assessed for their out-of-plane stability. Lower floor walls with lowest demand and highest surcharge had a PDE of 5.1%, which is a risk of High 3. Upper level walls had a PDE of 9.2%, or High 2.

#### Seismic Deficiencies

The seismic deficiencies for the building are summarized on the next page.

See Appendix A for a plan illustrating the deficiencies.

#### **SEISMIC RETROFIT SCHEME**

---

Given the extensive list of seismic deficiencies for White Rock City Hall, we recommend a seismic retrofit. Given the vintage of the building, in our experience it is not economically feasible to upgrade to be in compliance with the seismic provisions of the building code. We would recommend upgrading using the BC Seismic Retrofit Guidelines for Schools, Third Edition (SRG3). SRG3 was specifically developed to upgrade school buildings, many of which are of similar vintage and construction type to White Rock City Hall.

The level of upgrade we recommend in SRG3 is called the Life-Safety Performance Objective. This level of upgrade has been specifically designed to allow the occupants of the building to exit safely after a large earthquake with a return period of 2,475 years. This is the same seismic hazard as used by the BCBC. After such an event the building would not be repairable, but the Life-Safety upgrade would either mitigate or eliminate damage resulting from lesser earthquakes.

The actual design forces for the new buttress shear walls (based on SRG3) are approximately equal to 65% of the design forces that would be required for a new building by 2018 BCBC.

**Table 1: Seismic Deficiencies**

Ref #	Element	Description
1	South and west nonductile columns lateral system	The south and west lateral systems are very weak and nonductile. They pose a very high risk of major damage in even a moderate earthquake. We estimate that a 1-in-100-year event could cause this lateral system to fail.
2	Masonry walls	The masonry walls are unreinforced and pose a risk to collapse out of plane. The risk of this is higher on the upper level. The masonry walls also provide lateral resistance for most of the building. In this regard they have reasonable capacity, but are not permitted in new construction and thus are not code compliant.  All unreinforced masonry walls in the building are susceptible to out-of-plane failure.
3	Wing roof diaphragms	The East Wing roof diaphragm is very weak and is not able to properly transfer seismic demands to the lateral system, nor adequately restrain the top of the masonry walls.  The West Wing roof diaphragm may or may not be High risk. If the T&G decking is "side spiked" then it will be only Medium risk.
4	Lobby roof diaphragm	The lobby roof diaphragm is not connected to a lateral system in the east-west direction and could "pound" into the wings and potentially fail the masonry walls.
5	Basement walls	The basement retains soil on the north side but not the south. The basement is required to resist dynamic soil pressures for which it has not been designed.

SRG3 allows for lower forces levels than the code, as it specifically controls the amount of movement of the seismic elements, and allows them to move as far as possible without degrading dangerously. The code is specifically developed for the design of new buildings, and does not get into much detail on the nonlinear behaviour of different types of seismic systems. The purpose of the code is to provide a robust infrastructure of buildings. SRG was developed to provide affordable yet safe retrofits to existing buildings.

The seismic retrofit scheme with typical details is provided in Appendix B. Table 3 below provides a further description with quantities.



**Table 2: Seismic Retrofit Recommendations**

Ref #	Element	Description	Quantities
CSW#5	Exterior concrete buttress walls	Provide new external concrete shear walls with soil anchors and steel drag struts.	(2) walls 350mm thick x 1800mm long. West wall is 6.85m tall. East wall is 6.25m tall. Both pile caps 3m x 1.5m x 900mm deep. Each pile cap comes with (4) #14 Dywidag soil anchor.
MW#1	Masonry walls (reinforce at 1200mm o.c.)	Add vertical reinforcing to existing masonry walls. Provide troweled finish with mortar joints. Provide connections to roof and floor diaphragms. Paint entire wall.	3.2m high x 60m 3.0m high x 37.8m 3.65m high x 38.5m
MW#1 Alt	Masonry walls (reinforce at 600 o.c.)	Add vertical reinforcing to existing masonry walls. Provide troweled finish with mortar joints. Provide connections to roof and floor diaphragms. Paint entire wall.	3.2m high x 9m 3.0m high x 6.1m 3.65m high x 4.9m
WD#1	Roof diaphragm upgrades	Remove roofing and resheath the existing deck with new 12.7mm plywood. Provide sheet metal straps around. Reroof.	564m <sup>2</sup>
	Steel drag struts	Provide steel drag struts on top of roof or on underside of suspended floors.	Roof: PL102 x 6.4mm x 60m Ceiling: L102x102x6.4 x 60m
SSK#1	Basement wall upgrades	Excavate adjacent to basement wall. Provide horizontal exterior grade beam and vertical piers with footings. Backfill.	Grade beam: 50m long Piers & footing: 4 of each

### Operational Disruptions

Construction is extensive and while much of the work can be completed from the outside, a significant portion would have to be completed on the inside. These include:

- Adding vertical reinforcing to masonry walls (not all but a large portion)
- Connections between masonry walls and roofs and floors
- Drag struts attached to the underside of floors

The exterior upgrades do not directly impact the interior space, but will impact building exits and can be very loud.



Our estimate for the duration of construction is nine months, assuming the building is unoccupied. If the building must remain at least partially occupied, a phasing plan will have to be developed in conjunction with an architect.

### Cost Estimate

The Ministry of Education has developed unit rate costs for the retrofit of schools based on past projects. The White Rock City Hall is not unlike a small school building. Based on type of construction and location, we estimate the construction cost for the retrofit to be approximately \$1.8 million excluding office rental and moving costs.

A more detailed cost estimate is currently being developed by our Quantity Surveyor, LEC. We will forward their report as soon as it is available.

### Seismic Retrofit Discussion

Many building owners are faced with the dilemma as to what is an acceptable level of earthquake risk. We recommend reducing the risk of structural failure down to 2% in 50 years. This is achievable by the life-safety retrofit performance objective in SRG3, and reflected in the retrofit scheme presented in this report. However we recognize that costs to retrofit some buildings are prohibitive, and it often makes sense to relocate or rebuild.

For comparison, the public school system in BC currently has 27% of its schools in high seismic zones rated at the High 1 Risk level. All of these, and any other schools with a PDE rating of 5% in 50 years or greater, will eventually be retrofitted or replaced, but not all at once. The School Seismic Program has been going on for 15 years and will still take many years to complete.

A compromise solution can be to replace the building (often required for reasons not purely seismic) in the future, but in the meantime perform a partial seismic upgrade to significantly reduce the risk without bringing the risk down all the way to 2% in 50 years.

### **CONCLUSIONS AND RECOMMENDATIONS**

---

The White Rock City Hall is a High Risk (High 1) building as defined by the Seismic Retrofit Guidelines Third Edition (SRG3). Compared to the latest building code (2018 BCBC) it only meets 20% of the required lateral capacity. The predicted level of ground shaking for a 100-year-return-period earthquake could fail the building's seismic-force-resisting system. New buildings are designed to withstand a ground motion with a 2,475-year return period. We highly recommend this building be seismically retrofitted.

The major seismic deficiencies include: a weak and brittle concrete-frame lateral system on the west side of the West Wing and south side of the East Wing, unreinforced masonry "Giant-Brick" walls





throughout, weak roof diaphragms, and unbalanced dynamic earth pressures against the existing basement walls.

Our recommended seismic retrofit would achieve the Life-Safety Performance Objective of SRG3 and includes: new buttress shear walls, reinforcement of existing masonry, roof diaphragm upgrades, and retrofitting of the basement walls. Approximate cost of retrofit is \$1.8 million (excluding office rental and moving costs). A more detailed costing is being prepared by LEC.

If there is a desire to rebuilt or relocate City Hall, a lesser level upgrade can be developed to provide a reduced risk until such time.

Next steps include: developing a more detailed cost estimate, geotechnical site investigation, hazardous materials investigation, and testing the existing roof decking for side-spiking. These will help further define scope of work. Beyond this, a full consultant team would need to be retained to develop design drawings.

If you have any comments or questions, please contact the undersigned.

Yours truly,

Reviewed by,

**Tim White, Ph.D., P.Eng.,**  
**Partner**

**Charlene Hails, P.Eng.**  
**Project Engineer**

# APPENDIX A

## SEISMIC DEFICIENCIES

- SEISMIC DEFICIENCIES PLAN

#1 - Non-ductile moment frames are very weak and brittle

#### #4 - Lobby roof diaphragm can "pound" into adjacent masonry walls

#2 - Unreinforced masonry walls. All susceptible to out-of-plane failure

### #3 - Weak timber roof diaphragms

#5 - Basement walls must be improved to resist dynamic soil forces

MAIN FLOOR PLAN

**White Rock City Hall  
Seismic Deficiencies Diagram  
Bush, Bohlman & Partners LLP  
November 10, 2019**

Page 201 of 265

WHITE ROCK CITY HALL

WHITE ROCK B. C.

CARLBERG JACKSON ASSOCIATES  
ARCHITECTS

Filename: HALL03

NEW WESTMINSTER, B. C.

1

# APPENDIX B

## SEISMIC RETROFIT

- SEISMIC RETROFIT SCHEME
- TYPICAL SEISMIC RETROFIT DETAILS

Remove roofing and sheath roof with new plywood and sheet metal chords (WD#1)

Reinforce masonry walls with vertical bars and connect to floor/roof diaphragm. Paint walls. (MW#1)

Reinforced concrete  
buttress wall with micro  
piles (CSW#5)

### Steel Drag Strut on roof and under floor

Grade beams on exterior  
of basement wall  
(SSK#1)

Vertically reinforce but  
add more reinforcing  
than in MW#1 (MW#1  
Alt)

Below grade pier with footing and tied to basement wall (SSK#1)

**White Rock City Hall  
Seismic Retrofit Scheme  
Bush, Bohlman & Partners LLP  
November 20, 2019**

Filename: HALL03

COMM.	DATE	DRAWN	CHECKED	SHEET	OF
6114	SEP. 18 62	U.P.M.	D.S.J.	A3	6

B. C.

С К

      T E      

1

1

77

人

C

\_\_\_\_\_

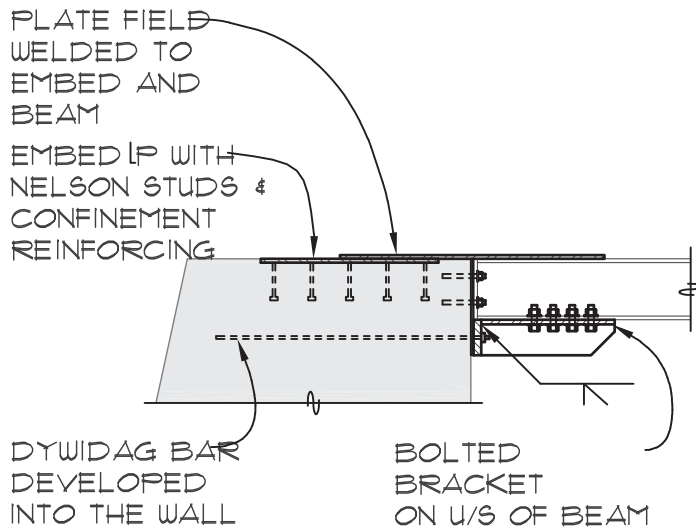
RO

1

11.T

1

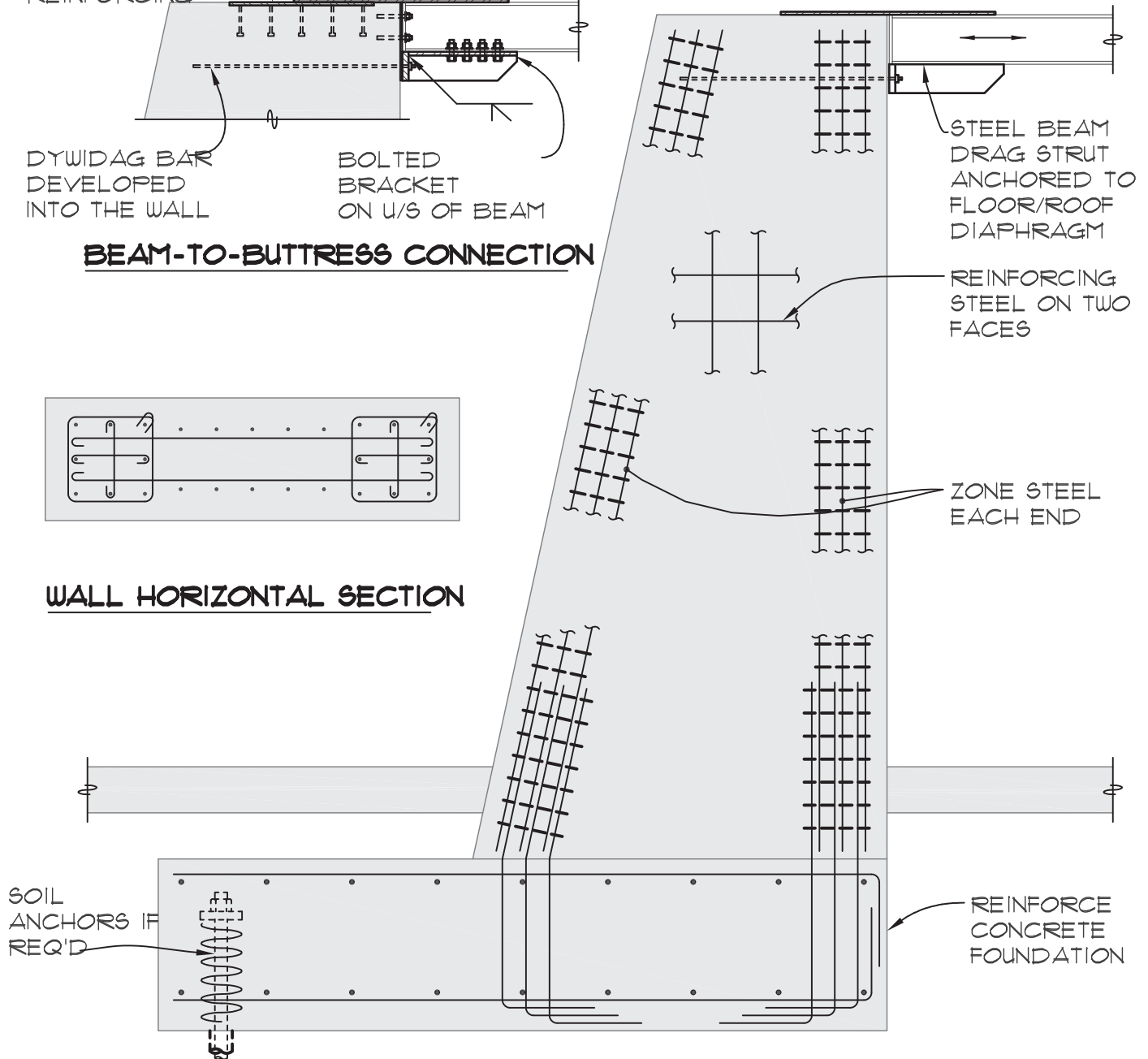




### BEAM-TO-BUTTRESS CONNECTION

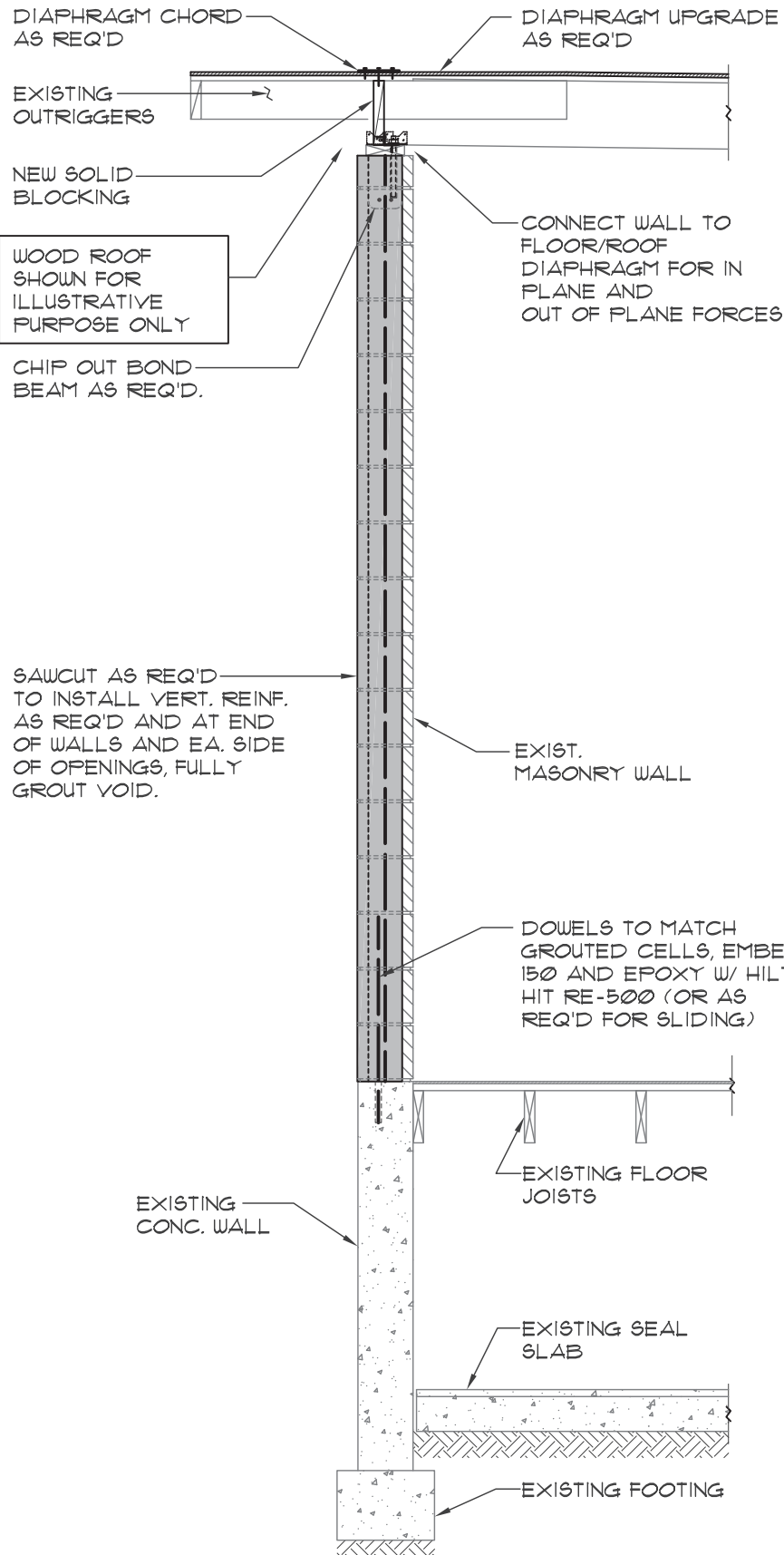


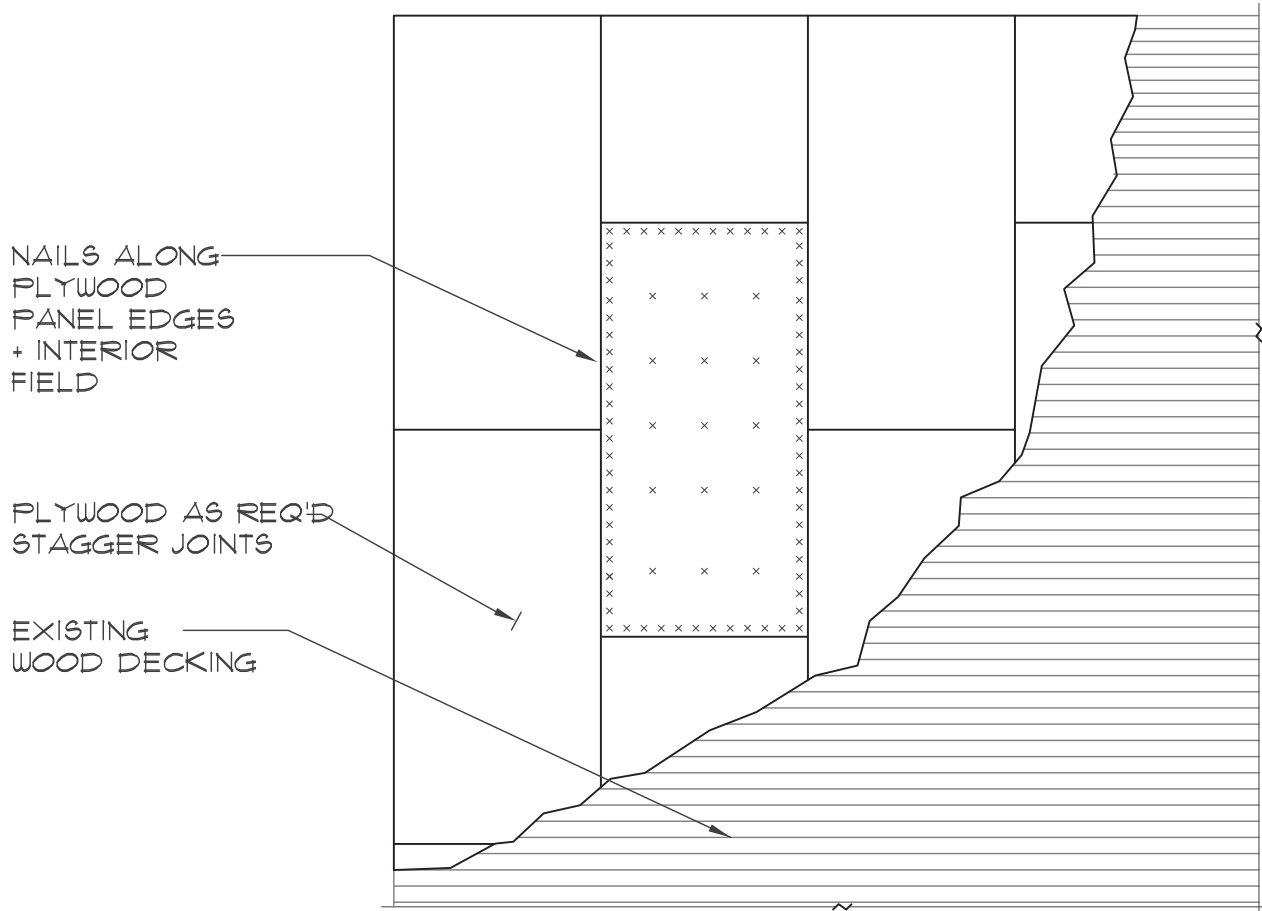
### WALL HORIZONTAL SECTION



### EXTERIOR REINFORCED CONCRETE BUTTRESS





**NOTES**

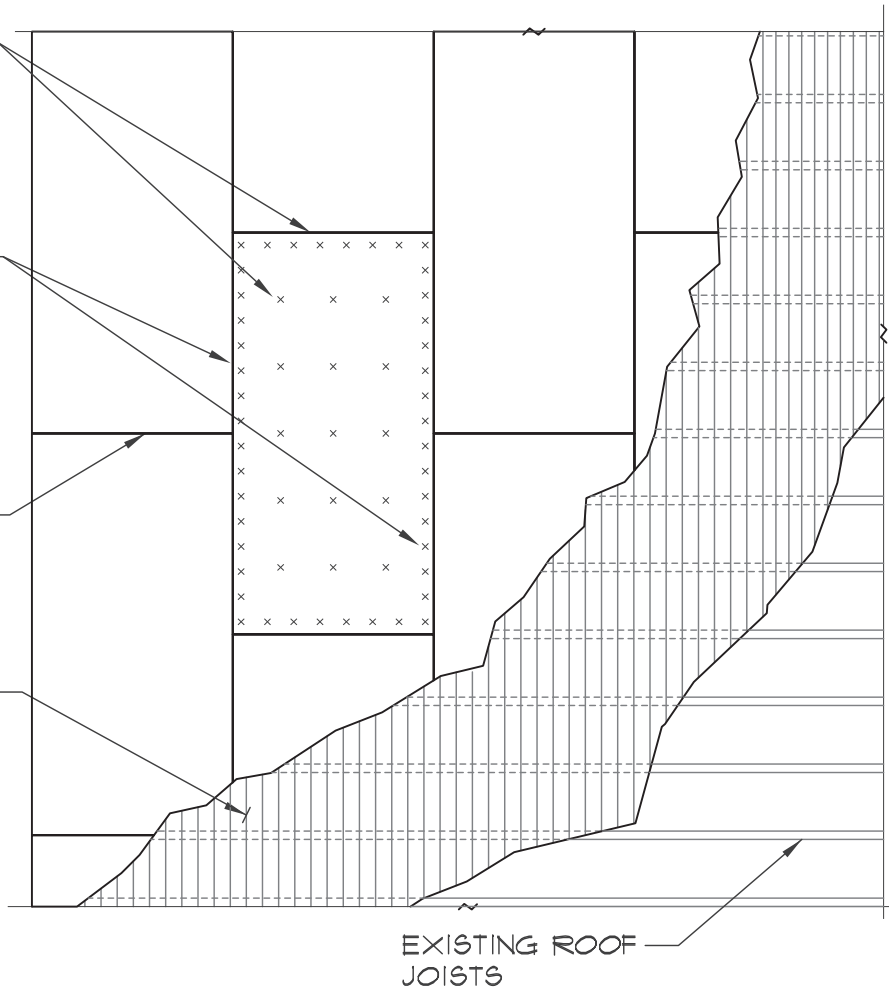
1. ROOF SHEATHING TO BE NAILED WITH 64 NAILS (3.3mm?). DO NOT USE THIN GAUGE GUN NAILING STAPLES OR NAILS. NOTCHED HEAD NAILS ARE NOT ACCEPTABLE.
2. DO NOT NAIL THROUGH EXISTING JOINTS IN TONGUE AND GROOVE DECKING.
3. STAGGER JOINTS AND ORIENT PLYWOOD PANELS PERPENDICULAR TO DIRECTION OF TONGUE AND GROOVE DECKING.
4. NAIL TO CHORDS, DRAG STRUTS AND SHEAR WALLS

75 NAILS @100 O.C.  
ALONG PLYWOOD  
PANEL EDGE  
AND @300 O.C. AT  
INTERMEDIATE  
SUPPORTS

38 NAILS @100 O.C.  
ALONG PLYWOOD  
PANEL EDGES  
RUNNING  
PERPENDICULAR  
TO SUPPORTS

LOCATE PLYWOOD  
JOINTS OVER EXIST.  
JOISTS / STRAPPING  
TYPICAL

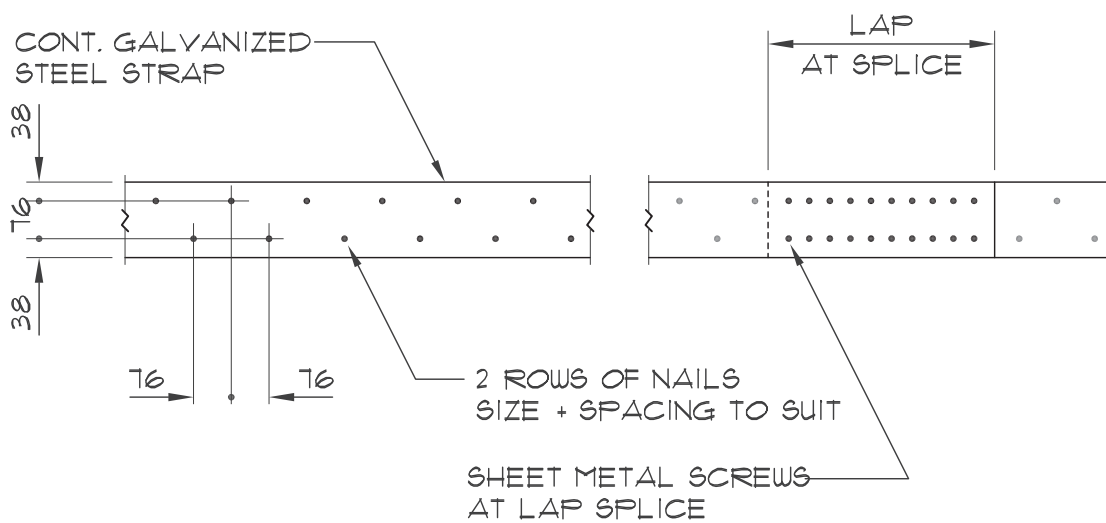
EXISTING SHIP LAP



NOTE:

NAILING FOR ILLUSTRATION ONLY,  
DESIGN TO SUIT SPECIFIC REQMT'S

SEE SHT 1/3 FOR ADDITIONAL  
NOTES



### NOTES

1. CONTINUOUS GAUGE STEEL STRAP TO BE CENTRED OVER WALLS OR BLOCKS
2. FASTEN TO PLYWOOD SHEATHING WITH 2 ROWS OF NAILS AND SPLICE AS PER DETAILS.

DESIGNER

TW

**DRAFT**  
**BUSH, BOHLMAN & PARTNERS LLP**  
 CONSULTING ENGINEERS

PAGE NO.

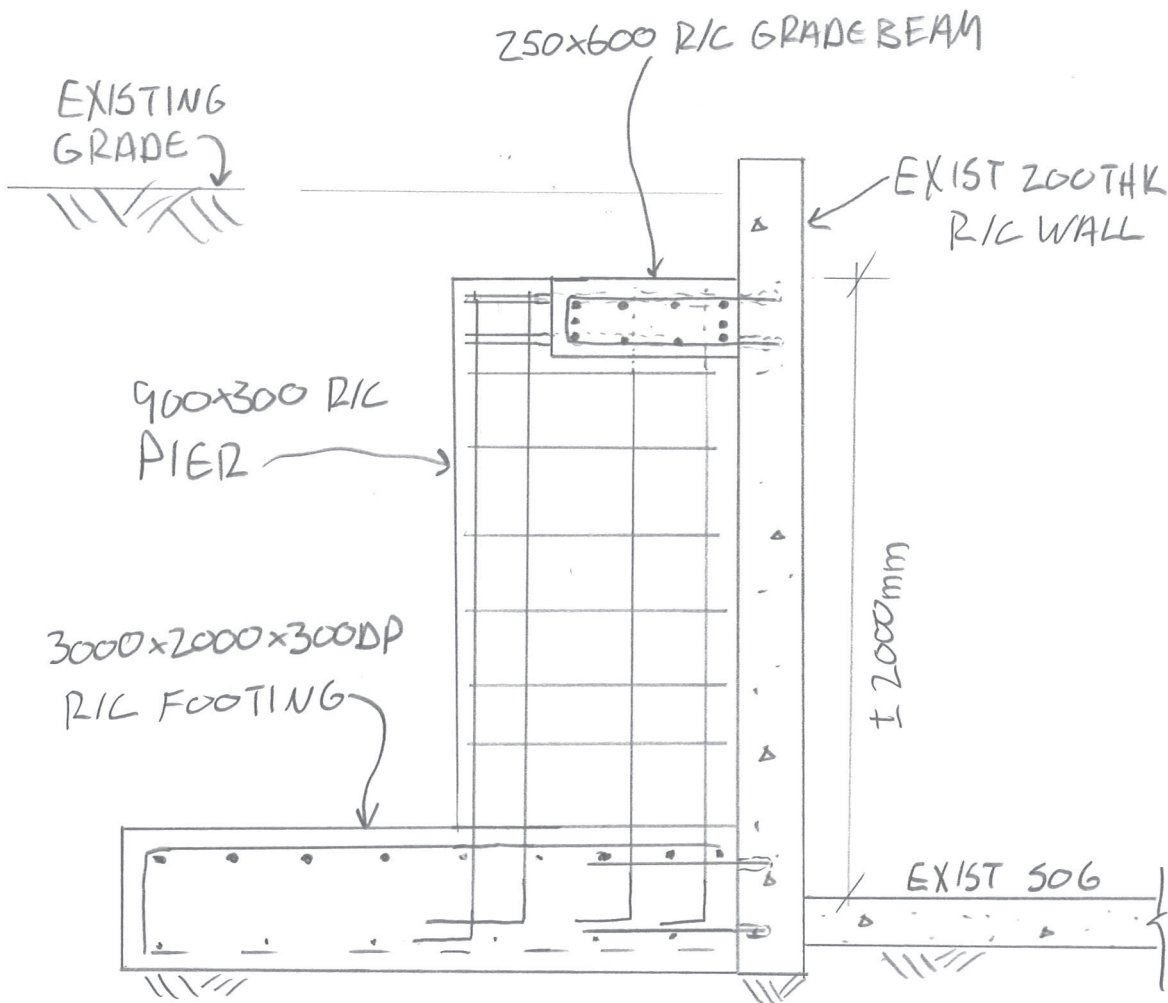
01

DATE

Nov 20, 2019

PROJECT NO.

7756



WHITE ROCK CITY HALL - SEISMIC STUDY

BASEMENT WALL UPGRADES

Page 209 of 264

NTS

SSK-1

REGULAR AGENDA

PAGE 106

## Appendix B – Present Value of Renting Commercial Office Space

The growing annuity formula as follows:

$$PV = C \times \frac{1 - \left(\frac{1+g}{1+r}\right)^n}{r - g}$$

Where PV = Present Value, C = annual rent, g = % of annual rent increase, r = the discount value, and n = the term of the rental.

The term of the rental, n, is 50 years because the design useful life of a typical civic building is 50 years, without major renovation. The discount value, r, is provided as a range between 0.5% and 2.0%, based on the City's investment rate of return and the City's interest rate for loans. The annual rent increase is provided as a range between 2.5% and 4.0%. The Province of BC does not regulate commercial rental increases. These rates are determined at the time of the agreement.

The following figures show the present value of renting 32,067 sq.ft of commercial space relative to rent, growth rate of rent, and interest rate.

Figure 1: Present Value of Commercial Property at \$14/sq.ft

Rent	\$	14.00	per sq.ft		
Area		32067	sq.ft		
C	\$	448,938			
n		50	years		
r	g				
	2.5%	3.0%	3.5%	4.0%	
0.5%	\$ 37,676,918	\$ 43,391,059	\$ 50,165,166	\$ 58,209,805	
1.0%	\$ 32,619,702	\$ 37,387,221	\$ 43,023,567	\$ 49,699,523	
1.5%	\$ 28,401,736	\$ 32,394,644	\$ 37,101,727	\$ 42,661,821	
2.0%	\$ 24,869,524	\$ 28,226,677	\$ 32,172,575	\$ 36,820,346	

Figure 2: Present Value of Commercial Property at \$30/sq.ft

Rent	\$	30.00	per sq.ft		
Area		32067	sq.ft		
C	\$	962,010			
n		50	years		
r	g				
	2.5%	3.0%	3.5%	4.0%	
0.5%	\$ 80,736,253	\$ 92,980,840	\$ 107,496,783	\$ 124,735,297	
1.0%	\$ 69,899,361	\$ 80,115,474	\$ 92,193,357	\$ 106,498,977	
1.5%	\$ 60,860,863	\$ 69,417,094	\$ 79,503,700	\$ 91,418,188	
2.0%	\$ 53,291,838	\$ 60,485,736	\$ 68,941,231	\$ 78,900,742	



THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** January 27, 2020

**TO:** Mayor and Council

**FROM:** Jim Gordon, P.Eng., Director of Engineering & Municipal Operations

**SUBJECT:** City Hall Seismic Report – Follow Up Costing Study

### **RECOMMENDATIONS**

THAT Council:

1. Receive for information the corporate report dated January 27, 2020 from the Director of Engineering & Municipal Operations titled “City Hall Seismic Report – Follow Up Costing Study”; and
2. Endorse the expenditure of \$30,000 for further study and costing of items related to a seismic retrofit of City Hall.

### **INTRODUCTION**

At the January 13, 2020 Council meeting, Council considered the corporate report “City Hall – Seismic Report 2020” and requested a cost estimate for a follow up study to investigate and provide cost details related to seismic strengthening of City Hall. Items discussed in relation to the seismic study included improving the air quality at the City Hall Annex, accessible parking, accessible washrooms and the feasibility of installing an elevator at City Hall.

### **ANALYSIS**

The January 13, 2020 Corporate Report “City Hall – Seismic Report 2020” outlined a number of options to address the seismic deficiencies at City Hall. Council requested further information and costing related to Option 1 – Seismic Retrofit.

As outlined in the corporate report, the Seismic Retrofit is estimated to cost \$1.8 M, will take 9 months to complete and will address life safety issues arising from a major earthquake. The cost estimate excludes staff relocation and office space rental during construction.

Further study and costing of items related to the Seismic Retrofit are estimated to cost \$30,000. This study would include:

- Investigation and costing of mitigation options to improve air quality at the City Hall Annex;
- Feasibility review for construction of an elevator at City Hall;
- Investigation and costing of accessibility improvements, including washrooms, at City Hall;
- Investigation of Building Code triggers and possible construction phasing opportunities.

Staff are developing options for improved accessible parking at City Hall and will construct these following Financial Plan approval.

### **BUDGET IMPLICATIONS**

The estimated cost of the study is \$30,000. As identified in the January 13, 2019 corporate report, there is \$50,000 in the Financial Plan (2019 budget) that could be used for detailed feasibility options such as this proposed study. Currently, \$35,000 of this budget is uncommitted and available to be carried over to the 2020 budget for this purpose.

### **RISK MANAGEMENT**

If City Hall is not seismically retrofitted, the building is expected to fail in a 100-year return earthquake.

### **CLIMATE CHANGE IMPLICATIONS**

There are no direct environmental or climate action effects related to this study.

### **CONCLUSION**

It is recommended that Council approve the expenditure of \$30,000 for further study and costing of items related to a seismic retrofit of City Hall.

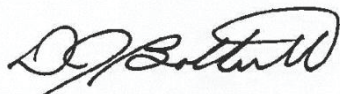
Respectfully submitted,



Jim Gordon,  
Director, Engineering & Municipal Operations

### **Comments from the Chief Administrative Officer:**

I concur with the recommendations of this corporate report.



Dan Bottrill  
Chief Administrative Officer



**POLICY TITLE:**     **TERMS OF REFERENCE:**  
**INTERNAL COMMUNITY HUB STEERING**  
**COMMITTEE**

**POLICY NUMBER:** **COUNCIL POLICY 176**

<i>Date of Council Adoption:</i>	<i>Date of Last Amendment:</i>
<i>Council Resolution Number:</i>	
<i>Originating Department: Corporate Administration</i>	<i>Date last reviewed by Council:</i>

---

**1.    Mandate**

The purpose of the Internal Community Hub Steering Committee (steering committee) will be to be responsible for delivering direct reports to Council, to provide updates and to seek direction, when needed. The steering committee will work in collaboration with Council's Housing Advisory Committee (HAC) as necessary, as the Community Hub may incorporate an affordable housing element, where input from the HAC would contribute to any housing related elements of the project.

**Role**

The steering committee will actively work on the required elements to keep the project of a Community Hub on an active track / provide ongoing attention. They will advise Council and make recommendations. Council will make final decisions to be considered at open Council meetings. Examples of topics the steering committee would be advising Council on include:

- Site location and financial analysis/ramifications of different potential options/scenarios.
- Funding models.
- Budget considerations, grants, reserves, and different funding models.
- Public consultation.
- Hub components/features and recommendations on layouts.
- Building Design and configuration.
- Tendering and/or procurement processes.
- Any aspects of the construction that need recommendations to be considered.
- Liaise with Housing Advisory Committee.
- Any other items that Council would like the steering committee to evaluate and make recommendations.

## **2. General Terms**

Appointments will be made by Council for the time required in order to complete the steering committee mandate.

## **3. Membership**

The steering committee will consist of up to seven (7) members as follows:

1. Two (2) members of Council;
2. City of White Rock Director, Engineering & Municipal Operations;
3. City of White Rock Director of Planning and Development Services;
4. City of White Rock Director of Financial Services;
5. City of White Rock Chief Administrative Officer (CAO); and
6. The Community Hub Project Manager (to be hired by staff).

Each steering committee member will have voting rights, including each member of Council.

## **4. Chairperson/ Vice-Chairperson**

The two (2) members of Council appointed to the steering committee will serve as the Chairperson and Vice-Chairperson, as appointed for the required time of the steering committee.

## **5. Meetings**

- a) The Committee will meet as needed but at least monthly.
- b) Corporate Administration will distribute a meeting schedule at the first meeting to be reviewed and adopted. The meeting schedule will be published and updated as needed by the Committee Clerk.
- c) The agenda will be created and distributed by Corporate Administration.
- d) If there are no agenda items for the meeting received by noon on the day that is one (1) week prior to the meeting, the meeting will be cancelled. The Committee Clerk will inform the committee members should there be a need to cancel a prescheduled meeting.
- e) Staff will inform the Chairperson and Vice-Chairperson in the circumstance a meeting must be cancelled prior to an official notice going to the Committee. A meeting may be called, cancelled or rescheduled by the Chairperson. Notice of a meeting, cancellation or rescheduling must be received by the Committee Clerk by 8:30 a.m. the day prior to the proposed meeting.
- f) Committee members must advise the Committee Clerk of their intent to attend or to be absent from a meeting. If the majority of members indicate that they will not be attending the meeting, the Committee Clerk will reschedule the meeting.

- g) On occasion, Corporate Administration may be required to cancel or reschedule meetings. On such occasions, notice will be given to all steering committee members, following notification of the Chairperson and Vice-Chairperson.
- h) The initial Committee meeting will include:
  - Summary of the mandate; and
  - How the Committee fits within the broader organization of the City.
- i) All meetings will be open to the public and held in person unless designated as closed to the public pursuant to Sections 90 and 93 of the *Community Charter*.
- j) The public may attend meetings to observe only. Members of the public must maintain decorum at all times. Interruptions of any kind are not permitted while the meeting is in progress.
- k) As this is an internal steering committee and there is limited meeting space with equipment to live stream, the intent is that these specific meetings will not be live streamed or recorded.
- l) When deemed relevant to the discussion of a particular item of business under consideration, the Committee will take into account the meeting business, the permitted time to conduct the remaining business and the Chairperson may, with majority consent of those committee members in attendance, give permission to a member of the public in attendance to speak to the item. The speaker will deliver their comment(s) within a limited time as determined by the Chairperson.
- m) Members are expected to attend all regularly scheduled meetings.
- n) Any person with particular expertise, including staff, may be invited by the Chairperson or steering committee members to attend a meeting in order to provide information or advice.
- o) The Committee must hear and consider representations by any individual, group or organization on matters referred to the Committee by Council.
- p) The Committee does not have the authority to commit funds, enter into contracts or commit the City to a particular course of action.
- q) The Committee cannot direct staff to take any action which is contrary to existing policies or directives or establish policies for the City.
  - i. Any such action must be referred to Council for consideration and adoption; and
  - ii. Staff liaisons may advise of existing policies or Council directives, and the need to refer the matter to Council prior to taking any action.
- r) On broader matters, such as organizing or setting up major/ unusual events or projects which do not have budget implications, the Committee must receive prior approval from Council.
- s) Where a Member, their family, employer, or business associates have any interest in any matter being considered by the Committee, that member will absent themselves from all

aspects of consideration of that matter by declaring a Conflict of Interest. In this circumstance they are not to participate in any discussion nor the vote on the matter.

- t) Members are not permitted to speak directly with the media on behalf of the Committee.
- u) Members will not represent themselves as having any authority beyond that delegated in the Terms of Reference approved by Council.

## **6. Meeting Quorum**

- a) Quorum for meetings shall be a majority of all voting members. Quorum is the minimum number of voting members who must be present in order to conduct meeting business. Actions cannot be taken without quorum.

If during the meeting the Chairperson is aware that there is no longer a quorum present then they must announce the fact that quorum has been lost before taking a vote or presenting another motion and conclude the meeting.

- 7 members (majority) = four (4) voting members
  - 6 members (majority) = four (4) voting members
  - 5 members (majority) = three (3) voting members
  - 4 members (majority) = three (3) voting members
  - 3 members (majority) = two (2) voting members
- b) If there is no quorum present within 15 minutes of the scheduled start time, the Committee Clerk will:
  - i. Record the names of the members present, and those absent; and
  - ii. Conclude the meeting until the next scheduled meeting.

## **7. Meeting Minutes**

- a) The meeting minutes will be action based and will only include:
  - i. Attendance
  - ii. Items discussed
  - iii. Resolutions that were adopted
  - iv. Action Items that were directed
  - v. Recommendations that were directed or adopted by the Committee.

## **Staff Support**



- a) Corporate Administration will provide meeting management and recording support. Support functions include:
- i. Receive and prepare correspondence;
  - ii. Maintain a list of outstanding issues for action (Action Tracking);
  - iii. Organize and prepare meeting agendas, in conjunction with the Chairperson and staff liaison;
  - iv. Receive and organize all agenda-related presentation materials and/or hand-outs;
  - v. Distribute agenda packages to members;
  - vi. Post all notices, agendas and minutes for the public record;
  - vii. Prepare and provide minutes to the Director of Corporate Administration and staff liaison;
  - viii. Provide minutes, with recommendations, to Council;
  - ix. Update the Terms of Reference policy; and
  - x. Create, amend and post, as needed, the Committee meeting calendar.

## **8. Procedures**

Unless otherwise provided for in these Terms of Reference, the procedures of the Committee will be governed by the City's Council and Committee Procedure Bylaw.

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** November 6, 2023

**TO:** Mayor and Council

**FROM:** Jim Gordon, P.Eng., Director of Engineering and Municipal Operations

**SUBJECT:** Andion Biogas Project Update

---

**RECOMMENDATIONS**

THAT Council receive the corporate report dated November 6, 2023, from the Director of Engineering and Municipal Operations, titled “Andion Biogas Project Update” for consideration and that Council:

1. Thank Metro Vancouver for its October 30, 2023, letter in response to Council’s motion 2023-382 and,
  2. Advise Metro Vancouver that many White Rock residents expressed concerns with and opposition to the biogas facility or its proposed location, and,
  3. Requests that Metro Vancouver closely monitors any facility construction and operation to ensure that all emissions are within the parameters set forth in the permit application attached as Appendix B.
- 

**EXECUTIVE SUMMARY**

Under the *Environmental Management Act*, Metro Vancouver (Metro) has been delegated authority from the Province to manage air quality within its boundaries. Semiahmoo RNG GP Corp. (Andion) applied to Metro for an air quality discharge permit pursuant to the *Greater Vancouver Regional District Air Quality Management Bylaw 1082, 2008*. This permit application is for a proposed biogas facility adjacent to and west of Highway 99, south of the City of Surrey and beyond White Rock boundaries and jurisdiction, although prevailing winds could potentially carry emissions westward to the City of White Rock (Appendix A).

On August 31, 2023, Metro asked the City of White Rock for comments on the application (Appendix B). On October 16, 2023, Council considered this matter and the Corporate Report is attached as Appendix C and resolved that Metro respond to the questions shown in the motion below so Council could provide informed comment.

This update report discusses Metro’s October 30, 2023 letter in response (Appendix D).

## **PREVIOUS COUNCIL DIRECTION**

<b>Motion # &amp; Meeting Date</b>	<b>Motion Details</b>
2023-382 October 16, 2023	<p>THAT Council receive the corporate report dated October 16, 2023, from the Director of Engineering and Municipal Operations, titled “Andion Biogas Project” for consideration; and request that:</p> <ol style="list-style-type: none"> <li>1. Metro Vancouver thoroughly investigate and advise the City of the potential for odours from the proposed Andion biogas facility being carried by prevailing winds to White Rock and negatively affecting quality of life of White Rock residents and,</li> <li>2. Metro Vancouver thoroughly investigate and advise the City of the potential for gases emitted or wastewater effluents or discharge from the proposed Andion biogas facility being carried by prevailing winds to White Rock and negatively affecting the health of White Rock residents and,</li> <li>3. Metro Vancouver advise what regulatory tools it has available should design deficiencies, production challenges or poor feedstock management result in emissions of malodorous or unhealthy gases or wastewater effluents or discharge and,</li> <li>4. Council provide comment to Metro Vancouver after Metro Vancouver responds in detail to the concerns about potential odours, unhealthy gases or wastewater effluents or discharge potentially affecting White Rock residents as noted above.</li> </ol>

## **INTRODUCTION/BACKGROUND**

Andion requested authorization from Metro to discharge air contaminants from a commercial scale food waste and organic feed stocks to renewable natural gas facility located on the eastern edge of the Semiahmoo First Nation (SFN) reserve adjacent to Highway 99. This is beyond White Rock boundaries and jurisdiction, although emissions could potentially affect surrounding communities including White Rock.

Council requested that Metro respond to the motion noted above and Metro responded in detail on October 20, 2023 (Appendix D). Metro advises that its staff have years of experience running and interpreting the results of air quality dispersion models. Its experts projected some occurrence of odours beyond the immediate vicinity of the biofuel facility; however, none of these projections showed odours travelling as far as White Rock.

Metro’s detailed report from its experts may provide some comfort to concerned White Rock residents; however, the positive prognosis for White Rock is based upon the emissions occurring as outlined in the permit application.

If Metro approves the permit application, it will be approved by Metro’s District Director. The District Director refers to a position appointed by the MVRD Board as per their delegated authority from the province to manage and regulate air quality in the region – it is understood that this would be a technically based decision and not considered by the Metro Board.

In response to the question about regulatory tools at its disposal, Metro responded in its October 30, 2023, letter that:

*“Should a facility be in compliance with its permit but design deficiencies, production challenges or poor feedstock management result in unacceptable air quality impacts, and it becomes necessary for the protection of the environment, the District Director can amend the permit to delete, change or impose any procedure or requirement that could have been imposed when the permit was first issued.”*

The proposed facility does provide environmental benefits through the harvesting of biogas and fertilizer from green waste rather than disposal of this waste in a landfill. Composting options are also available for green waste, but they have similar odour concerns. The projected data and the good intentions of the applicants all point to a successful facility; however, this is not guaranteed. Mitigative action by Metro’s District Director may address possible emissions problems and ensure that the facility operates successfully like many similar biofuel plants across Canada.

### **COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

The proposed biogas facility is beyond City boundaries and jurisdiction and located on Semiahmoo First Nation land. Council feedback to Metro is planned to be by resolution in a public meeting. As a governmental body with jurisdiction, Metro has its own consultation processes.

### **CLIMATE CHANGE IMPLICATIONS**

Biogas facilities are known to have environmental benefits through the production of RNG, reduction in greenhouse gases, and recovery of fertilizer and other resources.

### **OPTIONS / RISKS / ALTERNATIVES**

White Rock does not hold authority over the air quality in the Metro Vancouver area or its adjacent SFN neighbor. As a result, Council's primary role is to provide comments as requested by Metro Vancouver.

Council can provide further comments or considerations beyond the recommendations in this report.

### **CONCLUSION**

Andion is partnering with SFN to develop a biogas project on the eastern part of SFN land. Andion applied to Metro for a permit related to projected airborne discharges. Although Metro experts’ investigation shows no impact to White Rock, many White Rock residents are concerned about the location and potential emissions travelling through the SFN lands and into White Rock, which have been and continue to be expressed to Council.

It is recommended that Metro consider White Rock resident concerns and if it approves the

permit, it closely monitors any facility construction and operation to ensure that all emissions are within the parameters set forth in the permit application.

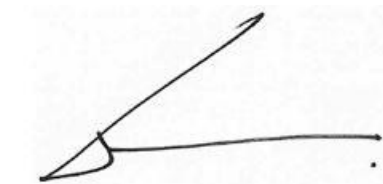
Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jim Gordon', written over a light blue rectangular background.

Jim Gordon, P.Eng.,  
Director of Engineering and Municipal Operations

### **Comments from the Chief Administrative Officer**

It is essential to note that the decision-making power in this situation does not rest with Metro Vancouver Board or with White Rock City Council, and this project falls outside the City's jurisdiction because it is on First Nations Land. While both Metro Vancouver Board and Council primarily focus on policy endorsement, the authority to approve the permit lies with Metro Vancouver's appointed District Director. In fulfilling this role, the District Director must maintain neutrality, objectivity, and independence.

A handwritten signature in black ink, appearing to read 'Guillermo Ferrero', written over a light blue rectangular background.

Guillermo Ferrero  
Chief Administrative Officer

- Appendix A: Air Quality Environmental Protection Notice – Semiahmoo RNG GP Corp – 1202
- Appendix B: Letter dated August 31, 2023, from Metro Vancouver to the City of White Rock Requesting Comments – Semiahmoo RNG GP Corp -1202
- Appendix C: Corporate Report to Council dated October 16, 2023, Re Andion Biogas Project
- Appendix D: Response Letter dated October 30, 2023, from Metro Vancouver to White Rock Council.

ENVIRONMENTAL PROTECTION NOTICE

**TAKE NOTICE THAT** Semiahmoo RNG GP Corp. of Suite 2500 Park Place, 666 Burrard Street, Vancouver, BC V6C 2X8 applies to the Metro Vancouver Regional District (“Metro Vancouver”) pursuant to the *Greater Vancouver Regional District Air Quality Management Bylaw 1082, 2008* for a Permit.

1. The purpose of this application is to request authorization to discharge air contaminants from a commercial scale food waste and organic feed stocks to renewable natural gas facility located at 16535 & 16565 Beach Road, Semiahmoo First Nation (Surrey), BC V3S 9R6.

Semiahmoo RNG GP Corp. (“Andion”) is an organic material resource recovery facility, comprised of 1) an anaerobic digestion plant for the treatment of packaged and post-consumer food waste, fat, oil, grease and other organic feed stock and; 2) a biogas cleaning and upgrading facility to produce renewable natural gas and components for a soil amendment. To mitigate odour the facility will operate under negative pressure and will treat odorous air with a multi-stage biofiltration and wet scrubbing system.

Website for more information: <https://www.andionglobal.com/public-notification-of-permit-application-semiahmoo-rng/>

2. The legal description of the land or premises where the plant, operation or source and treatment works are or will be located is Lot 74, Semiahmoo Indian Reserve, New Westminster District, BC.
3. A summary of the emission characteristics for the entire facility is as follows:
- a. Combustion processes: Primary fuel – Natural Gas; Secondary fuel – N/A;
  - b. Maximum Opacity: 5 Percent;
  - c. Maximum total number of sources: 5
  - d. Maximum duration of discharge of air contaminants: 8760 hours/year
  - e. Authorization term requested: 20 years
4. The mass of material to be discharged, emitted or stored (per specific time period) is as follows:

Total Emissions from All Sources Based on Requested Limits and or Estimates\*

Contaminant	Emissions (tonnes/year)*
Nitrogen Oxides (NO <sub>x</sub> )	2.79
Sulphur Dioxide (SO <sub>2</sub> )	0.523
Volatile Organic Compounds (VOC)	0.78
Ammonia (NH <sub>3</sub> )	0.410
Methane (CH <sub>4</sub> )	35.80
Hydrogen Sulphide (H <sub>2</sub> S)	0.108
Total	40.41

\*Detailed methods for calculating emissions are contained in the full application document.

This Notice is published pursuant to the *Environmental Management Act*, the *Public Notification Regulation*, and the *Greater Vancouver Regional District Air Quality Management Bylaw 1082, 2008*. A person who may be adversely affected by the granting or amending of the permit described in this notice may, within 30 days of its publication, notify Metro Vancouver’s District Director in writing stating how that person is affected. When making a decision on the permit or approval application, the District Director will consider the application, comments submitted and any responses provided by the applicant. Information collected during the comment period and the time following until a decision on the permit application has been made is collected under the authority of the ***Freedom of Information and Protection of Privacy Act***. Your personal information and comment will be forwarded to the permit applicant for response to the District Director. By submitting a public comment, you consent to such disclosure.

**Please note that submissions in response to this notice may be made available to the public as part of the public record, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.**

Metro Vancouver  
Attention: District Director  
4515 Central Boulevard, Burnaby BC V5H 0C6

Phone: (604) 432-6200  
Email: [AndionComments@metrovancover.org](mailto:AndionComments@metrovancover.org)



August 31, 2023

File: AQ-10-01-1202

City of White Rock  
15322 Buena Vista Avenue  
White Rock, BC V4B 1Y6  
**VIA EMAIL:** [aberry@whiterockcity.ca](mailto:aberry@whiterockcity.ca)

Attention: Anne Berry, Director, Planning & Development Services

**Re: Application for a Permit under the Greater Vancouver Regional District Air Quality Management  
Bylaw 1082, 2008**

Dear Anne Berry:

Enclosed is a copy of an Environmental Protection Notice (EPN) for a Permit under the *Greater Vancouver Regional District Air Quality Management Bylaw 1082, 2008* from Semiahmoo RNG GP Corp.

Kindly review the attached EPN and provide your comments to the Metro Vancouver, Environmental Regulation and Enforcement Division at the email address below or by email to [AndionComments@metrovancover.org](mailto:AndionComments@metrovancover.org) by September 30, 2023.

If you require further information regarding this application, please contact Trevor Scofield at 604-451-6518 or by email at [Trevor.Scofield@metrovancover.org](mailto:Trevor.Scofield@metrovancover.org).

Thank you for taking time to review this notice.

Sincerely,



Rachel Ebbett  
Assistant Officer  
Environmental Regulation and Enforcement Division

RE/KEP/re

- Attachments: (1) Semiahmoo RNG GP Corp. Environmental Protection Notice  
(2) Metro Vancouver air quality permit application comment form

59990649

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
CORPORATE REPORT



**DATE:** October 16, 2023

**TO:** Mayor and Council

**FROM:** Jim Gordon, P.Eng., Director, Engineering & Municipal Operations

**SUBJECT:** Andion Biogas Project

---

**RECOMMENDATIONS**

THAT Council receive the corporate report dated October 16, 2023, from the Director of Engineering and Municipal Operations, titled "Andion Biogas Project" for consideration; and request that:

1. Metro Vancouver thoroughly investigate and advise the City of the potential for odours from the proposed Andion biogas facility being carried by prevailing winds to White Rock and negatively affecting quality of life of White Rock residents and,
  2. Metro Vancouver thoroughly investigate and advise the City of the potential for gases emitted or wastewater effluents or discharge from the proposed Andion biogas facility being carried by prevailing winds to White Rock and negatively affecting the health of White Rock residents and,
  3. Metro Vancouver advise what regulatory tools it has available should design deficiencies, production challenges or poor feedstock management result in emissions of malodorous or unhealthy gases or wastewater effluents or discharge and,
  4. Council provide comment to Metro Vancouver after Metro Vancouver responds in detail to the concerns about potential odours, unhealthy gases or wastewater effluents or discharge potentially affecting White Rock residents as noted above.
- 

**EXECUTIVE SUMMARY**

Under the *Environmental Management Act*, Metro Vancouver (Metro) has been delegated authority from the Province to manage air quality within its boundaries. It administers laws that regulate emissions from industrial, commercial and industrial sources, through permits, compliance promotion and enforcement. A key role is establishing ambient air quality criteria that may be different but no less stringent (or more stringent) than requirements established by the province.

Semiahmoo RNG GP Corp. (Andion) applied to Metro for a permit pursuant to the *Greater Vancouver Regional District Air Quality Management Bylaw 1082, 2008*. This permit application is for its proposed biogas facility that will be located at 16535 & 16565 Beach Road, Semiahmoo First Nation. The site is adjacent to Highway 99 and south of the City of Surrey and

beyond White Rock boundaries and jurisdiction, although prevailing winds could potentially carry odours or unhealthy gases westward to the City or from wastewater effluents or discharge.

Metro asked for White Rock comments on the permit application (Appendix A). Given that White Rock does not have technical experts on staff in air quality matters, this report is a simple overview of the proposed project and proposes a response to Metro.

## **INTRODUCTION/BACKGROUND**

Organic waste typically used in biogas facilities includes manure, food waste, and green waste. Early treatments included simple land application, disposal in moving water, and drying and burning. More recently, co-mingling with garbage and landfill disposal was common for food waste and green waste. Currently, separated food waste or green waste is usually composted or digested anaerobically while a significant amount of manure is spread on farmland.

### **Composting**

Composting is an aerobic process whereby green waste decomposes to form useful materials for soil amendment. Well-designed composting facilities blow air through the feedstock, regularly turn the feedstock, and have means to contain and manage odours. Composting failures occur when the feedstock is not properly aerated and turns anaerobic.

Examples of composting failures that cause significant community odour concern have occurred with mishandled farm composts and in some cases commercial facilities located close to residential areas.

### **Anerobic Digestion**

Anaerobic digestion is used in secondary sewage treatment and in biogas facilities. Key to the success of these facilities is the containment and scrubbing of off gases. Useful byproducts include renewable natural gas (RNG), fertilizer and biosolids that can be composted and used as a soil amendment.

There are biogas facilities on farms in the Fraser Valley and Delta as well as a facility in Port Kells, North Surrey. Facilities are located in an industrial park in Lethbridge and in various locations in Ontario. Some of these facilities had significant air quality issues in their initial stages but seem to have modified their processes to the point where complaints are relatively low. An example is a biogas plant in Elmira Ontario that is presently in the process of applying to double capacity.

Odour and gas emission or potential wastewater effluents or discharge problems can occur in biogas facilities due to poor design, poor production methods or mismanagement of feedstocks. It appears as if these do get rectified over time at most facilities but have caused considerable early concern in communities adjacent to biogas plants.

## **ANDION PROPOSAL**

Andion requested authorization from Metro to discharge air contaminants from a commercial scale food waste and organic feed stocks to renewable natural gas facility located on the eastern edge of the Semiahmoo First Nation (SFN) reserve adjacent to Highway 99 (Appendix B). This is beyond White Rock boundaries and jurisdiction, although emissions could potentially affect surrounding communities including White Rock residents. Attached as Exhibit C is an update from Metro to the City of White Rock on the status of the Semiahmoo RNG GP Corp. permit application and process dated October 12, 2023.

The proponent states that this is an organic material resource recovery facility, comprised of;

1. an anaerobic digestion plant for the treatment of packaged and post-consumer food waste, fat, oil, grease and other organic feed stock and;
2. a biogas cleaning and upgrading facility to produce renewable natural gas and components for soil amendment.

To mitigate odour, it is proposed that the facility will operate under negative pressure and will treat odorous air with a multi-stage biofiltration and wet scrubbing system.

### **Benefits/Concerns for White Rock**

Biogas facilities provide environmental benefits as they produce RNG, reduce greenhouse gases, and provide fertilizer and other resource recoveries. The Andion plant could possibly take White Rock green waste, thereby reducing the current trucking of this waste to a composting facility in Delta near Boundary Bay Airport. The plant also provides an opportunity for Council to support its SFN neighbour in economic development.

The primary concerns for White Rock would be potential odours and health effects from the discharged gases listed in the permit application (Appendix B) or from wastewater effluents. Staff do not have the air quality expertise to evaluate whether these are legitimate concerns. These concerns need to be thoroughly addressed by Metro with a response to the City before Council can provide informed comment on the application.

### **Next Steps**

Staff corresponded with Metro about the permit application and are assured that Metro will await Council comments before taking the next steps in reviewing the application. Metro permit review steps are outlined in Appendix C.

## **COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

The proposed biogas facility is beyond City boundaries and jurisdiction and located on Semiahmoo First Nation land. Council feedback to Metro is planned to be by resolution in a public meeting. As a governmental body with jurisdiction, Metro has its own consultation processes (Appendix D).

## **CLIMATE CHANGE IMPLICATIONS**

Biogas facilities are known to have environmental benefits through the production of RNG, reduction in greenhouse gases, and recovery of fertilizer and other resources.

## **OPTIONS / RISKS / ALTERNATIVES**

Council could decide not to respond to Metro's request for comments; however, this is an important issue potentially affecting the community, so informed feedback to Metro as it considers the permit is warranted.

## **CONCLUSION**

Andion requested authorization from Metro Vancouver to discharge air contaminants from a commercial scale food waste and organic feed stocks to renewable natural gas facility located on the eastern edge of the Semiahmoo First Nation (SFN) reserve adjacent to Highway 99. Although this proposed facility is beyond City boundaries and jurisdiction and located on Semiahmoo First Nation land, prevailing winds or wastewater effluents could potentially carry odours or unhealthy gases westward to the City.

It is requested that Metro respond in detail to concerns about potential odours and unhealthy gases potentially affecting White Rock residents so Council can provide Metro with informed comment about the project.


Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jim Gordon', written over a light blue grid background.

Jim Gordon, P.Eng.,  
Director of Engineering and Municipal Operations

**Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.

A handwritten signature in black ink, appearing to read 'Guillermo Ferrero', written over a light blue grid background.

Guillermo Ferrero  
Chief Administrative Officer

- Appendix A: Letter from Metro Vancouver to City of White Rock dated August 31, 2023 with attached Environmental Protection Notice and Seeking Feedback from the City
- Appendix B: Metro Vancouver Environmental Protection Notice
- Appendix C: Metro Vancouver Response dated October 12, 2023 to City of White Rock Semiahmoo RNG GP Corp. Application Update and Process
- Appendix D: Metro Vancouver Environmental Regulation & Enforcement Division Air Quality Permit Application Comment Form

October 30, 2023

File: AQ-10-01-1202

Tracey Arthur, Director of Corporate Administration  
City of White Rock  
15322 Buena Vista Avenue  
White Rock, B.C. V4B 1Y6  
**VIA EMAIL:** [ClerksOffice@whiterockcity.ca](mailto:ClerksOffice@whiterockcity.ca)

Dear Tracey Arthur:

**Responses to requests regarding 2023-08-31 Air Quality Permit Application from Semiahmoo RNG  
GP Corp-1202**

Thank you for your letter dated October 18, 2023 in which the City of White Council had three requests for information related to an application by Semiahmoo RNG GP Corp. for an air quality permit under the *Greater Vancouver Regional District Air Quality Management Bylaw 1082, 2008* (the Bylaw) for a proposed organics processing and renewable natural gas facility on Semiahmoo First Nations land. This letter provides responses to those three requests, which were:

1. *Metro Vancouver thoroughly investigate and advise the City of the potential for odours from the proposed Andion biogas facility being carried by prevailing winds to White Rock and negatively affecting quality of life of White Rock residents and,*
2. *Metro Vancouver thoroughly investigate and advise the City of the potential for gases emitted or wastewater effluents or discharge from the proposed Andion biogas facility being carried by prevailing winds to White Rock and negatively affecting the health of White Rock residents and,*
3. *Metro Vancouver advise what regulatory tools it has available should design deficiencies, production challenges or poor feedstock management result in emissions of malodorous or unhealthy gases or wastewater effluents or discharge.*

**1. The potential for odours to negatively affect quality of life of White Rock residents**

Refined dispersion modelling for the proposed facility was submitted with the Semiahmoo RNG GP Corp. air permit application and included predictions of odour impacts in the surrounding community. The full dispersion modelling report is available [here](#) at the Canadian Impact Assessment Registry page for the project (bottom, under 'Key Documents'). The executive summary of the report as well as figures and tables referenced below are attached for convenience. Metro Vancouver staff with years of experience running and interpreting the results of dispersion models, reviewed and approved the dispersion model plan that was used as the basis for the

63295274

report, in accordance with Metro Vancouver's requirements. Metro Vancouver staff also reviewed and commented on draft and final reports.

Odour was predicted for two averaging periods (4 and 10 minutes) and compared to criteria from three jurisdictions (see Table 5-2). None of the predicted odour concentrations extend into the City of White Rock (see Figures 5.18 to 5.21). Exceedances of odour criteria were predicted at the Hills at Portal Golf Club, Peace Arch Duty Free and less frequently at Peace Arch Provincial Park. These exceedances were predicted mostly in the fall/winter and at night when people are less likely to be outside. The potential for nuisance odour was predicted at some residences in South Surrey east of 164<sup>th</sup> St and west of 174<sup>th</sup> St (see Figure 5.22).

## **2. The potential for gases or wastewater to negatively affect the health of White Rock residents**

The air contaminants listed in the Environmental Protection Notice (available [here](#)) with the potential to affect human health or cause odour were also modelled. These included nitrogen dioxide, sulphur dioxide, ammonia, hydrogen sulphide, and various volatile organic compounds. No exceedances of Metro Vancouver's ambient objectives or criteria from other jurisdictions were predicted at sensitive receptors such as residences, businesses, schools, senior facilities, and health care facilities (see Table 6-1).

Metro Vancouver staff are not health experts and we rely on the expertise of the health authorities, who we ask to comment on all applications for new air quality permits. The Fraser Health Authority was asked to review and comment on the Semiahmoo RNG GP Corp. application and dispersion modelling report. Fraser Health's review was limited to potential air quality and health impacts and did not include review of potential impacts of wastewater discharge to the environment or health (see attached letter). They commented that air quality objectives/criteria are not predicted to be exceeded at sensitive receptor sites although hydrogen sulphide concentrations are predicted to approach or meet criterion values approximately 5 times per year at the property fence line and/or at a particular area of the golf course (hole 2). They also summarized the predicted odour concentrations and stated that there are likely no significant health hazards, but odour may be a nuisance. They suggested that Metro Vancouver review the results of air quality sampling that has been proposed by the facility once in operation to ensure that emission concentrations are not substantially different from those in the dispersion model, particularly for H<sub>2</sub>S, and if they are, that additional mitigation measures be considered and implemented.

With respect to wastewater effluents or discharge, the applicant intends to discharge wastewater to sewer and they have applied for a Greater Vancouver Sewerage & Drainage District liquid waste permit. Therefore, there are no expected impacts to White Rock residents.

## **3. Regulatory tools available to Metro Vancouver**

The Bylaw authorizes the District Director to issue a permit to allow the discharge of an air contaminant subject to requirements they consider advisable for the protection of the environment, such as:

- limits and restrictions on the quantity and frequency of air contaminant emissions;
- addition, alteration, removal, or improvement to control works;



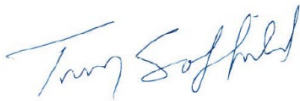
- submission and adherence to odour management and complaint response plans;
- sampling and monitoring of air contaminants; and
- conducting studies, keeping records, and reporting information.

Metro Vancouver Officers conduct inspections of permitted facilities to assess compliance with the permit and the Bylaw. Should contraventions be noted, we may take enforcement action against the permit holder. Our enforcement tools include [Notice of Bylaw Violation](#), [Municipal Ticket Information](#) and long-form prosecution.

Should a facility be in compliance with its permit but design deficiencies, production challenges or poor feedstock management result in unacceptable air quality impacts, and it becomes necessary for the protection of the environment, the District Director can amend the permit to delete, change or impose any procedure or requirement that could have been imposed when the permit was first issued.

I hope these responses adequately address your inquiries. If you have any questions or would like to arrange a meeting with our technical team to provide a more detailed explanation of the dispersion modelling report, please contact me by phone at 604-451-6518 or by email at [trevor.scofield@metrovancouver.org](mailto:trevor.scofield@metrovancouver.org).

Sincerely,



Trevor Scofield  
Permitting Specialist, Environmental Regulation and Enforcement Division

TRS/KEP/trs

cc: Jim Gordon, P. Eng., Director of Engineering and Municipal Operations, City of White Rock (via email: [JGordon@whiterockcity.ca](mailto:JGordon@whiterockcity.ca))

Atts:

1. Excerpts from "Semiahmoo Renewable Natural Gas Facility Air Quality Dispersion Modelling Rev. 1" (Tetra Tech, June 5, 2023) – Executive Summary, Table 5-2, Figures 5.18 to 5.22, and Table 6-1.
2. Fraser Health document "Re: Scope of Fraser Health Healthy Environments Program review of Metro Vancouver air quality permit applications" (Fraser Health Authority, October 30, 2023).
3. Fraser Health's comments on the Semiahmoo RNG GP Corp. Environmental Protection Notice and air dispersion modelling report, received October 11, 2023.

## EXECUTIVE SUMMARY

Andion North America Ltd. (Andion), in partnership with Semiahmoo First Nation, is proposing to develop, build, own and operate a commercial scale organic waste-to-renewable natural gas facility to be located on vacant and undeveloped lands on the Semiahmoo First Nation reserve in Surrey, British Columbia, approximately 1 km north of the Peace Arch border crossing. The proposed anaerobic digestion facility will accept and process discarded food waste and organic material for the purpose of diverting organic waste generated from landfill, producing biomethane (biogas) which will be upgraded to natural gas at the Project site and sold to FortisBC. The organic materials resource recovery process and upgrading of the biogas results in the discharge of various air contaminants including odorous compounds requiring an application for a Metro Vancouver Air Permit. This report describes the air dispersion modelling assessment which is a requirement of the air permit application process. Modelling of the emission rates described in the air permit application was conducted with CALPUFF.

Of the contaminants Andion has identified in its air permit application, predicted concentrations are above relevant assessment criteria at sensitive receptor locations for odour emitted from the biofilter. Exceedance of relevant odour criteria at identified sensitive receptors includes the Hills at Portal Golf Club (with peak impacts near Highway 99 adjacent to the proposed facility), and Peace Arch Duty Free (located 270 m south of the biofilter), and less frequently at Peace Arch Provincial Park (located 500 m south of the biofilter) and adjacent to portions of the Peace Arch border crossing on the Canadian side.

Nuisance odour is related to the type of odour and frequency and time of occurrence. While 1 Odour Unit (OU) represents an empirically derived value representative of odour detection for half the population in a laboratory setting, if existing background odour is present (i.e., background odour exceeding 1 OU), it is likely that odour originating from the biofilter at a concentration of 1 OU would not even be detectable outside the property lines. For this reason, the 5 OU and 10 OU thresholds were chosen since it would be more consistent with odour detection, and their frequency and timing of occurrence would be a more appropriate metric for assessing community impacts. Furthermore, odour nuisance is an olfactory perception which interferes with the enjoyment of outdoor activity or could ingress into a residence or business through an open window or door. Therefore, the seasonality and diurnal pattern of odour exceedance occurrence is another important consideration.

Of the identified receptors, an exceedance of 5 OU (more than once per year) is predicted to occur at the Hills at Portal Golf Club, Peace Arch Duty Free (and adjacent Highway 99) and Peace Arch Park (seven predicted occurrences per year), and an exceedance of 10 OU could occur only along the portion of the golf course nearest to Highway 99, adjacent to the proposed Project site. There are no predicted exceedances of 10 OU at any residence.

In addition to the predictions above, the majority of odour exceedances occur during fall and winter when people are much less likely to be outside golfing, frequenting Peace Arch Provincial Park, queuing at the border or have their residential windows open. In particular, less than 20% of the predicted exceedances at Peace Arch Park occur during the spring and summer. Similarly, the majority of predicted exceedances at the identified sensitive receptors also occurs during the nighttime.

**Table 5-2: Air Quality Assessment Criteria – Air Contaminants**

Contaminant	Averaging Period	Metro Vancouver Objective	Other Jurisdiction Criteria	
NO <sub>2</sub>	1-hour	113 µg/m <sup>3</sup> <sup>a</sup>	113 µg/m <sup>3</sup> <sup>a</sup> 79 µg/m <sup>3</sup> <sup>a</sup>	2020 CAAQS 2025 CAAQS
	Annual	32 µg/m <sup>3</sup> <sup>b</sup>	32 µg/m <sup>3</sup> <sup>b</sup> 22.5 µg/m <sup>3</sup> <sup>b</sup>	2020 CAAQS 2025 CAAQS
SO <sub>2</sub>	1-hour	183 µg/m <sup>3</sup>	183 µg/m <sup>3</sup> <sup>c</sup> 170 µg/m <sup>3</sup> <sup>c</sup>	2020 CAAQS 2025 CAAQS
	Annual	13 µg/m <sup>3</sup> <sup>b</sup>	13 µg/m <sup>3</sup> <sup>b</sup> 10.5 µg/m <sup>3</sup> <sup>b</sup>	2020 CAAQS 2025 CAAQS
NH <sub>3</sub>	1-Hour	-	1,400 µg/m <sup>3</sup>	Alberta (Odour Basis)
			180 µg/m <sup>3</sup>	TCEQ <sup>i</sup> (Health Basis)
	24-hour	-	100 µg/m <sup>3</sup> <sup>d,e</sup>	Ontario POI <sup>k</sup>
	Annual	-	92 µg/m <sup>3</sup>	TCEQ <sup>i</sup> (Health Basis)
H <sub>2</sub> S	10-minute	-	13 µg/m <sup>3</sup> <sup>d,e</sup>	Ontario POI (Odour Basis) <sup>k</sup>
	1-hour (Acceptable)	14 µg/m <sup>3</sup> (as TRS)	14 µg/m <sup>3</sup>	Alberta (Odour Perception) <sup>l</sup>
	1-hour (Desirable)	7 µg/m <sup>3</sup> (as TRS)	-	-
	24-hour	-	4 µg/m <sup>3</sup>	Alberta (Health) <sup>l</sup>
VOCs	See Table 5-4 and Table 5-5			
Odour	4 minutes	-	1 OU <sup>f</sup> 5 OU <sup>g</sup>	Quebec (Guideline for Composting and biogas activities) <sup>m</sup>
	4 minutes	-	5 OU <sup>f</sup> 10 OU <sup>h</sup>	Boucherville, QC (bylaw, all facilities)
	10 minutes	-	1 OU <sup>i</sup>	Ontario
		3 OU	-	Regulatory Approach

Except where noted, Metro Vancouver objectives are "not to be exceeded".

a. Achievement based on annual 98th percentile of the daily 1-hour maximum, averaged over three consecutive years.

b. Achievement based on annual average of 1-hour concentrations over one year.

c. Achievement based on annual 99th percentile of daily 1-hour maximum, averaged over three consecutive years.

d. Ontario Point-of-Impingement (POI) Standards are an assessment of facility emissions at off-property locations exclusive of cumulative background.

e. For 24-hour averaging periods, Ontario allows for removal of the highest predicted concentration per modelled year. For shorter averaging periods, such as 1-hour (10-min) concentrations, Ontario allows for removal of 8 highest predictions per modelled year.

f. Based on 98th percentile maximum at nearest sensitive receptor.

g. Based on 99.5th percentile maximum at nearest sensitive receptor.

h. Based on 100th percentile maximum at nearest sensitive receptor.

i. Based on 99.5<sup>th</sup> percentile maximum at sensitive receptors.

j. Texas Commission on Environmental Quality Toxicity Factor Database (TCEQ 2023).

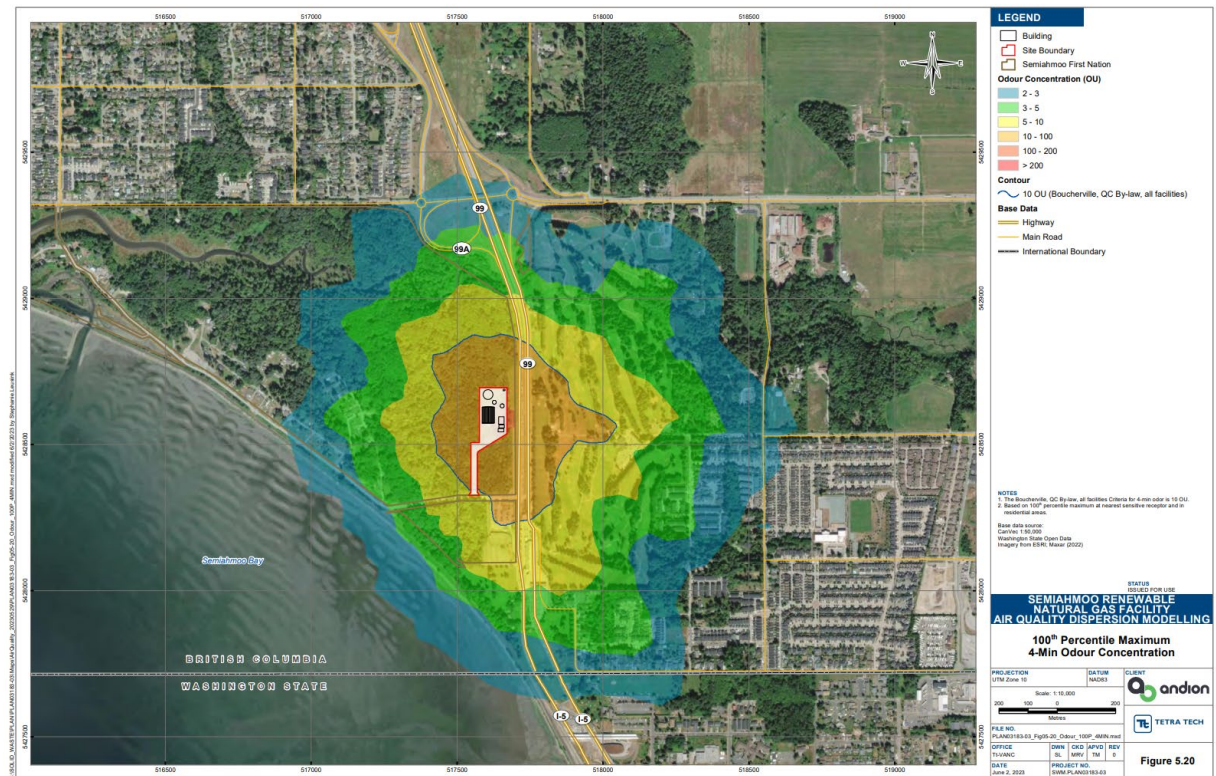
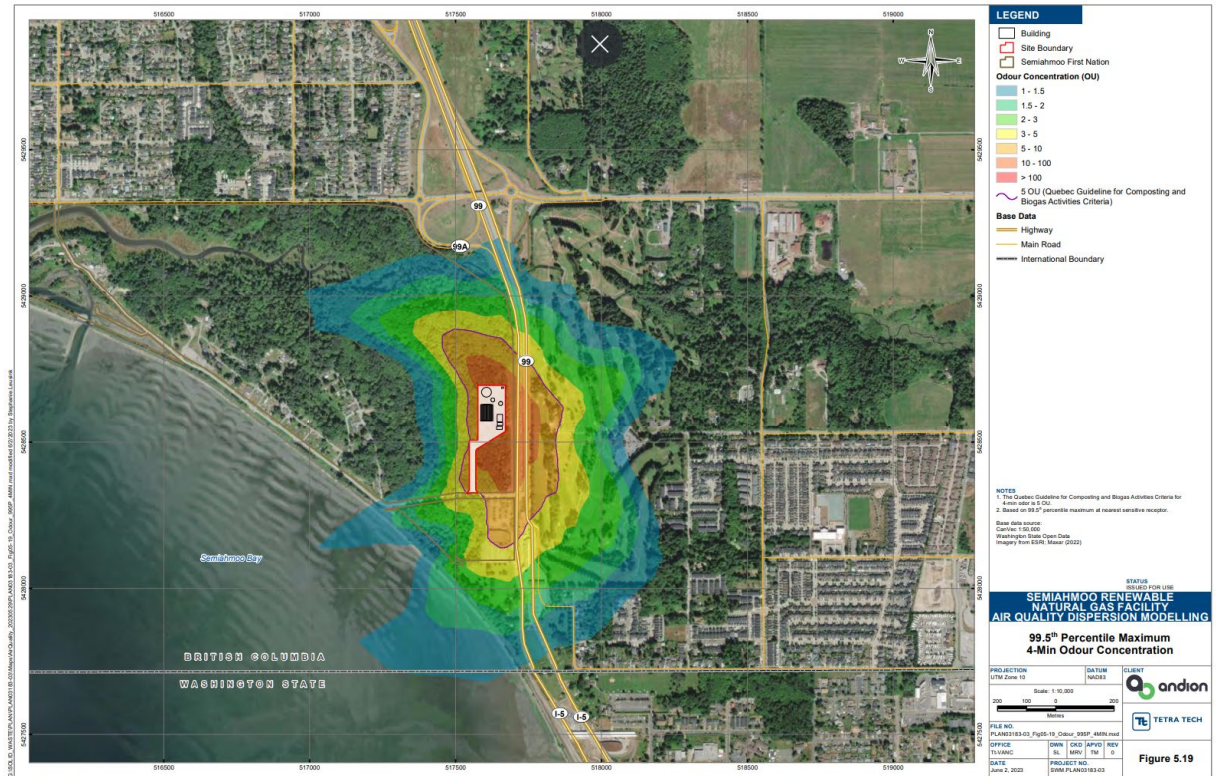
k. Ontario Regulation 419/05. Air Pollution – Local Air Quality (MECP 2022).

l. Alberta Ambient Air Quality Objectives (AEP 2019).

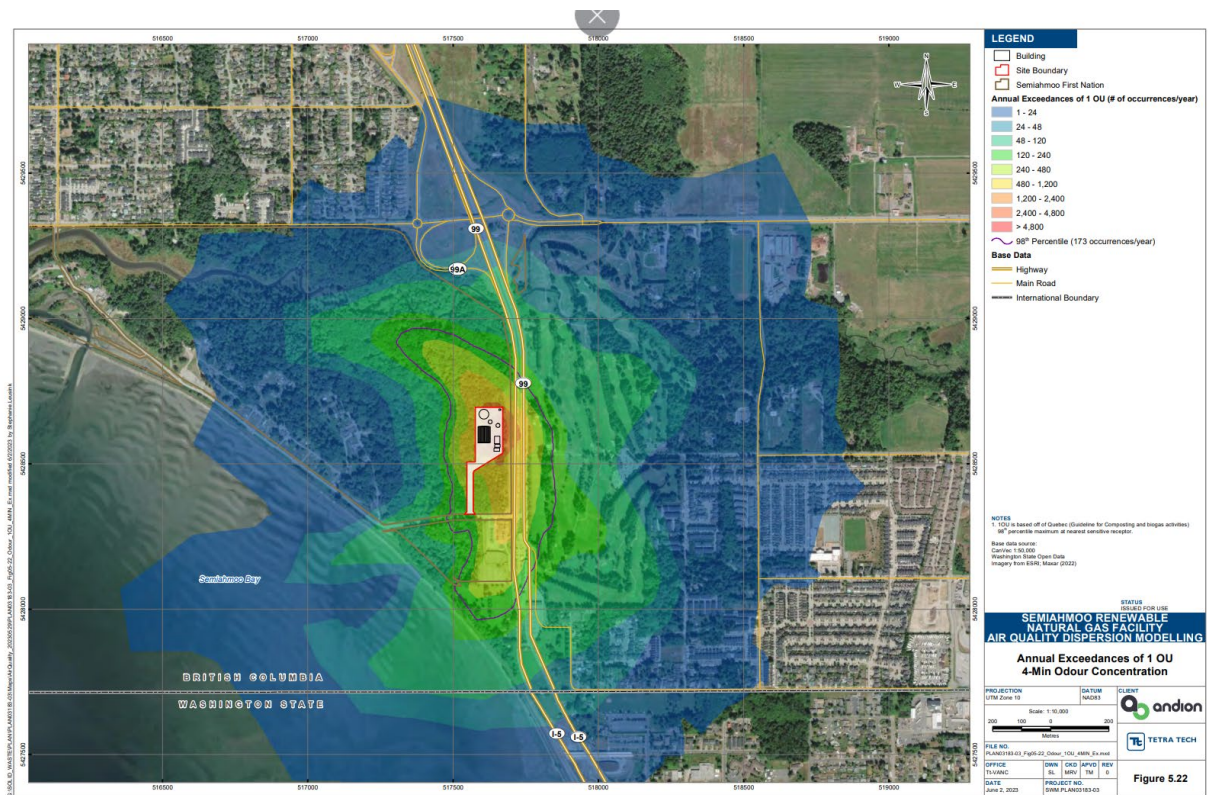
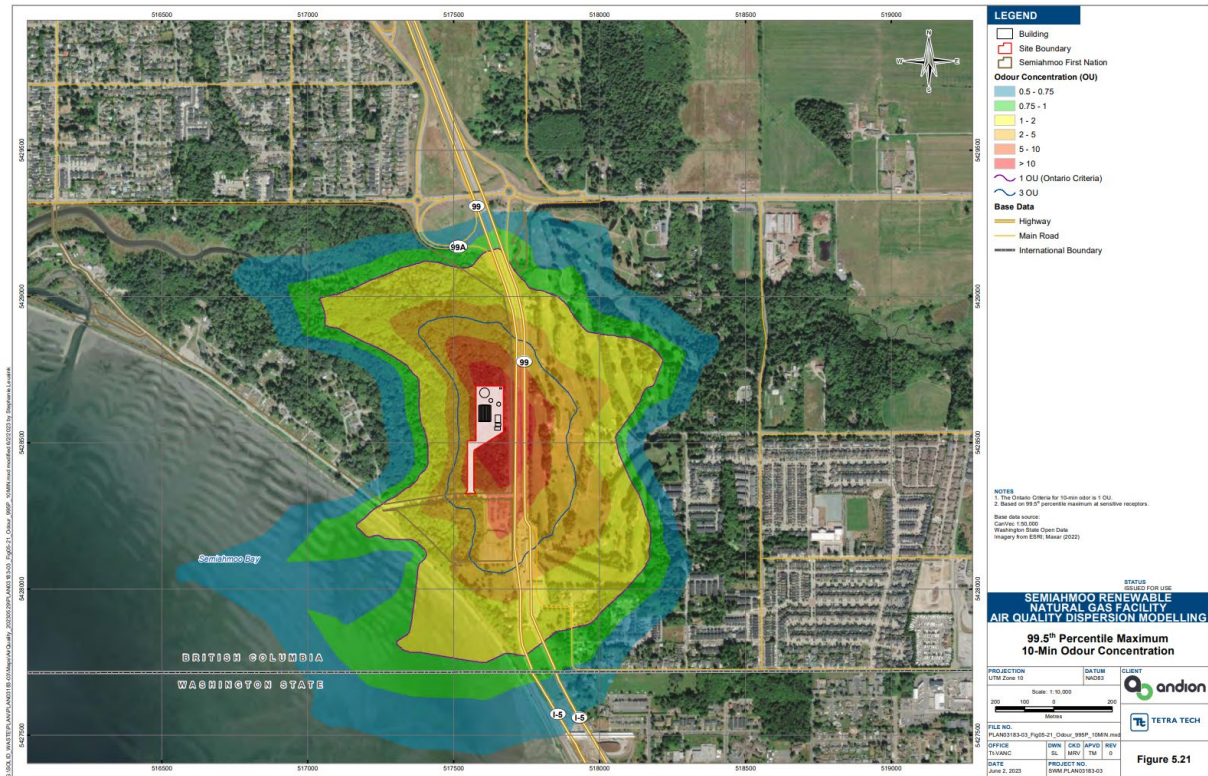
m. MELCC 2022.











**Table 6-1: Summary of Predicted Contaminant Concentrations Against Air Quality Criteria**

Contaminant	Averaging Period	Criteria	Jurisdiction	Prediction at Criteria Metric (µg/m³)			
				Exclusive Background		Inclusive Background	
				Fenceline	Most Impacted Receptor	Fenceline	Most Impacted Receptor
NO <sub>2</sub>	1-Hour	113 µg/m³	Metro Vancouver	88.7	41.3	157.7	110.3
		79 µg/m³	2025 CAAQS				
	Annual	32 µg/m³	2020 CAAQS	20.5	2.3	37.8	19.6
		22.5 µg/m³	2025 CAAQS				
SO <sub>2</sub>	1-Hour	183 µg/m³	Metro Vancouver	51.6	10.1	65.7	24.2
			2020 CAAQS	41.2	6.8	55.3	20.9
		170 µg/m³	2025 CAAQS				
	Annual	13 µg/m³	2020 CAAQS	1.8	0.3	2.5	1.0
10.5 µg/m³		2025 CAAQS					
NH <sub>3</sub>	1-Hour	180 µg/m³	Alberta	30.4	8.4	-	-
	24-Hour	100 µg/m³	Ontario POI	4.3	0.7	-	-
	Annual	92 µg/m³	TCEQ ESL	1.2	0.1	-	-
H <sub>2</sub> S	10-Minute	13 µg/m³	Ontario POI	44.9	11.9	-	-
	24-Hour	4 µg/m³	Alberta	8.0	1.4	-	-
TRS	1-Hour	14 µg/m³	Metro Vancouver (Acceptable)	51.2	14.0	-	-
		7 µg/m³	Metro Vancouver (Desirable)				





Health Protection Services  
300 - 205 Newport Dr  
Port Moody, B.C. V3H 5C9  
604-949-7701

October 30, 2023

**Re: Scope of Fraser Health Healthy Environments Program review of Metro Vancouver air quality permit applications**

Fraser Health reviews Metro Vancouver Air Quality Permit Applications to provide comment on potential concerns to human health. As part of this work, we review all application materials, including any dispersion model reports that have been developed for the applicant's submission. When reviewing dispersion models, we primarily focus on whether relevant reference values for potential health-related exposures, including air quality and odour, are expected to be approached or exceeded, particularly at locations where sensitive receptors have been identified.

Fraser Health provides recommendations to Metro Vancouver whenever exceedances are expected to occur, or when any other concerns are identified. Generally, these recommendations vary from suggesting that Metro Vancouver clarify details of the facility's operation and mitigation measures proposed, work with the applicant to consider additional mitigation measures, and develop communication plans to document and respond to complaints. Fraser Health does not validate dispersion models, including methodology or data included in the application, or conduct an independent assessment of additional health effects not captured in the application.

Health Protection Services  
Fraser Health

fraserhealth.ca   





**Environmental Regulation & Enforcement Division  
Air Quality Permit Application Comment Form**

Attn: District Director Metro Vancouver 4515 Central Boulevard Burnaby, BC V5H 0C6	Telephone: 604-432-6200
	Fax:
	Email: <a href="mailto:AndionComments@metrovancover.org">AndionComments@metrovancover.org</a>
Re: Semiahmoo RNG GP Corp.	File No.: AQ-10-01-1202

We have reviewed the application package, and

[ ] have comments/concerns as follows:

Air quality objectives/criteria are not predicted to be exceeded at sensitive receptor sites. Of note is that H<sub>2</sub>S concentrations are predicted to approach or meet criterion values (for 10-min and 1-hour averages) approximately 5 times per year at the property fence line and/or at a particular area of the gold course (hole 2).

Exceedances are predicted for odour at several sensitive receptor sites, including the golf course and Peach Arch Duty Free. The dispersion model report notes that the majority of the exceedances occur at nighttime and during fall/winter seasons, which will help minimize exposure. There are likely no significant health hazards, but odour may be a nuisance.

[ ] the following would satisfy our concerns:

It is recommended that the applicant develop a communications plan to document and respond to odour complaints from the public. Additionally, Metro Vancouver may want to review the facility's odour management plan to see if any additional measures can be put in place, particularly at times when risk of exposure may be highest (e.g. spring/summer seasons, daytime).

Page 30 of the dispersion model report notes that "Andion would conduct sampling on its biogas once operational". Metro Vancouver may want to clarify if/how this sampling may inform any additional air quality and/or odour related mitigation measures to be considered and/or implemented, particularly if sampling shows H<sub>2</sub>S emissions are higher than predicted levels. H<sub>2</sub>S emissions are likely an important contributor to odour.

Date: Oct 11, 2023	Signature: <i>Prabjit Barn</i>
Telephone: 604-340-4795	Print Name: Prabjit Barn
Email: <a href="mailto:Prabjit.barn@fraserhealth.ca">Prabjit.barn@fraserhealth.ca</a>	Agency: Fraser Health Authority



SERVICES AND SOLUTIONS FOR A LIVABLE REGION

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2480**

---



A Bylaw to impose fees and charges for various services offered by the City that are not included in any other City Bylaw.

The Council of the City of White Rock, in open meeting assembled, enacts as follows:

**1. Definition**

1.1 In this bylaw, the following definition applies:

**City** means the City of White Rock

**2. Bylaw Duration**

2.1 The fees and charges are set out in this bylaw for the year 2024.

2.2 “2024 Fees and Charges Bylaw, 2023, No. 2480” will take effect January 1, 2024. If a new bylaw regarding Fees and Charges has not been adopted by January 1, 2025, the fees and charges contained in this bylaw will continue to remain in effect until a new bylaw on this matter has been adopted by City Council.

**3. Fees and Charges Schedules**

3.1 A person will pay the specified fees / charges for services set out in the following schedules which are attached to and form part of this bylaw:

Schedule A	Planning and Development Services
Schedule B	Engineering and Municipal Operations
Schedule C	RCMP
Schedule D	Centennial Park Leisure Centre - Arena Facility Rental
Schedule E	Centennial Park Leisure Centre – Hall / Lounge / Boardroom / Recreation Room Facility Rentals
Schedule F	Centre for Active Living - Facility Rental
Schedule G	Kent Street Activity Centre - Facility Rental
Schedule H	White Rock Community Centre - Facility Rental
Schedule I	Centennial Park Leisure Centre - Outdoor
Schedule J	Recreation and Culture - Miscellaneous
Schedule K	Financial Services
Schedule L	Photocopies, Mapping and Computer Information
Schedule M	Fire Rescue
Schedule N	Parking Services

4. **Tax**

- 4.1 Unless specifically indicated otherwise, the fees and charges in this bylaw are subject to applicable taxes.

5. **Further Fees / Charges Considerations**

- 5.1 In addition to paying the facility rental fee or filming fee, a person must also provide liability insurance to rent a facility listed in **Schedules D – J** or film on City property as in **Schedule J** by:
- (a) paying the City an insurance liability premium according to the User Group Rating Schedule provided by the City’s insurance provider; or
  - (b) naming the City as a co-insured on the liability insurance policy, valued at least \$5 million, and providing the City with proof of coverage.

6. **Refunds (when applicable) and Cancellations**

- 6.1 For a facility rental fee in Schedules D – J the City may issue a refund of 100% if the refund is requested at least 14 days before the actual booked date.
- 6.2 For a facility rental fee in Schedules D – J the City will not issue a refund, if:
- a) the refund is requested less than 14 days before the actual booked date; and/or;
  - b) the booked date has previously been amended; and/or;
  - c) there is inclement weather that affects the booking for outdoor special events.

In these circumstance only the damage deposit is refundable.

- 6.3 Three months advance notice is required to cancel an ongoing facility user contract.
- 6.4 The City of White Rock Recreation and Culture Department reserves the right to cancel bookings at any time, with a full refund of funds paid.

7. **Repeal of Bylaws**

- 7.1 City of White Rock “*2023 Fees and Charges Bylaw, 2022, No. 2447*” and all its amending bylaws are repealed as of the later of December 31,2023 or the date this bylaw is adopted.

8. **Severability**

- 8.1 If a portion of the bylaw is held invalid by a Court of competent jurisdiction, the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

9. **Citing**

- 9.1 This Bylaw may be cited as the “*2024 Fees and Charges Bylaw, 2023, No. 2480*”.

RECEIVED FIRST READING on the \_\_\_\_ day of November 2023

RECEIVED SECOND READING on the \_\_\_\_ day of November 2023

RECEIVED THIRD READING on the \_\_\_\_ day of November 2023

RECONSIDERED AND FINALLY ADOPTED on the \_\_\_\_ day of November 2023

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**Schedule 'A'**  
**PLANNING and DEVELOPMENT SERVICES**

ITEM	2024	
Building Code Initial Alternative Solution		\$705
Building Code subsequent Alternative Solution - each		\$235
Change of Address		\$625
<b>Letter of Enquiry</b>		
Residential		\$175
Multi-family or commercial		\$690
Noise Bylaw Extension of Hours – Admin Fee		\$290
<b>Property File Research and Copies</b>		
Research Fee ( <i>non-refundable</i> )		\$55
Each page of Print/Copy		\$6
Research Fee and Copies on disc or flash drive		\$75
<b>Building Permit Plans (Architectural Drawing Size)</b>		
Each page of Print/Copy		\$6
Property Site Survey Certificate		\$25
Sidewalk Use License – per square foot ( <i>Pro-rated based on license coverage dates for seasonal licenses</i> )		\$5
Sidewalk Use Agreement Application		\$190
<b>Other Fees</b>		
Accessory registered secondary suite in conjunction with a new house building permit registration		\$265
All other secondary suite registrations		\$350
Underground Oil Storage Tank Removal documentation		\$245
<b>Permit Application Fees:</b>		
Building permits involving addition or alterations to existing single or two family dwellings		\$220
Building permits to construct new single or two family dwellings		\$796
Building permits to construct other than single or two family dwelling, a fee equal to 50% of the estimated permit fee	Minimum	\$796
Re-Review of Plans Fee ( <i>first hour to be paid upon submission of revisions</i> )	Maximum	\$10,250
All other permits application fee		\$290
		\$90
<i>Permit Application Fees are non-refundable.</i>		
<b>Building Permit Fees:</b>		
Range of “Construction Value”	Initial Fee	Additional fee per \$1,000 or part thereof
\$0 to \$1,000	\$222	
\$1,001 to \$100,000	\$222	\$19.70
\$100,001 to \$250,000	\$2,172.30	\$15.30
\$250,000 and over	\$4,467.30	\$12.90
<p>The current edition of the Marshal Valuation Service or the Marshall and Swift Residential Cost Handbook may be used by the Building Official to determine the “Construction Value” of the work for the purpose of assessing permit fees.</p> <p>Any Building Permit fee payable shall be reduced by 2.5% to a maximum reduction of \$500.00 where any aspect of the construction of the proposed building or alteration is under the review and Letters of Assurance of a CRP – Coordinating Registered Professional.</p>		



**Schedule 'A' Continued**  
**PLANNING and DEVELOPMENT SERVICES**

ITEM	2024
<b>Other Permit Related Fees</b>	
Extension of Permit	\$230
Creation of New Civic Address	\$625
Permit Transfer	\$405
Re-review of Plans Fee - per hour <i>(applicable during the application process when application information and supporting plans are inadequate or when the permit has been issued and the owner desires to make changes to the drawings. Supporting plans will be deemed inadequate when there are deficiencies, errors and/or omissions in the submitted documents/plans.)</i>	\$290
Building Move Fee	\$230
Digital Archive Fee – per page	\$6
Re-Inspection Fee	\$290
Commercial Cooking Facility (NFPA 96) - Plan Review and Inspection Fee	\$430
<b>Demolition Permit</b>	
Accessory Building	\$95
SFD/Duplex	\$1,210
Commercial/Multi-Family	\$1,445
<b>Permit Fees</b>	
First Fixture (included in application fee)	\$0
Each Additional Fixture	\$47
First Zone for Hydronic Heating System (included in application fee)	\$0
Each Additional Zone for Hydronic Heating System	\$47
First Sprinkler Head (included in application fee)	\$0
Each Additional Sprinkler Head to 100	\$6
Each Additional Sprinkler Head over 100	\$4
Each Fire Hydrant	\$52
Each Standpipe	\$52
Each Hose Valve	\$52
Fire Department Connection	\$52
SFD/Duplex Sanitary Sewer	\$88
SFD/Duplex Storm Sewer	\$88
SFD/Duplex Water Service	\$88
MFD/Commercial Sanitary Sewer first 30m	\$155
MFD/Commercial Storm Sewer first 30m	\$155
MFD/Commercial Water Service first 30m	\$155
Each Additional 30m of Commercial Sanitary Sewer, Storm Sewer, or Water Service or part thereof	\$75
Each Sump, Manhole, or Catch Basin	\$75
Re-Inspection Fee	\$290
Non-compliance Inspection Fee	\$290
Special or Other Inspection Fee	\$290

**Schedule 'A' Continued**  
**PLANNING and DEVELOPMENT SERVICES**

<b>ITEM</b>	<b>2024</b>
<b>Development Category Application Fees</b>	
OCP Amendment	\$5,624
Zoning Amendment	\$4,522
Combined OCP/Zoning Amendment	\$7,886
Additional Public Meeting/Hearing on applications revised by Applicant	\$1,125
Phased Development Agreement (including amendment)	\$5,624
Amendment of a Land Use Contract	\$2,249
Discharge of a Land Use Contract	
With associated rezoning	\$1,125
With no associated rezoning	\$2,249
Development Variance Permit (or amendment of time extension)	\$2,205
Major Development Permit, with zoning amendment application Fee plus \$100/new dwelling unit to be created, to a maximum of \$5,000	\$2,757
Major Development Permit, without zoning amendment application. Fee plus \$100/new dwelling unit to be created, to a maximum of \$10,000	\$3,860
Amendment or Time Extension for a Major Development Permit	\$2,801
Temporary Use Permit (including renewal and amendment)	\$2,249
Temporary Use Permit Cannabis Store (including renewal and amendment)	\$3,309
Liquor Licence Referral (Requiring Public Hearing)	\$2,812
Liquor Licence Referral (Requiring Public Notification Only)	\$552
Request for Purchase of Municipal Right of Way	\$275
Development Permit (Minor)	\$1,654
Amendment or Time Extension for a Minor Development Permit	\$1,654
Subdivision (Fee-Simple or Bare Land Strata) Fee plus \$100/new lot	\$1,654
Air Space Parcel Subdivision	\$11,028
Lot Line Adjustment Subdivision (no new lots created)	\$1,125
Form "P" Approval for Phased Strata Development	\$225
Final Approval and/or revisions for Phased Strata Development (per phase)	\$235
Strata Title Conversion	\$1,146
Amendment to Preliminary Layout Approval (PLA)	\$1,169
Time Extension to Preliminary Layout Approval (PLA)	\$584
Final Approval for Fee-Simple or Bare Land Strata Subdivision, or Strata Plan Amendment	\$292
Bare Land Strata, Phased Strata and Form "E" Final Re-Approval	\$114
Tree Management Permit – Type 3	\$1,103
Tree Management Permit – Type 2	\$500
Board of Variance	\$607
Assignment of Application under Consideration (per Section 15)	\$552
Formal Pre-Application Fee	\$468

**Schedule 'A' Continued**  
**PLANNING and DEVELOPMENT SERVICES**

<b>Temporary Signs</b>	<b>2024</b>
Sandwich Board Sign or Free-Standing Portable Sign or Promotional Sign (first event)	\$90
Promotional Sign (second and third event each)	\$90
Special Promotional Sign Permit (per White Rock Sign Bylaw, sub-section 6.2)	No Fee
<b>Permanent Signs</b>	<b>2024</b>
Application Fee	\$90
Alter or move an existing Sign	\$115
Free-Standing Signs up to 3 square metres of Sign Area	\$180
Free-Standing Signs over 3 square metres of Sign Area	\$310
Fascia, Projection, Canopy and Awning Signs	\$180
Electronic Message Board Sign	\$310
Comprehensive Sign Plan	\$230
Each Sign for a Premise included in an approved Comprehensive Sign Plan	\$90

**Schedule 'B'**  
**ENGINEERING and MUNICIPAL OPERATIONS**

ITEM	2024	
Kitchen – large (lined) – per 5 pack	\$7.10	
Kitchen – small (lined) – per 10 pack	\$5.70	
Yard - per 5 pack	\$4.90	
Roll Outs (for eligible locations of 6 or less units)	\$172	
Curbside Blue Recycling Box	\$10.00	
Curbside Red Recycling Box	\$5.50	
Surplus Household Waste Decals	\$5.40	
<b>Parks Dedication Program</b>	<b>Initial</b>	<b>Renewal</b>
Bench	\$6,940	\$2,160
Drinking Fountain	\$7,430	\$3,710
Light Standard	\$3,360	\$1,670
Picnic Table	\$7,430	\$3,710
Replacement Plaques (across all available dedication items)	\$250	
<b>Road and Right of Way Fees</b>		
Road and ROW Administration Fee	\$59	
Road and ROW Re-Inspection Fee	\$287	
Road and ROW Alteration Permit Fee	\$758	
Road and ROW Alteration Permit Fee (low level plantings)	\$450	
Road and ROW Use Permit Fee	\$238	
Road and ROW Use Fees – per linear meter per week		
Walkway/pathway	\$2.20	
Boulevard	\$1.20	
Arterial	\$7.50	
Collector	\$5.40	
Local Road	\$3.30	
<b>Road and Right of Way Deposits</b>		
Special Events	\$2,500	
Minor works with limited risk of damage to asphalt road surfaces	\$5,000	
Coring, test holes, drilling on asphalt or concrete road and sidewalk surfaces	\$5,000	
Moderate works with risk of damage to asphalt road surfaces, concrete road and/or sidewalk surfaces, boulevard	\$10,000	
Major works with significant risk of damage to asphalt road surfaces, concrete road and/or sidewalk surfaces, boulevard	\$20,000 or as determined by the City Engineer	
Deposits are collected as part of the road occupancy permit process and the amount, subject to any cost incurred by the City, will be refunded after final inspection.		
Street Sweeper call out	\$287	

Schedule 'B' Continued ENGINEERING and MUNICIPAL OPERATIONS	
<b>Servicing Agreement Fees</b>	
Application fee	\$3,247
Extension fee	\$378
<b>Latecomer Agreement Fees</b>	
Application fee	\$4,590
<b>Administration Fees on Service and Latecomer Agreements</b>	
First \$250,000 of estimated construction cost	4.5%
Next \$250,000 of estimated construction cost	2.9%
Remaining estimated cost exceeding \$500,000	1.7%
<b>Encroachment Agreement Fees</b>	
Administration fee	\$59.00
Application fee	\$2,000.00
License Fee - per square meter of encroachment / year	\$108.00
<b>All other agreements</b>	
Administration fee	\$59.00
Application fee	\$2,000.00
<b>Sewer Connection Fees</b>	
Sanitary Connection Fee	\$8,160
Storm Connection Fee	\$8,160
Sanitary Cap Off	\$153
Storm Cap Off	\$153
<b>NOTES:</b> * When customers request connections, if fees paid previously are less than what is stated in this bylaw, the difference of the fees collected and the current fee will be required to be paid before installation of the connection(s). * If the cost of providing and laying a sanitary connection or a drainage connection exceeds the fee collected for the service, such additional costs will be invoiced to the property owner. Such costs may include, but not limited to, contractor, materials, equipment, city staff, and administrative costs as calculated by the City. Invoices not paid will be added to the property tax levy of the property and will be subject to the same interest rate and collection process as overdue property taxes.	

**Schedule 'C'**  
**RCMP**

<b>ITEM</b>	<b>2024</b>
Accident Reports (MV6020's) copies for ICBC	\$70.00
Request for information relating to Thefts/B & E's etc. received from insurance companies	\$70.00
Police Certificates (Form 1868)	\$70.00
Court Ordered File Disclosure Copy of File (Notice of Motion)	
Flat Fee	\$70.00
Per Page	\$0.50
Shipping	\$11.00
Police Information Checks	\$70.00
Volunteers – live in White Rock and volunteer in either White Rock or South Surrey (requires letter from agency)	n/c
Students – for school or training program (requires letter from the agency/school)	n/c
Photograph	\$2.00
CD of Photograph	\$5.50
Fingerprints	\$70.00
Traffic Analyst Report	\$185.00
Field Drawing Reproduction	\$70.00
Mechanical Inspection Reproduction	\$70.00
Crash Data Retrieval Report – Black Box	
Non ICBC request	\$185.00
ICBC request	\$70.00
Field Drawing Reproduction	\$70.00
Scale Drawing Reproduction	\$70.00
Measurements – Provided by Member	\$70.00
Confirmation Letter	\$70.00



**Schedule 'D'**  
**CENTENNIAL PARK LEISURE CENTRE**  
**ARENA**  
**Facility Rental**

ITEM	Aug 2023 to Apr 2024 Per Hour unless otherwise stated	Aug 2024 to Apr 2025 Per Hour unless otherwise stated
<b>Ice Rentals (Non-Subsidized)</b>		
Prime Rate	\$352	\$363
Non-Prime Rate	\$269	\$277
Last Minute Rate (within 7 days to rental)	\$184	\$190
Statutory Holiday Rate	\$405	\$417
<b>Ice Rentals (Partially Subsidized)</b>		
Prime Rate	\$168	\$173
Prime Rate (Game Days)	\$200	\$200
Non-Prime Rate	\$95	\$98
Statutory Holiday Rate	\$249	\$256
<b>Ice Rentals (Bonus Days)</b>		
Minor Hockey Tournament (all hours)	\$249	\$256
Minor Hockey Bonus Days & Ringette Tournament (all hours)	\$95	\$98
Hockey School (non-profit or WR Rec and Culture (all hours)	\$169	\$174
Skills Academy (school hours)	\$82	\$84
School/Family Skates (all hours)	\$134	\$138
Figure Skating (three Special Event/Test Days)	\$95	\$98
White Rock Adult Hockey League	\$293	\$302
		<b>Apr 2024 to August 2024 Per Hour unless otherwise stated</b>
<b>ITEM</b>		
<b>Dry Floor</b>		
Minor Lacrosse, Ball Hockey, Roller Hockey (includes non-profit)		\$70
Adult Lacrosse, Ball Hockey, Roller Hockey (includes non-profit) before 9p.m.		\$116
Adult Lacrosse, Ball Hockey, Roller Hockey (includes non-profit) after 9 p.m.		\$81
Special Event Days (one Tournament – 3 days max)		\$81
Dances/Major Events (8 hours)		\$1,142
Commercial Dry Floor (not-subsidized)		\$179
Statutory Holiday		\$121

**Schedule 'E'**  
**CENTENNIAL PARK LEISURE CENTRE**  
**HALL/LOUNGE/BOARDROOM/RECREATION ROOM**  
**Facility Rental**

<b>ITEM</b>	<b>2024 Per Hour unless otherwise stated</b>
<b>Hall</b>	
Commercial Rate	\$59
Not for Profit Rate	\$41
Wedding Parties (1:30 pm – 1:00 am)	\$544
Private Rental	\$51
Deposit for Key/Access	\$41
Statutory Holiday (min 2 hours)	\$71
<b>Lounge</b>	
Commercial Rate	\$47
Not for Profit Rate	\$28
Wedding Parties (with Hall rental (1:30 pm – 1:00 am)	\$108
Private Rental	\$42
Deposit for Key/Access	\$41
Statutory Holiday (min 2 hours)	\$58
<b>Boardroom</b>	
Commercial Rate	\$35
Not for Profit Rate	\$21
Private Rental	\$31
Deposit for Key/Access	\$41
Statutory Holiday (min 2 hours)	\$46
Monthly Rate	\$514
<b>Recreation Room</b>	
Commercial Rate	\$47
Not for Profit Rate	\$33
Private Rental	\$41
Deposit for Key/Access	\$41
Statutory Holiday (min 2 hours)	\$58
<b>Beer Garden</b>	
Beer Garden Permit Fee per occurrence	\$153

**Schedule 'F'**  
**CENTRE FOR ACTIVE LIVING**  
**Facility Rental**

ITEM	2024 Per Hour
<b>Cardio Gym</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$100 \$61 \$83 \$110
<b>Fitness Studio</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$60 \$41 \$53 \$71
<b>Education Room</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$54 \$35 \$44 \$61

**Schedule 'G'**  
**KENT STREET ACTIVITY CENTRE**  
**Facility Rental**

		2024
ITEM		Per Year
<b>Auditorium</b>		
Commercial Rate		\$112
Not for Profit Rate		\$67
Private Rental Rate		\$97
Statutory Holiday (min 2 hours)		\$143
<b>Classroom</b>		
Commercial Rate		\$69
Not for Profit Rate		\$55
Private Rental Rate		\$59
Statutory Holiday (min 2 hours)		\$81
ITEM		2024
		Per Year
<b>Kent Street Activity Centre Membership Fees</b>		
Adult - Per year		\$43
Adult - September - December		\$20

**Schedule 'H'**  
**WHITE ROCK COMMUNITY CENTRE**  
**Facility Rental**

<b>ITEM</b>	<b>2024</b> <b>Per Hour unless otherwise stated</b>
<b>Presentation Room ABC with Lobby</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$236 \$145 \$199 \$247
<b>Hall A, B, or C (lobby not included)</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$69 \$45 \$59 \$81
<b>Gallery</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$62 \$40 \$55 \$73
<b>Studio</b> Commercial Rate Not for Profit Rate Private Rental Rate Statutory Holiday (min 2 hours)	\$62 \$40 \$55 \$73
<b>Kitchen</b> Commercial Rate / hour Statutory Holiday (min 2 hours)	\$69 \$81

**Schedule 'I'**  
**CENTENNIAL PARK LEISURE CENTRE**

**Outdoor**

<b>ITEM</b>	<b>2024 Per Hour</b>
<b>Lacrosse Box</b>	
Youth – non-profit	N/C
Adult – non-profit	\$8.70
Private	\$15.00
Commercial – adult or youth	\$21.00
<b>ITEM</b>	<b>2024 Per Hour</b>
<b>Sports Fields &amp; Ball Diamond Rentals</b>	
Youth – non-profit	N/C
Adult – non-profit	\$17.00
Commercial – adult or youth	\$27.00
<b>ITEM</b>	<b>2024 Per Season</b>
<b>Advertising Boards</b>	
Taylor Box, per season (Mar-Feb)	\$309.00
Centennial Park Ball Diamond, per season (Apr-Mar)	\$309.00
Pickleball Courts, per season (Apr-Mar) non profit	\$309.00
Pickleball Courts, per season (Apr-Mar) private	\$453.00
<b>ITEM</b>	<b>2024</b>
<b>Miscellaneous Rentals</b>	
Food Cart Pad Rental – per year*	\$1,020.00
Food Cart Pad Power Fee – per year	\$112.00
Bayview Park Plaza Rental (per 3 hour time slot)	\$281.00
* Business license must be a White Rock location/business	

**Schedule 'J'****RECREATION AND CULTURE - PROGRAM AND MISCELLANEOUS FEES**

<b>ITEM</b>	<b>2024</b>
<b>Activity and Program Fees</b>	
Registered and drop-in program rates will be set to cover all costs including; labour, materials and supplies, facilities and administrative. Surveys and promotions may occasionally offer a discount.	
<b>Developmental and Partnership Programs</b>	
New activities or programs may be initially offered at a loss to encourage and promote interest	
Activities and programs with limited users but important to community mandates may be subsidized to ensure public access	
Partnership programs have external partners so standard fees and charges may not apply	
<b>Advertising Fees – Recreation Guide</b>	
The price of advertisements are based on the: size, color, and placement and are subject to the overall design of the recreation guide. In determining fees for each publication, the City uses a cost recovery method, including costs to produce and distribute the recreation guide. Therefore, fees can vary from guide to guide. Frequent advertisers (those that advertise in the Spring/Summer and Fall issues will receive a 10% discount on their Winter advertisement).	
<b>Miscellaneous Fees</b>	
Attendant Fee	\$33
Contract Amendment Fee per Occurrence	\$30
Deposit for Key/Access	\$40
<b>Filming Fees - Administration</b>	
Filming Application Fee (one day includes inspection)	\$364
Filming Fee-Additional Days per day (includes inspection fee)	\$114
Film Office Administration Fee	15% on fees
Set Supervision (if required)	Cost Recovery
Damage deposit	Minimum \$5,000
<b>Filming Fees - Parking</b>	
Pay Parking stalls (meters, lots)	Rates as per Schedule N
Street Use Fee (work truck parking - no signage provided)	\$61 per 30 meters
<b>Filming Fees</b>	
Pier and Promenade per day (Minimum + Cost recovery if costs exceed minimum)	\$1,460
Promenade per day (Minimum + Cost recovery if costs exceed minimum)	\$1,050
Street Use on Location Filming per block per lane	\$100
Other City Park or Land Site per day	\$620
City Building Site per day unless hourly rate applies	\$480
<b>Filming - Support Costs</b>	
White Rock RCMP Services	Cost recovery
White Rock RCMP Admin Fee	10% of RCMP final Costs
White Rock Fire Rescue Services	Cost Recovery



**Schedule 'K'**  
**FINANCIAL SERVICES**

ITEM	2024
<b>Property Tax information (Tax Certificate)</b>	
property owners	N/C
requested online	\$45
requested at City Hall	\$124
Reprinting Copies of prior period Tax Notices or Water Utility Bills - each	\$3
Property Tax information to Mortgage Companies (per property)	\$45
Returned Payment fee	\$40
Refund Fee	\$25
Transfer between accounts fee (Property Tax & Utility)	\$10
Apportionments (per property)	\$45
Electronic copy of annual property tax information for Fraser Valley Real Estate Board (per property)	\$0.05
Accounts receivable administration fee on billable services	15% (min \$15, max \$500)
City of White Rock Flag	\$150
Cosmic Alley Sign	\$28
<b>Credit Card Service Fee</b>	
2% of the total charge in addition to the applicable fee or charge for the following payments made by credit card.	
<b>Department</b>	
Finance: Property tax notices or utility bills	
Development Services: Building or development related fees and charges	
Engineering and Operations: Engineering or operations related fees and charges (excluding miscellaneous items such as garbage stickers or recycling boxes)	

**Schedule 'L'**  
**PHOTOCOPIES, MAPPING AND COMPUTER INFORMATION**

ITEM	2024
<b>Mapping Data</b>	
Zoning Maps set	\$135
Large	\$70
Small	\$35
Sheet	\$30
Menu size drawing (11" x 17") B&W	\$35
City contour map (24" x 68")	\$20
Small street map (11" x 34")	\$15
Standard (24" x 36") engineering drawing B&W	\$7.00
<b>Photocopies and Prints</b>	
Black & White	
8½" x 11" or 8½" x 14" single-sided	\$0.50
8½" x 11" or 8½" x 14" double-sided	\$0.90
11" x 17" single-sided	\$1.50
11" x 17" double-sided	\$3.00
Colour	
8½" x 11" or 8½" x 14" single-sided	\$1.00
8½" x 11" or 8½" x 14" double-sided	\$2.80
11" x 17" single-sided	\$3.00
11" x 17" double-sided	\$6.00
Annual Report	
Black and White	\$5.50
Colour	\$11.00
<b>Council and Committee Agenda Packages</b>	
Black and White only (double sided)	
1-300 pages	Free
1-300+ pages*	\$11.00
<p>*Note: As per Council and Committee Procedure Bylaw, 2021, 2393, five (5) copies of each agenda are printed and available for the public free of charge on a first come, first serve, basis. Once those agendas have been picked-up, the above fees shall apply.</p>	

**Schedule 'M'**  
**FIRE AND RESCUE**

ITEM	2024
<b>Burning</b>	
Outdoor burning violation	
first offence	\$118
each offence thereafter	\$238
Non-compliance of residential fireplace/woodstove burning	
first offence	\$118
each offence thereafter	\$238
<b>Fire Prevention</b>	
Fire Safety Plan Review	
first 2 hours	\$179
per hour thereafter	\$90
Re-Inspection of outstanding violations (each occurrence)	\$118
Requested Inspection	\$118
<b>Contact</b>	
Failure to comply with requirement for contact person	
first non-compliance	\$118
second non-compliance	\$238
per hour standby charge	\$299
Fire Investigation of incident over \$5,000 in damage	\$595
Comfort Letter	\$179
Fireworks Discharge Permit Application Fee	\$54

## Schedule 'N' PARKING SERVICES

ITEM	2024	
<b>Waterfront Pay Parking</b>		
The following waterfront rates are per hour from 10:00 am–12:00 midnight unless otherwise stated		
In West Beach a 4-hour maximum stay applies to the prime parking area (Oxford St. to Pier Lot) with the exception of the Montecito and the West Beach Parkades.		
<b>WINTER SEASON – November to February</b> 7 Days a Week - All lot and on-street waterfront parking locations including the parkades  Daily Rate for Montecito and West Beach Parkades	20 Minutes 40 Minutes 60 Minutes	\$1.00 \$1.75 \$2.50  \$8.00
<b>SUMMER SEASON – March to October</b> 7 Days a Week - All lot and on-street waterfront parking locations including the parkades  Daily Rate for Montecito and West Beach Parkades	20 Minutes 40 Minutes 60 Minutes	\$1.50 \$3.00 \$4.50  \$16.00
<b>Centennial Arena Pay Parking</b> In effect 24 hours per day – rate is per day (expires at midnight)		\$2.25
<b>Peace Arch Hospital Pay Parking</b> In effect 10:00 am – 12:00 midnight – rate is per hour Note: all pay parking rates are inclusive of applicable taxes		\$3.00
<b>Parking Decals (4 hours maximum in pay parking stalls)</b> Centennial Park/Arena Resident Non - Resident Commercial Property** Merchant Decals (on Marine Dr & Vidal St)** Residential Decals (specific properties on Marine Dr)** Replacement Decal **These decals pertain to specific properties - see staff for guidelines		\$19.00 \$52.00 \$160.00 \$384.00 \$341.00 \$6.00
Montecito Complex Parkade – Reserved Stall Parking Rate (decals are sold annually) - price per month Reserved Stall Additional Decals		\$156.00 \$32.00
<b>Resident Parking Permits for use in areas designated as Permit Parking Only</b> (maximum 4 per dwelling unit) Parking Permit Replacement Parking Permit		\$14.00 \$14.00

October 31, 2023

File: CR-12-01  
Ref: RD 2023 Sep 29

Mayor Megan Knight and Council  
City of White Rock  
15322 Buena Vista Avenue  
White Rock, BC V4B 1Y6  
**VIA EMAIL:** [mknight@whiterockcity.ca](mailto:mknight@whiterockcity.ca); [tarthur@whiterockcity.ca](mailto:tarthur@whiterockcity.ca)

Dear Mayor Megan Knight and Council:

**Streamlining the Delivery of Rental Housing Through  
Pre-Approved Plans and Off-Site Construction**

As you know, there is a significant and urgent need for rental housing in the Metro Vancouver region, and the Province as a whole. Exploring new technologies and modern methods for delivering rental housing such as off-site construction has the potential to drive housing supply, affordability, climate action, and construction sector innovation in the region. The Province of British Columbia, in anticipation of the launch of BC Builds, is seeking municipal partners to advance these efforts in the Metro Vancouver region.

At its September 29, 2023 meeting, the Board of Directors of the Metro Vancouver Regional District (MVRD) adopted the following resolution:

*That the MVRD Board:*

- a) receive for information the report dated August 14, 2023, titled, "Streamlining the Delivery of Rental Housing Through Pre-Approved Plans and Off-Site Construction"; and*
- b) direct staff to send correspondence to member jurisdictions, in an effort to identify municipalities interested in joining a project led by the Province to explore pre-approved building plans and off-site construction to streamline the delivery of rental housing.*

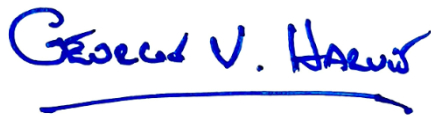
At this time, Metro Vancouver is seeking to identify member jurisdictions who are interested in stepping forward as local government champions for this project led by the Province, alongside a coalition of other early adopters who will explore off-site construction and other innovative actions to achieve housing targets, and increase housing supply and affordability. As participants, member jurisdictions will have the opportunity to explore the creation and implementation of standardized

62522985

guidelines and zoning regulations for six-storey rental buildings (including pre-approved building plans) that would facilitate the use of off-site construction methods.

Should your jurisdiction be interested in advancing actions to streamline the delivery of rental housing through the use of pre-approved building plans and off-site construction, I invite you or your staff to contact Heather McNell, Deputy CAO, Policy and Planning, by November 17, 2023 by phone at 604-436-6813 or by email at [heather.mcnell@metrovancover.org](mailto:heather.mcnell@metrovancover.org).

Yours sincerely,



George V. Harvie  
Chair, Metro Vancouver Board

GVH/JWD/hm

cc: Guillermo Ferrero, Chief Administrative Officer, City of White Rock  
Jerry W. Dobrovolny, Commissioner/Chief Administrative Officer, Metro Vancouver  
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver  
Jonathan Coté, Deputy General Manager, Regional Planning and Housing Development, Metro Vancouver  
Michael Epp, Director, Housing Planning and Development, Metro Vancouver

Encl: [Streamlining the Delivery of Rental Housing Through Pre-Approved Plans and Off-Site Construction](#)

62522985