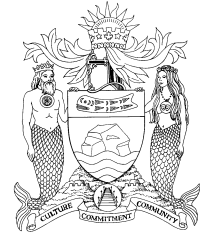


**\*Live Streaming/Telecast:** Please note that Public Meetings held in the Council Chamber are being recorded and broadcasted as well included on the City's website at: [www.whiterockcity.ca](http://www.whiterockcity.ca)

Corporate Administration  
E-mail

(604) 541-2212  
[clerksoffice@whiterockcity.ca](mailto:clerksoffice@whiterockcity.ca)

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



October 16, 2019

**ON TABLE see page 175**

A **REGULAR MEETING** of CITY COUNCIL will be held in the **CITY HALL COUNCIL CHAMBERS** located at **15322 Buena Vista Avenue, White Rock, BC**, on October 21, 2019 to begin at **7:00 p.m.** for the transaction of business as listed below.

T. Arthur, Director of Corporate Administration

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## A G E N D A

**1. CALL MEETING TO ORDER**

**2. ADOPTION OF AGENDA**

**RECOMMENDATION**

THAT the Corporation of the City of White Rock Council adopt the agenda for its regular meeting scheduled for October 21, 2019 as circulated.

**3. ADOPTION OF MINUTES**

**Page 11**

a) October 7, 2019 – Regular Council

**RECOMMENDATION**

THAT the Corporation of the City of White Rock Council adopt the following meeting minutes as circulated:

a) October 7, 2019 – Regular Council

**3.1 MEETING POSTPONED (ADJOURNED)**

The regular meeting will be postponed at this time in order to consider the Public Hearing/Public Meeting regarding proposed Bylaw 2310 and DVP No. 424 (15894 Roper Avenue).

The regular meeting will reconvene directly following the adjournment or conclusion of the scheduled public hearing/public meeting at City Hall Council Chambers later the same evening.

**RECOMMENDATION**

THAT Council:

- 1) Postpone the October 21, 2019 regular Council meeting at this time until the adjournment or conclusion of the public hearing/public meeting for Bylaw 2310 and DVP No. 424 (15894 Roper Avenue); and
- 2) Directly following the regular Council meeting will be reconvened in the City's Council Chambers.

### **3.2 MEETING RECONVENES**

The regular meeting will now reconvene following the adjournment or conclusion of the Public Hearing/Public Meeting for Bylaw 2310 and DVP No. 424 (15894 Roper Avenue).

### **4. QUESTION AND ANSWER PERIOD**

Question and Answer period is an opportunity for the public to ask questions and make comments. There will be a Speaker's List available, each speaker will be given two (2) minutes and one (1) opportunity to ask a question(s) or make a comment. Question period shall be 15 minutes. Question and Answer Period is noted in the record and once the minutes are adopted, the questions and answers will be available on the [Question and Answer Period webpage](#).

**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).

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

### **5. DELEGATIONS AND PETITIONS**

#### **5.1 DELEGATIONS**

##### **5.1.1 PAUL REYNOLDS, THE SPIRITUAL ASSEMBLY OF THE BAHAIS OF WHITE ROCK: REQUESTING POLICIES AND INITIATIVES ON “WELCOMING DIVERSITY”**

P. Reynolds, The Spiritual Assembly of the Bahais of White Rock, appearing as a delegation to speak to the 200<sup>th</sup> Anniversary of the Birth of Bab (the Gate), and to request the City develop policies in support of “Welcoming Diversity” (an open gate for newcomers).

##### **5.1.2 CARL GATZ, CANADIANS FOR SAFE TECHNOLOGY: 5G MOBILE TELEPHONY TECHNOLOGY – BRIEF REVIEW OF HEALTH & TECHNICAL ASPECTS**

C. Gatz, Canadians for Safe Technology, appearing as a delegation to provide a brief overview of the health and technical aspects regarding 5G Mobile Telephony Technology.

##### **5.1.3 LORI ISHIKAWA, RESIDENT: HOLIDAY HOME TOUR FOR HOPE**

Lori Ishikawa, Holiday Home Tour for Hope, appearing as a delegation to speak to the 2019 Holiday Home Tour for Hope and to request sponsorship for this growing Community Event.

##### **5.1.4 BETH KISH, PEACE ARCH HOSPICE SOCIETY: HOSPICE IN WHITE ROCK**

B. Kish, Peace Arch Hospice Society, appearing as a delegation to speak to hospice services in White Rock.

## **5.2 PETITIONS**

### **5.2.1 PETITION (136 SIGNATURES) AND ONE (1) LETTER REGARDING “TRAFFIC SENSE” IN NORTH EAST WHITE ROCK** **Page 21**

Two (2) items were submitted with respect to “*Traffic Sense*” in North East White Rock.

#### **RECOMMENDATION**

THAT Council receive the following two (2) items with respect to “Traffic Sense” in North East White Rock:

- a) Petition submitted on October 7, 2019 from S. Fairbairn containing 136 signatures under the following statement:  
*I support “Traffic Sense” in North East White Rock, which include the following issues:*
  - Reduce Speed and Noise on Stayte Road and Thrift Avenue to Finlay Street;
  - Install a 4-way stop at Thrift Avenue and Kent Street;
  - Install Pedestrian-Controlled Crosswalk at Thrift Avenue and Stevens;
  - Consider using soft speed bumps to slow traffic; and
  - Improve traffic signage: eg: Hidden Driveway, slow to 40 KM, etc.
- b) Letter dated September 25, 2019 from J. Wilson, President of the Peace Arch Elementary School PAC on behalf of the students and families in support of the petition submitted by Ms. Fairbairn.

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

### **6.1 PRESENTATIONS**

None.

### **6.2 CORPORATE REPORTS**

#### **6.2.1 SCHOOL DISTRICT 36 (SURREY) – ELIGIBLE SCHOOL SITE PROPOSAL 2020/2021 CAPITAL PLAN** **Page 30**

Corporate report dated October 21, 2019 from the Director of Planning and Development Services titled “School District 36 (Surrey) – Eligible School Site Proposal 2020/2021 Capital Plan”.

#### **RECOMMENDATION**

THAT Council:

1. Receive for information the corporate report dated October 21, 2019 from the Director of Planning and Development Services titled “School District 36 (Surrey) – Eligible School Site Proposal 2020/2021 Capital Plan;”
2. Accept the resolution of the Board of Education respecting proposed eligible school site requirements for the school district; and
3. Direct the Director of Corporate Administration to forward a copy of Council’s resolution to School District 36 (Surrey).

**6.2.2 WHEELCHAIR VAN SIDE-RAMP ACCESSIBLE PARKING IMPROVEMENTS Page 39**

Corporate report dated October 21, 2019 from the Directors of Engineering and Municipal Operations, Financial Services, and Planning and Development Services, titled “Wheelchair Van Side-Ramp Accessible Parking Improvements”.

**RECOMMENDATION**

THAT Council

1. Receive for information the corporate report dated October 21, 2019 from the Directors of Engineering and Municipal Operations, Financial Services, and Planning and Development Services titled “Wheelchair Van Side-Ramp Accessible Parking Improvements”;
2. Direct staff to include \$35,000 in the Draft 2020 to 2024 Financial Plan for van-accessible parking space upgrades, for Council’s consideration; and
3. Direct staff to staff bring forward amendments to the Zoning Bylaw to implement an approach similar to Surrey, Richmond and other municipalities, with regard to both the overall number of accessible parking spaces and the ratio of van-accessible parking spaces.

**6.2.3 UPDATE ON TRAFFIC STUDY FOR THRIFT AVENUE & KENT STREET AND THRIFT AVENUE & STEVENS STREET Page 52**

Corporate report dated October 21, 2019 from the Director of Engineering and Municipal Operations titled “Update on Traffic Study for Thrift Avenue & Kent Street and Thrift Avenue & Stevens Street”.

**RECOMMENDATION**

THAT Council

1. Receive for information the corporate report dated October 21, 2019 from the Director of Engineering and Municipal Operations titled “Update on Traffic Study for Thrift Avenue & Kent Street and Thrift Avenue & Stevens Street;”
2. Endorse that staff continue working with the RCMP and the Surrey School District to retain a crossing guard and report back on the costs; and
3. Endorse \$60,000 be allocated in the 2020 Financial Plan for transportation improvements along the section of Thrift Avenue adjacent to Peace Arch Elementary School.

**7. MINUTES AND RECOMMENDATIONS OF COMMITTEES**

**7.1 STANDING AND SELECT COMMITTEE MINUTES**

- Land Use and Planning Committee – October 7, 2019 **Page 78**
- Governance and Legislation Committee – September 16 & 17 **Page 81**
- Governance and Legislation Committee – October 7, 2019 **Page 87**
- Economic Development Advisory Committee – September 11, 2019 **Page 92**
- Seniors Advisory Committee – October 1, 2019 **Page 97**
- History and Heritage Advisory Committee – October 2, 2019 **Page 100**
- Environmental Advisory Committee – October 3, 2019 **Page 105**
- Water Community Advisory Panel – October 8, 2019 **Page 111**



**RECOMMENDATION**

THAT Council receive for information the following standing and select committee meeting minutes as circulated:

Land Use and Planning Committee – October 7, 2019;

- a) Governance and Legislation Committee – September 16 & 17;
- b) Governance and Legislation – October 7, 2019;
- c) Economic Development Advisory Committee – September 11, 2019
- d) Seniors Advisory Committee – October 1, 2019;
- e) History and Heritage Advisory Committee – October 2, 2019;
- f) Environmental Advisory Committee – October 3, 2019; and,
- g) Water Community Advisory Panel – October 8, 2019.

**7.2 STANDING AND SELECT COMMITTEE RECOMMENDATIONS**

**7.2.1** The following recommendations have been brought forward from the **Economic Development Advisory Committee** meeting held on September 11, 2019:

a) **RECOMMENDATION #1: UPDATE OF THE 2009 ECONOMIC DEVELOPMENT STRATEGIC PLAN**

THAT Council consider directing staff to utilize the budget for economic development by obtaining a consultant to undertake an update of the 2009 Economic Development Strategic Plan.

b) **RECOMMENDATION #2: SUPPORT FOR A PUBLIC BUSINESS FORUM**

THAT Council receives for information the following recommendation from the Economic Development Advisory Committee:

*THAT the Economic Development Advisory Committee (EDAC) supports Council holding a public business forum to discuss economic expansion and growth opportunities in White Rock.*

**7.2.2** The following recommendation has been brought forward from the **Seniors Advisory Committee** meeting held on October 1, 2019:

**RECOMMENDATION: COMMITTEE MEMBERSHIP**

THAT the Seniors Advisory Committee (the Committee) request that Council consider amending the Terms of Reference to increase the Committee membership from eleven (11) members to twelve (12) members.

*Note: Staff note some concern with an even number of membership in regard to voting.*

**7.2.3** The following recommendation has been brought forward from the **History and Heritage Advisory Committee** meeting held on October 2, 2019:

**RECOMMENDATION: HERITAGE STRATEGY/ ACTION PLAN AND HOME INVENTORY PROJECT**

THAT Council direct staff to conduct/ produce a heritage strategy and action plan and home inventory project.

*Note: Council may consider referring this item to staff for further information prior to consideration of recommendation.*

**7.2.4** The following recommendations have been brought forward from the **Water Community Advisory Panel** meeting held on October 8, 2019:

a) **RECOMMENDATION #1: WATER UTILITY RATE STRUCTURE**

THAT the Water Community Advisory Panel (WCAP) recommends that consistent with their Terms of Reference the Panel evaluate the various proposed water utility rate structures prior to them being provided to Council.

b) **RECOMMENDATION #2: FENCING FOR THE OXFORD WATER TREATMENT PLANT**

**Page 116**

THAT the Water Community Advisory Panel (WCAP) recommends that Council consider that the fencing of the Oxford Water Treatment Plant be the minimum requirement to meet the protection of each of the water facilities.

***Note** The original corporate report on this matter dated July 22, 2019 has been included for reference purposes.*

c) **RECOMMENDATION #3: COMMUNICATING WATER QUALITY RESULTS**

THAT the Water Community Advisory Panel (WCAP) requests that the Communications department works with Engineering staff and Council to develop a communication strategy educating the public regarding the current status of the water system.

**7.2.4** The following recommendations have been brought forward from the **Governance and Legislation Committee** meeting held on October 7, 2019:

a) **RECOMMENDATION: COMMUNITY AMENITY CONTRIBUTIONS (CAC) AND PUBLIC PROCESS**

THAT the Governance and Legislation Committee recommends that Council direct staff to schedule a Community Forum in November 2019 regarding Community Amenity Contributions (CAC's) for an opportunity for public consultation in regard to City expenditures of the CAC funds.

b) **RECOMMENDATION: POLICY ENDORSEMENT (100 SERIES)**

THAT the Governance and Legislation Committee endorses the following Council policies for Council consideration:

**COUNCIL POLICIES (100 SERIES)**

- |    |   |                 |
|----|---|-----------------|
| a) | Council Policy 109 – Proclamations;   | <b>Page 120</b> |
| b) | Council Policy 110 – Council/Committee Minutes;   | <b>Page 121</b> |
| c) | Council Policy 117 – Annual Reports for Select Committees;  | <b>Page 122</b> |
| d) | Council Policy 120 – Code of Conduct for Committee Members;   | <b>Page 123</b> |
| e) | Council Policy 123 – Committee Member Feedback Opportunity; and                                       | <b>Page 125</b> |
| f) | Council Policy 124 – Verbal Submissions – Attendance at Conventions, Conferences, Education/Training. | <b>Page 128</b> |

C) **DRAFT TERMS OF REFERENCE FOR THE HOUSING ADVISORY COMMITTEE** **Page 129**

**RECOMMENDATION:**

THAT Council endorse Policy 164 - Terms of Reference: Housing Advisory Committee.

**Note:** *This item is scheduled to be discussed at the October 21, 2019 Governance and Legislation Committee meeting, due to time constraints it was placed on this agenda for further consideration by Council at this time. Staff will verbally summarize any changes to the document prior to Council consideration.*

8. **BYLAWS AND PERMITS**

8.1 **BYLAWS**

8.1.1 **BYLAW 2308 - WHITE ROCK BUSINESS LICENCE BYLAW 1997, NO. 1510, AMENDMENT NO. 9, 2019 NO. 2308** **Page 134**

Bylaw 2308 proposes housekeeping updates to the schedules in the White Rock Business Licence Bylaw. Updates also include new definitions and regulations for body works studios which would increase the ability of the City to regulate businesses offering massage services that are not regulated by a professional body registered with the Province of British Columbia. This received three (3) readings at the September 9, 2019 regular Council meeting and at that time staff were asked to inquire if the bylaw met Freedom of Information and Protection of Privacy legislation. Proposed amendments following staff's review were presented at the October 7, 2019 Regular meeting where third reading was rescinded, and new third reading was given.

Notice of the proposed bylaw amendments were published in the Peace Arch News on October 11 and 18, 2019.

**OPPORTUNITY FOR PUBLIC COMMENT/SUBMISSIONS**

**Mayor Walker to call for speakers to proposed Bylaw No. 2308.**

**RECOMMENDATION #1**

THAT Council receives the submissions and comments regarding “*White Rock Business Licence Bylaw 1997, No. 1510, Amendment No. 9, 2019, No. 2308*”.

**Note:** *Staff to outline any written submissions received in regard to Bylaw 2308*

**RECOMMENDATION #2**

THAT Council gives final reading to “*White Rock Business Licence Bylaw 1997, No. 1510, Amendment No. 9, 2019, No. 2308* as amended as circulated in the agenda.

**8.1.2 WHITE ROCK REPEALING BYLAWS FOR WATERFRONT PARKING FACILITY DESIGN AND CONSTRUCTION LOAN AUTHORIZATION BYLAW, 2017, NO. 2206**

Bylaws 2303 and 2304 are necessary in order to repeal Waterfront Parking Facility Design and Construction Loan Authorization Bylaw, 2017, No. 2206. Bylaws 2303 and 2304 received three readings at the July 22, 2019 Regular Council meeting.

The Provincial Inspector of Municipalities provided statutory approval to Bylaw 2304 on October 3, 2019. Bylaws 2303 and 2304 are presented for consideration of final reading.

**a. BYLAW 2303 - WHITE ROCK REPEALING BYLAW FOR WATERFRONT PARKING FACILITY DESIGN AND CONSTRUCTION LOAN AUTHORIZATION BYLAW (BYLAW 2206), 2019, NO. 2303 Page 140**

**RECOMMENDATION**

THAT Council give final reading to “*White Rock repealing bylaw for Waterfront Parking Facility Design and Construction Loan Authorization Bylaw (Bylaw 2206), 2019, No. 2303*”.

**Note:** *City bylaws 2206 and 2275 are both impacted by repealing Bylaw No. 2303.*

**b. BYLAW 2304 - WHITE ROCK REPEALING BYLAW FOR WATERFRONT PARKING FACILITY DESIGN AND CONSTRUCTION LOAN AUTHORIZATION BYLAW (BYLAW 2206), 2019, NO. 2304 Page 141**

**RECOMMENDATION**

THAT Council give final reading to White Rock Repealing Bylaw for “*Waterfront Parking Facility Design and Construction Loan Authorization Bylaw (Bylaw 2206), 2019, No. 2304*”.

**8.1.3 BYLAWS 2301: TICKETING FOR BYLAW OFFENCES BYLAW, 2011, NO. 1929, AMENDMENT, 2019, NO. 2301 Page 143**

Bylaw 2301 proposes to amend Bylaw 1929, which provides an efficient means of amending fines and schedules without having to undertake amendments to multiple City Bylaws. This topic was first presented at the July 22, 2019 Governance and Legislation Committee meeting, and at that time staff was directed to bring forward an update as to whether decibel limits should be included in the City’s noise bylaw.

A report back regarding this matter was presented at the October 21, 2019 Governance and Legislation Committee meeting held earlier this evening.

Bylaw 2301 is presented for consideration of first, second and third reading. Council may consider providing Bylaw 2301 with three readings, or this matter may be deferred to the next Council meeting.

**RECOMMENDATION**

THAT Council give first, second, and third reading to “*Ticketing for Bylaw Offences Bylaw, 2011, No. 1929, Amendment, 2019, No. 2031*”.

**8.1.4 BYLAW 2317 - WHITE ROCK ZONING BYLAW, 2012, NO. 2000, AMENDMENT (SHORT-TERM RENTAL UPDATE) BYLAW, 2019, NO. 2317 Page 152**

Bylaw 2317 proposes changes to accessory vacation rental regulations to the City's Zoning Bylaw with respect to the City's enforcement, as well as general updates. This Bylaw is presented for consideration of first, second, and third reading.

**RECOMMENDATION**

THAT Council give first, second and third reading to “*White Rock Zoning Bylaw, 2012, No. 2000, Amendment (Short-Term Rental Update) Bylaw, 2019, No. 2317*”.

***Note:** This matter was first introduced at the September 9, 2019 Governance and Legislation Committee meeting and the corporate report is attached for reference purposes. Page 155*

**8.1.5 BYLAW 2310 - WHITE ROCK ZONING BYLAW, 2012, NO. 2000, AMENDMENT (RS-4 – 15894 ROPER AVENUE) BYLAW, 2019, NO. 2310 Page 165**

Bylaw 2310 proposes to rezone a property at 15894 Roper Avenue from ‘RT-1 Two Unit (Duplex) Residential Zone’ to ‘RS-4 One Unit (12.1 m lot width) Residential Zone’ to permit the subdivision of the existing lot into two 11.94 m wide lots, and allow for the construction of a new single family dwelling on each new lot.

This Bylaw received first and second reading at the September 30, 2019 regular Council meeting, and was the subject of a public hearing/public meeting held earlier this evening. Notice of the Public Hearing/Public Meeting was published in the October 11 and 16 editions of the Peace Arch News.

This Bylaw is presented for consideration of third reading.

**RECOMMENDATION**

THAT Council give third reading to “*White Rock Zoning Bylaw, 2012, No. 2000, Amendment (RS-4 – 15894 Roper Avenue) Bylaw, 2019, No. 2310*”.

***Note:** Bylaw 2310 was the subject of a Public Hearing held earlier this evening. Council may, at this time, consider third reading or defer this matter to the next Regular Council meeting.*

**8.2 PERMITS**

**9. CORRESPONDENCE**

**9.1 CORRESPONDENCE - RECEIVED FOR INFORMATION**

***Note:** 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.*

***Note:** Council may wish to refer this matter to staff for consideration and response.*

- 9.1.1 Letter dated October 10, 2019 from C. Plagnol, Corporate Officer, Metro Vancouver, regarding Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments

**Page 167**

*Note: The information has been forwarded to both the Director of Engineering and Municipal Operations and the Director of Financial Services for their information*

**10. MAYOR AND COUNCILLOR REPORTS**

**10.1 MAYOR'S REPORT**

**10.2 COUNCILLORS REPORTS**

**10.2.1 METRO VANCOUVER BOARD IN BRIEF**

None

**11. MOTIONS AND NOTICES OF MOTION**

**11.1 MOTIONS**

Councillor Trevelyan requested the following motion be included on the agenda for consideration at this time:

*THAT Council directs staff to prepare a corporate report on considering the following amendments to the Temporary Construction Period Parking Permit regulations for the 1300 block of Foster Street:*

- a. adding that up to four (4) permits be available for each of the churches located on the block to purchase; and*
- b. adding that the weekday two hour parking resident exemption be extended to include the parking spaces on the east side of the street adjacent to the Kingfisher building and that residents of that building be eligible to purchase up to two permits.*

**11.2 NOTICES OF MOTION**

None

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

None

**13. OTHER BUSINESS**

**14. CONCLUSION OF THE OCTOBER 21, 2019 REGULAR COUNCIL MEETING**

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

**STAFF:** Dan Bottrill, Chief Administrative Officer  
S. Kurylo, Director of Financial Services  
T. Arthur, Director of Corporate Administration  
C. Isaak, Director of Planning and Development Services  
E. Stepura, Director of Recreation and Culture  
S. Jasim, Manager of Utilities  
D. Johnstone, Committee Clerk

Press: 1  
Public: 17

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1. **CALL MEETING TO ORDER**  
The meeting was called to order at 7:00 p.m.

2. **ADOPTION OF AGENDA**

2019-434 **It was MOVED and SECONDED**

THAT the Corporation of the City of White Rock Council amends the agenda for its regular meeting scheduled for October 7, 2019 as follows:

- delegation Item 5.1.2: G. Gumley, White Rock Festival of Lights Society, has been withdrawn for this evening;

And adopts the agenda as amended.

**CARRIED**

3. **ADOPTION OF MINUTES**

a) September 30, 2019

2019-435 **It was MOVED and SECONDED**

THAT the Corporation of the City of White Rock Council adopts the following meeting minutes as circulated:

a) September 30, 2019.

**CARRIED**

#### 4. **QUESTION AND ANSWER PERIOD**

Question and Answer period is an opportunity for the public to ask questions and make comments. There will be a Speaker's List available, each speaker will be given two (2) minutes and one (1) opportunity to ask a question(s) or make a comment. Question period shall be 15 minutes. Question and Answer Period is noted in the record and once the minutes are adopted, the questions and answers will be available on the [Question and Answer Period webpage](#).

**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).

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

- R. Wallace, participates in the City's Artist Walk at the waterfront, wanted clarification if the program would be continuing. Mr. Wallace noted concern with dogs being permitted on the promenade that this is not working well with the Artist Walk program. Mayor Walker stated the Artist Walk is a Council endorsed program and there has been no change in considering the program. All licences under the provisions they were issued are still in place.  
If there are concerns with dogs during the trial period all are encouraged to submit them to the City. The City appreciates the feedback, so it can be addressed.

Councillor Manning read out correspondence dated October 6, 2019 from four (4) others who participate in the Artist Walk who are aware of the trial period for permitting dogs on the promenade and are giving opportunity for the program to succeed.

- Ken Jones, White Rock, BC, stated that for 40 years he has been captain or co-captain for the Block Watch program. There are 45 residents who receive the Block Watch Newsletter from Mr. Jones. Previously copies of the newsletter were provided for distribution purposes. Mr. Jones was recently informed that copies will no longer be supplied and that distribution was to be conducted via e-mail. Concern was noted that not everyone has e-mail and it was asked if he could get some help with this so copies can be continued to be made and the newsletter can be delivered as it had previously. Volunteers should not have to take funds out of their pocket (have to make copies at their expense).

Staff noted they'd look into this and the options available.

- A. Gallow, White Rock BC, stated that when trial was announced to permit dogs on the promenade people started walking them right away (prior to the project beginning). The city recorded 299 cases of warnings to dog owners. The Peace Arch News reported for people will watch out or the dog trial will not happen. This gave the impression that the trial project could cancelled if the number of infractions were exceeded.  
Also stated that upon speaking to staff, who noted they were not happy (or it was not their job\_ to pick up dog feces - what is "plan B" if staff refuse to do it?  
Mayor Walker stated this is a trial project, and sometimes people are slow to change habits, they will be given there opportunity. It is important to hear from all sides of any concerns and that way Council and staff will have the chance to address them.



Staff will continue to do their jobs; waste removal is to be conducted from the promenade much the same as it is from City parks for those that don't pick up after their pets.

## 5. DELEGATIONS AND PETITIONS

### 5.1 DELEGATIONS

#### 5.1.1 CHRIS NEUMANN, RESIDENT: HEDGE ENCROACHING ON BOULEVARD

C. Neumann, resident, appeared as a delegation regarding an existing hedge encroaching on the City boulevard.

Noted that the existing fence has been on the property over thirty years and on November 2018 an accident occurred that took out the fence around his home. It was replaced with a hedge. Notification has been received that the hedge was encroaching on the City boulevard. Inquired if the hedge can be “grandfathered” and be permitted to remain.

Mayor Walker noted that this is an issue through the City and staff have been tasked to come back with all encroachments on rights of way and road ends.

The following points were noted:

- Replacing something that is already there
- What would the City use the land (City boulevard) for? Drainage, Filtration Chambers, Fibre Optics, full size street trees were noted
- Over the years the encroachment appears to have moved further into the right-of-way / the hedge is further in the right of way than the fence was
- Staff are trying to address new encroachments as they are noticed

#### 2019-436 It was MOVED and SECONDED

THAT Council:

1. Permits the encroachment on the City boulevard of the existing hedge at 13950 Malabar Avenue, as shown in the information received within the delegation from Mr. Neumann; and
2. Notes that this permission is given strictly on a without prejudice basis, as it is treated as a “special case” due to the long time erected fence that was damaged by a driver.

**CARRIED**

**Note:** It was further noted to Mr. Neuman that he at this time is informed and it is clarified that in spite of the relaxation where the hedge has been “grandfathered”, if the City requires the land for any purpose or needed to get to services or add services that hedge would be moved and not necessarily replaced. Mr. Neuman acknowledged that he understood this and noted further that he would keep the hedge trimmed.

#### 5.1.2 GARY GUMLEY, WHITE ROCK FESTIVAL OF LIGHTS SOCIETY: WHITE ROCK FESTIVAL OF LIGHTS

G. Gumley, White Rock Festival of Lights Society, appearing as a delegation to introduce a new project scope for a proposed White Rock Festival of Lights event to be held in 2019.

Withdrawn at the start of the meeting

**5.2**            **PETITIONS**  
None

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

**6.1**            **PRESENTATIONS**  
None.

**6.2**            **CORPORATE REPORTS**

**6.2.1**        **2018-2022 COUNCIL STRATEGIC PRIORITIES UPDATE**

Corporate report dated October 7, 2019 from the Chief Administrative Officer titled “2018-2022 Council Strategic Priorities Update”.

It was noted that staff will be revising the Council Strategic Priority document, with a further column to indicate the status of each priority (with milestones).

2019-437      **It was MOVED and SECONDED**

THAT Council receives for information the corporate report dated October 7, 2019 from the Chief Administrative Officer titled “2018-2022 Council Strategic Priorities Update”.

**CARRIED**

Councillor Johanson voted in the negative

**6.2.2**        **PROPOSED WHITE ROCK FESTIVAL OF LIGHTS – REVISED PLAN**

Corporate report dated October 7, 2019 from the Director of Recreation and Culture titled “Proposed White Rock Festival of Lights – Revised Plan”.

2019-438      **It was MOVED and SECONDED**

THAT Council

1. Receives for information the corporate report dated October 7, 2019 from the Director of Recreation and Culture titled “Proposed White Rock Festival of Lights – Revised Plan”; and
2. Approves the proposed White Rock Festival of Lights – Revised Plan to be held from December 6, 2019 to January 5, 2020 on the White Rock waterfront, subject to an electrical plan and lighting installation design and installation process being approved by the City’s Engineering and Municipal Operations Department.

**CARRIED**

**6.2.3**        **WHITE ROCK BUSINESS IMPROVEMENT AREA BYLAW 2019, NO. 2311 AND SURVEY RESULTS**

Corporate report dated October 7, 2019 from the Director of Corporate Administration titled “White Rock Business Improvement Area Bylaw 2019, No. 2311 and Survey Results”.

2019-439 **It was MOVED and SECONDED**  
THAT Council:

1. Receives for information the corporate report dated October 7, 2019 from the Directors of Corporate Administration titled “White Rock Business Improvement Area Bylaw 2019, No. 2311 and Survey Results”;
2. Directs staff to undertake a statutory process in accordance with Section 213 of the *Community Charter*, for the establishment of the Business Improvement Area by Council initiative, prior to adoption of “White Rock Business Improvement Area Bylaw, 2019, No. 2311”.

**CARRIED**

Councillors Chesney and Kristjanson

6.2.4 **ROPER INLET MODIFICATIONS – AWARD OF CONSTRUCTION SERVICES**  
Corporate report dated October 7, 2019 from the Director of Engineering and Municipal Operations titled “Roper Inlet Modifications – Award of Construction Services”.

2019-440 **It was MOVED and SECONDED**  
THAT Council:

1. Receives for information the corporate report dated October 7, 2019, from the Director of Engineering and Municipal Operations, titled, “Roper Inlet Modifications – Award of Construction Services”; and
2. Approves the award of a contract for Roper Reservoir Upgrades in the amount of \$316,813 (excluding GST) to Tybo Constructors Ltd.

**CARRIED**

7. **MINUTES AND RECOMMENDATIONS OF COMMITTEES**

7.1 **STANDING AND SELECT COMMITTEE MINUTES**

- Finance and Audit Committee – September 30, 2019
- Land Use and Planning Committee – September 30, 2019
- Tour de White Rock Committee – September 19, 2019
- Arts and Cultural Advisory Committee – September 24, 2019
- Public Art Advisory Committee – September 26, 2019

2019-441 **It was MOVED and SECONDED**

THAT Council receives for information the following standing and select committee meeting minutes as circulated:

- a) Finance and Audit Committee – September 30, 2019;
- b) Land Use and Planning Committee – September 30, 2019;
- c) Tour de White Rock Committee – September 19, 2019;
- d) Arts and Cultural Advisory Committee – September 24, 2019; and
- e) Public Art Advisory Committee – September 26, 2019.

**CARRIED**

**7.2 STANDING AND SELECT COMMITTEE RECOMMENDATIONS**

- a) The following recommendation has been brought forward from the **Arts and Cultural Advisory Committee** meeting held on September 24, 2019:

**WHITE ROCK LIBRARY REPRESENTATIVE**

2019-442 **It was MOVED and SECONDED**

THAT Council endorses a representative from the White Rock Library to the Arts and Cultural Advisory Committee as a non-voting member.

**CARRIED**

**8. BYLAWS AND PERMITS**

**8.1 BYLAWS**

**8.1.1 BYLAW 2305 - 2020 ANNUAL PERMISSIVE TAX EXEMPTIONS BYLAW 2019, NO. 2305**

Bylaw 2305 proposes Permissive Tax Exemptions for the 2020 Taxation year. This bylaw received three (3) readings at the September 9, 2019 regular meeting, was advertised in the Peace Arch News on September 25, and October 2, 2019, and was presented for consideration of final reading.

2019-443 **It was MOVED and SECONDED**

THAT Council gives final reading to “2020 Annual Permissive Tax Exemptions Bylaw, 2019, No. 2305”.

**CARRIED**

**8.1.2 BYLAW 2306 - 2020 - 2021 PERMISSIVE TAX EXEMPTIONS CENTRE FOR ACTIVE LIVING BYLAW 2019, NO. 2306**

Bylaw 2306 proposes 2020 - 2021 Permissive Tax Exemptions Centre for Active Living Bylaw 2019, No. 2306. This bylaw received three (3) readings at the September 9, 2019 regular meeting, was advertised in the Peace Arch News on September 25, and October 2, 2019, and is presented for consideration of final reading.

2019-444 **It was MOVED and SECONDED**

THAT Council give final reading to the “2020 - 2021 Permissive Tax Exemptions Centre for Active Living Bylaw 2019, No. 2306”.

**CARRIED**

**8.1.3 BYLAW 2308 - WHITE ROCK BUSINESS LICENCE BYLAW 1997, NO. 1510, AMENDMENT NO. 9, 2019 NO. 2308**

Bylaw 2308 proposes housekeeping updates to the schedules in the White Rock Business Licence Bylaw. Updates also include new definitions and regulations for body works studios which would increase the ability of the City to regulate businesses offering massage services that are not regulated by a professional body registered with the Province of British Columbia. This received three (3) readings at the September 9, 2019 regular Council meeting and at that time staff were asked to inquire if the bylaw met Freedom of

Information and Protection of Privacy legislation. Upon review there have been amendments made to the bylaw that are noted as tracked changes.

Due to the changes made Council will reconsider third reading given at the September 30, 2019 regular Council meeting and then give third reading to the bylaw as amended and circulated in the agenda.

2019-445 **It was MOVED and SECONDED – Motion to Rescind Third Reading**  
THAT Council rescinds third reading given to “*White Rock Business Licence Bylaw 1997, No. 1510, Amendment No. 9, 2019, No. 2308*” at the September 30, 2019 regular Council meeting.

**CARRIED**

2019-446 **It was MOVED and SECONDED – Motion to Give New Third Reading As Amended**  
THAT Council gives third reading to “*White Rock Business Licence Bylaw 1997, No. 1510, Amendment No. 9, 2019, No. 2308* as amended as circulated.

**CARRIED**

2019-447 **It was MOVED and SECONDED – Notice of Public Comment Submission**  
THAT Council endorse there be an opportunity for public comments in regard to “*White Rock Business Licence Bylaw 1997, No. 1510, Amendment No. 9, 2019, No. 2308*” that addresses housekeeping updates to the schedules in the White Rock Business Licence Bylaw. Including new definitions and regulations for body works studios which would increase the ability of the City to regulate businesses offering massage services that are not regulated by a professional body registered with the Province of British Columbia;

The Public Comments on this bylaw will be heard at the October 21, 2019 regular Council meeting to begin at 7:00 p.m. at City Hall during the Bylaw section of the agenda, prior to the bylaw being considered for final reading; and

The notice of this public comment opportunity will be published in the Peace Arch News, October 11 and 18, 2019.

**CARRIED**

8.1.4 **BYLAW 2309 - FEES AND CHARGES BYLAW, 2019, NO. 2298, AMENDMENT NO. 2, 2019, NO. 2309 (2020 PARKING DECALS)**

Bylaw 2309 proposes parking rates for 2020 as noted in the bylaw schedules. This Bylaw received three (3) readings at the September 30, 2019 regular Council meeting and was presented for consideration of final reading.

2019-448 **It was MOVED and SECONDED**  
THAT Council gives final reading to “*Fees and Charges Bylaw, 2019, No. 2298, Amendment No. 2, 2019, No. 2309*”.

**CARRIED**

**8.1.5**            **BYLAW 2311 - WHITE ROCK BUSINESS IMPROVEMENT AREA (BIA)**  
**BYLAW 2019, NO. 2311**

Bylaw No. 2311 proposes to renew the Business Improvement Area Bylaw, and a 4% increase to the BIA levy. This Bylaw was presented for consideration of first, second and third reading.

2019-449        **It was MOVED and SECONDED**

THAT Council gives first, second and third reading to “*White Rock Business Improvement Area Bylaw 2019, No. 2311*” as amended where Section 2 b- d be noted as years 2021, 2022, 2023 and 2024.

**DEFEATED**

Councillors Chesney, Johanson, Kristjanson, Manning and Trevelyan voted in the negative

2019-450        **It was MOVED and SECONDED**

THAT Council gives first, second and third reading to “*White Rock Business Improvement Area Bylaw 2019, No. 2311*” as discussed and amended to reflect an annual 2% increase to the levy as follows:

- a) In 2020, a sum not to exceed \$337,006;
- b) In 2021, a sum not to exceed \$343,014;
- c) In 2022, a sum not to exceed \$350,021;
- d) In 2023, a sum not to exceed \$357,029;
- e) In 2024, a sum not to exceed \$364,037

**CARRIED**

Chesney and Kristjanson voted in the negative

**9.                CORRESPONDENCE**

**9.1              CORRESPONDENCE - RECEIVED FOR INFORMATION**

2019-451        **It was MOVED and SECONDED**

THAT Council receives for information the following correspondence Items 9.1.1 – 9.1.2:

**9.1.1**            Email dated July 17, 2019 from M. McKnight, President & CEO, United Way of the Lower Mainland, regarding expanding access to menstrual products in municipal facilities.

**9.1.2**            Letter dated August 30, 2019 from Mayor P. Alexis, District of Mission, requesting for Council to support and send attached letter to Minister Robinson’s and Minister Champagne’s office regarding funding for the Sanitary Sewer Crossing Project.

**CARRIED**

2019-452        **It was MOVED and SECONDED**

THAT Council endorses a letter be sent in support regarding funding for the Sanitary Sewer Crossing Project.

**CARRIED**

## **10. MAYOR AND COUNCILLOR REPORTS**

### **10.1 MAYOR'S REPORT**

Mayor Walker noted the following community events and information:

- Oct 1, Interview with City TV to talk about Dogs on the Promenade
- Oct 1, Annual “CARP Flag Raising”
- Oct 1, UNITI - Semiahmoo House Society’s Business after Business event
- Oct 2, Metro Vancouver George Massey Crossing Task Force meeting
- Oct 2, Council to Council meeting with Semiahmoo First Nation
- Oct 3, Metro Vancouver & Fraser Valley Council of Community Homelessness Tables’ 2019 “Lower Mainland Housing & Homelessness” Forum
- Oct 4, Metro Vancouver Board of Directors’ meeting
- Oct 5, City of White Rock’s “Let’s Talk – Join our Community Conversation” forum

### **10.2 COUNCILLORS REPORTS**

Councillor Kristjanson noted the following community events and information:

- Oct 4, Peninsula Homeless to Housing meeting
- Oct 5 and 6, Information booth at the waterfront: Dogs on the Promenade, along with Councillor Chesney
- Oct 6 The Great Turkey Run, hosted by the Rotary Club of White Rock in Association with Sources Foundation
- Oct 6, Pooch Parade on the Promenade

Councillor Fathers noted the following community events and information:

- Oct 1, Annual “CARP Flag Raising”
- Oct 2, Public Art dedication to the Peace Arch Hospital Auxiliary: Official Opening of the piece titled “Stand”
- Oct 2, Council to Council meeting with Semiahmoo First Nation
- Oct 4 Peach Arch Hospital Foundation Committee meeting
- Oct 4 Federal All Candidates Debate hosted by the South Surrey & White Rock Chamber of Commerce and the White Rock BIA
- Oct 6, Pooch Parade on the Promenade

Councillor Trevelyan noted the following community events and information:

- Oct 1, Annual “CARP Flag Raising”
- Oct 2, Council to Council meeting with Semiahmoo First Nation
- Oct 4 Federal All Candidates Debate hosted by the South Surrey & White Rock Chamber of Commerce and the White Rock BIA
- Oct 5, City of White Rock’s “Let’s Talk – Join our Community Conversation” forum
- Oct 5, CARP’s 5<sup>th</sup> Annual “Salute to Seniors – An Afternoon in Paris” event
- Oct 6 The Great Turkey Run, hosted by the Rotary Club of White Rock in Association with Sources Foundation
- Oct 6, Pooch Parade at the Promenade

Councillor Manning noted the following community events and information:

- Oct 1, Annual “CARP Flag Raising”
- Oct 1, Seniors Advisory Committee meeting
- Oct 2, Council to Council meeting with Semiahmoo First Nation
- Oct 5, CARP’s 5<sup>th</sup> Annual “Salute to Seniors – An Afternoon in Paris’ event

Councillor Johanson noted the following community events and information:

- Oct 1, Annual “CARP Flag Raising”
- Oct 2, Council to Council meeting with Semiahmoo First Nation
- Oct 3, Metro Vancouver & Fraser Valley Council of Community Homelessness Tables’ 2019 “Lower Mainland Housing & Homelessness” forum  
**Note:** October 13 – 19 is “Homeless Week”
- Oct 4, Peninsula Homeless to Housing meeting
- Oct 5, City of White Rock’s “Let’s Talk – Join our Community Conversation” forum
- Oct 6 The Great Turkey Run, hosted by the Rotary Club of White Rock in Association with Sources Foundation

Councillor Chesney noted the following community events and information:

- Oct 21, Reminder to vote in the Federal Election

**10.2.1 METRO VANCOUVER BOARD IN BRIEF**

None

**11. MOTIONS AND NOTICES OF MOTION**

**11.1 MOTIONS**

None

**11.2 NOTICES OF MOTION**

None

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

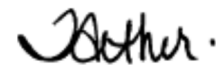
None

**13. OTHER BUSINESS**

None

**14. CONCLUSION OF THE OCTOBER 7, 2019 REGULAR COUNCIL MEETING**

The Chairperson declared the meeting concluded at 8:48 p.m.



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Mayor Walker

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Tracey Arthur, Director of  
Corporate Administration



Peace Arch Elementary School PAC  
15877 Roper Avenue  
White Rock, BC  
V4B 2H5

September 25, 2019

His Worship Darryl Walker  
Mayor, City of White Rock  
15322 Buena Vista Avenue  
White Rock, BC  
V4B 1Y6

Dear Mayor Walker and Council,

I write today on behalf of the students and families at Peace Arch Elementary. Ms. Fairbairn approached me at our Welcome Back Tea on September 3, 2019 to find out if we could support her petition asking for traffic safety improvements along Thrift Avenue. Knowing that many students have to cross Thrift, I brought the following resolution to our meeting on Tuesday, September 17, 2019. It received unanimous support.

WHEREAS Thrift Avenue between Finlay and Stayte has no stop signs or stop lights, and

WHEREAS many of our students, as well as our graduates who are attending Earl Marriott, use the established crosswalks daily

BE IT RESOLVED that the Peace Arch Elementary PAC asks the City of White Rock to review traffic safety along Thrift Avenue, with particular attention to the two official crosswalks, one at Kent Street and one at Stevens, and to make changes that will improve sight lines, increase driver awareness, and crosswalk safety for our children and the community.

Thank you for your attention to this important safety concern in the community.

Most Sincerely,



Jennifer Wilson  
President 2019-2020  
Peace Arch Elementary School PAC













Sherron

CC: Sheila Fairbairn

## PETITION - 2019

**I support 'Traffic-Sense' in N.E. White Rock,  
which include the following issues:**

1. Reduce Speed and Noise on Stayte Road & Thrift Ave. to Finlay Street
2. Install a 4-Way stop at Thrift Avenue and Kent Street.
3. Install Pedestrian-Controlled Crosswalk at Thrift Ave and Stevens
4. Consider using soft speed bumps to slow traffic
5. Improve traffic signage: eg: Hidden Driveway, slow to 40K, etc.

Address	Name	Signature
13726 Malabar Ave	Fiona Kehler	
1573 Parker Pl	GURPREET BHARU	
1573 Stevens St	Nab Mann	
15820 Roper ave	MIKKI Kinnaird	
Bule Lee St	Shannon Vershus	
15658 Buena Vista	Kristina Stigdaker	
15834 Prospect cres.	Amy Archibald	
848 keil St.	Ramon Mengot	
15690 Gogge Ave	Sylvia Chan	
1350 KENT ST.	ANDREA LEAK	
1350 KENT ST	PAUL WILLIAMS	
958 Finlay St.	Kemp Edwards	

Address	Name	Signature
15768 Columbia	Lacey Kelly	
15488 Russell	Teodora McIvor	
15933 Prospect Cts.	Teresa Mogollar	
882 Habgood St	Sujinder Sahota	
15783 PACIFIC AVE	IRWIN SIDANA	
1273 merklein	Jean Sheppard	
15130 Roper Ave	Christine Shook	
15935 Prospect Crescent	Sara Rasout	
1243 Statte Road	Khushi Dugale	
1121 Lee St	Megan Stech	
15944 Prospect Cr	Gemma Sickleby	
15722 Goggs Ave.	Monica Geyster	
971 PARKER ST.	E. BIPP	
971 PARKER ST.	ARIN BIPP	
1033 Habgood St	Paige Taillefer	
15772 Goggs Ave	Satrian Dhaliwal	
1454 Maple St	Nicole Matsuk	
1050 Ewson St	Karen Droege	
15622 Thrift Ave	Leslie Faber	
1242 PARKER ST.	Amy Baumann	
15856 North Bluff	Jana Helms	
15751 Thrift Ave	Brian Oger	
15356 Columbia Ave	Laurel Winkler	
15950 Prospect Cess.	Beyce Paeyer	




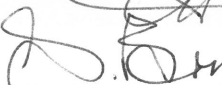

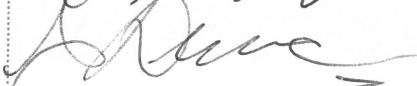

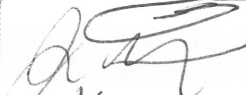
## PETITION - 2019

I support 'Traffic-Sense' in N.E. White Rock,  
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1. Reduce Speed and Noise on Stayte Road & Thrift Ave. to Finlay Street
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3. Install Pedestrian-Controlled Crosswalk at Thrift Ave and Stevens
4. Consider using soft speed bumps to slow traffic
5. Improve traffic signage: eg: Hidden Driveway, slow to 40K, etc.

The Arcadian- 15991 Thrift Avenue White Rock

Suite #	Name	Signature
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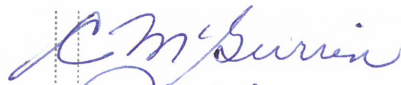
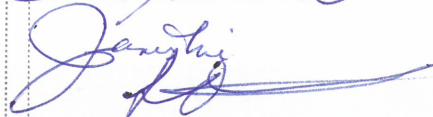
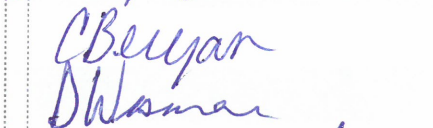
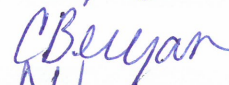
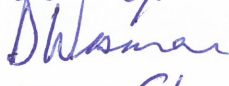
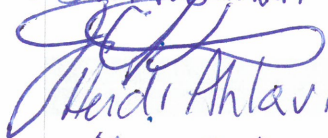
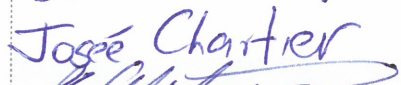



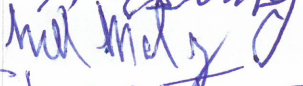
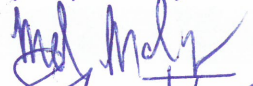




205	RON SHERRON FAIRBAIRN	
404	Cheryl Henderson	
101	Shelagh Bohn	S. Bohn
214	<del>Matthew Bates</del>	
207	Janice Douglas	J. Douglas
314	Dennis Buhlin	D. Buhlin
311	MIKE STEWART	Mike Stewart
817	Lara OMA	
402	A. HATCH	
102	Jen Funk	
210	Kyle Bohn	K. Bohn
210	TESSA BOHN	T. Bohn
200	AS House	A. House

Suite #	Name	Signature
211	CRISTINA LINDSAY	C Lindsay
212	MAUREEN BEALES	M Beales
215	EVA ZAVREL	E. Zavrel
301	ED BODNAR	E Bodnar
307	Leanne Kelly	L Kelly
306	Linda Stunone	L Stunone
305	Bonny Frost	B Frost
302	T. FENSTON	T Fenston
219	Susan Gillis	S Gillis
105	Lana Phillips	L Phillips
310	SAM MORAN	S Moran
310	DYMAN BARR	D Barr
316	Shannon CLARK	S Clark
208	Sandy Alfonso	S Alfonso
218	Charnelle McEwan	C McEwan
217	KRISTEN CLARK	K Clark
104	NORIE BLANCHARD	N Blanchard
213	Jonalyn & Tony	J & T
312	Kimberly Anderson	K Anderson
313	Susan Martin	S Martin
303	Vanise Olandos	V Olandos
308	Sonia Fetison	S Fetison
103	DEBBIE MCCUBBIN	D McCubbin
103	DOUG MEEGER	D Meeger
316	Dennis Peach	D Peach
304	Trisha Mussato	T Mussato

## PETITION - 2019

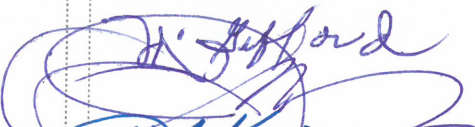
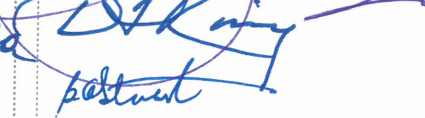



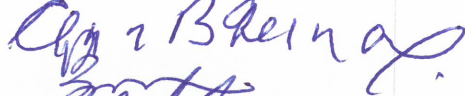




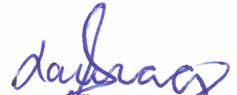
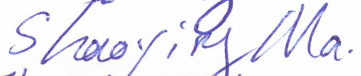
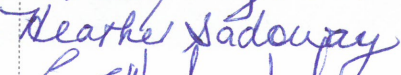
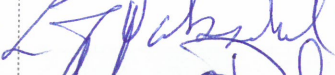

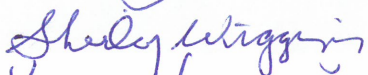
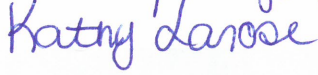
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2. Install a 4-Way stop at Thrift Avenue and Kent Street.
3. Install Pedestrian-Controlled Crosswalk at Thrift Ave and Stevens
4. Consider using soft speed bumps to slow traffic
5. Improve traffic signage: eg: Hidden Driveway, slow to 40K, etc.

Name	Address - email	Signature
Christine McGurran	1419 Stevens St	
James Mei	"	
Linda Atkins	15921	
Charmaine Berezan	15911 Thrift	
Den Wiseman	15911 Thrift Ave	
	15871 Thrift ave.	
Heidi Ahlqvist	15855 Thrift Ave.	
	15814 Thrift Ave	
	15805 Thrift Ave	
Sharon Joor	15860 Thrift Ave.	
Kevin McLaughlin	15860 Thrift Ave.	
Lowyn English	15876 Thrift Ave	
Wylee CHARVILL	15894 Thrift Ave	



Name	Address - email	Signature
Stacey Balatti	15894 Thrift Ave	
Justin Huang	15894 Thrift Ave	
Robyn Rempel	15736 Columbia Ave	
DAVID M. ANDERSON	15152 Russell Ave.	
KAREN KROEKER	15639 MOFFAT LANE	K. Kroeker
SCOTT STONE	<del>15970 THRIFT</del>	K. Kroeker
Stavroula	15970 THRIFT AVE.	Stavroula
Kristen Fryer	864-165 St. / kristen.fryer@gmail.com	K. Fryer
Loula Manolopoulos	302-15367 Buena Vista	L. Manolopoulos
Thao VanTunen	15980 Thrift Ave	
CHRISTINE BLACKIE	1409 STEVENS ST	C. Blackie
LESLIE BLACKIE	1409 STEVENS ST	L. Blackie
LESLIE DAVISON	1465 Stevens St	
Alan Davison	1465 Stevens St	
ERIN GONTES	1468 STEVENS ST.	
M. Porcari	1358 Stevens St.	
Marilyn Steele	1510 Stevens	
Holly Halford	1554 S Russ	
Vesna Krunic	1543 Stevens St.	V. Krunic
Rene Courville	1553 Stevens St	
Jay Melnyk	1533 STEVENS ST	J. Melnyk
ROBERT McLAREN	1505 STEVENS ST.	
GEORGE GUNN	15952 RUSSELL AVE	
Jan Rice	1523 Stage Rd.	
Bill Maloney	1530 STEVENS ST	
AUREZ BERNASKI	1558 STEVENS ST	
SIMONE RUTH-PELECH	1568 STEVENS ST.	
Gerald Price	1540 STEVENS ST	

Name	Address- Email	Signature
Marny Gifford Janet. Mah DAN KING	15930 Russell Ave 1456 STEVENS ST. 1460 STEVENS dan - King@shaw.ca	 
BEVERLY STUART	1454 STEVENS ST.	
Lily West Smith	1450 STEVENS ST	
Pat Bradley Ann XiaoFei Wu JAS BADESHA	966 STEVENS 15925 STEVENS grace@sasso.ca 15776-THRIFT-ave	  
Luise Turner	15771 Thrift Ave	
Joanne Stevenson Doug Landry	15761 Thrift Ave 15713 Thrift Ave	 
Laura Miller Shaoying Ma HEATHER SADOWAY	1351 Maple STREET 1360 Maple Street 1370 Maple Street	  
Lannie Vaksdal Sherry Bohmer	15666 Russell Ave 15867 Russell Ave.	 
Shirley Wiggins Kathy Larose	15910 " " 1378 STEVENS ST	 



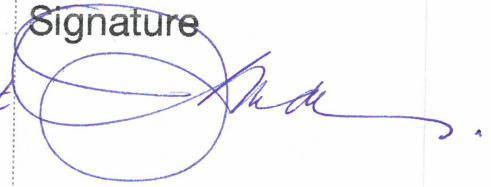
Name

Janet MAH.

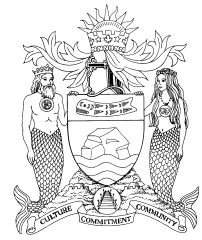
Address- Email

1456 STEVENS ST.  
janetmahdesign@telus.net

Signature



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



**DATE:** October 21, 2019

**TO:** Mayor and Council

**FROM:** Carl Isaak, Director of Planning and Development Services

**SUBJECT:** School District 36 (Surrey) – Eligible School Site Proposal 2020/2021 Capital Plan

---

**RECOMMENDATIONS:**

THAT Council:

1. Receive for information the corporate report dated October 21, 2019 from the Director of Planning and Development Services titled “School District 36 (Surrey) – Eligible School Site Proposal 2020/2021 Capital Plan;”
  2. Accept the resolution of the Board of Education respecting proposed eligible school site requirements for the school district; and
  3. Direct the Director of Corporate Administration to forward a copy of Council’s resolution to School District 36 (Surrey).
- 

**EXECUTIVE SUMMARY**

The School Board for School District 36 (Surrey) has prepared a new five year Capital Plan for school site acquisition and submitted it to the City for review, in accordance with the requirements of Section 574 of the *Local Government Act*. The City has 60 days to either pass a resolution accepting the proposed eligible school site requirements or to respond outlining the reasons for rejection of all or part of the 2020/2021 Eligible School Site Proposal.

While all of the eligible school sites are located within the City of Surrey, three new elementary school sites and one expansion site, proposed within the Grandview and Pacific/Sunnyside areas of South Surrey, will assist in balancing school capacity for schools that have catchment areas including the City of White Rock.

Staff have reviewed the estimates provided in the Eligible School Site Proposal and find them to be consistent with the overall projections for the City of White Rock based on current construction activity and as outlined in the City’s Official Community Plan (OCP).

**PAST PRACTICE / POLICY**

Section 142 of the *School Act* requires School Districts to submit a Capital Plan for School Site Acquisition annually, including the Eligible School Site Proposal. Before doing so, Section 574 of the *Local Government Act (LGA)* requires School Districts to consult with local governments, specifically requiring both the school district and the local government to be in agreement about the information used to calculate any increase to the student numbers used to develop the Eligible School Site Proposal. This information is identified as:

- The estimate of new housing units in the School District area for the time period of the Capital Plan;
- The estimate of the number of new students that would be generated by these new development units;
- The estimate of the approximate size and number of school sites needed to accommodate these new students; and
- The approximate location and value of these school sites.

Once the proposal is finalized, it must be passed annually by Board resolution and referred to the local governments in the District for consideration by their council. Local Governments then have 60 days to:

- Pass a resolution accepting the proposed eligible school site requirement for the school district; or
- Respond in writing to the school board indicating that it does not accept the school board's proposed site requirements for the school district and indicating each proposed school site to which it objects and the reason for objection.

In the event that Council decides not to accept the school site requirements for the school district, the legislation requires that the Minister responsible for the *School Act* appoint a facilitator to assist the Board of Education and the City to reach agreement on proposed eligible school site requirements.

### **ANALYSIS**

The School Board resolution for the Eligible School Site Proposal is attached to this report as Appendix A. The proposal includes a Schedule 'A' for the 2019 – 2028 Projections for Eligible Development and School Age Children in new housing units. These projections have been prepared using standard accepted methodology for population projections and in consultation with the City of Surrey and the City of White Rock. Also included is a Schedule 'B' for eligible school sites for general location, size and serviced land cost using time adjusted market analysis of the bare land cost and cost of off-site work for serviced land.

The School District estimates that:

- There will be 36,791 development units constructed over the 10 year period (44,227 including suites);
- The 44,227 development units will be home to 11,232 school aged children;
- Nine new school sites and two site expansions will be required over the ten-year period; and
- The school board will need to acquire 33.7 hectares (approximately 83.27 acres) of land at a cost of \$206.5 million for the school sites and site expansion.

Staff have reviewed the estimates and found them to be generally in accordance with the overall projections for the area, with the expectation that most of the new housing units will be built within the City of Surrey and only a small comparative portion of 4.7 % is to be built in the City of White Rock. Accordingly, all of the eligible school sites are located within the City of Surrey, including two new elementary schools in the Grandview area of South Surrey with a capacity of 655 students each, one school site in the Pacific/Sunnyside area with the capacity for 655 students, and an expansion to the existing Grandview Heights elementary school from an existing capacity of 215 students to an expanded capacity of 655 students. The Pacific/Sunnyside site and expansion to Grandview Heights Elementary are new to the 2020/2021 Capital Plan.

The growth forecast for the City of White Rock (Schedule A) anticipates that approximately 2,093 new units will be built in the City over the next ten years. The City of White Rock projections indicate that a majority of new development units constructed within the City of White Rock will be high and low-rise apartments. Of the approximately 2,093 units projected for the City over the next ten years, 1,718 are expected to be high-rise apartment units, 209 are expected to be low-rise apartment units, and 166 are expected to be single detached, secondary suite, and row house units.

It should be noted that the anticipated high and low-rise apartments generally result in fewer school-aged children than single detached or row house development units. The estimated average new student yield rate from high-rise apartments is 0.025 students per unit, and the yield rate for low-rise apartments is 0.09 students per unit. This is comparatively lower than the yield rate for single-detached homes and row houses with a yield rate of 0.7 and 0.4 students per unit respectively. As such, while White Rock accounts for 4.7% of the projected dwelling unit growth, it only represents 1% of the student growth.

Staff have reviewed the estimates provided in the Eligible School Site Proposal and find them to be generally in accordance with the overall projections for the City of White Rock outlined in the OCP. Staff will also monitor the construction of high and low-rise apartments projects that are under construction or have applied for building permits (about 1,350 new units, anticipated to be completed in next 5 years), in terms of when they are actually expected to be occupied, and notify SD36 if there is a need to modify their projections. Staff also anticipate the student generation impact to be minimal if current SD36 projections are achieved earlier than the 10 year projection timeframe, due to the low new student yield rates.

### **BUDGET IMPLICATIONS**

There are no budget implications. As noted in the letter from the School District, the School Site Acquisition Charge (SSAC) bylaw rate is currently at the maximum allowed by the *Local Government Act* and *School Site Acquisition Charge Regulation*. No change is required to the amount of money collected by the City on behalf of School District 36.

### **OPTIONS**

1. Adopt a resolution accepting the proposed eligible school site requirements for the school district;
2. Adopt a resolution stating the City does not accept the resolution of the School Board's proposed eligible school site requirements and indicate which school sites are objected to and the reason for the objection;
3. To defer decision on the resolution, in which case, if the City fails to respond within the 60 day allotted period for providing a response, the City is deemed to have agreed to the proposed eligible school site requirements.

Staff recommend Option 1 as outlined in the recommendations at the beginning of this corporate report.

### **CONCLUSION**

Staff has reviewed the documentation provided to support the resolution of the School Board regarding requirements for school site acquisition, and find the projections and estimates to be appropriate.

Respectfully submitted,



Carl Isaak, MCIP RPP  
Director of Planning and Development Services

**Comments from the Chief Administrative Officer:**

I concur with the recommendations of this corporate report.



Dan Bottrill  
Chief Administrative Officer

Appendix A: School District 36 (Surrey) Administrative Memorandum

**APPENDIX A**  
School District 36 (Surrey) Administrative Memorandum



File No: 0480-20 (d)

September 13, 2019

Mr. Dan Bottrill  
Chief Administrative Officer  
City of White Rock  
15322 Buena Vista Avenue  
White Rock, BC V4B 1Y6

Dear Mr. Dan Bottrill,

**Re: Eligible School Site Proposal**

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Please be advised that at the public meeting of the Board of Education of School District No. 36 (Surrey), the 2020/21 Eligible School Site Proposal was approved. As you are aware, the Eligible School Site Proposal is a required component of the annual capital plan submission and is referred to local governments in the district for acceptance pursuant to the *Local Government Act*. Please find attached the certified resolution of the Board of Education of School District No.36 (Surrey) for acceptance by city council. A copy of the administrative memorandum considered by the board is also attached for your reference.

The 2020/2021 Eligible School Site Proposal indicates the following:

- Based on consultation with City of Surrey and the City of White Rock on the Eligible School Sites Proposal (ESSP), the Board of Education of School District No. 36 (Surrey) estimates that there will be 36,791 (44,227 including suites) development units constructed in the school district over the next 10 years (Schedule 'A' – Table 2); and
- These 44,227 new development units will be home to an estimated 11,232 school age children (Schedule 'A' – Table 3); and
- The School Board expects 9 new school sites and 2 site expansions, over the ten-year period, will be required as the result of this growth in the school district and the site acquisitions will be located as presented in Schedule 'B'; and
- 

LEADERSHIP IN LEARNING

Surrey Schools – Secretary-Treasurer's 14033 92<sup>nd</sup> Avenue, Surrey, B.C. V3V 0B7  
Tel: (604) 595-6300 Fax: (604) 595-6307 [www.surreyschools.ca](http://www.surreyschools.ca)



The School Site Acquisition Charge (SSAC) bylaw rate is currently set at the maximum allowed by the Local Government Act and Provincial Regulations. Therefore, no change is required to the SSAC bylaw rate applied to new development units, based on calculations consistent with Provincial SSAC Regulations.

Pursuant to the *Education Statutes Act*, local governments have 60 days to either:

1. *Pass a resolution accepting the proposed eligible school site requirements for the school district;*
2. *Respond in writing to the school board indicating that it does not accept the school board's proposed site requirements for the school district and indicating*
  - *Each proposed school site to which it objects; and*
  - *The reason for the objection.*

If no response is received within 60 days the legislation states that the local government will have been deemed to accept the proposal. Please place the resolution on your Council's agenda to meet this timeline.

Please feel free to contact this office through Ms. Kelly Isford-Saxon, Manager of Demographics and Facilities Planning, by telephone at 604-595-5193 or by email at [isford\\_k@surreyschools.ca](mailto:isford_k@surreyschools.ca) should you require any further information.

Yours truly,

A handwritten signature in black ink, appearing to read "D. Greg Frank".

Mr. D. Greg Frank, CPA, CA  
Secretary-Treasurer

Enclosures: 2

cc: Kelly Isford-Saxon, Manager, Demographics and Facilities Planning, Surrey School District  
Carl Johannsen, Director, Planning and Development Services, City of White Rock  
Heather McNell, Director, Regional Planning and Electoral Area Services, Metro Vancouver

DGF/ea

#### LEADERSHIP IN LEARNING

Surrey Schools – Secretary-Treasurer's 14033 92<sup>nd</sup> Avenue, Surrey, B.C. V3V 0B7  
Tel: (604) 595-6300 Fax: (604) 595-6307 [www.surreyschools.ca](http://www.surreyschools.ca)



**Excerpt from the 2019-09-11 Regular Board Meeting Minutes**

**4.(c) Eligible School Sites Proposal – 2020/2021 Capital Plan**

It was moved by Trustee Gary Tymoschuk, seconded by Trustee Bob Holmes:

THAT based on consultation with City of Surrey and the City of White Rock on the Eligible School Sites Proposal (ESSP), the Board of Education of School District No. 36 (Surrey) estimates that there will be 36,791 (44,227 including secondary suites) development units constructed in the school district over the next 10 years (Schedule 'A' – Table 2); and

THAT these 44,227 new development units will be home to an estimated 11,232 school age children (Schedule 'A' – Table 3); and

THAT the School Board expects 9 new school sites and 2 site expansions, over the ten-year period, will be required as the result of this growth in the school district and the site acquisitions will be located as presented in Schedule 'B'; and

THAT according to Ministry of Education site standards presented in Schedule 'B' these sites will require in total 33.7 hectares (approx. 83.27 acres). These sites should be purchased within ten years and serviced land cost is estimated at \$206.5 Million; and

THAT the Eligible School Sites Proposal be forwarded to Local Governments for acceptance; and

THAT pending Local Government acceptance, the Eligible School Sites Proposal, be included in the 2020/21 Five Year Capital Plan submission to the Ministry of Education.  
Certified as a True Copy:

A handwritten signature in black ink, appearing to read "D. Frank", is written over a horizontal line.

Mr. D. Greg Frank, CPA, CA  
Secretary-Treasurer

LEADERSHIP IN LEARNING

Surrey Schools – Secretary-Treasurer's 14033 92<sup>nd</sup> Avenue, Surrey, B.C. V3V 0R7  
Tel: (604) 595-6300 Fax: (604) 595-6307 [www.surreyschools.ca](http://www.surreyschools.ca)



### Eligible School Site Proposal - 2020/21 Capital Plan

#### SCHEDULE 'A' 2019-2028 Projections - Eligible Development and School Age Children (new housing only)

**Table 1 - Growth Forecasts by Local Government - Housing Units Completions By Type (10 year forecast based on school year - July 1st to June 30th.)**

School Year	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-25	2025-26	2026-27	2027-28	2028-29	
<b>CITY OF SURREY</b>											
Year	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	10 yr Tot.
Single Detached	412	443	435	421	414	473	547	630	698	801	5,274
Suites	749	655	661	665	672	703	742	785	824	879	7,336
Row House	1252	1376	1465	1530	1543	1463	1435	1332	1211	1082	13,690
Low Rise Apartment	326	630	710	820	879	1071	1315	1470	1528	1686	10,435
High Rise Apartment	556	354	383	422	450	514	595	658	698	768	5,398
<b>Total Units City of Surrey</b>	<b>3,296</b>	<b>3,457</b>	<b>3,654</b>	<b>3,859</b>	<b>3,958</b>	<b>4,225</b>	<b>4,635</b>	<b>4,875</b>	<b>4,960</b>	<b>5,216</b>	<b>42,134</b>

Source: City of Surrey, Planning and Development Department, July 2019

#### CITY OF WHITE ROCK

Year	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	10 yr Tot.
Single Detached	3	3	3	3	3	3	3	3	3	3	30
Suites	10	10	10	10	10	10	10	10	10	10	100
Row House	0	4	4	4	4	4	4	4	4	4	36
Low Rise Apartment	79	0	0	40	0	30	0	30	0	30	209
High Rise Apartment	0	338	256	350	206	168	125	125	75	75	1,718
<b>Total Units City of White Rock</b>	<b>92</b>	<b>355</b>	<b>273</b>	<b>407</b>	<b>223</b>	<b>215</b>	<b>142</b>	<b>172</b>	<b>92</b>	<b>122</b>	<b>2,093</b>

City of White Rock, Planning Department, May 2018.

#### TOTAL SD #36 (SURREY)

**Table 2 - SCHOOL DISTRICT 36 - ELIGIBLE DEVELOPMENT UNITS (Annual total new units by housing type, 2019-2028)**

Year	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	10 yr Tot.
Single Detached	415	446	438	424	417	476	550	633	701	804	5,304
Suites	759	665	671	675	682	713	752	795	834	889	7,436
Row House	1,252	1,380	1,469	1,534	1,547	1,467	1,439	1,336	1,215	1,086	13,726
Low Rise Apartment	405	630	710	860	879	1,101	1,315	1,500	1,528	1,716	10,644
High Rise Apartment	556	692	639	772	656	682	720	783	773	843	7,116
<b>Total Units</b>	<b>3,388</b>	<b>3,812</b>	<b>3,927</b>	<b>4,266</b>	<b>4,181</b>	<b>4,440</b>	<b>4,777</b>	<b>5,047</b>	<b>5,052</b>	<b>5,338</b>	<b>44,227</b>



**Table 3 - PROJECTED SCHOOL AGE YIELD (Age 5-17 from Eligible development unit projections 2019-2028)**

Year	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Eligible Students
Single Detached	291	312	307	297	292	333	385	443	491	563	3,713
Suites	91	80	81	81	82	86	90	95	100	107	892
Row House	501	552	588	614	619	587	576	535	486	435	5,491
Low Rise Apartment	36	57	64	77	79	99	118	135	138	154	958
High Rise Apartment	14	17	16	19	16	17	18	20	19	21	178
<b>Total EDU Students</b>	<b>933</b>	<b>1,018</b>	<b>1,055</b>	<b>1,088</b>	<b>1,088</b>	<b>1,122</b>	<b>1,188</b>	<b>1,227</b>	<b>1,234</b>	<b>1,279</b>	<b>11,232</b>

Source: Student Yield Estimates for projected new housing by form of development, updated July 2019 by Surrey School District #36, Planning Department

**Table 4 - ESTIMATED AVERAGE NEW STUDENT YIELD RATE FROM NEW HOUSING**

Year	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Yield (2028)
Single Detached	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7
Suites	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12
Row House	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4
Low Rise Apartment	0.09	0.09	0.09	0.09	0.09	0.09	0.09	0.09	0.09	0.09	0.09
High Rise Apartment	0.025	0.025	0.025	0.025	0.025	0.025	0.025	0.025	0.025	0.025	0.025



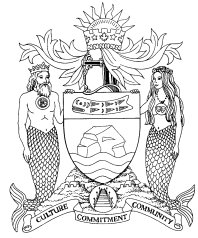
Eligible School Site Proposal - 2020/21 Capital Plan

**SCHEDULE 'B'**  
**Capital Projects Requiring New Sites**  
**ELIGIBLE SCHOOL SITES (General Location, Size and Estimated Serviced Land Cost)**

School Site # Basis of Costs Type of Project Grade Level	#115 Estimate New		#208 Estimate New		#214 Estimate New		#208 Estimate New		#214 Estimate New		#115 Estimate Expansion Elementary		#208 Estimate New Secondary		#222 Estimate New Elementary		#016 Estimate Expansion Elementary		#222 Estimate New Secondary		#207 Estimate New Elementary		TOTALS
	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	Elementary	
General Location	South Newton Elementary	Redwood Heights (NE Granoview)	Dart's Hill Area (Grandview Heights Central)	Annandale/ Tyneshead	Clayton Elementary	South East Newton Area	Fleetwood Enclave Area	Grandview Heights	South Port Kells	Abbey Ridge	Pacific/ Sunny-side												
Existing Capacity	0	0	0	0	160	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	375
Long Term Capacity	655	655	655	360	605	1200	605	605	605	605	1200	605	605	1000	380	655	1000	655	1000	380	655	655	6790
Increase in Capacity	655	655	655	360	445	1200	605	440	605	605	1200	605	605	1000	380	655	1000	655	1000	380	655	655	6415
Standard Site Size (ha)	3.3	3.3	3.3	3.3	3.0	6.3	3.3	3.0	3.3	3.3	6.3	3.3	3.3	6.3	3.3	3.3	6.3	3.3	3.3	3.3	3.3	3.3	38.4
Existing Site Area (ha)	0	0	0	0	1.6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4.0
Size of New Site (ha)	3.0	4.3	3.0	3.3	1.2	6.0	2.7	2.44	0	0	0	0	0	0	0	0	1.2	0	0	0	0	0	4.0
Land Cost/ha	\$5,893,333	\$6,046,512	\$6,000,000	\$5,151,515	\$5,893,333	\$3,833,333	\$7,407,407	\$4,166,667	\$5,666,667	\$7,000,000	\$6,000,000	\$4,166,667	\$5,666,667	\$34,000,000	\$7,000,000	\$6,000,000	\$5,000,000	\$4,166,667	\$7,000,000	\$21,000,000	\$6,000,000	\$6,000,000	\$6,127,596
<b>Estimated Cost of Land</b>	<b>\$17,500,000</b>	<b>\$26,000,000</b>	<b>\$15,000,000</b>	<b>\$17,000,000</b>	<b>\$7,000,000</b>	<b>\$23,000,000</b>	<b>\$20,000,000</b>	<b>\$5,000,000</b>	<b>\$34,000,000</b>	<b>\$21,000,000</b>	<b>\$15,000,000</b>	<b>\$5,000,000</b>	<b>\$34,000,000</b>	<b>\$21,000,000</b>	<b>\$15,000,000</b>	<b>\$6,000,000</b>	<b>\$5,000,000</b>	<b>\$4,166,667</b>	<b>\$7,000,000</b>	<b>\$21,000,000</b>	<b>\$6,000,000</b>	<b>\$6,000,000</b>	<b>\$206,500,000</b>

Total proposed acquisition sites (Eligible School Sites) = 11 (proposed acquisitions, including 2 site expansion, 7 new elementary school sites and 2 secondary school sites).  
Updated: July 30, 2019

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



**DATE:** October 21, 2019

**TO:** Mayor and Council

**FROM:** Jim Gordon, P.Eng., Director of Engineering & Municipal Operations  
Sandra Kurylo, Director of Financial Services  
Carl Isaak, Director of Planning and Development Services

**SUBJECT:** Wheelchair Van Side-Ramp Accessible Parking Improvements

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**RECOMMENDATIONS**

THAT Council

1. Receive for information the corporate report dated October 21, 2019 from the Directors of Engineering and Municipal Operations, Financial Services, and Planning and Development Services Departments titled “Wheelchair Van Side-Ramp Accessible Parking Improvements”;
  2. Direct staff to include \$35,000 in the Draft 2020 to 2024 Financial Plan for van-accessible parking space upgrades, for Council’s consideration; and
  3. Direct staff to staff bring forward amendments to the Zoning Bylaw to implement an approach similar to Surrey, Richmond and other municipalities, with regard to both the overall number of accessible parking spaces and the ratio of van-accessible parking spaces.
- 

**INTRODUCTION**

The South Fraser Active Living Group (SFALG) appeared as a delegation at the April 25, 2019 Parking Task Force Meeting to discuss wheelchair van side-ramp accessible parking in White Rock.

The Parking Task Force approved a resolution that was subsequently approved by Council at the Regular Council Meeting on May 13, 2019 that directs staff to report back in relation to SFALG’s recommendation to implement a bylaw that:

- Addresses accessible parking requirements;
- Better accommodates the increased use of side-loading wheelchair vans for individuals using a wheelchair;
- Implements signage for accessible stalls that are to be for wheelchair vans only; and
- Increases parking enforcement for accessible parking stalls.

This report discusses improvements to wheelchair van side-ramp accessible parking (van-accessible parking) at City parking facilities, private parking facilities and parking enforcement.

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

In December 2018, the province removed the requirements for accessible parking from the BC Building Code for residential and commercial buildings. These changes requires local government to be responsible to ensure accessible parking requirements meet current standards.

## **ANALYSIS**

### **City Parking Facilities**

The City owns/occupies and operates several parking facilities in various locations. The City has 997 pay parking stalls at the waterfront, 228 at Centennial/Ruth Johnson Park and 105 in the Hospital area for a total of 1330 stalls. An inventory of city owned/occupied accessible parking stalls is summarized in Appendix 1.

Before accessible parking requirements were removed from the BC Building Code in 2018, it specified that 1% of all parking stalls should be accessible stalls. The Americans with Disabilities Act (ADA) specifications are specific to the size of each parking lot but roughly translate into 2% of all stalls should be accessible with 1/8 van-accessible. The City has 48 (3.5%) accessible parking stalls of which 18 (1/3) meet wheelchair van side-ramp accessibility standards. The ADA also specifies that each individual parking facility must have at least one accessible stall and the first stall must be van-accessible.

Van-accessible parking stalls need to be 5.5m long by 3.4m wide with an adjoining 1.5m wide aisle. Appendix 2 illustrates standard configurations. Each new van-accessible stall typically requires the loss of one regular or accessible stall as shown in Appendix 3.

Appendix 4 list locations where 10 van-accessible stalls can be created with the loss of 10 regular parking stalls. This will bring the total number of van-accessible stalls to 28 stalls out of 48 stalls, which exceeds the 50% ratio proposed for private parking facilities and also exceeds ADA requirements. The requirement for a van-accessible stall at each parking facility will also be met.

### **Private Parking Facilities**

#### **Current Zoning Bylaw Requirements for Accessible Parking**

The Zoning Bylaw currently refers to the standards in the BC Building Code for the size of parking spaces for persons with disabilities, and requires a proportion of required parking spaces as accessible (ranging between 1.3-2.6%). No accessible parking spaces are required if only 10 spaces are required in a development, and for developments with more than 10 spaces, the following table from the Zoning Bylaw section 4.14.6 provides the current requirements:

Total Required Spaces	Required Spaces for Handicapped
10 to 75	1
76 to 125	2
126 to 200	3
Over 200	4 plus 1 for every additional 100 or fraction thereof

The current Zoning Bylaw requirements have not been updated for several years, and given that the responsibility for accessible parking requirements has shifted to local government in the 2018 BC Building Code, it would be appropriate for the City to bring forward amendments to this section of the Zoning Bylaw. Other jurisdictions, including Surrey, Richmond, New Westminster and Port Moody have also updated their accessible parking requirements, including specific dimensions for van-accessible spaces and the number of van-accessible spaces required. The City of Surrey's approach requires 2% of required parking spaces in buildings with more than 25 parking spaces to be provided as accessible parking, and where only 1 accessible parking space is required, the space must be a van-accessible parking space.

Currently the Zoning Bylaw allows that where the calculation of required parking results in a fraction any fraction less than 0.5 is disregarded and 0.5 or greater requires a full parking space. If the Zoning Bylaw were updated to follow this same approach, the threshold at which an additional parking space would be required would be lowered, for example requiring two accessible parking spaces in a building with 75 required spaces where the current provisions would only require one. This could result in more accessible parking spaces throughout the City, per the revised table below (noting that White Rock would continue to require an accessible parking space for buildings with 11-24 required spaces, whereas Surrey would not require an accessible space if less than 25 total spaces were required).

Total Required Spaces	Required Accessible Spaces
11 to 50	1
51 to 100	2
101 to 200	3
Over 200	4 plus 1 for every additional 50 or fraction thereof

With Council's direction, staff would bring forward amendments to the Zoning Bylaw to implement an approach similar to Surrey, Richmond and other municipalities, with regard to both the overall number of accessible parking spaces required as well as specific requirements and dimensions for van-accessible spaces (i.e. that 50% of all accessible parking spaces must be van-accessible, and where only 1 accessible parking space is required, the space must be a van-accessible parking space). These additional requirements would not be intended to impact projects in progress, where redesign may not be possible or would impose a hardship, and staff would propose that any projects with Development Permits issued prior to December 31, 2019 would not be required to meet these standards.

It should be noted that the standards in the Zoning Bylaw do not determine the configuration or number of accessible parking spaces on public property or parking on vacant lots, as they only apply where there are minimum parking space requirements generated by a particular land use (i.e. commercial/institutional floor area or residential units).

### **Parking Enforcement**

The Social Planning and Research Council (SPARC) issues accessible parking permits to eligible applicants. There is no differentiation in the permits issued for van-accessible parking spaces and regular accessible parking spaces. Therefore the City cannot enforce the differentiated use of these two types of parking stalls, just accessible stalls overall. However, the City can install van-accessible courtesy signs encouraging appropriate use of each type of accessible parking space.

**BUDGET**

It is estimated that \$35,000 will need to be requested in the current budget process to fund the creation of 10 new van-accessible stalls.

**CONCLUSION**

Staff reviewed the inventory of accessible parking stalls at City's owned facilities and recommends creating van accessible stalls at the locations outlined in Appendix 4.

Respectfully submitted,



Jim Gordon  
Director, Engineering and Municipal Operations



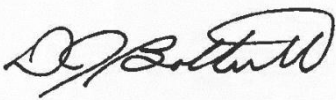
Sandra Kurylo  
Director of Financial Services



Carl Isaak  
Director of Planning and Development Services

**Comments from the Chief Administrative Officer:**

I concur with the recommendations of this corporate report.



Dan Bottrill  
Chief Administrative Officer

- Appendix 1: Summary of City Owned/Occupied Parking Facilities
- Appendix 2: Standard Configurations
- Appendix 3: Example at Oxford washroom
- Appendix 4: Proposed Van Accessible Parking Stalls

APPENDIX ONE

**Table 1 – Summary of City Owned/Occupied Parking Facilities**

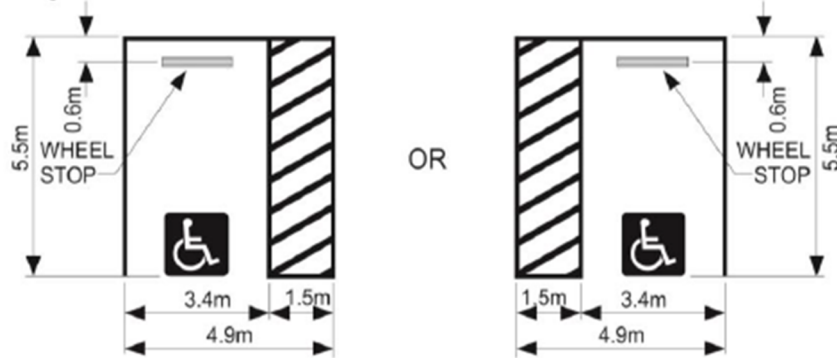
Location	Type of Parking Stall			Post Improvements
	# Accessible of Stalls	Standard Accessible Car Stall	Meets Van Accessible Stall Requirements	
CENTENNIAL ARENA(PARKING LOT)	2	2	2	2
CENTRE FOR ACTIVE LIVING(PARKING LOT)	4	1	3	3
CITY HALL	3	1	2	2
DOG PARK(RUTH JOHNSTON PARK) PARKING LOT	3	1	2	2
ENGINEERING AND MUNICIPAL OPERATION (PARKING LOT)	1	1		1
JOHNSTON ROAD (CURB ANGLED PARKING)	3	3		3
JOHNSTON ROAD AT RUSSELL AVENUE(GRAVEL PARKING LOT)	2	2		
KENT STRET ACTIVITY CENTRE (PARKING LOT)	3	1	2	2
NORTH BLUFF ROAD (CURB LANE PARKING)	1	1		

PACIFIC AVENUE(CURB ANGLED PARKING)	2	2	1
VINE STREET(PEACE ARCH HOSPITAL) (CURB LANE PARKING)	4	4	
WATERFRONT PARKING	19	12	7
WHITE ROCK COMMUNITY CENTRE (UNDERGROUND PARKING)	1	1	1
<b>TOTAL CITY ACCESSIBLE STALLS</b>	<b>48</b>	<b>30</b>	<b>18</b>
			<b>28</b>

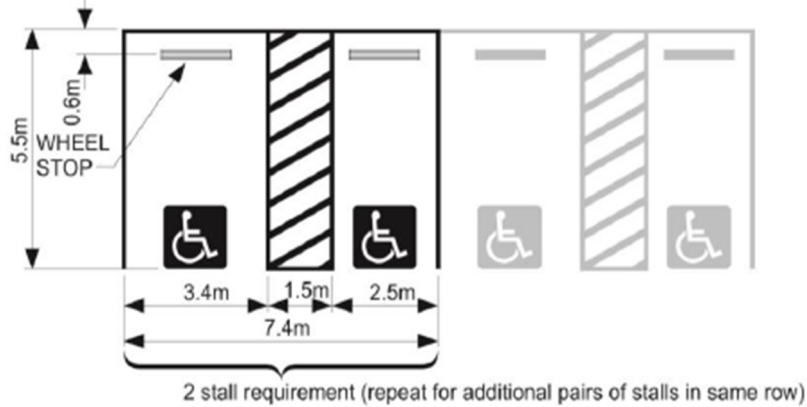


## APPENDIX TWO

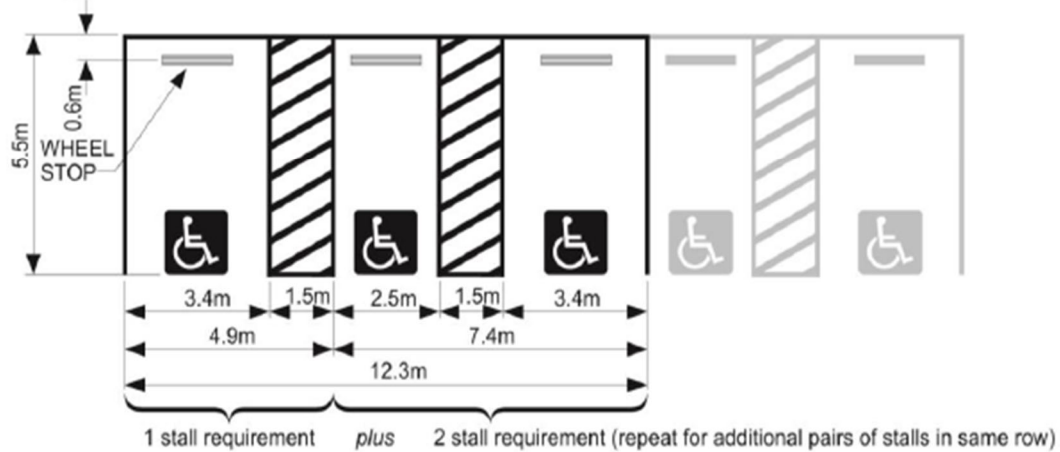
1. For one accessible stall required, such a stall shall be van accessible and have the following dimensions:



2. For two or more even number of accessible stalls required, the stalls shall be marked as:



3. For three or more odd number of accessible stalls required, a combination of requirements 1 and 2 shall be used and marked as:



APPENDIX 3

Example at Oxford Washroom



**APPENDIX FOUR**

**Table 2: Proposed Van Accessible Parking Stalls**

<b>Locations</b>	<b>Number of Accessible Stalls</b>	<b>Number of Additional Van Accessible Stalls Proposed</b>	<b>Number of Public Parking Stalls Proposed to be Eliminated</b>	<b>Upgrades/Improvements Required and comments</b>
<b>Centennial Area</b>	2			Centennial Arena offers 2 accessible parking spaces side by side and an aisle. Although the stalls meet the width requirement for van accessible stalls, signage and pavement should be updated. Requires line markings/eradication/repaint/signage to comply
<b>Centre for Active Living(CAL)</b>	4			CAL offers 4 accessible parking spaces and has one (1) stall that is a van accessible parking space already. In addition, CAL offers 3 consecutive accessible parking spaces which has enough width to convert to 3 van accessible parking space.
<b>City Hall</b>	3			City Hall offers 3 accessible parking stalls, two (2) on Buena Vista and one (1) located in staff parking lot. The accessible parking stalls on Buena Vista Avenue meet the width requirements; however, the line markings will need to be realigned and wheelchair letdown properly constructed. Requires line markings/eradication/repaint and letdown improvements to comply
<b>Dog Park (Ruth Johnston Park)</b>	3			Ruth Johnston offers three (3) accessible parking stalls, two (2) side by side accessible that meet van accessible parking. Requires line markings/eradication/repaint and signage to comply.

<b>Engineering and Operation Parking Lot</b>	1	1	1	Engineering Parking lot offers one (1) accessible parking however it does not meet van accessible parking requirement. In order to meet the van accessible parking requirement, 1 (one) parking stall to be eliminated. Requires line markings/eradication/repaint to comply.
<b>Johnston Road Angled Parking</b>	3	3	3	Johnston Road angled parking offers three (3) accessible parking stalls between Pacific Avenue and Thrift Avenue. Each accessible stall has an existing wheelchair letdown; however, the stall width does not meet the van accessible requirements. In order to meet van accessible parking requirement one(1) parking stall needs to be eliminated at each location on Johnston Road. Requires line markings/eradication/repaint and signage to comply.
<b>Johnston Road and Russell Avenue Gravel Parking Lot</b>	2			Since the parking lot is gravel, the lot will need to be paved first. The gravel parking lot offers two (2) accessible parking spaces.
<b>Kent Activity Centre</b>	3			Kent Activity Centre offers 3 accessible parking spaces, two (2) of which meet the van accessible parking requirements. Requires line markings/eradication/repaint and signage to comply.
<b>North Bluff Road</b>	1			North Bluff Road near Generation Park has one (1) curb side accessible parking stall.
<b>Pacific Avenue</b>	2	1	1	Pacific Avenue provides 2 accessible parking spaces. However in order to provide a van accessible parking, one (1) parking stall on Pacific Avenue will need to be eliminated. This will provide users greater accessibility to enjoy surrounding amenities. Requires line markings/eradication/repaint and signage to comply.
<b>Vine Street (Hospital)</b>	4			Vine Street offers 4 curb side accessible parking

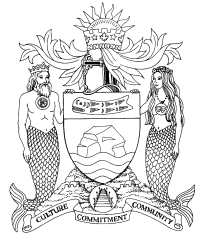
<b>Waterfront Parking</b>	19	4	4	<p>The City waterfront parking areas (including the parkades) provide a total of 19 accessible stalls. Below are proposed existing accessible parking spaces proposed to be converted to van accessible parking spaces:</p> <ol style="list-style-type: none"> <li>1. Bay crossing parking lot has an existing accessible stall that should be upgraded to a van accessible stall. One (1) public stall will have to be eliminated as access is provided at the pedestrian crossing to beach side.</li> <li>2. Oxford Washroom Parking has an existing accessible stall that should be upgraded to a van accessible parking stall. One(1) public parking stall to be eliminated to access the washroom and Promenade.</li> <li>3. Cypress Parking lot has 1 accessible stall. Existing accessible stalls to be upgraded to van accessible stall for easy access to washroom and access to the improved Promenade</li> <li>4. Ash Crossing has an existing accessible stall that requires to be upgraded to a van accessible parking stall to access Promenade.</li> </ol> <p>None of the proposed changes require letdown upgrades, as there are already existing ramps and letdown to access the washroom, Promenade and beach side. Line marking/eradication/repaint required to comply.</p>
<b>White Rock Community Centre</b>	1	1	1	<p>White Rock Community Centre provides free underground parking and has one (1) existing regular accessible parking stall. The existing parking spaces are quite narrow. Having a van accessible parking stall would benefit its users. Line marking/eradication/repaint is required to comply.</p>
<b>Total</b>	48	10	10	

## Estimated Costs

<b>Locations</b>	<b>Improvements</b>	<b>Cost</b>	<b># of stalls</b>
<b>CENTENNIAL ARENA(PARKING LOT)</b>	Line marking eradications, signage and paint	\$2,000 plus GST	2
<b>CENTRE FOR ACTIVE LIVING(PARKING LOT)</b>	Line marking eradications, signage and paint	\$2,500 plus GST	3
<b>CITY HALL</b>	Letdown improvements, line marking eradications, signage and paint	\$6,000 plus GST	2
<b>DOG PARK(RUTH JOHNSTON PARK) PARKING LOT</b>	Line marking eradications, signage and paint	\$2,000 plus GST	2
<b>ENGINEERING AND MUNICIPAL OPERATION (PARKING LOT)</b>	Line marking eradications, signage and paint	\$1,500 plus GST	1
<b>JOHNSTON ROAD (CURB ANGLED PARKING)</b>	Line marking eradications, signage and paint	\$5,000 plus GST	3
<b>JOHNSTON ROAD AT RUSSELL AVENUE(GRAVEL PARKING LOT)</b>	N/A		
<b>KENT STRET ACTIVITY CENTRE (PARKING LOT)</b>	Line marking eradications, signage and paint	\$2,000 plus GST	2
<b>NORTH BLUFF ROAD (CURB LANE PARKING)</b>	N/A		

<b>PACIFIC AVENUE(CURB ANGLED PARKING)</b>	Line marking eradications, signage and paint	\$1,500 plus GST	1
<b>VINE STREET(PEACE ARCH HOSPITAL) (CURB LANE PARKING)</b>	N/A		
<b>WATERFRONT PARKING</b>	Line marking eradications, signage and paint	\$7,000 plus GST	4
<b>WHITE ROCK COMMUNITY CENTRE (UNDERGROUND PARKING)</b>	Line marking eradications, signage and paint	\$1,500 plus GST	1
<b>TOTAL</b>		\$31,000 plus GST	21

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



**DATE:** October 21, 2019

**TO:** Mayor and Council

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

**SUBJECT:** Update on Traffic Study for Thrift Avenue & Kent Street  
and Thrift Avenue & Stevens Street

---

**RECOMMENDATIONS**

THAT Council

1. Receive for information the corporate report dated October 21, 2019 from the Director of Engineering and Municipal Operations titled “Update on Traffic Study for Thrift Avenue & Kent Street and Thrift Avenue & Stevens Street,”
  2. Endorse that Staff continue working with the RCMP and the Surrey School District to retain a crossing guard and report back on the costs; and
  3. Endorse \$60,000 be allocated in the 2020 Financial Plan for transportation improvements along the section of Thrift Avenue adjacent to Peace Arch Elementary School.
- 

**INTRODUCTION**

At the regular council meeting on September 30, 2019, Council carried motion 2019-401 to “authorize a traffic study be conducted to review Thrift Avenue crossings at Kent Street and Stevens Street, by October 21, 2019” and staff clarified “that the availability of the consultant and future timing of the study can be reported back for the October 21, 2019 meeting.”

This report includes background information, transportation engineering standards, and the project update for the traffic study. The final report, tentatively scheduled for the December 2, 2019 Council meeting, will include the traffic analysis and recommendations.

**PAST PRACTICE / POLICY / LEGISLATION**

Transportation Association of Canada (TAC) provides engineering standards for transportation infrastructure. TAC’s Pedestrian Crossing Control Guide includes a Decision Support Tool that consists of: (1) preliminary assessment to identify whether a location is a candidate for pedestrian crossing control; and (2) treatment selection.



Council Policy #608 for Traffic Calming, attached as Appendix A, states the following:

“Council will consider the application of traffic calming measures on designated **collector** roads only where the following conditions are met:

1. Average weekday or weekend traffic volume exceeds 3,000 vehicles per day, OR
2. 85th-percentile vehicle speed (measured over 24-hour period) exceeds the posted speed by 7 km/h or more.”

Per the Policy, the first phase of the traffic calming planning process is to collect and review initial data to quantify the reported issues.

## **BACKGROUND**

### **Previous Studies**

ICBC’s “In Service Safety Review – Kent Street Corridor, City of White Rock” report dated July 27, 2015 (attached in Appendix B) provided conceptual recommendations that are to be further explored by the City.

These conceptual recommendations include installing curb bulges and realigning the crosswalk at Buena Vista Avenue and Kent Street, installing speed humps along the east-west roads on the approaches to Kent Street, and installing unique advanced warning flashing signs to be activated only at peak school times on the east-west approaches to Kent Street.

### **Previous Improvements**

The City completed the intersection improvements at Buena Vista Avenue and Kent Street in 2017. Flashing signs were installed at Roper Avenue and Prospect Crescent.

## **PROJECT UPDATE**

Staff retained R.F. Binnie & Associates to collect traffic data (vehicle counts, speed data, turning movements, and pedestrian crossing counts) and conduct a traffic analysis per TAC’s Pedestrian Crossing Control Guide. A schedule of this project is listed below:

Task	Status	Target Date
<b>Data collection</b>	Complete	October 11, 2019
<b>Analysis</b>	In progress	October 30, 2019
<b>Recommendations and Reporting</b>	Not started	November 15, 2019
<b>Final Report to Council</b>	Not started	December 2, 2019

## **RECOMMENDATIONS**

Transportation improvements for design and construction vary depending on the scope of the improvement. Staff recommends allocating \$60,000 in the 2020 Financial Plan for transportation improvements along the section of Thrift Avenue adjacent to Peace Arch Elementary School.

Additionally, the City can provide interim safety improvements by working with Surrey School District to provide a crossing guard. Staff and the RCMP has contacted Peach Arch Elementary School to have crossing guards. At the time of this report, Staff has not received a response from the Surrey School District.

## **CONCLUSION**

This report includes background information, transportation engineering standards, and the project update for the traffic study.

The consulting team obtained traffic counts during the week of October 7, 2019. The consulting team is reviewing transportation improvement options that meet TAC standards. Transportation improvements can cost \$60,000 or more.

Staff recommends that Council:

1. Receive for information the corporate report dated October 21, 2019 from the Director of Engineering and Municipal Operations titled “Update on Traffic Study for Thrift Avenue & Kent Street and Thrift Avenue & Stevens Street;”
2. Endorse that Staff continue working with the RCMP and the Surrey School District to retain a crossing guard and report back on the costs; and
3. Endorse \$60,000 be allocated in the 2020 Financial Plan for transportation improvements along the section of Thrift Avenue adjacent to Peace Arch Elementary School.

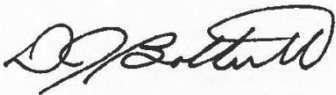
Respectfully submitted,



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

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

I concur with the recommendations of this corporate report.



Dan Bottrill  
Chief Administrative Officer

Appendix A: Policy #608 – Traffic Calming

Appendix B: ICBC’s “In Service Safety Review – Kent Street Corridor, City of White Rock”

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
 15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



**POLICY TITLE: TRAFFIC CALMING**

**POLICY NUMBER: OPERATIONS / ENG. - 608**

<i>Date of Council Adoption:</i> May 23, 2006	<i>Date of Last Amendment:</i> April 29, 2013
<i>Council Resolution Number:</i> 2013-134	
<i>Originating Department:</i> Engineering and Municipal Operations	<i>Date last reviewed by the Governance and Legislation Committee:</i> April 15, 2013

**Policy:**

All requests for traffic calming within the City shall be considered in accordance with the attached document titled “City of White Rock Traffic Calming Policy & Procedures”.

**2006 MAY**

**REFERENCE: COUNCIL**

**APPROVED BY COUNCIL MAY 23, 2006**

**CITY OPERATIONS - No. 608**

---

**POLICY: TRAFFIC CALMING**

- A.** All requests for traffic calming within the City shall be considered in accordance with the attached document titled “City of White Rock Traffic Calming Policy & Procedures”.



# City of White Rock

## Traffic Calming Policy & Procedures

The City of White Rock has implemented a range of traffic calming measures in the past several years at isolated locations throughout the City. In recent years, more requests for traffic calming measures have been received from City residents. These requests are primarily aimed at reducing through traffic and speeding impacts on residential streets. Rather than dealing with these requests on an ad-hoc basis, the City has chosen to develop this Traffic Calming Policy to guide the future application of traffic calming measures on local and collector roads and lanes in White Rock. The Policy provides a clear procedure with which to receive and review requests for traffic calming from White Rock residents.

### 1.0 Goals & Objectives

Traffic calming is defined in the *Canadian Guide to Neighbourhood Traffic Calming* as “the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behaviour and improve conditions for non-motorized street users.”

The two primary goals of traffic calming are to:

1. Enhance safety by reducing the potential for and lessening the consequences of conflicts between road users, and
2. Preserve neighbourhood livability by reducing the negative impacts of short-cutting or speeding traffic.

Although the traffic issues in each neighbourhood are unique, the general objectives of traffic calming are to:

1. Reduce vehicle speeds.
2. Discourage short-cutting through residential streets and lanes by non-local traffic.
3. Reduce traffic volumes where they exceed what would typically be expected.

### 2.0 Guiding Principles

Rather than simply implement traffic calming measures on an ad-hoc basis, the City will use the following guiding principles to influence the development of neighbourhood plans:

- **Quantify the problem.** It is important that the magnitude and extent of traffic problems be quantified for objective review and to ensure appropriate measures are selected. This generally means gathering traffic data, such as vehicle counts, speeds, and collision statistics.
- **Identify the real problem.** Often there is a vast difference between what residents perceive to be the problem and what is actually occurring. It is important to distinguish these because measures need to be selected that are effective at addressing the real problems. In some cases, attempting to address a perceived problem may lead to real problems being exacerbated.
- **Address the major streets first.** Often, traffic problems within neighbourhoods, such as short-cutting, are related to operational issues on the major roads. The City should generally attempt to address neighbourhood traffic issues first by improving



traffic operations on arterial and major collector roads to encourage appropriate use of the road system.

- **Consider spillover effects.** In many instances, measures that address a problem in one location lead to problems on other streets. It is important that these potential spillover effects at least be recognized and that potential mitigation be considered.
- **Avoid restricting access.** Restriction of access is often unfavourable to residents and emergency services and should be avoided wherever possible.
- **Use self-enforcing measures.** Generally, measures that force drivers to slow down or alter their behaviour are preferred to those measures that need enforcement to be effective, such as signage.
- **Target automobile and truck traffic.** Traffic calming measures should be designed to permit cyclists and pedestrians to travel unaffected, while requiring motorized vehicles to slow down.
- **Consider municipal services.** Impacts on transit, emergency, and municipal operations vehicles should be considered during the planning process.
- **Involve the community.** There will be a higher likelihood of community acceptance if residents are involved in the planning process from start to finish.
- **Monitor and follow-up.** Traffic data collected during the problem definition phase should be compared to data collected after implementation of traffic calming to evaluate the effectiveness of the program and to consider further projects.

### 3.0 When to Consider Traffic Calming?

Traffic calming measures should generally be used only if really necessary, particularly when the volumes, speeds, or non-local traffic exceeds what would normally be expected for a specific roadway classification.

The following criteria are to be used by the City and at the discretion of the Director of Municipal Operations to identify whether traffic calming should even be considered on local and collector roads and lanes:

1. Council will consider the application of traffic calming measures on designated **local streets** only where the following conditions are met:
  - a. Average weekday or weekend traffic volume exceeds 1,000 vehicles per day, OR
  - b. Short-cutting traffic volume is greater than 30% of total volume, OR
  - c. 85<sup>th</sup>-percentile vehicle speed (measured over 24-hour period) exceeds the posted speed by 7 km/h or more.
2. Council will consider the application of traffic calming measures on designated **collector roads** only where the following conditions are met:
  - a. Average weekday or weekend traffic volume exceeds 3,000 vehicles per day, OR
  - b. 85<sup>th</sup>-percentile vehicle speed (measured over 24-hour period) exceeds the posted speed by 7 km/h or more.
3. Council will consider the application of traffic calming measures on designated **lanes** only where the following conditions are met:
  - a. Average weekday or weekend traffic volume exceeds 300 vehicles per day, OR



- b. Short-cutting traffic volume is greater than 15% of total volume.

Another important feature is that traffic calming is a community-initiated process where the issues and solutions are identified by the community and facilitated by the City. Prior to initiating a traffic calming process, the City will work with the community and other agencies to understand the extent of the issues and community concern.

In fact, other initiatives may be tested prior to developing and implementing traffic calming. Other approaches to consider are discussed below.

<b>Community Awareness</b>	Residents must work with and have support from the broader community to identify neighbourhood traffic concerns. Residents may undertake a community-based speed watch program to raise awareness among motorists about speeding concerns.
<b>Education</b>	Residents may wish to increase community education about the impacts of short-cutting and speeding on their neighbourhoods. This may include distributing brochures throughout the community to educate motorists about rules of the road and neighbourhood impacts of traffic.
<b>Enforcement</b>	Police may be requested to monitor and enforce speeds on specific streets where speeding is identified as a particular concern.
<b>Engineering Measures</b>	Engineering measures (traffic calming) may be considered by residents and the City if traffic-related issues persist after other approaches are used and if community interest in traffic calming is high.

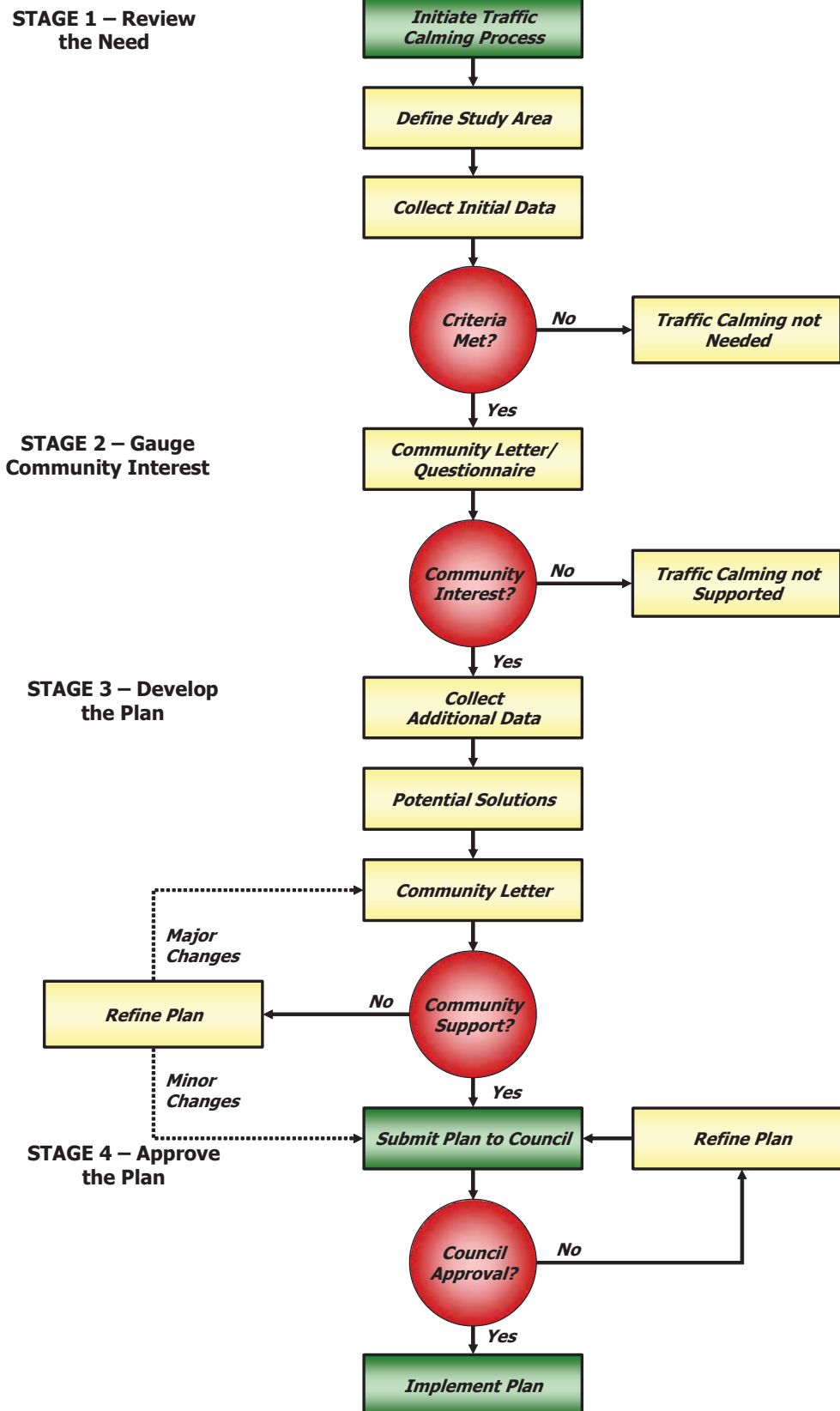
#### **4.0 Development of Traffic Calming Plans**

A streamlined approach to the traffic calming process has been developed to guide the City's preparation of traffic calming plans after other approaches are attempted and issues remain or when engineering measures are considered the desirable solution. The process used in each case, however, will depend on the size of area being considered, the scope of traffic-related issues, and the resources available to manage and implement a plan. In some cases, additional community consultation may be warranted than what is included in the following process.

Council supports the development of traffic calming plans through a defined process that incorporates consultation with affected residents before and during the planning process. The following process, illustrated in Figure 1 and discussed in more detail below, will guide the traffic calming program in White Rock.



Figure 1: General Process for Traffic Calming







### **Phase 1 – Review the Need**

The primary objective of this phase of the traffic calming planning process is to collect and review initial data to quantify the reported issue(s). These data will be used to develop solutions that are appropriate to the actual problem.

1. If neighbourhood concerns are appropriately addressed through traffic calming, the study area for a traffic calming plan will be determined by the Director of Municipal Operations or his/her designate. The factors to be considered in the identification of the study area will include the location(s) of issues raised by residents, the potential for spillover effects to occur, and the physical boundaries of the community in terms of the road network and/or other natural barriers.
2. The City will collect data to identify and quantify any traffic-related problems. These data will be used to assess whether the traffic calming guidelines specified in this policy are met. If the guidelines are not met, traffic calming will generally not be considered further for the requested location/area unless City staff deem that traffic calming would be an appropriate response. If traffic calming is not to be pursued, written responses will be sent to those residents that identified the problem(s) explaining the reasons why traffic calming will not be considered.

### **Phase 2 – Gauge Community Interest**

During this phase of the process, the City will gauge interest among the community in traffic calming as a potential solution of neighbourhood concerns. If the community in the affected area does not support the development of a plan, then the process will be discontinued.

1. The City will distribute a survey to registered property owners within the study area asking whether they support or oppose the development of a traffic calming plan.
2. A traffic calming plan will be developed for a neighbourhood or street if at least two-thirds (67%) of respondents to the community survey are in agreement with the preparation of a plan. The response rate for this survey should be similar to community participation in municipal elections.

### **Phase 3 – Develop the Plan**

This phase of the planning process involves the development of a plan to address observed traffic-related issues. The plan will be presented to neighbourhood residents for review and approval before it is taken to Council.

1. A draft traffic calming plan identifying potential solutions and survey will be circulated to registered property owners of the community (within the defined study area) prior to Council consideration of the plan. A public open house may also be held to present the draft plan to the community. At least two-thirds (67%) of respondents to the survey must support the proposed plan prior to Council considering it. The response rate for this survey should be similar to community participation in municipal elections.



2. The City will involve emergency services (police, fire, ambulance), municipal operations staff, and transit service providers in the development and review of traffic calming plans.
3. In the event that major changes to the plan are needed to address significant community concerns, a revised plan will be distributed to affected residents. At least two-thirds (67%) of respondents to the survey must support the revised plan prior to Council considering it. The response rate for this survey should be similar to community participation in municipal elections.

#### **Phase 4 – Approve the Plan**

Neighbourhood traffic calming plans must be approved by Council for capital planning and budgeting before implementation.

1. Council will review the community-supported traffic calming plan but may request refinements to the plan before final approval.
2. The final traffic calming plan must be approved by Council prior to being considered in the annual capital planning process.
3. Depending on the number of request locations that meet the guidelines for traffic calming throughout White Rock, the City may establish priorities for implementation based on criteria that could include, for example:
  - Magnitude of speed issue relative to other areas
  - Magnitude of short-cutting issue relative to other areas
  - Presence of school or safe route to school
  - Reported collisions
  - Presence of sidewalks in pedestrian areas
  - Pending road network improvements
  - Pending road rehabilitation programs
  - Degree of success of alternative approaches to speed management (education and enforcement) to mitigate problems

### **5.0 Potential Traffic Calming Measures**

The *Canadian Guide to Neighbourhood Traffic Calming* provides a comprehensive listing of 25 measures that are commonly used across Canada. However, not all of these measures are actually appropriate for achieving the objectives of neighbourhood traffic calming within White Rock. The selection and application of measures will be guided by the following considerations:

1. Council will consider the use of those traffic calming measures identified in Table 1 below. These measures are recognized in the *Canadian Guide to Neighbourhood Traffic Calming*, published by the Transportation Association of Canada, and are acceptable to the City's operations department and emergency services.



**Table 1: Traffic Calming Measures to be Considered in White Rock**

	Road Classification			Other Considerations	
	Lanes	Local Roads	Neighbourhood Collector Roads	Emergency Response Routes	Transit Routes
<b>Vertical Deflection</b>					
• Speed Hump	✓	✓	✓	X	X
• Raised Crosswalk	X	✓	✓	X	X
• Sidewalk Extension	X	✓	X	X	✓
• Textured Crosswalk	X	✓	✓	✓	✓
<b>Horizontal Deflection</b>					
• Curb Extension	X	✓	✓	✓	✓
• Curb Radius Reduction	X	✓	X	X	X
• On-Street Parking	X	✓	✓	✓	✓
• Raised Median Island	X	✓	✓	✓	✓
• Traffic Circle	X	✓	✓	X	X
• Road Diets	X	✓	✓	✓	✓
<b>Obstruction</b>					
• Directional Closure	X	✓	X	X	X
• Diverter	X	✓	X	X	X
• Raised Median Through Intersection	✓	✓	✓	✓	✓
• Right-In/Right-Out Island	✓	✓	X	X	X
<b>Signage</b>					
• Traffic Calmed Neighbourhood	X	✓	✓	✓	✓
<b>Key</b>					
✓ - applicable			X – not applicable		

2. The City is currently reviewing the roadway classification system and is likely to adopt a revised network in the near term. The table in Appendix B shows the applicable traffic calming measures for the preliminary classification system and would apply upon adoption of the revised system.
  
3. The traffic calming measures that may be considered for a given location or area will take account of the range of limiting factors that influence the applicability of various measures, including:
  - a. **Issue(s) to be addressed.** The selection of candidate measures to be considered in a community will be influenced by the identified issues and concerns – such as speeding, short-cutting, and traffic volumes. The *Canadian Guide to Neighbourhood Traffic Calming* provides direction on the appropriateness of various measures for addressing specific issues.
  
  - b. **Emergency response and transit routes.** The traffic calming measures to be implemented along lanes and local and neighbourhood collector streets will give special consideration to primary emergency response routes (as defined by the White Rock Fire/Rescue Department and shown in Appendix B) and transit routes.



- c. **Physical and/or design constraints.** The traffic calming measures that may be considered will be significantly influenced by physical and/or design constraints and whether certain measures can feasibly be implemented. The *Canadian Guide to Neighbourhood Traffic Calming* provides design guidelines for traffic calming measures and identifies physical constraints that may affect implementation. For example, speed humps and raised crosswalks are not recommended on grades exceeding 8%. Other surrounding conditions may present additional constraints on the selection of certain measures. Selected traffic calming measures will require careful consideration by an engineer to confirm their suitability and to identify any special provisions that may be necessary. This thorough review of these physical and/or design constraints will be undertaken to limit the City's exposure to liability issues.
  
- d. **Community support.** The selection of candidate traffic calming measures will depend on the support of the broader community, as measured through the community survey(s).



## **Appendix A**

### **Applicable Traffic Calming Measures for Preliminary Revised Classification System**



The City is presently completing a Strategic Transportation Plan (STP) to guide White Rock’s transportation system for the next 20 years and beyond. An important component of the STP is a review of the City’s roadway classification system, which does not currently reflect the form or function of the road network.

The revised roadway classification system would add a new class of collector roadway and most of the existing arterials (e.g., Johnston Road, Thrift Avenue, etc.) would be redesignated as major collectors. Most of the existing collectors (Pacific Avenue, Roper Avenue, etc.) would be classified as neighbourhood collectors.

The following table identifies those traffic calming measures that would be considered for each roadway class under the revised classification system.

**Table A.2: Traffic Calming Measures to be Considered in White Rock  
(Revised Roadway Classification System)**

	Road Classification				Other Considerations	
	Lanes	Local Roads	Neighbourhood Collector Roads	Primary Collector Roads	Emergency Response Routes	Transit Routes
<b>Vertical Deflection</b>						
• Speed Hump	✓	✓	✓	X	X	X
• Raised Crosswalk	X	✓	✓	X	X	X
• Sidewalk Extension	X	✓	X	X	X	✓
• Textured Crosswalk	X	✓	✓	✓	✓	✓
<b>Horizontal Deflection</b>						
• Curb Extension	X	✓	✓	✓	✓	✓
• Curb Radius Reduction	X	✓	X	X	X	X
• On-Street Parking	X	✓	✓	✓	✓	✓
• Raised Median Island	X	✓	✓	✓	✓	✓
• Traffic Circle	X	✓	✓	X	X	X
• Road Diets	X	✓	✓	✓	✓	✓
<b>Obstruction</b>						
• Directional Closure	X	✓	X	X	X	X
• Diverter	X	✓	X	X	X	X
• Raised Median Through Intersection	✓	✓	✓	✓	✓	✓
• Right-In/Right-Out Island	✓	✓	X	X	X	X
<b>Signage</b>						
• Traffic Calmed Neighbourhood	X	✓	✓	✓	✓	✓
<b>Key</b>						
✓ - applicable						



**Appendix B**  
**Emergency Response Routes**

# City of White Rock TRAFFIC CALMING POLICY



Figure A1: Primary  
Emergency Response Routes



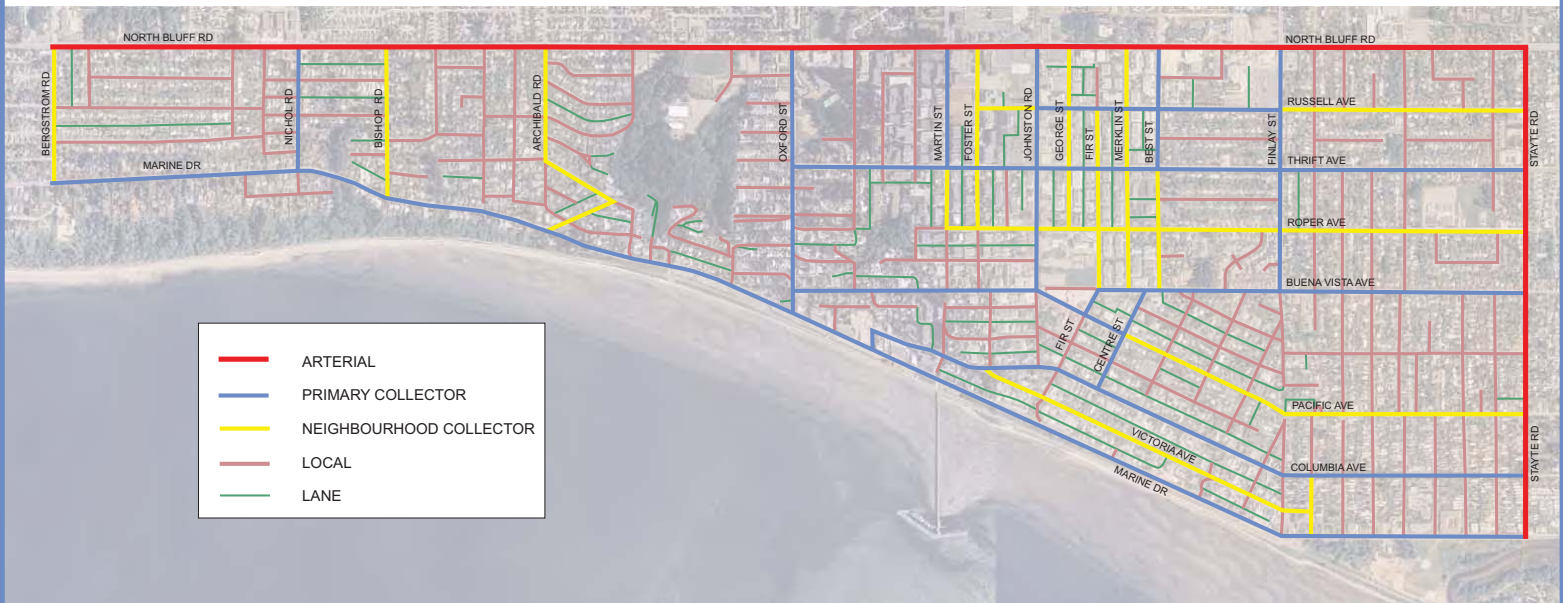


**Appendix C  
Road Classification\***

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\* Note: not for use for the purposes of access egress issues

# City of White Rock TRAFFIC CALMING POLICY



- ARTERIAL
- PRIMARY COLLECTOR
- NEIGHBOURHOOD COLLECTOR
- LOCAL
- LANE



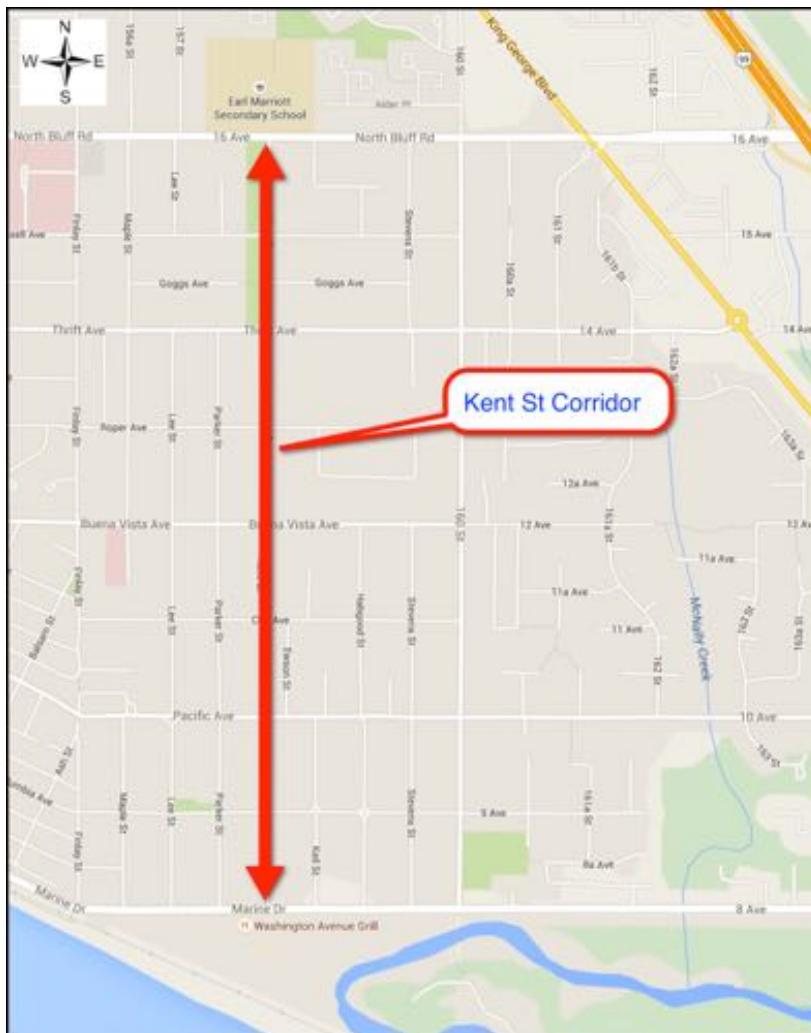
Recommended  
Roadway Classification



Road Improvement Program

# In Service Safety Review

## Kent Street Corridor, City of White Rock



ICBC Review by:

David Hill, P.Eng.

Alison Wong, P.Eng.

July 27, 2015



**BACKGROUND**

In discussions with the City of White Rock about road safety concerns, the Kent Street corridor was identified as a site for an in-service safety review to evaluate the road safety issues, particularly relating to school pedestrian concerns, and offer suggestions for treatment at a conceptual level for City consideration.

City officials originally met with the ICBC regional safety engineer on April 23, 2015, to discuss the safety issues involved and the ICBC team undertook on-site reviews and observations of the corridor on June 9, 2015.

**SAFETY ISSUES & SUGGESTED TREATMENTS**

For the purpose of this review, the corridor has been broken up into two sections covering the north and south parts of the corridor. North of Buena Vista Avenue the school related pedestrian issues are the major concern while to the south local area pedestrian issues prevail.

**Kent Street Corridor (South Section - Marine Dr to Buena Vista Ave)**

**Perpendicular Parking at La Baia Restaurant**



Pedestrian safety is compromised due to the lack of defined sidewalks and the presence of perpendicular parking situated on the north leg of the Marine Drive intersection. Safety could be improved in the short term with the conversion to angled parking to facilitate space for sidewalk facilities on both sides of the road. The sidewalks would be situated in front of the parked vehicles to maximize safety. Curb stops could be used to ensure vehicles do not encroach on the sidewalk area.

Looking NB from Marine Dr

**Pedestrian Facilities – (south of Buena Vista Avenue)**

The main safety issue along the south section of the Kent Street corridor relates to the lack of any pedestrian facilities along the roadway. Although this is not unusual for many roads in the City, (over half of the streets in the City do not have sidewalks at all), this was recognized in the City’s recently completed Strategic Transportation Plan (STP) as a major focus for future improvement.



Marine Dr to Columbia Ave

The STP recommended that sidewalks be installed over time on a priority basis as resources permitted. In the case of Kent Street, sidewalk in-filling was seen as a “medium priority” for the section between Marine Drive and Buena Vista Avenue, and a “high priority” north of Buena Vista Avenue to North Bluff Road where school related pedestrian activity from both Peach Arch Elementary and Earl Marriott Secondary schools were most prevalent.

**Suggested Improvements**

It is unclear from the STP about the exact proposed sidewalk layout for Kent Street, but from observations and assuming continuity with existing sidewalk sections is desirable, it is suggested the provision of a sidewalk along the east side of the roadway would be the most logical option south of Buena Vista Avenue. Development of a sidewalk and separating pedestrians from vehicular traffic would result in a significant safety improvement in this area.

As north-south sidewalk continuity is developed over time along Kent Street, marked crosswalks could be installed at the east-west crossing points at Columbia Avenue, Pacific Avenue and Cliff Avenue. This would be consistent with the marked crosswalks already installed crossing the east-west roads north of Buena Avenue.

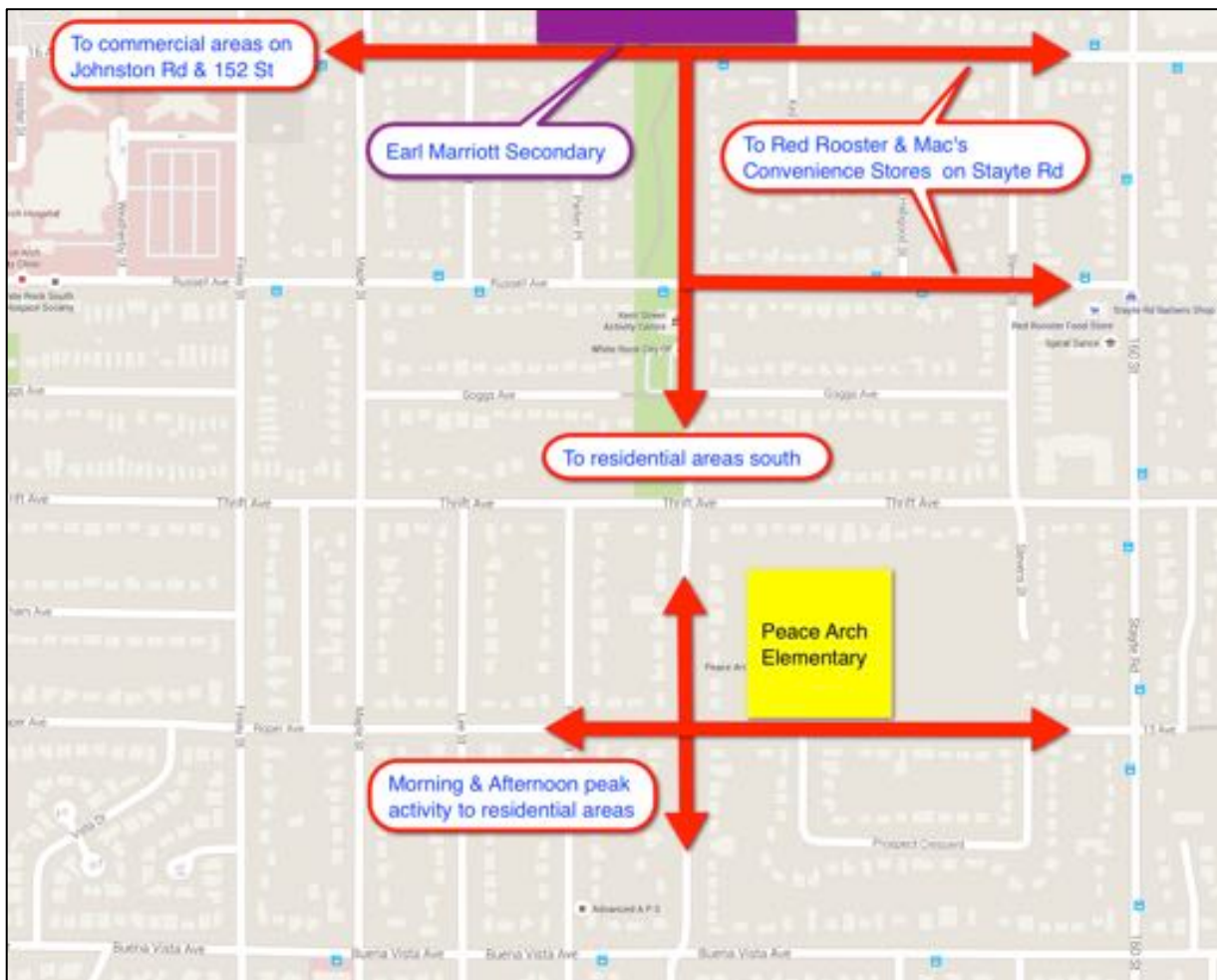




**Kent Street Corridor (North Section - Buena Vista Ave to North Bluff Rd)**

North of Buena Vista Avenue, a sidewalk already exists along the east side of the road up to Russell Avenue where it then terminates and continues along the west side of the road up to North Bluff Road. This section of Kent Street is where school related pedestrian activity is concentrated as a result of the presence of Peach Arch Elementary School, located on Roper Avenue, and Earl Marriott Secondary School, located on the north side of North Bluff Road.

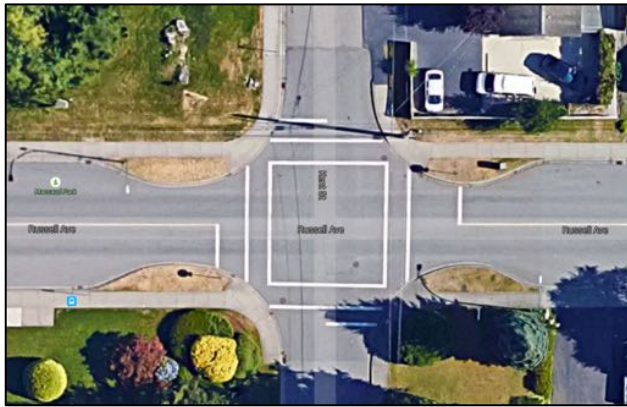
The following graphic highlights the main pedestrian routes students use at the various peak times. It should be noted that the peak pedestrian activity for Peach Arch Elementary students is largely limited to the morning and afternoon arrival and dismissal times of the school. However, for the secondary school where students have a greater ability to leave the school grounds an additional peak occurs at lunchtime when students walk to various local commercial stores and convenience stores situated on Johnston Rd and Stayte Road using the routes shown by this graphic.



Main Pedestrian routes during the various peak school times



During the peak for both schools there is considerable pedestrian activity along Kent Street and the adjoining roads. Students are therefore most exposed to traffic conflict at these times and the greatest risk to student safety occurs at the road crossings. Marked crosswalks are installed on all four legs at the Roper Avenue and Russell Avenue intersections while single north-south crosswalks crossing the east leg of Thrift Avenue and Buena Vista Avenue intersections are in place. A pedestrian signal is installed at the North Bluff Road intersection and an adult crossing guard is in place during the peak morning and afternoon school times.



Kent St / Russell Ave – Curb Bulges

It should be noted that the City has already improved safety for student pedestrian activity for both schools with the installation of curb bulges at all major intersections north of Buena Vista Avenue. The only exception is at Goggs Avenue, but this road only services local traffic and has considerably less traffic compared to the other east-west roads crossing Kent Street.

The curb bulges enhance safety by increasing student visibility at the side of the road, preventing sightlines from being obstructed due to parked vehicles and narrows the crossing distance, thereby reducing the students exposure to traffic.

“No Left Turn” restrictions from Kent Street and pedestrian countdown timers have been installed at the pedestrian signal on North Bluff Road. Also, flashing beacons have been installed on top of the Stop signs at the four way stop controlled intersection at Roper Avenue. These beacons operate during the peak school times to raise driver awareness of the Stop control and the crosswalks at this critical intersection in proximity to the Peach Arch Elementary School.



Flashing Beacon installation at Kent St / Roper Ave

**Vehicular Travel Speeds along the east-west intersecting roads**

Observations indicate that vehicular travel speeds could be a concern for crossing pedestrians at all of the main east-west intersecting roads that cross Kent Street from Buena Vista Ave north to North Bluff Road. Each road (including; North Bluff / Russell / Thrift / Roper and Buena Vista)

provides very good east-west connectivity across the community. The straight alignments and steady downgrades from west to east encourages higher travel speeds, especially at the North Bluff Road, Thrift Avenue and Buena Vista Avenue intersections where the east-west roads have the right of way. At Russell Avenue and Roper Avenue the intersections are controlled by four way stops, but there are concerns about drivers not stopping or travelling at speed on the approaches at these locations.

There were high demands for parking near Russell Avenue and Roper Avenue due to students who could drive to school, and patrons to the nearby community center. It is recommended that regular enforcement be available to discourage illegal parking in this area.

### **Suggested Improvements**

Further safety improvements could be considered to address the pedestrians exposure to traffic as they cross at the main east-west intersecting roads as follows:

#### **On all East-West Approaches at Buena Vista / Roper / Thrift and Russell Avenues**

Speeding traffic from the east-west roads crossing Kent Street is a major concern and speed mitigation treatments or a special advance warning treatment on all of the approaches may help to alleviate this concern.



Example of a Speed Hump Treatment

One option could include the installation of speed Humps on all of the primary and neighbourhood collector classified east-west roads on the approaches to Kent Street. This would be most effective at reducing travel speeds at all times of the day. The exception would be North Bluff Road, which is classified as a major network road, and would be ineligible for this type of treatment.

Kent Street provides a well used north-south pedestrian route for both Earl Marriott Secondary and Peach Arch Elementary. The greatest safety risk to students occurs at the peak school morning and afternoon arrival and dismissal times for both schools, as well as lunchtime for the secondary school. Safety improvements could therefore be focused at specifically these times by raising driver awareness of the presence of pedestrians in the area.

Another option therefore could involve the installation of unique advance warning flashing signs that would be only activated at the peak school times on all of the east-west approaches to Kent Street.







The time based flashing signs would advise drivers to slow down and be aware that pedestrians are in the area when the lights are flashing. The wording of the warning sign could be similar to the example shown on the previous page. It should be noted that the installation of just signage by itself would be less effective and would be more likely to be ignored by drivers over time.

**Buena Vista Ave**



Construct curb bulges on the NE and SE corners. The City’s STP has already identified this as a recommended treatment.

Realign marked crosswalk to be perpendicular to Buena Vista Avenue traffic.

Add signage to encourage NB pedestrians to cross at the relocated crossing location to the east.

**CONCLUSION**

The recommendations in this in-service safety review are provided at a conceptual level and if deemed to be beneficial would need to be explored further by the City in greater detail. As such, all design work and costs related to the recommendations and implementation of the treatments are the responsibility of the City.

The findings of the in-service safety review are based on observations and the information that was available at the time of the review. There is no obligation to accept any or all of the recommendations contained in this report as it is intended to highlight existing safety issues and provide options for possible safety improvements for consideration by the City.

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Alison Wong, P. Eng.

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David Hill, P. Eng.

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

**STAFF:** D. Bottrill, Chief Administrative Officer  
T. Arthur, Director of Corporate Administration  
C. Isaak, Director of Planning and Development Services

Press: 0  
Public: 1

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**1. CALL MEETING TO ORDER**  
The meeting was called to order at 6:01 p.m.

**2. ADOPTION OF AGENDA**

2019-LU/P-027 **It was MOVED and SECONDED**  
THAT the Land Use and Planning Committee adopts the agenda for October 7, 2019 as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**  
a) September 30, 2019

2019-LU/P-028 **It was MOVED and SECONDED**  
THAT the Land Use and Planning Committee adopts the following meeting minutes as circulated:

a) September 30, 2019.

**CARRIED**

**4. PROPOSED CR-3A ZONING FOR SMALL LOT PROPERTIES ON MARINE DRIVE**

Corporate report dated October 7, 2019 from the Director of Planning and Development Services titled "Proposed CR-3A Zoning for Small Lot Properties on Marine Drive".

The Director of Planning and Development Services gave an overview of the corporate report by PowerPoint presentation.

The following discussion points were noted:

- It was clarified that the proposed zoning could impact approximately 12 properties on Marine Drive

- Commercial floor space for the zone can be any kind of retail business (fairly broad range).
- If there was a number of businesses proposed to do a land assembly, the zone would not be required (it would depend on the scale).
- It was noted that as there is already Marine Drive Beautification and Official Community Plan (OCP) review underway that this proposed zone component seemed to be coming too soon; the reviews should be completed first.
- Parking costs for Development Type/Category for the CR-3 zone and proposed CR-3A zone were clarified.
- It was questioned why \$40,000 per space, this was the figure used 2018 where the City surveyed and number of builders (came in as the average figure).

2019-LU/P-029 **It was MOVED and SECONDED**

THAT the Land Use and Planning Committee:

1. Receives for information the corporate report dated October 7, 2019, from the Director of Planning and Development Services, titled “Proposed CR-3A Zoning for Small Lot Properties on Marine Drive;”
2. Authorizes staff to bring forward proposed amendments to the City of White Rock Zoning Bylaw No. 2000, 2013, to incorporate a new CR-3A Zone based on the content of this corporate report, Committee feedback and public consultation;
3. Directs staff to prepare a new Off-Street Parking Facilities Bylaw, with the intent of allowing commercially zoned properties that have frontage on Marine Drive and a lot width of less than 12.5 metres (41 feet) to provide off-street commercial parking spaces via the payment to the municipality of \$40,000 per space to be used for providing new and existing off-street parking spaces or infrastructure supporting alternative forms of transportation; and
4. Recommends that Council require that owners of qualifying properties electing to have their property rezoned to a new CR-3A Zone register Section 219 restrictive covenants on their property’s title to ensure the provision of adequate off-site servicing and applicable community amenities, prior to their property being rezoned.

**CARRIED**

Councillor Chesney voted in the negative

5. **DRAFT WATERFRONT ENHANCEMENT STRATEGY AND SUMMARY OF PUBLIC ENGAGEMENT**  
Corporate report dated October 7, 2019 from the Director of Planning and Development Services titled “Draft Waterfront Enhancement Strategy and Summary of Public Engagement”.


2019-LU/P-030 **It was MOVED and SECONDED**

THAT Land Use and Planning Committee receives for information the corporate report dated October 7, 2019 from the Director of Planning and Development Services titled “Draft Waterfront Enhancement Strategy and Summary of Public Engagement”.

**CARRIED**

6. **CONCLUSION OF THE OCTOBER 7, 2019 LAND USE AND PLANNING COMMITTEE MEETING**  
The Chairperson declared the meeting concluded at 6:37 p.m.

\_\_\_\_\_  
Councillor Trevelyan  
Chairperson

  
\_\_\_\_\_  
Tracey Arthur, Director of  
Corporate Administration

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

**ABSENT:** Councillor Manning

**GUEST:** Don Lidstone, Lidstone & Company (City Solicitor)

**STAFF:** D. Bottrill, Chief Administrative Officer  
T. Arthur, Director of Corporate Administration  
S. Lam, Deputy Corporate Officer  
D. Johnstone, Committee Clerk

Press: 0  
Public: 2

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**CALL MEETING TO ORDER**

The meeting was called to order at 4:35 p.m.

**2. ADOPTION OF AGENDA**

2019-G/L-121

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee adopts the agenda for the September 16 & 17, 2019 meetings as circulated.

**CARRIED**

**3. COUNCIL ORIENTATION WITH THE CITY SOLICITOR – DON LIDSTONE**

Mr. Lidstone gave a PowerPoint presentation with the following topics to be noted during the sessions:

- Introduction to Council authority
- Relationship with other governments and First Nations
- Personal liability for Council members
- Public hearing and show cause hearing
- Conflict of interest and gifts
- Respectful Workplace/Harassment/Bullying
- Confidentiality and Privacy
- Legal role of Council members versus roles of Mayor and staff
- Financial Disclosures

- Municipalities are not an order of government, they are a creature of the province governed by the *Community Charter, Local Government Act*, + over 100 statutes
- Council only act in a “meeting”  
Is there a quorum? Is there discussion regarding an item that will be decided in the future? Was there discussion and debate on the matter? Did it move the matter along the decision making process? If any of the questions can be answered yes then it is possible that any decision made in regard to the matter could be ruled invalid.
- Question: What is the penalty, if something is discussed not in a meeting? The public can go to the Ombudsperson for a complaint, or to the Inspector of Municipalities or go to court. This could depend on the item, again it could render the decision made on the matter as invalid.
- Question: Local Government Elections can the City adopt a bylaw that would make the candidates divulge their campaign contributors/funds two weeks prior to election? No, this is a provincial decision; Council does not have the authority to do that.
- Question: Enforcement of dogs on the beach, does the City have jurisdiction on this? The beach is Crown Land, any city bylaw regarding the beach has no legal impact because it is Crown Land.
- Question: Can a member of Council get a legal opinion from Mr. Lidstone? The Mayor as the CEO (in accordance with the *Community Charter*) may obtain a legal opinion. If this is done the Mayor is responsible to communicate the information as soon as possible with all of Council.  
Council may get a legal opinion by an adopted resolution.
- Question: What is a legal opinion? A legal opinion is analysis by a lawyer who notes case law and legislation that applies to the issue and includes a conclusion and recommendation at the end of the opinion.
- Question: Are Council governed by the City’s Respectful Workplace Policy? Yes it is binding on all Council members.

The meeting was adjourned at 6:55 p.m. until as noted in the Agenda 4:30 p.m. September 17, 2019 to the City Hall Council Chambers.

Meeting reconvened at 4:33 p.m. September 17, 2019 in the City Hall in the Council Chambers with the following in attendance:

- Mayor Walker
- Councillor Fathers
- Councillor Johanson
- Councillor Kristjanson
- Councillor Trevelyan

**Note:** Councillors Chesney and Manning were absent from this session

The following staff were in attendance:

- D. Bottrill, Chief Administrative Officer
- T. Arthur, Director of Corporate Administration
- S. Lam, Deputy Corporate Officer
- D. Johnstone, Committee Clerk

Mr. Lidstone continued with the PowerPoint from the September 16<sup>th</sup> meeting. It was noted that the land items within the PowerPoint would be addressed at a future Governance and Legislation Committee meeting with Mr. Lidstone in attendance.

Today's topics to include Conflict of Interest/Contracts/Disqualification/Gifts/Pay Equity (contracts to prove gender equity).

Mr. Lidstone questioned if the City had a policy on living wage. The City does not. It was noted that the City could consider having all contracts include a clause regarding assurance of gender equity, there is work to this and considerations but it was noted that there is a balance for it.

Workplace Policies, Respectful Workplace policy there should be training sessions available, City Council should also receive training on this.

Other workplace policies available for the City to inquire help with include:

- Social Media
- Technology Use
- Fit for Duty (impairment)
- Anti-discrimination
- Attendance Management
- Sick Leave

Employer must be aware of their obligations, Workers Compensation Action and the Human Rights Code were noted.

Bullying and harassment, includes inappropriate conduct or comments by a person towards a worker that the person knew or reasonably ought to have known would cause that worker to be humiliated or intimidated.

Concern was noted at this time by the CAO who stated that there have been circumstances that this has occurred by members of the public toward staff. Mr. Lidstone noted there are ways to work with this and agreed it must be addressed due to the legislation. The City if aware must follow its policy.

Question: Does the City monitor social media? Yes as much as it can, they try and monitor what is being said about the City of White Rock.

It was noted by Council that Communications may want to bring issues to Council as they notice anything becoming a "hot topic". Stating it would be useful to have this information forwarded to Council or placed in the bulletin.

Conflict of Interest (disqualified from voting): Pecuniary and Bias/Personal Interest. Result if found to vote on a matter where there was conflict of interest: possible disqualification from office.

Gifts: Receipt of gifts is prohibited. Result if found to have taken gifts: possible disqualification from office. Only exception would be protocol/social obligation, the limit of \$250 in value or the total value of gifts and benefits, received directly or indirectly from one source in any 12 month period, exceeds \$250. If someone gives you a gift see the Corporate Officer who will have paperwork on how to record this (proper documentation is required to report this).

Confidentiality and Privacy: Council, including former Council, must maintain confidential information (information considered in a closed meeting). If this is not maintained possible outcomes are, reference to police – prosecution, damage claim, removal from appointments, stipend reduction or motion of censure.

### **Meeting Recess/Reconvened**

Meeting recess was called, for a dinner break, at 6:05 p.m. with the notation that the meeting would reconvene at 6:30 p.m.

Meeting was reconvened at 6:33 p.m. with all noted Council and staff in attendance including Mr. D. Lidstone who continued his PowerPoint Presentation.

Council remedies: Improper Conduct, there is a provision that gives the Mayor the authority to have someone removed from a meeting should their conduct be seen as threatening or interferes with meeting conduct. Police response for this. It was clarified that this would only be for Council meetings.

The legislation does not apply to Committee meetings. If someone were acting in this way at a committee meeting the Chairperson asked the person to leave and if they did not the meeting is to be adjourned.

Roles of Mayor, Councillors, staff are statutory.

The Mayor is the CEO who oversees implementation of law, communicates information to Council and recommends measures, directs staff (CAO) and has the right to suspend CAO subject to Council, reconsideration of items, expulsion from meetings and establishes standing committees.

Council members are collective (not individual power), they may call a special meeting (2 members to call a meeting), consider the well being of the City of White Rock, contributes to measure, participates at meetings, carry out assigned duties. Staff – statutory are the CAO, Corporate Officer, Financial Officer, Approving Officer, who have termination protection where a 2/3 vote of Council is required.

There was discussion regarding the Approving Officer appointment. The City's Approving Officer is appointed through the City of White Rock Officer and Indemnification Bylaw 2012, No. 1994.

The Director of Planning and Development Services and the Director of Engineering and Municipal Operations as the Deputy Approving Officer of the City. Mayor Walker noted this is something Council may want to review.



Not part of the PowerPoint presentation however there were questions regarding committee meetings.

Good Governance: public participation and Council accountability. All meetings are open to the public. Section 90 of the *Community Charter* are the only provisions where Council can decide to go into a closed meeting.

It was noted that section 90(2) (b)...a matter between a municipality and federal and/or provincial government. It was questioned about First Nation being a form of government. Mr. Lidstone noted there is case law and history that First Nation were the government of this area prior to colonization.

Council is a continuing body; you have the right to change items from prior Council but only through a resolution or bylaw.

Meetings have voting rules and there are procedures to be followed. Meetings of Council and Committees are open to the public and must have notice, agendas which note in advance time, date and place of meeting, there is to be quorum and minutes are to be taken.

There are two types of committees addressed in the *Community Charter*: Standing and Select Committees.

Standing committees are appointed by the Mayor for matters the mayor considers would be better dealt with by committee and must appoint persons to those committees. At least half of the members of a standing committee must be council members.

Select committees are appointed by Council to consider or inquire into any matter and to report its findings and opinion to the council. At least one member of a select committee must be a council member.

There was discussion regarding the Council members role on a select committee.

Although the City has not done this Mr. Lidstone noted it is usual that the Council member on the select committee is a voting member.

It was questioned if two (2) or three (3) members of Council want to serve on a Committee, how is that to be determined? Mr. Lidstone noted that the Mayor decides on the Standing committees. For select committees there is a vote taken (this a political it is not legal).

It was clarified that a Task Force is part of the committee structure. Sections 145, and 93 of the *Community Charter* addresses the application of procedure (must follow notice and minutes and openness to the public).

It was questioned in regard to some committee members breaking off and doing work to bring back to the committee. Mr. Lidstone clarified that notice etc. (additional meeting) must be adhered to.

When a sub-committee is formed then they create their own quorum with the number it is formed with (3 members for a formed sub-committee from the original 7 members of a select committee means quorum would be 2 of the sub-committee); full meeting requirements must be set up for this.

Mr. Lidstone noted any entity created by Council, Committee or sub-committee is subject to the rules of the *Community Charter*.

There are circumstances where a member or two (2) from a Committee is sent to do research with the expectation that they bring the information back to the Committee, this does not require a sub-committee to be formed.

An example brought up to clarify: Members of the Environmental Advisory Committee were asked to review the tree bylaw; they formed a sub-committee to do this in advance of a Committee meeting. Mr. Lidstone noted given the topic, this could happen but as a sub-committee that would require a meeting for the public to attend with a proper meeting agenda, quorum and minutes etc.

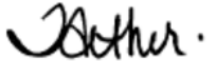
It was noted that this matter requires review of the City's Council and Committee Procedure Bylaw and Terms of Reference for the City's committees. It was evident that clarification was needed for the various circumstances that have occurred lately and that it would be helpful to ensure the City is on the correct track moving forward.

**4. CONCLUSION OF THE SEPTEMBER 16 / 17, 2019 GOVERNANCE AND LEGISLATION COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 8:20 p.m.

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Mayor Walker



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Tracey Arthur, Director of  
Corporate Administration

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

**STAFF:** D. Bottrill, Chief Administrative Officer  
T. Arthur, Director of Corporate Administration  
C. Isaak, Director of Planning and Development Services  
J. Gordon, Director of Engineering and Municipal Operations

Press: 0  
Public: 1

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**1. CALL MEETING TO ORDER**  
The meeting was called to order at 4:40 p.m.

**2. ADOPTION OF AGENDA**

2019-G/L-121 **It was MOVED and SECONDED**  
THAT the Governance and Legislation Committee amends the agenda for October 7, 2019 to add the following as Item 3.1:

- Council and Standing Committee meeting schedule

and adopts the agenda as amended.

**CARRIED**

**3. ADOPTION OF MINUTES**

- a) September 9, 2019

2019-G/L-122 **It was MOVED and SECONDED**  
THAT the Governance and Legislation Committee adopts the following meeting minutes as circulated:

- a) September 9, 2019

**CARRIED**

**3.1 COUNCIL AND STANDING COMMITTEE MEETING SCHEDULE**

Councillor Trevelyan requested this item be added to the agenda for discussion noting that the Council meeting days have been very long due to the stacking of standing committee meetings prior to the 7:00 p.m. regular Council meeting. It is long for Council but also the public.

Council may wish to consider that on the “off” Mondays that further meetings be added to help alleviate the 6 – 7 hours of meetings following a work day for some.

Discussion ensued and the following points were noted:

- Council noted all options should be reviewed, including an earlier start time. It was noted that 3:30 p.m. would be the earliest due to work schedules, meetings should be scheduled so all of Council can attend and be given the chance to participate.
- Three (3) out of four (4) Mondays may work, having some of the standing Committee meetings on that third Monday rather than prior to a regular Council meeting / Another Monday, makes the meeting dates more consistent
- There should be review of the items that are on the agenda (keep in mind the agenda size, it is achievable to complete)
- Shorter meetings, lends itself to better and clear decision making
- Review of the Council and Committee procedure bylaw could be helpful (consider further limit on delegations, presentation times, the amount of times a member of Council speaks on a topic (tends to be a lot of talk on an agenda item)
- Closed meetings can be held on a different day from a Council Monday
- Select committees are meeting most weeks Tuesdays – Thursdays, it may be possible to have a Standing Committee or Closed meeting at 6:00 p.m. on a Tuesday – Thursday

It was noted this item can be further discussed the first Governance and Legislation committee meeting in November. Council will have been in office for one (1) year by that time.

2019-G/L-123

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee directs staff to bring forward information, including an amount of potential costs, to conduct additional Council and Standing Committee meetings.

**CARRIED**

4.

**STRATEGIC PLANNING DASHBOARD**

Councillor Johanson gave a PowerPoint presentation regarding considerations for a strategic planning dashboard. There was attention noted to the an “On-Table” example of the dashboard

that Councillor Johanson drafted using information from the City’s February Council Priority Strategic Planning session.

It was noted that something like this would be helpful, making it easier to follow and track than what is currently being used.

Discussion ensued and the following points were noted:

- Familiar with the introduced worksheet having a plan, forecast, and actual dates is very helpful
- A way of tracking Council and staff’s work and anticipated dates of completion (status / how we are doing)
- A way at a glance to see how Council and staff are doing and status of items

5. **COMMUNITY AMENITY CONTRIBUTIONS (CAC) AND PUBLIC PROCESS**  
Councillor Fathers requested that this item be placed on the agenda to discuss how CAC funding is allocated and a public process.

The Chief Administrative Officer reviewed the CAC process. The bylaw outlines how the funds may be used (community amenity). Community expected to be enriched by additional public amenities for them to enjoy such as parks or improvements to parks.

How the funds are spent is a Council decision through the financial planning process.

Council's Strategic Priorities are a consideration for a way to utilize funds.

Would like to have a review of Planning Policy 511 – Density Bonus / Amenity Contribution

- 2019-G/L-123 **It was MOVED and SECONDED**

THAT the Governance and Legislation Committee directs a Community Forum be scheduled in November 2019 regarding Community Amenity Contributions (CAC's) for an opportunity for public consultation in regard to City expenditures of the CAC funds.

**CARRIED**

6. **PROSPECT AVENUE CLOCK**

The Chief Administrative Officer introduced information regarding a possible donation of the Prospect Avenue Clock to the City. It was noted that the now owner of the clock is interested in the City taking ownership of it.

The Committee noted there may be interest in having the clock made a heritage item.

- 2019-G/L-123 **It was MOVED and SECONDED**

THAT the Governance and Legislation Committee directs to bring forward a corporate report reviewing the City taking responsibility and ownership of the Prospect Avenue Clock, the report is to include the following:

- When the clock needs to be moved
- Options of where it could go (including exploring erecting it at five (5) corners
- Cost to move it
- Cost to store it
- Cost to maintain it (including insurance)
- Concerns with maintenance
- Current history of the clock (noted it is on City property already)
- Consult with the White Rock Museum and Archives

**CARRIED**

**Meeting Adjourned / Reconvened**

The Chairperson adjourned the meeting at 5:30 p.m. until the conclusion of the October 7, 2019 regular Council meeting to be reconvened directly following in the City Hall Council Chamber.

The Chairperson reconvened the meeting at 8:49 p.m. with all members of Council and the following staff in attendance:

- D. Bottrill, Chief Administrative Officer
- T. Arthur, Director of Corporate Administration
- C. Isaak, Director of Planning and Development Services
- J. Gordon, Director of Engineering and Municipal Operations
- D. Johnstone, Committee Clerk

7. **APPROVING OFFICER SUMMARY**

The Chief Administrative Officer provided information regarding the Approving Officer appointment for the City of White Rock.

Included in the agenda package was the *City of White Rock Officer and Indemnification Bylaw, 2012, No. 1994*. Approving Officer is included under Section 6, page 4 of the bylaw. A summary of other municipality workings on this matter was also included in the agenda package and included for reference purposes.

It was noted that the summary of other municipality information in regard to their Approving Officer did not include the City of Richmond as they did not respond to the request for information. Staff noted they would make the request again and give the information to Council.

2019-G/L-123 **It was MOVED and SECONDED**

THAT the Governance and Legislation Committee receives the information in regard to the City of White Rock Approving Officer and Deputy Approving Officer as addressed in the City of “White Rock Officer and Indemnification Bylaw, 2012, No. 1994”.

**CARRIED**

8. **POLICY ENDORSEMENT**

As part of the ongoing City Policy review, the following policies were reviewed by staff and the proposed updates (shown with proposed tracked changes) were presented for the Committee’s consideration:

**COUNCIL POLICIES (100 SERIES)**

- a) Council Policy 109 – Proclamations
- b) Council Policy 110 – Council/Committee Minutes
- c) Council Policy 117 – Annual Reports for Select Committees
- d) Council Policy 120 – Code of Conduct for Committee Members
- e) Council Policy 123 – Committee Member Feedback Opportunity
- f) Council Policy 124 – Verbal Submissions – Attendance at Conventions, Conferences, Education/Training

2019-G/L-123

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee endorses the following Council policies for Council consideration:

**COUNCIL POLICIES (100 SERIES)**

- a) Council Policy 109 – Proclamations;
- b) Council Policy 110 – Council/Committee Minutes;
- c) Council Policy 117 – Annual Reports for Select Committees;
- d) Council Policy 120 – Code of Conduct for Committee Members;
- e) Council Policy 123 – Committee Member Feedback Opportunity; and
- f) Council Policy 124 – Verbal Submissions – Attendance at Conventions, Conferences, Education/Training.


**CARRIED**

9.

**CONCLUSION OF THE OCTOBER 7, 2019 GOVERNANCE AND LEGISLATION COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 8:52 p.m.

\_\_\_\_\_  
Mayor Walker

  
\_\_\_\_\_  
Tracey Arthur, Director of  
Corporate Administration

**PRESENT:** B. Hagerman (Chairperson)  
G. Wolgemuth (Vice-Chairperson)  
T. Blume  
G. Cameron  
S. Crozier (left at 5:45 p.m.)  
G. Gumley  
A. Gupta  
J. Lawrence  
W. McKinnon  
G. Schoberg  
L. Van Oene

**NON-VOTING ADVISORS:** C. James, Executive Director, Tourism White Rock (left at 5:30 p.m.)  
R. Khanna, Executive Director, South Surrey/ White Rock Chamber of Commerce  
A. Nixon, Executive Director, White Rock Business Improvement Association (arrived at 4:30 p.m.)

**COUNCIL:** Councillor Fathers (non-voting)

**ABSENT:** E. Klassen  
C. Latzen

**STAFF:** D. Bottrill, Chief Administrative Officer  
C. Isaak, Acting Director of Planning and Development Services  
E. Tuson, Committee Clerk

Public: 3  
Press: 0

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1. **CALL MEETING TO ORDER**  
The Chairperson called the meeting to order at 4:02 p.m.

2. **ADOPTION OF AGENDA**

2019-EDAC-17 **IT WAS MOVED AND SECONDED**

THAT the Economic Development Advisory Committee (EDAC) amends the September 11, 2019 agenda to include:

- Under Item 12 (Other Business) – 12.1 Correspondence from R. Louis, Community member; and

THAT the agenda be adopted as amended.

**CARRIED**



**3. ADOPTION OF MINUTES**

2019-EDAC-18 **IT WAS MOVED AND SECONDED**

THAT the Economic Development Advisory Committee (EDAC) adopts the minutes of July 10, 2019 as presented.

**CARRIED**

**4. PRESENTATION FROM CATHY JAMES, EXECUTIVE DIRECTOR, TOURISM WHITE ROCK**

C. James, Tourism White Rock, provided a PowerPoint presentation regarding the role of Tourism White Rock and the economic impact of tourism in British Columbia.

In response to questions from the Committee, C. James noted the following information:

- The sample size for the 2017 survey was 1121 people.
- The survey results were gathered via on-the-spot surveying.
- The survey was conducted during the summer months from June 24, 2017 to September 4, 2017.
- Marketing and opportunities are included in the Tourism White Rock newsletter sent out to stakeholders.
- Social media training for businesses is essential.
- Tour bus tourism could be a possibility for White Rock. In order to utilize this type of tourism, White Rock would need to develop a product that attracts that type of mass tourism, as well as increase accommodations for visitors.
- Tourism White Rock has their own Facebook page, separate from the City of White Rock's Facebook page.

**5. PRESENTATION FROM RITU KHANNA, EXECUTIVE DIRECTOR, SOUTH SURREY/ WHITE ROCK CHAMBER OF COMMERCE**

R. Khanna, South Surrey/ White Rock Chamber of Commerce provided a PowerPoint presentation regarding the role of the Chamber and their mandate for helping South Surrey/ White Rock businesses.

In response to questions from the Committee, R. Khanna noted:

- More traffic during the shoulder season is one of the major concerns expressed by businesses in White Rock.
- Engagement of local businesses is important.

**ACTION:** Staff to send PowerPoint presentations to the Committee for their information.

**Note:** Both PowerPoint presentations can be found on the City website via the following link:  
[https://www.whiterockcity.ca/AgendaCenter/ViewFile/Agenda/\\_09112019-762](https://www.whiterockcity.ca/AgendaCenter/ViewFile/Agenda/_09112019-762).

The Committee discussed the following:

- Ways to revitalize businesses in White Rock.
- What might be missing in terms of marketing and outreach for White Rock businesses.

- The commonality between La Conner (White Rock’s sister city) and White Rock in terms of tourism appeal.
- The growth in population throughout the entire Lower Mainland as a benefit to White Rock.
- Moving forward it may be helpful for the Committee to look at both White Rock and the South Surrey/ White Rock region in order to capitalize on the benefits of South Surrey businesses.

For clarification, staff noted the following:

- The Committee will be able to use the information from the presentations to provide recommendations to Council regarding economic development resources.
- The City has a \$50,000 budget to help with economic development improvements. The Committee is mandated to make recommendations to Council regarding the use of that budget.
- The update of the 2009 Economic Development Strategic Plan could be done through an external consultant or by a staff position within the City.

2019-EDAC-19 **IT WAS MOVED AND SECONDED**

THAT The Economic Development Advisory Committee (EDAC) requests that Council consider directing staff to utilize the budget for economic development by obtaining a consultant to undertake an update of the 2009 Economic Development Strategic Plan.

**CARRIED**

**6. MUNICIPAL PROPERTY TAX RATE COMPARISON**

This item was deferred to the next scheduled Committee meeting, due to time constraints.

**7. 2019/2020 ECONOMIC DEVELOPMENT ADVISORY COMMITTEE WORK PLAN**

The Committee decided to focus on their mandate as provided in their Terms of Reference. Additional consideration for a Committee work plan could be discussed at a future meeting.

**8. PUBLIC TOWN HALL MEETING/ BUSINESS FORUM, FALL, 2019**

Staff noted that Council has indicated they would like the City to host a public business forum. Staff have spoken with the White Rock Business Improvement Association (BIA) and the South Surrey/ White Rock Chamber of Commerce to schedule a date in November.

R. Khanna, South Surrey/ White Rock Chamber of Commerce, noted that the Chamber met with Mayor Walker regarding the State of the City Address. The Committee discussed the difference between the State of the City and a public business forum.

For clarification, staff noted that the State of the City address is meant to advise the community about what Mayor and Council have accomplished and are working on. A public business forum is a different venue meant for public input.

A, Nixon, BIA noted that the focus of a business forum should be to solicit feedback from businesses directly. The goal of a public forum should be to obtain feedback from the public. The Committee needs to distinguish what audience they want feedback from.

2019-EDAC-20 **IT WAS MOVED AND SECONDED**

THAT the Economic Development Advisory Committee (EDAC) supports Council holding a public business forum to discuss economic expansion and growth opportunities in White Rock.

**CARRIED**

9. **MARINE DRIVE TASK FORCE UPDATE**

G. Gumley, Vice-Chairperson, provided an update regarding the work of the Marine Drive Task Force (The Task Force). The following was noted:

- There is a community traffic plan study being done by the City's Municipal Operations department.
- Staff reported that whistle cessation in White Rock is anticipated by the end of 2019.
- The Task Force discussed parking signage, rates and business patio fees.

10. **FESTIVAL OF LIGHTS PROPOSAL**

G. Gumley, Vice-Chairperson, requested to move this item regarding the Festival of Lights proposal to the October 9, 2019 Committee meeting due to funding matters.

It was noted that the City is in receipt of a corporate report regarding the Festival of Lights from the Director of Recreation and Culture. This report will go to Council at October 7, 2019.

***Note:** Due to time constraints, the remaining items on the agenda have been deferred to the October 9, 2019 meeting.*

11. **CORRESPONDENCE**

**Email dated July 11, 2019 from Z. McLutch, Ai-Smart Municipality Performance Accelerator, MSCS (Provided to the Committee on behalf of Mayor Walker, for information)**

12. **OTHER BUSINESS**

12.1 **CORRESPONDENCE FROM R. LOUIS**

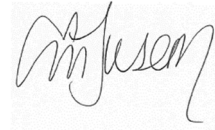
13. **ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MEETINGS**

**REVIEW THE FOLLOWING SCHEDULE OF 2019 COMMITTEE MEETINGS:**

- October 9; and,
- November 13.

**14. CONCLUSION OF THE SEPTEMBER 11, 2019 ECONOMIC DEVELOPMENT  
ADVISORY COMMITTEE MEETING**

The Chairperson concluded the meeting at 6:00 p.m.



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B. Hagerman,  
Chairperson

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E. Tuson,  
Committee Clerk

UNAPPROVED

**PRESENT:** B. Kish, Chairperson  
J. Ahmad, Vice-chairperson  
A. McCorkell  
E. Harrington  
G. Scott  
K. McIntyre  
M. Barbone  
M. Pedersen  
P. Petrala (arrived at 4:02 p.m.)  
R. Haynes  
R. Kaptyn

**COUNCIL:** Mayor Walker (arrived at 4:10 p.m.)  
Councillor Johanson  
Councillor Manning

**STAFF:** E. Stepura, Director of Recreation and Culture  
E. Tuson, Committee Clerk

Public: 1  
Press: 0

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**1. CALL TO ORDER**  
The Chairperson called the meeting to order at 4:00 p.m.

**2. ADOPTION OF AGENDA**

2019-SAC-009 **IT was MOVED and SECONDED**

THAT the Seniors Advisory Committee (the Committee) amend the agenda for October 1, 2019 to include:

- Under Item 4 (Review of Items from Previous Minutes) – 4.1 Change to Terms of Reference; and

THAT the agenda be adopted as amended.

**CARRIED**

**3. ADOPTION OF MINUTES**  
a) September 3, 2019

2019-SAC-010 **IT was MOVED and SECONDED**

THAT the Seniors Advisory Committee (the Committee) adopt the September 3, 2019 meeting minutes as circulated.

**CARRIED**

#### 4. **REVIEW OF ITEMS FROM PREVIOUS MEETING**

The Committee reviewed the minutes from the September 3, 2019 meeting. The following was discussed:

- B. Kish, Chairperson, will no longer be attending the 2019 Provincial Summit on Aging; however, A. McCorkell, Committee member, will be attending.
- As requested at the previous meeting, E. Harrington, Committee member conducted a survey on behalf of the Committee at *For the Health of It* on September 21, 2019.

The Committee discussed the *For the Health of It* survey results. The following was reported:

- Survey responses were impactful. Many answers reflected comments and concerns previously noted by the Committee as important issues for seniors.
- Many seniors also provided positive feedback, noting that White Rock is a good place to live.

#### 4.1 **CHANGE TO TERMS OF REFERENCE**

2019-SAC-011 **IT was MOVED and SECONDED**

THAT the Seniors Advisory Committee (the Committee) requests Council consider amending the Terms of Reference to increase the Committee membership from eleven (11) members to twelve (12) members.

**CARRIED**

#### 5. **UPDATE FROM TASK FORCE**

##### **Committee Priorities Excel Worksheet**

The Committee discussed the S.W.O.T review excel spreadsheet. It was clarified that the information is meant to help the Committee decide what they wish to focus on and what is in their mandate to change/ implement.

Dialog continued regarding the S.W.O.T review excel spreadsheet and the Committee discussed the following:

- A review of each item on the excel spreadsheet to decide whether it was in scope, out of scope, or serviced by another organization.
- How they wish to proceed with the information collected via the spreadsheet.
- There are two types of communications issues at play: getting the word out and encouraging advocacy for seniors.

**Action Item:** M. Pedersen, R. Kaptyn, J. Ahmad and K. McIntyre to organize and narrow down the priorities from the S.W.O.T review excel spreadsheet for the Committee, and report back to the Committee at the next meeting on November 5, 2019.

**Action Item:** Committee Clerk to request permission to share email addresses among the working group.

**6. UPCOMING EVENTS FOR SENIORS**

The Committee noted the following upcoming events:

- October 5, 2019 – CARP is hosting their annual Salute to Seniors event.
- October 5, 2019 – White Rock City Council is hosting Let's Talk, Join Our Community Conversation
- October 6, 2019 – Pooch Parade at Memorial Park
- October 19, 2019 – South Surrey/ White Rock Volunteer Fair
- October 19, 2019 – The Rotary Club of White Rock is hosting the Great Turkey Run/ Walk at Memorial Park. The event is a fundraiser to raise money to build playgrounds at White Rock elementary schools.

**7. COMMITTEE ROUNDTABLE**

The Committee mentioned the following:

- Transportation is an important issue/ concern for seniors in White Rock.
- The Committee will need to be more specific about their priorities moving forward.

**8. CONCLUSION OF THE OCTOBER 1, 2019 SENIORS ADVISORY COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 5:25 p.m.



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B. Kish, Chairperson

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E. Tuson  
Committee Clerk

**PRESENT:** K. Wuschke, Chairperson  
Chief H. Chappell, Semiahmoo First Nation, Vice-Chairperson (exited at 5:53 p.m.)  
M. Pedersen  
T. Saunders  
S. Moir

**COUNCIL:** Councillor Chesney (non-voting) (exited at 5:53 p.m.)

**NON-VOTING:** H. Elenwood, White Rock Museum and Archives (exited at 6:05 p.m.)

**ABSENT:** C. Garvey, White Rock Museum and Archives Board of Directors  
K. Peplow

**STAFF:** E. Stepura, Director of Recreation and Culture  
E. Keurvorst, Manager, Cultural Development  
E. Tuson, Committee Clerk

Public: 1  
Press: 0

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1. **CALL TO ORDER**  
The Chairperson called the meeting to order at 4:04 p.m.

2. **ADOPTION OF AGENDA**

2019-HHAC-014 **IT was MOVED and SECONDED**  
THAT the History and Heritage Advisory Committee (the Committee) adopts the agenda for October 2, 2019 as circulated.

**CARRIED**

3. **ADOPTION OF MINUTES**  
a) September 4, 2019

2019-HHAC-015 **IT was MOVED and SECONDED**  
THAT the History and Heritage Advisory Committee (the Committee) adopts the September 4, 2019 meeting minutes as circulated.

**CARRIED**

4. **UPDATE ON COUNCIL REFERRALS**

**Natural History Signage**

Staff noted that at the September 4, 2019 Committee meeting, the Committee made three (3) recommendations to Council. All three (3) recommendations were approved at the Regular Council meeting on September 30, 2019.



Staff noted the following feedback provided by Council concerning the Committees recommendation:

- The Environmental Advisory Committee made the same motion regarding Little Campbell and Council approved it.
- Consequently, City staff (e.g., Director of Engineering & Municipal Operations and the Director of Recreation and Culture) are already addressing this motion.
- The History and Heritage Committee's motion was slightly different, in that the Committee requested that staff consult with Semiahmoo First Nation.

Staff noted the following locations being considered for natural history signage:

- Along the pier.
- At the top of promenade near the white rock.

Discussion continued regarding natural history signage and staff noted the following:

- A corporate report will be going to Council with options and recommendations for the location of natural history signs.
- Currently, there are eight (8) signs, five (5) of which are specific to the promenade/ Memorial Park (mentioning the islands and the history of the bay).
- The City is looking into any modifications needed for the existing signage.
- When/ if any signage is revised, the information will be on the City website.

**Action Item:** Staff to distribute the natural history signage corporate report to the Committee once it goes to Council.

In response to a question from the Committee, staff noted that they would be meeting with Semiahmoo First Nation to locate the current signage and discuss other potential locations that will make the signs more visible for foot traffic. Further, the use of both English and Sencoten (Semiahmoo First Nation's language) may also be included on the signs.

**Note:** *Agenda items were discussed out of order.*

## 5. COMMITTEE ROLE IN THE NAMING OF CIVIC FACILITIES

The Committee noted that other municipalities have civic naming facilities that vet the names of local civic facilities. Dialog ensued and the Committee discussed how to highlight the diverse heritage in White Rock through naming/ re-naming and the use of different names (e.g. traditional names).

Staff noted that the City of White Rock has a policy for the naming/ re-naming of civic facilities. One of City Councils strategic priorities is to review the current City policies, including Policy 202 – Naming of Civic Facilities.

**Action Item:** Staff to distribute Policy 202 – Naming of Civic Facilities to the Committee for information, and to add this item to the November 6, 2019 Committee agenda.

**Action Item:** Staff to distribute the City of Vancouver's policy on the naming of civic assets on behalf of K. Wunschke, Chairperson.

**Action Item:** Staff to distribute streets and roads document on behalf of H. Ellenwood, White Rock Museum and Archives, to the Committee for information.

The Committee discussed street right-of-ways and zoning bylaws with respect to parks in White Rock. The following was noted:

- Many right-of-ways in White Rock are not actually zoned as parks. Park zoning could be incorporated in the City's Official Community Plan (OCP) review, as well as White Rock heritage markers, which are both under the Committee's mandate.
- Either the Planning and Development Department or the Parks Office should have a list of all the designated park areas in the City.

Chief H. Chappell, Vice-Chairperson, noted that the naming of civic facilities is a good way to highlight the relationship between the City and Semiahmoo First Nation.

H. Elenwood, White Rock Museum and Archives, noted that a 1982 municipal bylaw suggests that the white rock and the pier were designated as heritage markers in the City.

**Note:** Bylaw 854 (Pier Heritage Site) and 855 (White Rock Heritage Site) can be accessed on the City website at the following link: <https://www.whiterockcity.ca/177/Bylaws>

**Action Item:** Staff to send out bylaws 854 and 855 to the Committee for information.

**Action Item:** Staff to report back to the Committee on whether the white rock is on the City's right-of-way, or on Burlington Northern Santa Fe (BNSF) land.

The Committee noted that inviting a representative from the Parks office to provide information/ a presentation on park lines/ zoning within the City could be beneficial.

## 6. **UPDATE ON THE RENAMING OF TOTEM PLAZA**

Staff reviewed the corporate report dated September 9, 2019 providing information on the history of Lions Lookout Park and Totem Plaza.

2019-HHAC-016 **IT was MOVED and SECONDED**

THAT the History and Heritage Advisory Committee (the Committee) permit a member of the public to speak with respect to Item 6.

**CARRIED**

Discussion continued regarding the corporate report and staff noted the following:

- The corporate report is a compilation of all the archives and information that the City had.
- After this report was brought to Council, it was received for information and staff were directed to come back to Council with more information due to a lack of clarity.

The Committee discussed the naming of Totem Plaza. Chief H. Chappell, Vice-Chairperson noted that Semiahmoo does not have totems. The naming of totem plaza has no significance for them.

2019-HHAC-016 **IT was MOVED and SECONDED**

THAT the History and Heritage Advisory Committee (the Committee) accept On Table items provided by a member of the public with respect to Item 6.

**CARRIED**

On Table photos, newspaper articles, and information from an Freedom of Information (FOI) request issued by the City was distributed to the Committee. It was noted that the FOI referred to the renaming of Totem Plaza. The Committee discussed the documents.

**Action Item:** Staff to distribute copies of the On Table items to the Committee for information.

7. **COMMITTEE ROUNDTABLE**

**Note:** This item was deferred to the November 6, 2019 agenda.

8. **2019 VOLUNTEER APPRECIATION BANQUET**

The Committee Clerk provided information regarding the 2019 Volunteer Appreciation Banquet to the Committee for their information.

4.1 **Heritage Home Inventory Project**

**Note:** This item was discussed after Item 8.

The Committee discussed the purpose of a heritage home inventory list and its benefits for the City. The following was mentioned:

- The City could potentially use a home inventory to develop a heritage register with the province, which could be used to register heritage sites.
- The inventory would include potential heritage houses/ buildings.

2019-HHAC-016 **IT was MOVED and SECONDED**

THAT the History and Heritage Advisory Committee (the Committee) extend the meeting to 6:15 p.m.

**CARRIED**

Discussion continued regarding the home inventory project. The Committee noted the potential cost and scope necessary for conducting a home inventory project.

2019-HHAC-016 **IT was MOVED and SECONDED**

THAT the History and Heritage Advisory Committee requests that Council consider directing staff to conduct/ produce a heritage strategy and action plan and home inventory project.

**CARRIED**

Staff noted that with help of a consultant and the White Rock Museum and Archives, staff would make a list of the cost and scope needed to produce the heritage strategy and action plan and the home inventory project.

The Committee discussed the potential of having a meeting on the Semiahmoo First Nation land and having Chief H. Chappell teach Committee members about the culture and heritage of the Semiahmoo First Nation.

**Action Item:** Staff to include an item for the Committee to discuss the use of the word ‘totem’ on the November 6, 2019 agenda.

2019-HHAC-017 **IT was MOVED and SECONDED**

THAT the History and Heritage Committee (the Committee) refrain from the use of the word Totem at the Committee table moving forward. Instead, the word house post will be used.

**CARRIED**

**9. 2020 MEETING SCHEDULE**

**Note:** *This item was deferred to the November 6, 2019 agenda.*

Review the following schedule of 2020 Committee meetings:

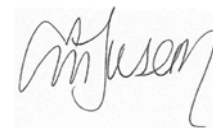
- January 8;
- February 5;
- March 4;
- April 1;
- May 6;
- June 3;
- July 8;
- September 9;
- October 7; and
- November 4.

**10. 2019 MEETING SCHEDULE**

- November 6

**11. CONCLUSION OF THE OCTOBER 2, 2019 HISTORY AND HERITAGE ADVISORY COMMITTEE MEETING**

The Chairperson concluded the meeting at 6:20 p.m.



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K. Wunschke, Chairperson

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E. Tuson, Committee Clerk

**PRESENT:** R. Hynes, Chairperson  
J. Lawrence, Vice-Chairperson  
W. Boyd (left at 6:00 p.m.)  
P. Byer  
S. Crozier  
I. Lessner

**COUNCIL:** Councillor E. Johanson (non-voting)

**ABSENT:** D. Riley

**STAFF:** J. Gordon, Director of Engineering and Municipal Operations  
S. Whitton, Manager, Parks Department  
A. Claffey, Arboricultural Technician (left at 6:00 p.m.)  
D. Johnstone, Committee Clerk

Public: 1  
Press: 0

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**1. CALL TO ORDER**

The Chairperson called the meeting to order at 4:00 p.m.

S. Crozier, Committee member, requested that each meeting begin with an acknowledgement that we are gathered on the unceded territory of the Semiahmoo First nation.

**2. ADOPTION OF AGENDA**

2019-EAC-015 **It was MOVED and SECONDED**

THAT the Environmental Advisory Committee (the Committee) amends the October 3, 2019 agenda to include:

- Under Item 7 – Referral of the Committee’s motion (2019-EAC-012) to Council back to the Committee; and

THAT the agenda be adopted as amended.

**CARRIED**

**3. ADOPTION OF MINUTES**

2019-EAC-016 **It was MOVED and SECONDED**

THAT the Committee adopts the minutes of the September 5, 2019 meeting as circulated.

**CARRIED**

**4. ORGANIZATION AND METHODS OF WORK**

Chairperson R. Hynes discussed the Committee workload, and proposed suggested methods on how to move forward for the Committee term.

The following discussion points were noted:

- Staff is working with their legal counsel to update the Council and Committee Procedure Bylaw with respect to protocol for sub-committees/task forces etc.
- The Committee discussed their code of conduct, and the intent to adhere to rules and regulations regarding transparency.
- The idea of working groups was discussed to assign various tasks to help prepare the workload for the Committee. It was noted that working groups would not have more than three (3) people, and their role would be to provide information back to the Committee as a whole.
- Ensuring that agenda items are prioritized on the agenda, and keeping agendas manageable in a two (2) hour time frame was suggested.
- Booking additional meetings to discuss time-sensitive matters may be required.

**5. TREE MANAGEMENT BYLAW 1831 AND TREE MANAGEMENT ON CITY LANDS POLICY 611**

Staff provided an overview of Tree Management Bylaw 1831 and Tree Management on City Lands Policy 611.

The following discussion points were noted:

- Tree Management on City Lands Policy 611 is not a bylaw, it acts as a guideline.
- The potential for an Impermeable Surfaces Bylaw was discussed.
- Root volume needs to be taken into consideration when planting trees and assessing tree health.
- Concerns were expressed with Policy 611 and the consideration of views when looking at tree removal. This was identified as a possible concern for the policy, and enquires were made on how many tree removal requests are based on this portion of the policy.
- Concerns were expressed with regard to the Zoning Bylaw, and its effect on the tree canopy.
- Staff could provide a report/ presentation to the Committee regarding areas that they feel could be amended in both the bylaw and the policy.
- Fine amounts in the current bylaw could be reconsidered.

The Committee enquired on the reasoning behind Council's referral of this matter. It was noted that the referral was largely due to procedure-related concerns with tree removal.

2019-EAC-017

**It was MOVED and SECONDED**

THAT the Environmental Advisory Committee (the Committee) creates a working group to clarify Council's referrals, identify potential issues to be addressed regarding tree management in the City including the substance of Tree Management Bylaw 1831 and Policy 611 and their application and enforcement, and other issues that may arise.

**CARRIED**

Committee Member Boyd voted in  
the negative

2019-EAC-018

**It was MOVED and SECONDED**

THAT the Environmental Advisory Committee (the Committee) permits a member of the public to speak.

**CARRIED**

Concerns were expressed regarding the formation of working groups. The Committee noted that the task for the working group would be to provide a breakdown of the information in a more organized manner for the Committee to discuss further at the next meeting.

Committee members S. Crozier and I. Lessner volunteered to serve on the working group.

**6. 2019/20 OPERATIONAL PLAN FOR THE PARKS DEPARTMENT**

S. Whitton, Manager, Parks Department, summarized the report dated October 3, 2019 titled "2019/20 Operational Plan for the Parks Department". It was noted that maintenance standards throughout the City have increased over the past two (2) years.

The Committee requested that the 2019/20 Operational Plan be added to the next agenda to provide members with an opportunity to offer additional suggestions/feedback from an environmental perspective.

**7. ADDITIONAL OCTOBER MEETING DATES TO DISCUSS:**

The Committee requested that an additional meeting be held on October 24<sup>th</sup> to discuss the following items:

- Semiahmoo Bay Water Quality;
- Park Management Plan; and,
- Working group update regarding Tree Management Bylaw 1831 and Tree Management on City Lands Policy 611.

In addition, the following comments were provided:

- The Parks Manager would not be available to attend the October 24 meeting.
- Council's referral regarding the September 9, 2019 report "White Rock Pier – Options for Southwest Floating Facility and Pier Reconstruction Update" was discussed. It was noted that environmental work (such as an impact

assessment) will be required for the pier as well as the marina, should the City decide to move forward with that approach.

- The Committee is still to discuss issues they wish to prioritize within the current Environmental Strategic Plan (ESP) & Integrated Storm-Water Management Plan (ISWMP).
- Recommendation 2019-EAC-012 (*THAT the Environmental Advisory Committee recommends that Council consider bringing any changes to existing City Bylaws regarding the beach to the Committee for their consideration*) was referred back the Committee by Council for clarification. It was noted this item would be discussed further at the next EAC meeting, when discussing Semiahmoo Bay Water Quality.

2019-EAC-019

**It was MOVED and SECONDED**

THAT the Environmental Advisory Committee (the Committee) meeting be extended to 6:30 p.m.

**CARRIED**

8.

**CLIMATE EMERGENCY**

Committee member S. Crozier discussed the need for a declaration of a Climate Emergency in White Rock. E. Johanson, Council representative, provided an On-Table document titled “On Target for Climate: Visionary climate leadership in Lower Mainland Municipalities” for information.

2019-EAC-020

**It was MOVED and SECONDED**

THAT the Environmental Advisory Committee (the Committee) recommend that White Rock City Council declare a climate emergency.

**DEFEATED**

R. Hynes, J. Lawrence, P. Byer and I. Lessner voted in the negative.

Discussion ensued, with the Committee providing the following comments:

- The content of the motion was debated. It was suggested that additional clarification could be provided within the motion, as well as more immediate action guidelines.
- Additional time to adequately consider this motion was suggested.
- The political nature of the motion was discussed.
- An opinion was made that the City of White Rock’s current climate policy is below average when compared to the Provincial norm.
- In addition to a Climate Emergency, it was noted that there is also an Ocean Emergency.
- Funding opportunities for environmental initiatives were discussed. It was noted that obtaining provincial funding is a lengthy process, and that declaring a climate emergency does not necessarily change this.



The Committee noted the importance of providing a recommendation to Council declaring a climate emergency. It was stressed that this motion be presented in a manner in which all members can support.

**Action Item:** Climate Emergency to be provided on the next Committee agenda for further discussion.

**9. INFORMATION**

The Committee received the following items for information:

- Letter and newspaper from Wilderness Committee.
- Tree Canopy Plan Report to Council, September 9, 2019.
- Tree Canopy Map.

**10. OTHER BUSINESS**

Staff reported that the City's annual Volunteer Appreciation Banquet would be held on Wednesday, November 20, 2019. An invitation would be provided to all members by email later this month.

**11. 2019 SCHEDULE OF COMMITTEE MEETINGS**

a) The following 2019 Environmental Advisory Committee meeting dates were approved by the Committee and are noted on the agenda for information purposes:

- November 7
- December 5

b) Potential 2020 meeting dates.

2019-EAC-021 **IT WAS MOVED AND SECONDED**

THAT the Environmental Advisory Committee approves the 2020 meeting schedule as follows:

- January 9
- February 6
- March 5
- April 2
- May 7
- June 4
- July 2
- September 3
- October 8
- November 5

**CARRIED**

**12. CONCLUSION OF THE OCTOBER 3, 2019 ENVIRONMENTAL  
ADVISORY COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 6:37 p.m.



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R. Hynes, Chairperson

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D. Johnstone, Committee Clerk

Unapproved

**PRESENT:** I. Lessner (Vice-Chairperson)  
D. Bower  
S. Doerksen  
K. Jones  
J. Yu

**COUNCIL:** Councillor Trevelyan (Council representative)  
Councillor Fathers (Council Alternate)

**ABSENT:** D. Stonoga (Chairperson)  
B. Sivia, Fraser Health Representative  
S. Johnson

**STAFF:** S. Kurylo, Director of Financial Services  
J. Gordon, Director of Engineering and Municipal Operations  
S. Jasim, Manager, Water Utility  
D. Johnstone, Committee Clerk

Public: 1  
Press: 0

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1. **CALL MEETING TO ORDER**  
The meeting was called to order at 4:03 p.m.

2. **ADOPTION OF AGENDA**

2019-WCAP-014 **IT WAS MOVED AND SECONDED**  
THAT the Water Community Advisory Panel (WCAP) adopts the agenda for the  
October 8, 2019 meeting as presented.

**CARRIED**

3. **ADOPTION OF MINUTES**

2019-WCAP-015 **IT WAS MOVED AND SECONDED**  
THAT the Water Community Advisory Panel (WCAP) amends the minutes of the  
September 10, 2019 meeting to include:

- Under Item 5, last paragraph to have the following sentence added: *It was further requested that the preliminary options be provided to the Panel regarding the utility rate structure; and,*

THAT the minutes be adopted as amended.

**CARRIED**

Through discussion of the September 10 minutes, the Panel discussed their Terms of Reference and noted that within their purpose it is indicated that the Panel advise Council on issues such as rate structure proposals.

Staff noted that currently options for the rate structure are to be provided to Council.

2019-WCAP-016

**IT WAS MOVED AND SECONDED**

THAT the Water Community Advisory Panel (WCAP) recommends that consistent with their Terms of Reference the Panel evaluate the various proposed water utility rate structures prior to them being provided to Council.

**CARRIED**

4.

**UPDATE ON THE WATER TREATMENT PLANT**

The Director of Engineering and Municipal Operations provided an update on the previous issues at the Water Treatment Plant, as noted at the September 10, 2019 Panel meeting.

It was noted that the City is continuing to work with the system provider in relation to software configuration for the SKATA system.

With respect to the filtration issue, Staff informed that filters have shown signs of premature aging. The manufacturer is working with the City to determine why this is occurring, and if it is related to the filtration of the phosphates or an operational issue. Testing results to determine the cause of this issue are expected by the end of November, 2019.

Discussion ensued, and the Panel enquired if this was having an effect on the water quality. Staff reported that water quality is stable, averaging at 3.8 micrograms of arsenic per litre. While this is within Health Canada guidelines, it is not what was contracted for - the filtration of arsenic of two (2) micrograms per litre or less.

A third emerging issue was identified by staff as the installation of security fencing around the Oxford Water Treatment Plant. It was noted that Council had approved the installation of the security fence; however, following this residents have expressed concerns regarding the placement of the fence and the need for a walkway from Goggs Avenue to Oxford Street.

The following discussion points were noted:

- Space between the plant and pump station has been identified as a future drilling site for a well in the next two (2) years. A fence will be required for safety measures. Additionally, it was noted that adequate space for a service road, fire access, drilling space etc. needs to be taken into consideration when determining the layout for the fence.
- The proposed fencing would not just be around the plant, but around the pump station and all of the area in between. It was debated if this is necessary.
- It was suggested that the fenced areas do not need to be connected. Having space between the two areas could still facilitate a walkway.

- Previously this area was shown as park space on City maps. Finding a balance between what is required by the City and what the public is asking for was encouraged.
- Financial implications for fencing (the size of the area to be fenced, the potential for building and taking down etc.) were discussed.
- Staff was encouraged to minimize fence options as much as possible.

2019-WCAP-017

**IT WAS MOVED AND SECONDED**

THAT the Water Community Advisory Panel (WCAP) recommends that Council consider that the fencing of the Oxford Water Treatment Plant be the minimum requirement to meet the protection of each of the water facilities.

**CARRIED**

S. Doerkson voted in the negative.

**NOTE:** Further discussion of this item took place following item 9

5.

**CAPITAL PLAN UPDATE**

The Director of Financial Services summarized the Corporate Report dated September 9, 2019 regarding the water infrastructure financial plan and masterplan project.

In response to questions from the Panel, staff clarified the following information:

- It was reported that the City updates its five (5) year financial plan on a yearly basis.
- Within the financial plan, \$10,000 has been allotted to hire a consultant to update the Development Cost Charge (DCC) Bylaw.
- Previous updates to the DCC Bylaw occurred shortly after the City acquired the water utility from EPCOR, at which time the City did not have a master plan developed for water improvement projects. The consultant will be working towards updating the bylaw in relation to the water master plan to allow funding for additional water projects.
- The City will be applying for a federal infrastructure grant for the new Oxford well project.
- Pier pre-servicing is included in the water fund asset improvement project list because of an upgrade to the fire line.

Discussion ensued, and it was noted that as part of the discussion around the water rate structure the Panel could re-evaluate the water budget to determine items that could be addressed through regular taxation.

6.

**EMERGENCY FIRE SYSTEM, EMERGENCY PREPAREDNESS AND THE CITY'S EMERGENCY PLAN**

Staff noted that initial discussion of this matter took place at the July 9, 2019 panel meeting; however, it was identified as a topic for further discussion.

2019-WCAP-018 **IT WAS MOVED AND SECONDED**

THAT the Water Community Advisory Panel (WCAP) defers the topic of emergency fire system, emergency preparedness and the City's emergency plan to the November meeting, with the hope that Fire Chief is able to attend, and there be a report from the fire underwriters provided for information.

**CARRIED**

7. **FIVE (5) YEAR WATER MASTER PLAN**

Members of the Panel noted that a map had previously been provided through the 2017 Water System Master Plan (Section 4.4 – Water Main Inventory). It was noted that while the City does not have the exact ages for the pipe (was not provided by ECPOR with the purchase of the water utility), the materials used for the piping could be an indicator of age.

8. **UPDATE ON WCAP RECOMMENDATIONS TO COUNCIL**

C. Trevelyan, Council representative, reported that Council had received both recommendations regarding a consumption based funding rate structure, and the removal of fire protection rates from the current utility rate structure. With respect to the fire protection rates, it was clarified that Council had requested that the pros and cons for this suggestion be provided to Council along with the report on a consumption based funding rate structure.

The Panel enquired on the timeline for the water rate report, and when a decision would need to be made to change water rates for 2020. Staff reported that they are working to have this report completed early November, and that the Council would need to adopt the 2020 Water Rate Bylaw before December 31, 2019.

9. **WATER COMMUNITY ADVISORY PANEL MEETINGS**

- a) The following 2019 Water Community Advisory Panel meeting dates were approved by the Panel and are noted on the agenda for information purposes:
- November 12
- b) Potential 2020 meeting dates

2019-WCAP-019 **IT WAS MOVED AND SECONDED**

THAT the Water Community Advisory Panel (WCAP) approves the 2020 meeting schedule as follows:

- January 14
- February 11
- March 10
- April 7
- May 12
- June 9
- July 14
- September 15
- October 13
- November 10

**CARRIED**

**Note:** Councillor Trevelyan requested that the Panel re-visit Item 4 for further discussion.

**4. UPDATE ON THE WATER TREATMENT PLANT**

The Panel continued the discussion regarding the filtration issue at the Water Treatment Plant. It was noted that a report had been provided to Council in June regarding this issue however a public statement has not been made. The Panel had suggested at the September meeting that staff work to communicate this matter to the public.

The Panel suggested the following:

- A simple statement should be provided on the website, together with details for water quality.
- The information should be easily accessible.
- Information to include the City's action plan to deal with this issue, off targets and the overall message that the water is still safe to drink.
- Indicating that White Rock water meets Health Canada/Fraser Health guidelines is not enough. Initial projections, where the City currently sits, levels of manganese and arsenic etc. should be provided.
- Communications department to determine the best way to communicate this information to the public (website, social media etc.)

2019-WCAP-019

**IT WAS MOVED AND SECONDED**

THAT the Water Community Advisory Panel (WCAP) requests that the Communications department works with Engineering staff and Council to develop a communication strategy educating the public regarding the current status of the water system.


**CARRIED**

**10. CONCLUSION OF THE SEPTEMBER 10, 2019 WATER COMMUNITY ADVISORY PANEL MEETING**

The Vice-Chairperson declared the meeting concluded at 6:04 p.m.

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I. Lessner, Vice-Chairperson



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D. Johnstone  
Committee Clerk

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



**DATE:** July 22, 2019

**TO:** Mayor and Council

**FROM:** Rosaline Choy, P.Eng., MBA  
Acting Director of Engineering and Municipal Operations

**SUBJECT:** Fencing for the Water System at 1444 Oxford Street

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**RECOMMENDATION**

THAT Council receive for information the corporate report dated July 22, 2019 from the Acting Director of Engineering and Municipal Operations titled "Fencing of the Water System at 1444 Oxford Street".

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**INTRODUCTION**

The White Rock City Council approved the award of the contract to Streamline Fencing Ltd. to construct the fence for water system located at 1444 Oxford Street. Staff were required to provide further information about the fencing and public consultation.

**ANALYSIS**

Since the tragic terrorist attack on September 11, 2001, water operators responsible for their water systems initiated immediate steps to ensure the safety of drinking water supply to the public. The following steps are considered the core of establishing security for the water systems:

- Increase the system security by denying access to unauthorized personnel. Verify the identification of individuals who require access to water supply infrastructures for maintenance and repair of equipment
- Lock and consider alarming all points of entry: doors, windows, hatches, vents and gates.
- Install security fences around facilities. Lock all access points to finished water including a locked or staffed building.
- Perform a visual examination of the exterior of your water treatment plant ensuring adequate exterior lighting around critical components.
- Remove objects that could be used to aid an intruder, such as ladders, overgrown shrubs and large rocks near windows and other points of entry.
- Consider further safety measures for the purpose of preventing unauthorized individuals from accessing critical water infrastructure such as a reservoir or well pump house - periodically, take a walk around your reservoir or well area to ensure no one has inadvertently left chemical containers or hazardous materials in the immediate area.
- Water taken from a source that has a chance of becoming contaminated, should be fenced.



- All pump houses should be locked at all times.
- When checking the security of underground reservoirs, make sure the entry hatches fit properly and are equipped with a solid hasp and a lock. Check the vents on underground reservoirs for proper screening.
- Water towers and elevated storage tanks need to be kept secure. All access hatches and doors should fit properly and should be safely locked. All vents are to be screened. Unauthorized access onto the tower should be prevented by fencing off the tower and consider the use of security cameras (CCTV).

### **RISK MANAGEMENT**

The physical destruction or tampering of water infrastructure can disrupt water service to communities; specifically key facilities such as hospitals, power stations and military installations. Similarly, contamination with deadly agents could result in large numbers of illnesses and fatalities. The City of White Rock has provided fencing to most of the water facilities to prevent potential vandalism that could lead to contamination of the drinking water supply and put public health in risk. The fencing also serves to reduce negative interactions between city staff and trespassing on the properties. The distributed physical layout of drinking water systems makes them inherently vulnerable to a variety of incidents, such as trespassing, vandalism, terrorist attacks and accidents. To date, the Merklin Reservoir and Pumping Station, the Roper Reservoir, and Well #4 have been fenced. The request to install the same fencing structure around the Oxford Water facility that includes the Water Treatment Plant, pump station, reservoir and the Wells, 1,2, 3, and 8 was approved at the July 8, 2019 Council Meeting.

### **COMMUNITY ENGAGEMENT**

Staff had several formal and informal meetings or communication with residents about the site's fencing. A list of the meeting dates is below. A summary of the discussion during the meetings is provided in Appendix A.

- June 14, 2019
- June 20, 2019
- July 5, 2019
- July 15, 2019

At the July 15, 2019 meeting, the meeting attendees included residents from neighbouring properties: Strata Chair for the Royce Building and Ms. Dorothy Bower. The following work at the Oxford Water Treatment Plant site was discussed.

- Boulevard on Everall Street
  - Remove poor soil and replace with minimum 6" of top soil
  - Grade area and plant trees and install benches, and install irrigation
  - Turf area
- Natural areas east and south of water plant
  - Hand grub out all invasive species (blackberry and ivy)
  - Remove rocks and poor soil as best as possible
  - Bring in top soil (may blow it in)
  - Plant native and non-native plants amongst the treed areas
  - Bark mulch the whole area

- Lawn areas
  - To be reviewed
  - Either top dress and reseed if the lawn areas are not too bad
  - If lawn areas are in poor shape, remove and replace with 6” of top soil and turf
- West side of plant
  - Remove poor/rocky soil replace with 12’ of top soil
  - Plant trees along the west property line
- East of Oxford
  - This is existing landscaping
  - Repair and replant and re-turf as required
- North of water plant
  - Work can only be conducted with the property line.
  - Weed and clean the area and replace with bark mulch.
  - More work will be done once the City receives the land to the north.

### **NEXT STEPS**

Staff will host additional meetings with residents to discuss the final landscaping after the fence is installed. An Arborist will be supervising the construction of the fence to minimize disturbances to tree roots.

### **CONCLUSION**

City Staff will work to make sure that the fence and landscape will provide security and a pleasant image to the water system at 1444 Oxford Street and the neighbourhood. Care will be taken to maximize open space for the enjoyment of nearby residents while still adhering to the primary objective of ensuring water security.

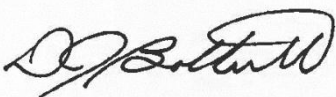
Respectfully submitted,



Rosaline Choy, P.Eng. MBA  
Acting Director of Engineering and Municipal Operations

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

This corporate report is provided for information.



Dan Bottrill  
Chief Administrative Officer

Appendix A – Summary of Meetings with Residents

## **Appendix A: Summary of Meetings with Residents**

On June 24, 2019, the Honourable François-Philippe Champagne, Minister of Infrastructure and Communities and Mr. Gordon Hogg, MP, White Rock-South Surrey visited and toured the Water Treatment Plant. Subsequent to this meeting, Councillor Kristjanson met with three local residents outside the plant on Everall Street. Dan Bottrill, CAO, Jim Gordon, Director, Engineering and Municipal Operations and Dr. Saad Jasim, Manager, Utilities were also in attendance. The residents expressed a desire to discuss the potential of having an area with landscaping and a bench outside the fenced area on Everall Street in order to provide an opportunity to sit and enjoy the area. It was explained to them that final landscaping discussions will be arranged after the construction of the fence is concluded.

A communication between one of the residents and Jim Gordon, took place on June 20, 2019 regarding the need for the fence, shape of the fence and changing the layout of the fence. On Friday July 5, 2019, this resident had a discussion about the fence with Dr. Saad Jasim at the Water Treatment Plant.

On July 15, 2019 a meeting was organized by the City of White Rock Water Department with residents on Everall Street and Goggs Avenue to have additional discussions related to the fencing and the area located outside the fence on Everall Street.

Staff provided a background on the security requirements for water systems with the current new risks and challenges. Diagrams were provided to illustrate the fencing.

A resident provided a history of the development parcel at 1454 Oxford Street regarding previous agreements with the previous owner that should be upheld which includes contribution to the cost of fence construction along the north side of the Oxford Site.

Staff indicated that the process of the construction of the fence would need to proceed now as opposed to waiting for the construction of that development as the City cannot afford to take the risk of leaving the water system (which include 4 Wells, a Reservoir, and a Water Treatment Plant) in a vulnerable condition.

Staff explained the rationale of the fence alignment is to meet requirements for Hydro transformer clearance, Telus kiosk clearance, protect existing trees, and placement away from adjoining features that could be used to assist in breaking into the property by getting over the fence.

Staff discussed the detailed work that will be carried out at this site as outlined in the corporate report. It was noted that additional meetings will be organized to discuss the final landscaping after the fence is installed. An Arborist will be supervising the construction of the fence to minimize disturbances to tree roots.

There was discussion on the common fenced area next to a residential building. A resident advised they would approach their Strata Council to reduce the dual fencing along this side. The City could remove the cedar fence and position the ornamental fence to cover this area. The life span of the ornamental fence is much longer than the Cedar fence.

The group walked the perimeter of the Oxford Water System property to see where the fence will be installed.

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
 15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



**POLICY TITLE: PROCLAMATIONS**

**POLICY NUMBER: COUNCIL - 109**

<i>Date of Council Adoption:</i> October 5, 2009	<i>Date of Last Amendment:</i> June 15, 2015
<i>Council Resolution Number:</i> 2009-477, 2013-082, 2015-214	
<i>Originating Department:</i> Administration	<i>Date last reviewed by the Governance and Legislation Committee:</i> May 25, 2015

**Policy:**

1. The City does not make official proclamations. Requests for proclamations will be listed under the Correspondence section of the Council agenda indicating the event or cause with a note stating it's an item for public information. This will be done in an effort to make the community aware of events and special occasions.
  
2. The requester will be sent a letter to notify of the City's policy that the City does not make proclamations and note the date that the information was placed on the Council Agenda for public information.

**Rationale:**

Given potential controversy and litigation, making official proclamations should be avoided. Many types of requests could come in and if the City's practice is to make proclamations it is difficult to turn any away without it being viewed as being discriminatory. Proclamations or the organizations are not reviewed or investigated by City staff and therefore, opens the City to possible embarrassment if the proclamation was not genuine.

THE CORPORATION OF THE  
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 15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



**POLICY TITLE: COUNCIL / COMMITTEE MINUTES**

**POLICY NUMBER: COUNCIL - 110**

<i>Date of Council Adoption:</i> October 5, 2009	<i>Date of Last Amendment:</i> June 15, 2015
<i>Council Resolution Number:</i> 2009-477, 2013-082, 2015-214	
<i>Originating Department:</i> Corporate Administration	<i>Date last reviewed by the Governance and Legislation Committee:</i> May 25, 2015

**Policy:**

All minutes shall state the meeting date, location, members in attendance, the time the meeting starts and terminates.

Council minutes will consist of a notation of the subject matter followed by a motion and recording the negative votes, if any.

Committee minutes will consist of a notation of the subject matter, significant points of discussion, followed by a motion (if any) and recording the negative votes, if any.

Corporate meeting minutes will not note the name of the mover and seconder of the motion, only the fact that they were indeed moved and seconded.

Public Hearing and Public Meeting minutes will consist of a brief opening statement, including how the hearing / meeting was advertised; name and address and / or city of the member of the public who spoke and the salient comment of each member of the public who spoke will be recorded.

**Rationale:**

Open discussion is not to be recorded, only actions and in the case of a public hearing / meeting the basic point the member of the public is communicating is only necessary.

Once a motion has been moved and seconded it belongs to all of Council as a collective action.

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
 15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



**POLICY TITLE: ANNUAL REPORTS FOR SELECT COMMITTEES**

**POLICY NUMBER: COUNCIL - 117**

<i>Date of Council Adoption:</i> March 29, 2010	<i>Date of Last Amendment:</i> June 15, 2015
<i>Council Resolution Number:</i> 2009-139, 2013-082, 2015-214	
<i>Originating Department:</i> Corporate Administration	<i>Date last reviewed by the Governance and Legislation Committee:</i> May 25, 2015

**Policy:**

1. The City’s Select Committees are required to submit an annual report to the Chief Administrative Officer by December 15 annually.
2. After reviewing the annual reports, the Chief Administrative Officer will place the annual reports before Council as information items at a regular Council meeting in the following year.
3. The annual report will include the following information:
  - a) Membership list;
  - b) List of the Chair, Vice Chair and staff members who are a part of the committee;
  - c) Number of meetings held during the year;
  - d) Activities of the committee, including highlights and accomplishments and outstanding items;
  - e) Breakdown of budgeted amounts (total funds and total expenses for various events), if there are funds assigned to the committee;
  - f) Initial work program for the following year, if applicable;
  - g) Involvement of other persons or organizations with the tasks of the committees (such as sponsors, service clubs, organizations, donors, etc.); and
  - h) Any other general comments.

**Rationale:**

To provide a standardized format to submit annual reports for Select Committees.

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
 15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



**POLICY TITLE: CODE OF CONDUCT FOR COMMITTEE MEMBERS**

**POLICY NUMBER: COUNCIL - 120**

<i>Date of Council Adoption:</i> November 15, 2010	<i>Date of Last Amendment:</i> June 15, 2015
<i>Council Resolution Number:</i> 2010-501, 2013-082, 2015-214	
<i>Originating Department:</i> <u>Corporate Administration</u>	<i>Date last reviewed by the Governance and Legislation Committee:</i> May 25, 2015

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**Policy:**

Committee Member (Members) means an individual that has been appointed by Council to serve on a City Committee.

- a) Members shall conduct themselves at all times with behaviour respectful of their duties and mindful always of the long term results achieved for the benefit and protection of City of White Rock citizens.
- b) Conduct of members in the performance of their duties shall be fair, open, honest and in a professional manner.
- c) Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other Committee members, staff, members of the public, members of Council and guests at the meeting
- d) Committee members are entitled to make comments expressing their opinions regarding matters before the committee or Council as long as such statements clearly state they are putting forward personal views and not those of the committee or Council. Committee members should not criticize the conduct of the committee, ~~or~~ members of Council, or staff who are often assigned as representatives to the City's committees. It is acceptable to publicly disagree about an issue, but it is unacceptable to make derogatory comments about other committee members, staff, members of the public, members of Council, the City of White Rock in general and guests at the meeting with regards to their opinions or actions.

When concern has been raised that a member is not adhering to the above, the Chief Administrative Officer will meet with the committee member and if there is not an expected improvement in behaviour, information will be brought before Council by the Chief Administrative Officer or City Clerk/Director of Corporate Administration, in a closed meeting, and considered.

Council has the authority to remove a member appointment when they determine actions have contravened this policy.

**Rationale:**

A common goal of members of Council, staff, and members of City committees is to inspire public confidence and trust in local government. Members are ambassadors for the City of White Rock. Due to their affiliation with the City it is important they demonstrate their respect for the City, its residents, those elected to run the city and its staff.



THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
 15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



**POLICY TITLE:**            **COMMITTEE MEMBER FEEDBACK  
 OPPORTUNITY**

**POLICY NUMBER:**    **COUNCIL - 123**

<i>Date of Council Adoption:</i> December 6, 2010	<i>Date of Last Amendment:</i> June 15, 2015
<i>Council Resolution Number:</i> 2010-536, 2013-082, 2015-214	
<i>Originating Department:</i> Administration	<i>Date last reviewed by the Governance and Legislation Committee:</i> March 11, 2013

**Policy:**

Schedule “A” form titled “Committee Member Feedback”, attached to and forming part of policy Council – 123 will be forwarded annually to all voting committee members, who have been appointed by Council, during the first week of October. Committee members will be requested to submit their forms by November 7<sup>th</sup>.

Schedule “A” forms are to be returned to the ~~City Clerk’s office~~ Corporate Administration Department for the information to be combined onto a spread sheet including the percentage of those who responded.

The information will be forwarded to Council by the end of the year.

**Rationale:**

A mechanism to receive feedback from the committee members as to how well they perceived the committee, including its format, to have functioned.

## SCHEDULE “A” COMMITTEE MEMBER FEEDBACK

I currently serve on the \_\_\_\_\_ ~~Committee~~.

- 1) Please summarize your experience in serving on this committee:  good / rewarding  
 neutral  
 dissatisfied

Additional comments: \_\_\_\_\_  
\_\_\_\_\_

- 2) The number of times the committee met:  good  
 could have met more  
 excessive

Additional comments: \_\_\_\_\_  
\_\_\_\_\_

- 3) The meetings ran:  efficiently  
 slowly  
 confusing

Additional comments: \_\_\_\_\_  
\_\_\_\_\_

- 4) Did you understand the committee mandate?  Yes  No

Additional comments: \_\_\_\_\_  
\_\_\_\_\_

- 5) Was staff helpful when needed. Do you feel they supplied sufficient guidance?  Yes  No

Additional comments: \_\_\_\_\_  
\_\_\_\_\_

- 6) Is there any type of training or presentation(s), by either City staff or from a member of an outside organization(s), that you would have found beneficial to have to help you with your committee work?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please see over

**SCHEDULE “A”  
COMMITTEE MEMBER FEEDBACK – Page 2**

7) Do you have any recommendations that could improve your experience of serving on a City committee?

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Name: \_\_\_\_\_ (Optional)      Dated: \_\_\_\_\_

Thank you for taking the time to fill in this form. Your feedback is very much appreciated and will be considered by Council in making future decisions regarding the City’s committees.

**Form Due to the ~~City Clerk’s~~ Corporate Administration Office by NOVEMBER 7<sup>th</sup>**

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



**POLICY TITLE: VERBAL SUBMISSIONS – ATTENDANCE AT CONVENTIONS, CONFERENCES, EDUCATION / TRAINING**

**POLICY NUMBER: COUNCIL - 124**

<i>Date of Council Adoption:</i> December 6, 2010	<i>Date of Last Amendment:</i> June 15, 2015
<i>Council Resolution Number:</i> 2010-537, 2013-082, 2015-214	
<i>Originating Department:</i> Administration	<i>Date last reviewed by the Governance and Legislation Committee:</i> May 2015

**Policy:**

When Mayor and / or members of Council attend a convention, conference, education / training event, funded by the City, a verbal report shall be noted under the section titled *Mayor and Councillor Reports* at the next possible Regular Council meeting.

**Rationale:**

To ensure the public are kept informed of any pertinent information that is obtained by any member of Council during their attendance at a convention, conference, education / training event when registration fees have been funded by the City.



**POLICY TITLE: TERMS OF REFERENCE: HOUSING TASK FORCE ADVISORY COMMITTEE**

**POLICY NUMBER: COUNCIL – 164**

<i>Date of Council Adoption: July 22, 2019</i>	<i>Date of Last Amendment: N/A</i>
<i>Council Resolution Number: 2019-316</i>	
<i>Originating Department: Planning and Development Services</i>	<i>Date last reviewed by the Governance and Legislation Committee: <del>July 22, 2019</del> <u>October 21, 2019</u></i>

**Policy:**

The White Rock Housing ~~Task Force~~Advisory Committee will provide advice to Council regarding potential housing and affordable housing policies, tools, incentives and partnerships that support a range of housing options and affordability levels in the City of White Rock. The ~~Task Force~~Committee will also assist the Planning and Development Services Department in completing the Official Community Plan Review, Zoning Bylaw Update and preparing a Housing Needs Report. The work of the ~~Task Force~~Committee will include these items:

- Reviewing background research on the City’s housing needs, particularly the standardized data provided by Metro Vancouver Regional District regarding factors that impact housing affordability (current and projected population, household income, significant economic sectors and currently available and anticipated housing units);
- Conducting a SWOT analysis to determine the strengths, weaknesses, opportunities and threats that impact the affordability of housing in White Rock;
- Reviewing municipal policies, tools and incentives for creating a range of affordable and rental housing options, including density bonuses and transfers, and the use of City land and/or Community Amenity Contributions (CACs) as City contributions to partnership-based affordable housing projects;
- Providing input into the Official Community Plan affordable housing policy review;
- Reviewing existing rental housing policies related to tenant relocation and protections;
- Providing recommendations on using ‘residential rental tenure zoning’ in White Rock, permitting multiple secondary suites in a single building, and eliminating the minimum size of secondary suites as currently proposed under the BC Building Code; and
- Consulting with community stakeholders, government and non-profit agencies, potential partners and the public to develop strategic goals and actions to protect, maintain, improve existing rental housing and create new affordable housing (ownership/rental).

## **Committee General Terms**

### **Term**

~~The Task Force appointments will be made by City Council for a one (1) year term, with the initial appointments expiring September 22, 2020 or until the activities are complete, whichever is sooner.~~

### **Membership**

- a) The ~~Task Force~~ Committee will consist of up to seven (7) voting members appointed by Council from the community at large, two (2) non-voting members of Council, and City staff as required.

Representatives from the following groups, organizations or businesses will be invited to participate on the ~~Committee~~ Task Force:

- City Council (2 members)
- MP - G. Hogg
- MLA - T. Redies
- Peninsula Homeless to Housing Task Force
- Semiahmoo Seniors' Planning Table
- White Rock Economic Development Advisory Committee
- The Public

Staff liaisons are:

- Director of Planning and Development Services
- Manager of Planning
- Planner (as required)
- Committee and FOI Clerk

- b) Members shall serve without remuneration or gifts.

### **Chairperson / Vice-Chairperson**

Council will appoint the Chairperson and a Vice-Chairperson of the ~~Task Force~~ Committee.

### **Meetings**

- a) The members shall mutually agree to a meeting schedule at their inaugural meeting. The meeting schedule will then be published and updated as needed by the Committee Clerk.
- b) The Chairperson may call a meeting of the ~~Task Force~~ Committee, with at a minimum of staff being able to give twenty-four (24) hours notice to the members, in addition to the scheduled meetings or may cancel a meeting.

- c) Quorum for meetings shall mean a majority of all of the ~~Task Force~~ Committee voting members.
- d) 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.
- e) All ~~Task Force~~ Committee meetings are open to the public unless designated as closed to the public (in accordance with the *Community Charter*) by the ~~Task Force~~ Committee. The public would attend the meeting to observe only. When deemed relevant to the discussion of a particular item of business under consideration, the Chairperson may, with majority consent of those members in attendance, give permission to a member of the public in attendance to speak to the item in question.
- f) Meetings shall last no longer than two (2) hours, except under extraordinary circumstances as agreed to by the members present.
- g) If a member:
  - i) fails to attend three (3) consecutively held meetings; or
  - ii) fails to attend a meeting in any sixty (60) day period, providing a meeting is held in that sixty (60) day period (whichever is the longer period of time) and
  - iii) unless the absence is because of illness; or
  - iv) unless the absence is with the express leave of the Chairperson, the appointment of the member shall be revoked.

The Committee Clerk will keep an attendance log and notify the Chairperson and City Clerk where there have been two consecutive absences without consent. The City Clerk will make contact with the ~~Task Force~~ Committee member.

- h) Any person with particular expertise, including municipal staff may be invited by the Chairperson or staff member to attend a meeting in order to provide information or advice, but only members appointed by City Council may vote on matters coming before the ~~Task Force~~ Committee.
- i) The office of the City Clerk will be responsible for preparing agendas, minutes, updating Terms of Reference policy, meeting schedule, and administrative support to the ~~Task Force~~ Committee. Agendas and approved minutes will be posted on the City's website.
- j) Meeting minutes, with recommendations noted, will be forwarded to Council for information and action as required.
- k) The ~~Task Force~~ Committee may hear and consider representations by any individual, group or organization on matters referred to the ~~Task Force~~ Committee by Council.

- l) Where a member of the ~~Task Force~~ Committee, their family, employer or business associates have any interest in any matter being considered by the ~~Task Force~~ Committee, that member will absent themselves from all aspects of consideration of that matter by declaring a Conflict of Interest.
- m) The Chairperson and staff liaisons will prepare a concluding report to be submitted to the Chief Administrative Officer for review and to be forwarded to City Council.
- n) The ~~Task Force~~ Committee cannot direct staff to take any action.
  - i) any such action must be referred to Council for consideration and adoption;
  - ii) the staff member assigned to the ~~Task Force~~ Committee or the Chief Administrative Officer may advise the ~~Task Force~~ Committee of existing policies or directives and the needs to refer the matter to Council prior to taking any action.
- o) The ~~Task Force~~ Committee does not have the authority to commit funds, enter into contracts or commit the City to a particular course of action.
- p) On broader matters such as organizing or setting up major or unusual events or projects which do not have budget implications, the ~~Task Force~~ Committee must receive prior approval from the Director of Planning and Development Services.
- q) The Chairperson may appoint members to a subcommittee to consider, inquire into, report and make recommendations to the ~~Task Force~~ Committee for a specific purpose.
- r) Members of the ~~Task Force~~ Committee are not permitted to speak directly with the media on behalf of the ~~Task Force~~ Committee.

## **Procedures**

Unless otherwise provided for in these terms of reference, the procedures of the ~~Task Force~~ Committee will be governed by the City's Council and Committee Procedure Bylaw.

## **Code of Conduct**

Appointees will be required to sign a statement agreeing that they have read, understood, and will conform to the City's code of conduct as defined in the Council policy regarding Code of Conduct for Committee Members. This will be required immediately upon appointment. The statement / agreement for signature is attached to, and forming, part of this policy.

## **Rationale:**

The purpose of the Housing ~~Task Force~~ Advisory Committee is to provide advice to Council regarding potential housing and affordable housing policies, tools, incentives and partnerships and provide assistance to Planning and Development Services in completing the Official Community Plan Review and preparing a Housing Needs Report.



**CITY OF WHITE ROCK  
COMMITTEE CODE OF CONDUCT  
STATEMENT / AGREEMENT**

This will confirm that as of \_\_\_\_\_, I have read Council  
(DATE)  
Policy 120, “Code of Conduct for Committee Members” and Council Policy \_\_\_\_\_,  
Committee Terms of Reference and I understood and will conform to the City’s Code of  
Conduct as outlined in these policies.

\_\_\_\_\_  
(PRINT NAME)

\_\_\_\_\_  
(SIGNATURE)

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW NO. 2308**

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A Bylaw to amend the White Rock Business License Bylaw, 1997, No. 1510.

The COUNCIL of The Corporation of the City of White Rock, in an open meeting assembled, ENACTS as follows:

1. THAT White Rock Business License Bylaw, 1997, No. 1510, as amended, be further amended:

1) By adding the following definitions to section 1 Interpretation, in the correct alphabetical order:

**“Body Work”** means the kneading, rubbing, massaging, manipulating, touching or stimulating by any means of the human body by any person for remuneration and includes, but not limited to shiatsu, reflexology, bio-kinesiology, hellerwork, acupressure, reiki, rolfing, and trager approach, but does not include medical, therapeutic, chiropractic treatment given by any person licensed or registered under a statute in the Province of British Columbia governing these activities.

**“Body Work Studio”** means any premises in which **Body Work** occurs.

**“Licence Inspector”** means the Director of Planning and Development Services, the Senior Bylaw Enforcement Officer, a Bylaw Enforcement Officer, the Building Official, or the Manager of Building and Bylaw Enforcement;

2) By deleting the existing definition for Inspector in section 1 Interpretation;

3) By deleting section 5 (b) in its entirety;

4) By deleting the existing section 6 (a) in its entirety and replacing with the following new section 6 (a);

(a) All applications for licences under this bylaw shall be made to the Licence Inspector on the application form provided for that purpose;

5) By deleting the existing section 11 in its entirety and replacing it with the following new section 11:

11. Change of Condition

Where the licence fee for any business is based on the floor area, ground area number of people regularly engaged, number of machines, appliances or rental units used in carrying on the business, no person shall change such factors upon which the licence fee is based without notifying the Licence Inspector in writing and paying any additional fee which may be payable pursuant to this bylaw as a result of such change;

6) By deleting the existing section 12 (b) in its entirety and replacing it with the following new section 12 (b):

- (b) No person to whom a licence has been granted under this bylaw shall change the location of the premises in which he/she carried on the business without first applying to the Licence Inspector in writing to have the licence altered in respect to the location of the premises set out herein and any person carrying on business at a premises other than the premises as specified in the licence shall be guilty of an infraction of this bylaw;

7) By deleting section 13 in its entirety and replacing it with the following new section 13:

13. Inspections

The Licence Inspector or any Peace Officer is hereby authorized to enter at all reasonable times, any house, place, premises, vehicle or other place in respect of which a licence has been granted pursuant to the Bylaw, to ascertain whether the regulations and provisions of the Bylaw are being obeyed;

8) By deleting section 18 in its entirety and replacing it with the following new section 18:

18. Zoning

Before any licence is granted in respect of any premises, the Licence Inspector shall be satisfied that the use for which the licence is sought shall not be in violation of the Zoning bylaw or any of the bylaws then in force with the City, and no licence shall be issued if the carrying out of that business in the premises applied for would be contrary to any City bylaws, applicable laws, rules, codes, regulations and orders of all Provincial and Federal authorities having jurisdiction over such business;

9) By deleting section 19 (a) in its entirety and replacing it with the following new section 19 (a);

- (a) All operators of premises in which rooms or suites are let for lodging or living purposes shall maintain a register of persons dwelling therein and such register shall include the name and occupation of such person, and shall be produced at the request of any Licence Inspector or Peace Officer, but this clause shall not apply to the operator of premises having not more than two rooms available for letting.

10) By adding to section 19 a new section 19 (f) in the correct alphabetical order, as follows:

(f) Body Works Studios

- (i) Every person conducting business as a **Body Work Studio** shall upon request:

- 1) provide the Director with a list containing the name, address, telephone number, date of birth, gender, and a copy of valid photographic identification of every person proposed to be employed or engaged in the business, together with any additional information as may be required;
  - 2) notify the Director within twenty four (24) hours and in writing of any change in the personnel employed or engaged in the business;
  - 3) not employ or engage any person in the business without them first receiving an approved business licence;
  - 4) permit the Director or his/her designates to enter at any time any premise where **Body Work** services are provided or offered to ascertain whether the provisions of this Bylaw are being complied with;
  - 5) display in a prominent location within any premises where **Body Work** services are provided, a list of rates and prices payable by the public for such services;
  - 6) establish and maintain a client registry of names, telephone numbers and addresses, with proof of identity to be established by the production of picture identification; and
  - 7) upon request, supply a copy of the client registry to the Director, his/her designates or the RCMP.
- (ii) No person carrying on the business of a **Body Work Studio** shall:
- 1) employ any person on the licensed premises unless such person is nineteen (19) years of age or older;
  - 2) permit any person to be on the licensed premises at any time unless such person is nineteen (19) years of age or older;
  - 3) permit any person engaged in providing **Body Work** in the licensed premises to perform **Body Work** services unless such person is wearing clean, washable, non-transparent outer garments covering his/her body between the neck and the top of the knee, the sleeves of which do not reach below the elbows;
  - 4) have been, or employ any persons who have been, convicted of an offence under any of Section 210, 211, 212, or 213 of the Criminal Code of Canada, any offence related to the sex trade evidenced by a criminal records check, or is not legally entitled to be employed in Canada, or;

- 5) permit any person engaged in providing **Body Work** to manipulate, touch, or massage the male or female genitalia or female breast of any client.
- (iii) No person carrying on the business of a **Body Work Studio** shall exhibit himself or herself, nor permit other persons to exhibit themselves, in any window on or about the licensed premises, or exhibit, or permit to be exhibited, any sign visible from outside of the premises showing any nude male or female bodies, or any part thereof, nor any printed words that might indicate that the licensed premises is a place that offers a form of sexual or nude entertainment.
  - (iv) Every application for a licence for a **Body Work Studio** shall be accompanied by a floor plan of the entire premises in a scale and with detail acceptable to the Director, and when any alterations are made to the licensed premises, a revised floor plan thereof shall be filed with the Director forthwith.
  - (v) Every room used for **Body Work** must:
    - 1) be free of any locking device;
    - 2) not be less than 5.5 square meters;
    - 3) be equipped with lighting of at least 550 lux, which must remain illuminated when either the door to the room is closed or the room is occupied; and
    - 4) be equipped with a window which may be translucent, must not be obstructed at any time, has a minimum area of 1 square meter with no side having a dimension less than 25 cm, and must be visible from the reception area
  - (vi) No person carrying on the business of a **Body Work Studio** may permit any client to enter or remain on the premises between 7:00 PM and 9:00 AM.
  - (vii) Every person carrying on the business of a **Body Work Studio** must maintain the premises where **Body Work** is provided to the public in a clean and sanitary condition, to the standards prescribed by the Health Authority, the City, or other lawful authority.
  - (viii) Every applicant for a licence to carry on the business of, or operate, a **Body Work Studio** must, where required by the Director as a condition of such licence, either;
    - 1) deposit with the City a security in the form of an indemnity bond acceptable to the Director in the amount of not less than two million dollars (\$2,000,000.00), or

2) provide evidence satisfactory to the Director that the applicant has obtained a comprehensive liability insurance policy in respect of such business operations in the amount of not less than two million dollars (\$2,000,000.00), per occurrence, from an insurance company licensed in the province of British Columbia, naming the City as an additional insured, and stating that the policy applies to each insured as if a separate policy has been issued to each.

(ix) The Director may require as a condition of granting a licence to carry on the business of, or operate, a **Body Work Studio** that every employee be bonded;

11) By deleting in Schedule “A” Group 2 the business type “Tree Topping Service” and adding “Arboricultural Service” in the correct alphabetical order;

12) By adding the following business types to Schedule “A” Group 3 in the correct alphabetical order:

Chiropractor (Contract)

Hair Stylist/Barber (Contract)

Physiotherapist (Contract)

Registered Massage Therapist (Contract);

13) By adding the following business types and associated Business Licence fees to Schedule “A” Group 4 in the correct alphabetical order:

Accessory Vacation Rental	\$300.00
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Accessory Registered Secondary Suite	\$40.00
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Accessory Boarding Room (each room)	\$25.00
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Body Works Studio	\$2,000.00
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Body Works Studio Employee	\$500.00;
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2. This Bylaw may be cited for all purposes as the “*White Rock Business Licence Bylaw 1997, No. 1510, Amendment No. 9, 2019 No. 2308.*”

RECEIVED FIRST READING on the	30 <sup>th</sup> day of	September,	2019
RECEIVED SECOND READING on the	30 <sup>th</sup> day of	September ,	2019
RECEIVED THIRD READING on the	30 <sup>th</sup> day of	September,	2019
ADOPTED on the	day of		

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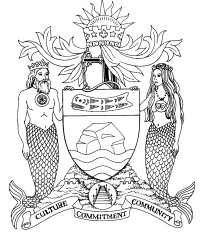
MAYOR

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DIRECTOR OF CORPORATE ADMINISTRATION

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2303**

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A Bylaw to repeal the White Rock Repealing Bylaw for Waterfront  
Parking Facility Design and Construction Loan Authorization  
Bylaw, 2017, No. 2206, No. 2275

The CITY COUNCIL of the Corporation of the City of White Rock, in open meeting assembled, ENACTS as follows:

1. The “White Rock Repealing Bylaw for Waterfront Parking Facility Design and Construction Loan Authorization Bylaw, 2017, No. 2206, No. 2275” is hereby repealed in its entirety, including all amendments, effective the date of adoption of this bylaw.
2. This bylaw may be cited for all purposes as the “*White Rock Repealing Bylaw for Waterfront Parking Facility Design and Construction Loan Authorization Bylaw, 2017, No. 2206, No. 2303*”.

RECEIVED FIRST READING on the	22 <sup>nd</sup>	day of	July 22, 2019
RECEIVED SECOND READING on the	22 <sup>nd</sup>	day of	July 22, 2019
RECEIVED THIRD READING on the	22 <sup>nd</sup>	day of	July 22, 2019
ADOPTED on the		day of	

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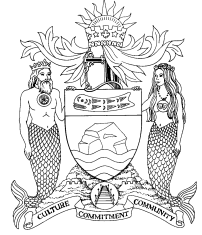
MAYOR

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DIRECTOR OF CORPORATE ADMINISTRATION



**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2304**



A Bylaw to repeal the Waterfront Parking Facility Design and  
Construction Loan Authorization Bylaw, 2017, No. 2206

The CITY COUNCIL of the Corporation of the City of White Rock, in open meeting assembled, ENACTS as follows:

1. The “Waterfront Parking Facility Design and Construction Loan Authorization Bylaw, 2017, No. 2206” is hereby repealed in its entirety, including all amendments, effective the date of adoption of this bylaw.
2. This bylaw may be cited for all purposes as the “*White Rock Repealing Bylaw for Waterfront Parking Facility Design and Construction Loan Authorization Bylaw, 2017, No. 2206, No. 2304*”.

RECEIVED FIRST READING on the	22 <sup>nd</sup>	day of	July, 2019
RECEIVED SECOND READING on the	22 <sup>nd</sup>	day of	July, 2019
RECEIVED THIRD READING on the	22 <sup>nd</sup>	day of	July, 2019
RECEIVED the approval of the Inspector of Municipalities	3 <sup>rd</sup>	day of	October, 2019
ADOPTED on the		day of	

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MAYOR

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DIRECTOR OF CORPORATE ADMINISTRATION



# *Statutory Approval*

*Under the provisions of sections* \_\_\_\_\_ 137 \_\_\_\_\_

*of the* \_\_\_\_\_ Community Charter \_\_\_\_\_

*I hereby approve Bylaw No.* \_\_\_\_\_ 2304 \_\_\_\_\_

*of the* \_\_\_\_\_ City of White Rock \_\_\_\_\_

*a copy of which is attached hereto.*

*Dated this* 03 *day*

*of* October *, 2019*

A handwritten signature in black ink, appearing to be "JL".

Deputy Inspector of Municipalities

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW No. 2301**



A Bylaw to amend the  
Ticketing for Bylaw Offences Bylaw, 2011, No. 1929

WHEREAS it is expedient to amend certain provisions of the Ticketing for Bylaw Offences Bylaw, 2011, No. 1929;

NOW THEREFORE the CITY COUNCIL of the Corporation of the City of White Rock, in an open meeting assembled, ENACTS as follows:

1. Deleting Schedule B 1 by replacing Schedule B 1 and replacing it with;

**Schedule B1**

Building Bylaw, 2012, No. 1928 (as amended)

<b>Designated Offense</b>	<b>Section</b>	<b>Penalty</b>
Construction, repair, alteration, relocation or demolition of a building or structure without a permit	Sec. 6.1 Sec. 6.2	\$250.00
Occupy or use contrary to notice or permit	Sec. 6.3	\$250.00
Knowingly submit false information in relation to permit application or construction	Sec. 6.4	\$250.00
Tamper with or remove posted notice or certificate	Sec. 6.5	\$250.00
Construction, repair, alteration, relocation or demolition contrary to or at variance to permit	Sec. 6.6	\$250.00
Obstructing entry of Building Official, Building Inspector or Bylaw Enforcement Officer	Sec. 6.7	\$500.00
Installation, repair or replacement of plumbing without, or not in accordance with terms of permit	Sec. 6.1 Sec. 6.2 Sec. 6.6	\$250.00
Disobey or remove a Stop Work Order	Sec. 6.5 Sec. 28.4	\$500.00 1 <sup>st</sup> \$750.00 2 <sup>nd</sup> \$1000.00 3 <sup>rd</sup> and Subsequent offences

Disobey or remove a Do Not Occupy notice	Sec. 6.5 Sec. 28.6	\$500.00 1 <sup>st</sup> \$750.00 2 <sup>nd</sup> \$1000.00 3 <sup>rd</sup> and Subsequent offences
Failure to comply with Fire Sprinkler System requirements	Sec. 17.1	\$250.00
Failure to post permit	Sec. 17.2(a)	\$100.00
Failure to keep plans/specifications on site	Sec. 17.2(b)	\$100.00
Failure to post Civic address	Sec. 17.2(c)	\$100.00
Failure to obtain approval of works or conceal works prior to inspection and approval	Sec. 18.5	\$500.00
Occupy building prior to inspection and approval	19.1	\$500.00 per day
Construct retaining structure without a permit	20.1	\$250.00
Construct driveway access or culvert without a permit	Sec. 22.1 Sec. 22.2	\$500.00
Improper installation or maintenance of pool fence or gate	Sec. 23.3 Sec. 23.4	\$250.00
Disobey order to require Secondary Suite be brought into compliance with BC Building Code requirements	Sec. 28.3	\$250.00 1 <sup>st</sup> \$500.00 2 <sup>nd</sup> \$1000.00 3 <sup>rd</sup> and Subsequent offences

2. Deleting Schedule B 2 and replacing Schedule B 2 with

**Schedule B 2**

White Rock Business Licence Bylaw, 1997, No. 1510 (as amended)

<b>Designated Offence</b>	<b>Section</b>	<b>Penalty</b>
Operate without a business licence	Sec. 2 Sec. 3	\$200 per day
Failure to display business licence	Sec. 10	\$150.00
Failure to permit inspection	Sec 17	\$500.00
Operate business while licence is under suspension	Sec 16	\$500.00 per day
Failure to list partners	Sec. 14	\$250.00
Unauthorized transfer of licence	Sec. 12	\$250.00
Prohibited business activity	Sec. 15 Sec. 16 Sec. 18	\$500.00 per day
Failure to notify city of change in condition	Sec. 11	\$250.00

3. Deleting Schedule B3 and replacing Schedule B 3 with:

**Schedule B 3**

Animal Control and Licensing Bylaw, 2012, No. 1959 (as amended)

<b>Designated Offense</b>	<b>Section</b>	<b>Penalty</b>
Operating a kennel	Sec.5	\$500.00
Keeping an exotic animal Keeping livestock or poultry	Sec. 7 Sec 45	\$150.00 1 <sup>st</sup> \$250.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Failure to license a dog	Sec. 8	\$300.00
No licence tag on dog	Sec. 11	\$150.00
Howling or barking dog causing a disturbance	Sec 22	\$200.00 1 <sup>st</sup> \$350.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Dog off leash in a public place	Sec. 23 (4)	\$200.00
Dog on pier	Sec.23 (5)	\$200.00
Dog on promenade between April 1 <sup>st</sup> and September 30 <sup>th</sup>	Sec.23 (6)	\$200.00
More than three dogs under the control of a person on promenade between October 1 <sup>st</sup> and March 31 <sup>st</sup>	Sec.23 (7)	\$200.00
Dog running at large	Sec. 23 (1)	\$150.00 1 <sup>st</sup> \$250.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Failure to secure a dog in estrus	Sec. 25	\$150.00
Failure to confine an aggressive dog	Sec. 29 (1)	\$500.00
Failure to keep an aggressive dog on leash	Sec. 29(2)(a)	\$500.00
Failure to muzzle an aggressive dog	Sec. 29 (2)(c)	\$250.00
Failure to comply with an order for an aggressive dog	Sec. 29	\$500.00

Dog excrement left on public property or private property other than the residence of the dog owner	Sec. 38	\$200.00
No suitable means to remove feces	Sec. 37	\$200.00
Dog enclosed in confined space without sufficient ventilation.	Sec. 42	\$300.00
Feeding, attracting or enticing wildlife	Section 45 (2)	\$150.00
Interfere with Animal Control Officer or Peace Officer	Sec. 48	\$500.00

4. Deleting Schedule B 5 by replacing Schedule B 5 and replacing it with;

**Schedule B5**

White Rock Noise Control Bylaw, 2013, No. 2018 (as amended)

<b>Designated Offence</b>	<b>Section</b>	<b>Penalty</b>
Disturbing Noise	Sec 7.1 Sec. 7.2 (b) and (c)	\$200.00 1 <sup>st</sup> \$350.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Disturbing or objectionable noise as per Schedule A	Sec 7.2 (a)	\$200.00 1 <sup>st</sup> \$350.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Commercial delivery noise outside of permitted hours	Sec.7.2 (d)	\$150.00
Amplified sound which disturbs	Sec.7.2 (e)	\$200.00 1 <sup>st</sup> \$350.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Noise in a public place	Sec.7.2 (f)	\$200.00 1 <sup>st</sup> \$350.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Construction noise out of permitted hours	Sec.7.3 (a)	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences
Construction noise outside of permitted hours without approval	Sec.7.3 (b)	\$4000.00

Construction noise on a Sunday or Holiday	Sec.7.4	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences
Noise by owner or occupant outside of permitted hours	Sec.7.5	\$200.00 1 <sup>st</sup> \$350.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Nuisance property	Sec. 7.6	\$2000.00
Continued disturbance from nuisance property	Sec. 7.7	\$2000.00

5. Deleting Schedule B 7 by replacing Schedule B 7 and replacing it with;

**Schedule B7**

White Rock Parks Regulation Bylaw, 1977, No. 675 (as amended)

<b>Designated Offence</b>	<b>Section</b>	<b>Penalty</b>
Contravenes any provision of Sections 2 (a) or 2 (b) (in any park, cuts, destroys, damages or removes any tree)	Sec. 2 (b)	\$1000.00 1 <sup>st</sup> offence \$2500.00 2 <sup>nd</sup> or Greater offence
Contravenes any provision of Section 2 (c) to 2 (x) (in any park)	Sec. 2 (c) to 2 (x)	\$100.00 1 <sup>st</sup> offence \$250.00 2 <sup>nd</sup> or Greater offence
Contravenes any provision of Section 3 (in any park)	Sec. 3 (a) to 3 (e)	\$100.00 1 <sup>st</sup> offence \$250.00 2 <sup>nd</sup> or Greater offence
Contravenes any provision of Section 6 (Playgrounds and Courts)	Sec. 6 (a) to 6 (c)	\$100.00 1 <sup>st</sup> offence \$250.00 2 <sup>nd</sup> or Greater offence
Contravenes any provision of Section 7 (Pier)	Sec. 7 (a) to 7 (i)	\$100.00 1 <sup>st</sup> offence \$250.00 2 <sup>nd</sup> or Greater offence



6. Deleting Schedule B 9 by replacing Schedule B 9 and replacing it with;

**Schedule B9**

Public Health and Smoking Protection Bylaw, 2008, No.1858 (as amended)

<b>Designated Offence</b>	<b>Section</b>	<b>Penalty</b>
Smoking in contravention of the provisions of Section 2.1	Sec. 2.1 (a) to 2.1 (i)	\$100.00 1 <sup>st</sup> offence \$250.00 2 <sup>nd</sup> and Subsequent offences
Owner or responsible person allowing smoking in contravention of Section 2.1	Sec. 2.2	\$1000.00 1 <sup>st</sup> offence \$2000.00 2 <sup>nd</sup> and Subsequent offences
Owner or responsible person not posting or maintaining required signs	Sec. 2.3	\$250.00

7. Deleting Schedule B 12 by replacing Schedule B 12 and replacing it with;

**Schedule B12**

White Rock Unsightly Premises and Graffiti Abatement Bylaw, 2013, No 2019 (as amended)

<b>Designated Offence</b>	<b>Section</b>	<b>Penalty</b>
Nuisance or unsightly conditions	Sec. 5.1 Sec. 5.2	\$250.00
Nuisance property	Sec. 5.3	\$2000.00
Unsightly conditions on a nuisance property	Sec. 5.4	\$2000.00
Placement of graffiti on any sidewalk, wall, building, fence, sign or other structure or any real property or any place to which the public has access	Sec. 6.1	\$250.00
Collection or accumulation of water, refuse, or materials	Sec.6.3 (a)	\$250.00
Cause or permit unsanitary conditions	Sec. 6.3 (b)	\$250.00

Failure to remove, cut down, or trim trees, weeds or other growths	Sec. 6.3 (c)	\$250.00
Cause or permit graffiti or unsightly conditions	Sec. 6.3 (d)	\$250.00
Cause or permit an infestation	Sec. 6.3 (e)	\$250.00
Cause or permit conditions which may provide food or harborage	Sec. 6.3 (f)	\$250.00
Accumulation of construction or demolition waste not contained	Sec. 6.3 (g)	\$250.00
Outside storage of items	Sec. 6.3 (h)	\$250.00
Vehicle on landscaping	Sec 6.3 (i)	\$250.00
Placement of sweepings, ashes, refuse, rubbish or discarded materials in a public place	Sec 6.4	\$1000.00
Unsecure property	Sec. 6.5	\$250.00
Interferes with duties	Sec. 7.5	\$1000.00

8. Deleting Schedule B 13 by replacing Schedule B 13 and replacing it with;

**Schedule B13**

White Rock Zoning Bylaw, 2012, No 2000 (as amended)

<b>Designated Offence</b>	<b>Section</b>	<b>Penalty</b>
Prohibited use of land, building, or structure	Sec. 4 Sec. 6 Schedule B for all zones	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences
Failure to comply with accessory off-street parking requirements, i.e. for parking and storing of commercial vehicles, contractors equipment or machinery, house trailer or recreational vehicles, boats or boat trailers	Sec. 4.1.8 Sec. 4.1.9	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences
Failure to comply with Community Care Facilities or Community Services requirements	Sec. 5.1 Sec. 5.2	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences
Failure to comply with the accessory home occupation requirements	Sec. 5.3	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and

		Subsequent offences
Failure to comply with the accessory boarding use requirements	Sec. 5.4	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences
Failure to comply with the accessory registered secondary suite requirements	Sec. 5.5	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences
Failure to comply with the accessory bed and breakfast requirements	Sec. 5.7	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences
Failure to comply with the accessory vacation rental requirements	Sec. 5.8	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences
Failure to comply with screening and fencing requirements	Sec. 4.12	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences
Removal of required parking or loading space	Sec. 4.14 Sec. 4.15	\$500.00 1 <sup>st</sup> \$1000.00 2 <sup>nd</sup> \$2000.00 3 <sup>rd</sup> and Subsequent offences

RECEIVED FIRST READING on the        day of , 2019

RECEIVED SECOND READING on the    day of , 2019

RECEIVED THIRD READING on the     day of , 2019

RECONSIDERED AND FINALLY ADOPTED on the    day of        , 2019

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DIRECTOR OF CORPORATE ADMINISTRATION

**The Corporation of the  
CITY OF WHITE ROCK  
BYLAW 2317**



A Bylaw to amend the  
"White Rock Zoning Bylaw, 2012, No. 2000" as amended

The CITY COUNCIL of the Corporation of the City of White Rock, in open meeting assembled, ENACTS as follows:

1. That Schedule A - Text of the "White Rock Zoning Bylaw, 2012, No. 2000" be amended:

- (1) by deleting the existing definition for "accessory boarding use" in Section 3.3.1 in its entirety and replacing it with the following new definition:

**"accessory boarding use"** means the use of a room or rooms (similar to *sleeping units*) in a *dwelling unit* used for the accommodation of roomers and boarders for periods greater than 30 days with either private or shared sanitary facilities and without separate cooking facilities or equipment; this use shall not be permitted in conjunction with a *hotel, accessory bed & breakfast use, accessory registered secondary suite, short term rental, care facility, or any other similar commercial or institutional use.*

- (2) by deleting the existing definition for "vacation rental" in Section 3.3.1 in its entirety.
- (3) by adding the following new definition in Section 3.3.1 for "short term rental" in the correct alphabetical order.

**"short term rental" or "accessory vacation rental"** means the rental of a residential *dwelling unit* to short-term paying guests for periods not to exceed thirty (30) days.

- (4) by deleting the existing Section 5.5 in its entirety and replacing it with a new Section 5.5 as follows:

5.5 Accessory Registered Secondary Suite

5.5.1 An accessory registered secondary suite shall only be permitted in the RS, RE and RI zones, and shall:

- a) be accessory to a one-unit residential use only;
- b) be limited to one accessory registered secondary suite per lot;
- c) conform with the BC Building Code requirements and limited to a maximum of 90 square metres residential gross floor area and not more than two (2) bedrooms;
- d) provide one additional on-site parking space for occupants of the accessory registered secondary suite;
- e) be inspected and registered through the City's Secondary Suite Registration process; and
- f) only accommodate tenants for periods of thirty (30) days or greater.

- (5) by deleting the existing Section 5.8 in its entirety and replacing it with a new Section 5.8 as follows:

**5.8 Short Term Rental**

5.8.1 A *short term rental use* shall:

- a) only be operated from an *accessory registered secondary suite* that complies with all applicable BC Building Code requirements;
- b) only be operated by an *owner* (or immediate family member of the *owner*) of the subject property, where they are a full-time resident and occupant of the *one-unit residential use*. A tenant may not sublet the *accessory registered secondary suite* for this purpose;
- c) only be operated if the *owner* has designated a responsible person whose name and contact information is prominently displayed in the short term rental premises at all times when the short term rental is operated, who, at all times that the short-term rental is operated, has access to the premises and authority to make decisions in relation to the premises and the rental agreement, and who must be able to attend at the short-term rental premises within two hours of being requested to do so;
- d) install fire extinguishers, interconnected smoke and carbon monoxide alarms, and emergency lighting in hallways and egress points, to B.C. Building Code standards;
- e) not permit any structural alteration or addition that changes the residential character and form of the *principal building*;
- f) be limited to a maximum of two (2) *sleeping units* only;
- g) be limited to no more than four (4) adult guests at any given time;
- h) not be occupied by more than one booking or reservation at any given time;
- i) not have any exterior signage advertising the *short term rental use*;
- j) provide accessory off-street parking in accordance with the provisions of Section 4.14;
- k) not create any form or manner of nuisance for neighbouring properties, including but not limited to noise, light, traffic or on-street parking;
- l) have a valid business license, and display the business licence number in all advertising for the *short term rental*;
- m) only provide for the temporary accommodation of guests for periods not to exceed thirty (30) days.

- (6) by replacing the term “accessory vacation rental with “short term rental” in the Table of Contents and sections 4.14.1, 5.3.1.(3), 6.1.1(f), 6.2.1(e), 6.3.1(e), 6.1.1(f), 6.5.1(e), 6.5.1(e), 6.6.1(e), 6.7.1(e), 6.8.1(e), 6.9.1(f), and 7.39(1)(e).

2. This Bylaw may be cited for all purposes as the "White Rock Zoning Bylaw, 2012, No. 2000, Amendment (Short-Term Rental Update) Bylaw, 2019, No. 2317".

RECEIVED FIRST READING on the \_\_\_\_\_ day of \_\_\_\_\_  
RECEIVED SECOND READING on the \_\_\_\_\_ day of \_\_\_\_\_  
PUBLIC HEARING held on the \_\_\_\_\_ day of \_\_\_\_\_  
RECEIVED THIRD READING on the \_\_\_\_\_ day of \_\_\_\_\_  
ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_

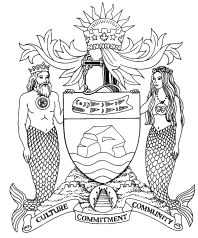
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Mayor

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Director of Corporate Administration

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



**DATE:** July 22, 2019  
**TO:** Governance and Legislation Committee  
**FROM:** Carl Johannsen, Director of Planning and Development Services  
**SUBJECT:** Proposed Updates: Vacation (Short Term) Rental Regulations

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**RECOMMENDATIONS**

THAT the Governance and Legislation Committee:

1. Receive for information the corporate report dated July 22, 2019, from the Director of Planning and Development Services, titled “Proposed Updates: Vacation (Short Term) Rental Regulations”; and
  2. Direct staff to bring forward proposed amendments to the Zoning Bylaw, 2012, No. 2000 and Business Licence Bylaw, 1997, No. 1510 to Council, to add new vacation rental regulations as outlined in this corporate report and/or as directed by Committee.
- 

**EXECUTIVE SUMMARY**

In January 2019 Council directed staff to bring forward a corporate report regarding potential updates to accessory vacation rental regulations (‘vacation’ or ‘short term’ rentals) in the City of White Rock’s Zoning Bylaw. This corporate report presents potential updates for Governance and Legislation Committee’s feedback and direction back to staff, including:

1. Updating the ‘Accessory Vacation Rental’ Zoning Bylaw definition to ‘short term rentals’;
2. Adding ‘Responsible Person’ and contact information clauses to improve rental property management and oversight;
3. Adding regulations clarifying the difference between long term and short term rentals;
4. Requiring vacation rental business licence numbers in on-line advertisements; and
5. Increasing Business Licence Fees for Vacation Rentals.

This corporate report also summarizes Bylaw enforcement activities regarding vacation rentals, and identifies ‘in progress’ initiatives that staff are undertaking to improve public awareness, and monitoring and enforcement of vacation rentals, including a proposed increase in fines.

**BACKGROUND**

At the January 28, 2019 Regular Council meeting, Council approved the following resolutions:  
THAT Council:

- directs staff to prepare a corporate report with options on amending Section 5 of the City's Zoning Bylaw to address Short-Term Rentals in the City of White Rock and that staff use an aggregator, such as AirDNA, to ensure all properties listed for rent are identified in the search, and;

- authorizes the corporate report include options included in the newly adopted bylaw on short term rentals by the City of Victoria (requiring a responsible person must be identified to the City and they must be available to be onsite within two (2) hours if the owner of the owner is not present).

In response to these resolutions, this corporate report presents an overview of current City of White Rock regulations for Accessory Vacation Rentals ('vacation rentals' or 'short term rentals'), an update regarding the City's enforcement of vacation rental regulations, and proposed updates to the vacation rental regulations section in the City's Zoning Bylaw, for Committee's feedback and direction back to staff.

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

### ***Vacation Rentals: Zoning Bylaw and Business Licence Bylaw Regulations***

The emergence of 'informal' or 'sharing economy' vacation rental platforms and tourist accommodation businesses (ie. AirBnB, VRBO) provides an opportunity to increase tourist accommodations in White Rock, given the low amount of hotel rooms in White Rock and the Semiahmoo Peninsula. This in turn can provide positive 'spinoff' effects for the local economy.

However, while it's important to support this new type of business, it should be regulated in a manner that minimizes impacts on neighbours, doesn't reduce the availability of rental stock (ie. rental apartments) in the City or result in the illegal use of land and buildings, or reduce the availability of parking in neighbourhoods.

Vacation rentals are thus regulated like other land uses and businesses in White Rock through the Zoning Bylaw and Business Licence Bylaw. The Zoning Bylaw only permits vacation rentals in registered, legal secondary suites within single family homes, for rental periods no longer than 30 days, and requires on-site parking for vacation rental units. Multi-family dwellings, such as apartments and townhouses, are not permitted to host vacation rentals (this differs from other cities, such as Vancouver, which permits vacation rentals in apartments). The Business Licence Bylaw also requires vacation rental businesses to have a business licence to operate, under the 'Bed and Breakfast' licence category.

Currently there are twenty-five business licenses issued for vacation rentals, seven building permit applications in process to legalize secondary suites for hosting vacation rentals, and two building permit applications to legalize secondary suites, for hosting vacation rentals, and are awaiting permit review.

### ***Previous Zoning Bylaw Updates Regarding Vacation Rentals***

Accessory vacation rental regulations were first added to the Zoning Bylaw (Section 5.8) in 2013. These regulations were updated in 2018, through the first phase of the Zoning Bylaw Update. The current Zoning Bylaw requirements for vacation rentals are as follows:

#### **5.8 Accessory Vacation Rental**

5.8.1 An accessory vacation rental use shall:

- a) only be operated from an *accessory registered secondary suite* that complies with all applicable BC Building Code requirements;
- b) only be operated by an *owner* (or family member of the owner) of the subject property, where they are a full-time resident and occupant of the *one-unit residential use*. A tenant may not sublet the *accessory registered secondary suite* for this purpose;
- c) install fire extinguishers, interconnected smoke and carbon monoxide alarms, and emergency lighting in hallways and egress points, to B.C. Building Code standards;
- d) not permit any structural alteration or addition that changes the residential character and form of the *principal building*;



- e) be limited to a maximum of two (2) *sleeping units* only;
- f) be limited to no more than four (4) adult guests at any given time;
- g) not be occupied by more than one booking or reservation at any given time;
- h) not have any exterior signage advertising the *accessory vacation rental use*;
- i) provide accessory off-street parking in accordance with the provisions of Section 4.14;
- j) not create any form or manner of nuisance for neighbouring properties, including but not limited to noise, light, traffic or on-street parking;
- k) have a valid business license;
- l) only provide for the temporary accommodation of any number of guests for periods not to exceed thirty (30) days.

### ***Vacation Rentals: Bylaw Awareness and Enforcement, and Results to Date***

While vacation rentals like Air BnB are permitted and regulated as legal uses in Metro Vancouver municipalities, many illegal and unlicensed vacation rentals also exist and are typically found on accessory vacation rental platform websites.

The City's Bylaw Enforcement Officers (BEOs) regularly monitor vacation rental website listings, involving multiple searches per week, to identify and curtail illegal vacation rentals in White Rock. The BEOs also respond to complaints regarding specific listings and properties. Staff note that a key component of on-line searching involves positively identifying illegal rentals that are actually in the City of White Rock and not Surrey, as many listings note 'White Rock' as their location, even though they are located in South Surrey.

When the BEOs come across an illegal vacation rental (operating as an unpermitted use and/or without a business licence), the BEOs:

- contact the individual operating the vacation rental;
- direct the individual to immediately stop operating the illegal vacation rental and remove the listing from the online vacation rental platform. Many of the unlicensed vacation rentals that the BEO's find do not meet Zoning and Building Bylaw regulations (ie. in an apartment/townhouse unit or unpermitted secondary suite), and must be discontinued; or
- if the rental is operating in a registered secondary suite (in a single family home), request the individual come into compliance by obtaining a vacation rental business licence; or
- if the rental is operating in an existing un-registered secondary suite, request the individual come into compliance by:
  - first updating and registering their suite as a legal use, by going through a building permit process to bring the secondary suite into compliance with the Building and Fire Code; and
  - then obtaining a valid vacation rental business licence.

As a result of BEO investigations of suspected illegal vacation rental listings and complaints, since 2017 115 of the listings and complaints reviewed were determined to be un-licensed rentals, and have been discontinued following BEO intervention. The remainder were found to have existing licences, be in the process of getting licences, or offering rentals longer than 30 days.

### ***Emerging Approaches Regarding Accessory Vacation Rentals***

#### **Renting Non-primary Residences and Higher Business Licence Fees**

The City of Victoria updated their Short-term Regulation Bylaw (Appendix A) in October 2018 to allow a two-tiered system that requires owners to pay business licence fees according to their residence status:

1. rentals involving a room or unit in a principal residence require a \$150 annual fee; and

2. rentals in non-principal residences, including investment properties and second homes, pay a \$1,500 annual fee.

As of June 2019, the City of Victoria has collected \$529,000 in business license fees from owners hosting legal vacation rentals. Victoria's two tiered approach is not recommended for White Rock, as it will likely result in rental units in strata buildings being used for short term rentals, which may in turn reduce the available long-term rental stock in the City.

#### Online Tracking Companies (ie. Air DNA)

In recent years vacation rental tracking companies, such as 'AirDNA', have emerged to help cities, property managers, tourism boards and investors track and analyze trends in short term rental markets worldwide. These tracking platforms can also be valuable for searching and identifying vacation rental listings, legal and illegal, in a particular area, which in turn could assist the City's Bylaw enforcement efforts.

#### Provincial Taxation of Short Term Vacation Rentals

In February 2018 the Province struck an agreement with AirBnB to collect up to eleven percent in taxes on short-term rentals. The taxes include the eight percent PST and, where applicable, a municipal and regional district tax (MRDT) of up to three percent on accommodations. The Province intends to use the PST portion (~\$16 million annually) to improve housing affordability.

#### Increased Fines for Hosting Illegal Vacation Rentals in Stratas

In July 2018 the Provincial *Strata Property Act* was amended to allow strata corporations to fine strata owners or residents up to \$1,000 a day for not complying with strata bylaw(s) limiting or banning short-term rentals.

### **DISCUSSION/ANALYSIS**

#### ***Potential Updates to Vacation Rental Regulations***

Based on the above context, in response to the April 8, 2019 Council resolution and following review of Victoria's vacation rental Bylaw and approaches in other cities, staff have prepared potential updates to White Rock's accessory vacation rental regulations. Staff seek Committee's feedback and direction on these potential updates, including which updates are to be brought forward to Council as proposed amendments to the Zoning and Business Licence Bylaws:

##### 1. Updating Definitions in City Bylaws

Noting that 'short term rentals' is now a common term used to refer to 'Air BnBs' etc., renaming the current 'Accessory Vacation Rental' term to 'Short Term Rental' in the Zoning Bylaw and Business Licence Bylaw would help make the Bylaws more user-friendly, and allow for a clearer explanation of short term rental regulations through public awareness initiatives.

##### 2. Adding Responsible Person and Contact Information Clauses

Section 5.8.1(b) of the Zoning Bylaw requires vacation rentals to be operated by the subject property's owner (legal property title holder), or a family member of the owner, and they must be a full time resident and occupant. This approach helps to ensure that the vacation rentals are closely managed by the person offering the rental. However, and following some of the City of Victoria's responsible person regulations, staff note that adding clauses requiring the designation of a 'responsible person' in the Zoning Bylaw would be beneficial to ensure continued close management of the vacation rental unit, if the owner is away on vacation or away from the home for any other reason. These clauses should also require that 1.) the responsible person is available to attend the short term rental unit within two hours of being requested to do so by the tenant or by City Bylaw staff, and that 2.) the contact information of the owner and the responsible person designate are prominently displayed within the short term rental unit.

### 3. Adding Regulations Regarding Long Term Rental Uses

As noted above, Section 5.8 specifies that licenced Accessory Vacation Rentals are to only provide rental accommodations for no more than 30 days. In order to provide clarity that legal secondary suites that do not have vacation rental licences are intended to provide long term rental accommodations over 30 days, Section 5.5 (Accessory Registered Secondary Suites) of the Zoning Bylaw should be updated to clearly state that suites are to provide rental accommodations for more than 30 days, unless the owner has a valid business licence for a vacation rental.

### 4. Requiring Vacation Rental Business Licence Numbers in Advertisements

Requiring owners with a valid vacation rental business licence to display their business licence number in advertisements would help in on-line monitoring and enforcement efforts. This approach can also help to identify illegal vacation rentals to the public, which could deter potential customers, generate more accurate bylaw violation complaints and motivate those hosting illegal vacation rentals to get their units properly licenced.

### 5. Increasing Business Licence Fees for Vacation Rentals

White Rock's business licencing fee for vacation rentals is \$150. Given the time and staff resources that vacation rental enforcement requires, staff recommend the business licencing fee be increased to \$250 or \$300 annually, with increased revenue being use to assist with enforcement.

### ***Initiatives Already Underway***

A number of initiatives monitoring illegal vacation rental activity and increasing awareness of and compliance with the City's bylaws are already underway, including:

- raising public awareness of the City's vacation rental regulations, through advertisements in the *Peace Arch News*, e-newsletters, the city's website and forthcoming brochures. This includes communicating what is permitted by the City's bylaws, how owners interested in hosting vacation rentals can do so in a way that complies with bylaws, and that staff are ready to help owners get the right permits and licences to do so; staff are also considering the creation on an on-line information page on the City's website, similar to the City of Vancouver's vacation rental information and application webpage: <https://vancouver.ca/doing-business/short-term-rentals.aspx>;
- increasing the amount of Bylaw Enforcement staff resources assigned to 'monitoring and compliance efforts', by hiring additional casual BEOs to undertake this work and assist with other Bylaw Enforcement duties;
- requiring the vacation rental business licence holders to display their business licence number in their on-line vacation rental advertisements; and
- increasing fines for bylaw violations, to act as a viable deterrent to illegal vacation rentals. New fines are proposed in a separate July 22, 2019 report to Governance and Legislation Committee, including \$500 for a first offence, \$1,000 for a second offence and \$2,000 for a third and subsequent offences. The current fine is \$150.

### ***Potential Future Initiatives***

Additional future initiatives related to vacation rentals could include:

- utilizing an on-line vacation rental tracking platform, such as AirDNA, to assist the BEOs in identifying and tracking illegal vacation rental activity. Although this may enable more time-efficient monitoring, staff note that new software purchases should include careful consideration of the software's costs and benefits prior to recommending purchase; and
- requiring business licencing for all rental units, short term and long term. This would help to encourage more secondary suites to be properly permitted and licenced, and enable for a more accurate count of the City's rental housing stock.

### ***Next Steps***

Pending Committee feedback and direction, staff recommend that Committee direct staff to prepare amendments to the Zoning Bylaw and Business Licence Bylaw, to incorporate the updates identified in this corporate report into these Bylaws.

### **BUDGET IMPLICATIONS**

Administration of the proposed new vacation rental regulations can be undertaken with existing staff resources. Enforcement of on-line vacation rental listings and complaints can be accomplished using existing Bylaw Enforcement staff, augmented by additional casual BEOs funded through contingency.

Increased business licence fee and fine revenue can also be used to fund additional staff resources to monitor and enforce vacation rental activity, or fund monitoring software such as AirDNA.

### **OPTIONS**

The Governance and Legislation Committee can:

1. Receive this corporate report as information and direct staff to bring forward amendments to the Zoning Bylaw, 2012, No. 2000 and Business Licence Bylaw, 1997, No. 1510, according to the content of this corporate report and/or Committee feedback and direction; or
2. Request that staff undertake further research and report back to Committee with an updated/modified approach, as directed by the Committee.

Staff recommends Option 1.

### **CONCLUSION**

This corporate report presents an overview of current City of White Rock regulations for Accessory Vacation Rentals ('vacation rentals' or 'short term rentals'), an update regarding the City's enforcement of vacation rental regulations, and proposed updates to the vacation rental regulations section in the City's Zoning Bylaw and Business Licence Bylaw, for Committee's feedback and direction back to staff. Pending feedback and direction from Committee, staff recommend that Committee direct staff to bring forward proposed amendments to the Zoning and Business Licence Bylaw to a future Council meeting.

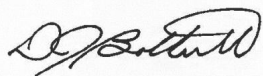
Respectfully submitted,



Carl Johannsen, MCIP, RPP  
Director of Planning and Development Services

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

I concur with the recommendations of this corporate report.



Dan Bottrill  
Chief Administrative Officer

NO. 18-036

**SHORT-TERM RENTAL REGULATION BYLAW  
A BYLAW OF THE CITY OF VICTORIA**

The purposes of this Bylaw are to provide for the regulation of short-term rentals including vacation rentals in operators' principal residences where permitted under the Zoning Regulation Bylaw No. 80-159 and where permitted pursuant to section 528 of the *Local Government Act*.

**Contents**

1	Title
2	Definitions
3	Licence Required
4	Power to Refuse a Licence
5	Licence Number to be Included in Advertising
6	Responsible Person
7	Offences
8	Penalties
9	Severability
10	Transition Provisions
11	Commencement

Pursuant to its statutory powers, including section 8(6) of the *Community Charter*, the Council of The Corporation of the City of Victoria, in an open meeting assembled, enacts the following provisions:

**Title**

- 1 This Bylaw may be cited as the "Short-Term Rental Regulation Bylaw".

**Definitions**

- 2 In this Bylaw

"operator" means a person who rents out, or offers for rent, any premises for short-term rental but does not include a person who acts as an intermediary between the short-term rental tenant and the person who receives the rent;

"principal residence" means the usual place where an individual makes their home;

"responsible person" means a person designated by the operator as the primary contact under section 6.

"short-term rental" means the renting of a dwelling, or any part of it, for a period of less than 30 days and includes vacation rentals;

"strata corporation", "strata council", and "strata lot" have the same meaning as in the *Strata Property Act*.

### **Licence Required**

- 3
- (1) A person must not carry on business as a short-term rental operator unless the person holds a valid licence issued under the provisions of this Bylaw and the Business Licence Bylaw.
  - (2) A person applying for the issuance or renewal of a licence to operate a short-term rental must, in addition to meeting the requirements of the Business Licence Bylaw:
    - (a) make an application to the Licence Inspector on the form provided for that purpose;
    - (b) pay to the City the applicable licence fee prescribed under subsection (3);
    - (c) provide, in the form satisfactory to the Licence Inspector, evidence that:
      - (i) the person owns the premises where the short-term rental will be offered, or
      - (ii) the owner of the premises where the short-term rental will be offered has consented to their use as a short-term rental;
    - (d) if the premises where the short-term rental will be offered are located within a strata lot, provide a letter from the strata council confirming that provision of short-term rental does not contradict any bylaws of the strata corporation or applicable provisions of the Strata Property Act; and
    - (e) provide, in the form satisfactory to the Licence Inspector,
      - (i) evidence that the premises where the short-term rental will be offered are occupied by the operator as their principal residence; or
      - (ii) provide the name and contact information for the responsible person in relation to the short-term rental premises.
  - (3) The licence fee for purposes of subsection (2)(b) is:
    - (a) \$150 where the short-term rental is offered in the operator's principal residence; or
    - (b) \$1,500 for all short-term rentals that do not qualify under paragraph (a).

### **Power to Refuse a Licence**

- 4
- The Licence Inspector may refuse to issue a licence for a short-term rental if, in the opinion of the Licence Inspector,
- (a) the applicant has failed to comply with section 3; or
  - (b) the short-term rental operation would contravene a City bylaw or another enactment.

## **Licence Number to be Included in Advertising**

- 5 A person may offer to rent premises for rent as a short-term rental only if a valid business licence number is included in any advertising, listing, or promotion material that is intended to communicate availability of the premises for short-term rental.

## **Responsible Person**

- 6 (1) A person may only operate a short-term rental in premises other than their principal residence if they designated a responsible person who, at all times that the short-term rental is operated, has access to the premises and authority to make decisions in relation to the premises and the rental agreement.
- (2) A person may only operate a short-term rental if they ensures that the name and contact information of the responsible person is prominently displayed in the short-term rental premises at all times when the short-term rental is operated.
- (3) The operator may be the responsible person except when subsection (5) applies.
- (4) The responsible person must be able to attend at the short-term rental premises within two hours of being requested to do so.
- (5) If a person who operates a short-term rental in their principal residence is going to be away during the term of the short-term rental, they must designate a responsible person and comply with this section.

## **Offences**

- 7 (1) A person commits an offence and is subject to the penalties imposed by this Bylaw, the Ticket Bylaw and the Offence Act if that person
- (a) contravenes a provision of this Bylaw;
  - (b) consents to, allows, or permits an act or thing to be done contrary to this Bylaw; or
  - (c) neglects or refrains from doing anything required be a provision of this Bylaw.
- (2) Each instance that a contravention of a provision of this Bylaw occurs and each day that a contravention continues shall constitute a separate offence.

**Penalties**

8 A person found guilty of an offence under this Bylaw is subject to a fine of not less than \$100.00 and not more than \$10,000.00 for every instance that an offence occurs or each day that it continues.

**Severability**

9 If any provision or part of this Bylaw is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, it shall be severed from the Bylaw and the balance of the Bylaw, or its application in any circumstances, shall not be affected and shall continue to be in full force and effect.

**Transition Provisions**

10 (1) In the calendar year that this bylaw is adopted only, the fee payable under section 3 shall be prorated by 1/12 for each month in that year prior to the adoption of this bylaw, including the month the bylaw is adopted.

(2) Any operator who, at the time of adoption of this bylaw, holds a valid licence for a short-term rental under the Business Licence Bylaw shall be credited with amount paid for that licence towards the fee payable under section 3.

**Commencement**

11 This bylaw comes into force on adoption.

READ A FIRST TIME the	<b>22<sup>nd</sup></b>	day of	<b>February</b>	2018
READ A SECOND TIME the	<b>22<sup>nd</sup></b>	day of	<b>February</b>	2018
READ A THIRD TIME the	<b>22<sup>nd</sup></b>	day of	<b>February</b>	2018
ADOPTED on the	<b>8<sup>th</sup></b>	day of	<b>March</b>	2018

**“CHRIS COATES”**  
CITY CLERK

**“LISA HELPS”**  
MAYOR



**The Corporation of the  
CITY OF WHITE ROCK  
BYLAW 2310**



A Bylaw to amend the  
"White Rock Zoning Bylaw, 2012, No. 2000" as amended

The CITY COUNCIL of the Corporation of the City of White Rock, in open meeting assembled, ENACTS as follows:

1. Schedule "C" of the "White Rock Zoning Bylaw, 2012, No. 2000" as amended is further amended by rezoning the following lands:

Lot 196 Section 11 Township 1 New Westminster District Plan 34131  
(15894 Roper Avenue)  
PID: 004-510-666

as shown on Schedule "1" attached hereto from the 'RT-1 Two Unit (Duplex) Residential Zone' to the 'RS-4 One Unit (12.1m Lot Width) Residential Zone'.

2. This Bylaw may be cited for all purposes as the "White Rock Zoning Bylaw 2012, No. 2000, Amendment (RS-4 – 15894 Roper Avenue) Bylaw, 2019, No. 2310".

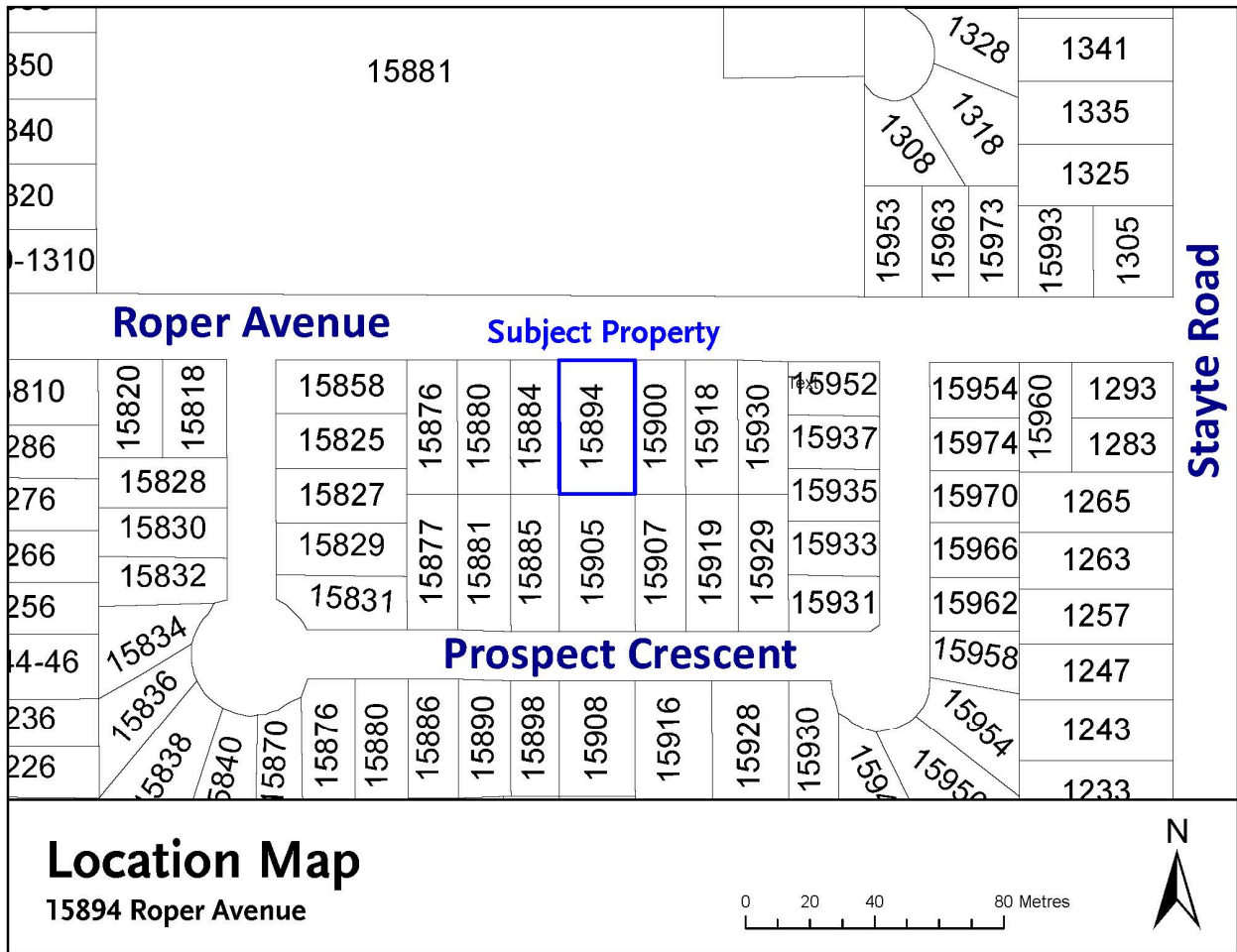
PUBLIC INFORMATION MEETING on the	15 <sup>th</sup>	day of	August, 2018
RECEIVED FIRST READING on the	30 <sup>th</sup>	day of	September, 2019
RECEIVED SECOND READING on the	30 <sup>th</sup>	day of	September, 2019
PUBLIC HEARING held on the		day of	
RECEIVED THIRD READING on the		day of	
RECONSIDERED AND FINALLY ADOPTED on the		day of	

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MAYOR

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DIRECTOR OF CORPORATE ADMINISTRATION



OCT 10 2019

Tracey Arthur, City Clerk  
City of White Rock  
15322 Buena Vista Avenue  
White Rock, BC V4B 1Y6  
VIA EMAIL: [tarthur@whiterockcity.ca](mailto:tarthur@whiterockcity.ca)

Dear Ms. Arthur:

**Re: Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments**

At its October 4, 2019 regular meeting, the Board of Directors of the Greater Vancouver Water District (Metro Vancouver) adopted the following resolution:

*That the GVWD Board endorse the Water Metering Best Practices Guide as presented in the report dated September 3, 2019, titled "Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments".*

Enclosed is a copy of the staff report for your information.

If you have any questions or for more information, please contact Inder Singh, Director, Policy Planning and Analysis, Water Services, by phone at 604-436-6891 or by email at [Inder.Singh@metrovancover.org](mailto:Inder.Singh@metrovancover.org).

Sincerely,



Chris Plagnol  
Corporate Officer

CP/KH/mp

32937772

cc: Tim Jervis, General Manager, Water Services  
Inder Singh, Director, Policy Planning and Analysis, Water Services

Encl: Report dated September 3, 2019 titled "Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments" (*Doc #30562749*)

32937772

To: Water Committee

From: Inder Singh, Director, Policy Planning and Analysis, Water Services

Date: September 3, 2019 Meeting Date: September 19, 2019

Subject: **Residential Water Metering in Metro Vancouver:  
Best Practices Guide for Local Governments**

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**RECOMMENDATION**

That the GVWD Board endorse the Water Metering Best Practices Guide as presented in the report dated September 3, 2019, titled “Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments”.

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**PURPOSE**

To seek GVWD Board endorsement of the *Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments* (the “Guide”).

**BACKGROUND**

Metro Vancouver’s *Board Strategic Plan* includes an action to “re-evaluate the business case for regional [residential] water metering”. Following the direction outlined in the *Board Strategic Plan*, Metro Vancouver engaged a consultant to assist staff in undertaking a comprehensive review of residential water metering options and feasibility. A consultant report was commissioned to analyze the business case for residential water metering of single-family homes based on a triple-bottom-line evaluation.

The *Regional Assessment of Residential Water Metering* consultant study (the “Regional Assessment”) was completed with extensive input from local government staff at various points throughout the project. Three local government workshops were held in May 2017, October 2017, and December 2018 to confirm the study approach and methodology, review preliminary triple-bottom-line findings, and discuss study findings, respectively. Updates were provided to regional advisory committees earlier this year and to the Water Committee and GVWD Board in April 2019. Where available, local government data has been used in the triple-bottom-line evaluation including meter installation costs, staffing and operational requirements. Several Metro Vancouver local governments with residential water metering programs have been interviewed for development of local case studies.

Based on the findings of the consultant study, input and advice received from Metro Vancouver’s Standing Committees, and consultation with member jurisdictions, a Best Practices Guide has now been developed that will assist Greater Vancouver Water District (GVWD) members in exploring options and implementation strategies to work towards the expansion of residential water metering within the GVWD service area.

This report presents an overview of the Guide titled *Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments* (see Reference 1).

## **WATER METERING IN METRO VANCOUVER**

The GVWD meters and bills, at a wholesale rate, all water delivered to member jurisdictions in the region. Members then set rates and charge user fees to their customers to recover the cost of service delivery. The decision to meter residential and non-residential customers resides with each local government. Within the region, most local governments are close to achieving full metering of industrial, commercial, and institutional water users (collectively referred to as “ICI” users).

The extent of metering of residential homes varies across the region. Amongst the 18 member municipalities, one electoral area and one Treaty First Nation serviced by the GVWD, currently 14 have residential water metering programs in place with varying levels of connections metered amongst local governments. Across Metro Vancouver, approximately 28% of all single-family homes and 50% of multi-family buildings are currently metered.

## **REGIONAL ASSESSMENT FINDINGS**

The Regional Assessment evaluated the overall regional costs and benefits of single-family residential water metering based on a triple-bottom-line evaluation, taking a conservative approach by using the higher-end of costs and lower-end of savings where possible. The study findings conclude that the greatest regional benefits are achieved by implementing universal metering on all single-family residential dwellings over an accelerated timeline. However, more gradual approaches may also provide net benefits. Overall benefits of water metering include:

- improved billing equity
- water efficiency and conservation
- leak detection and reduction
- water systems management
- environmental stewardship
- resiliency to climate change

Although the Regional Assessment focused on water metering for single-family residential dwellings in the region, the overall benefits of water metering apply to metering of all dwellings, including multi-family residential buildings.

## **Water Metering as an Industry Best Management Practice**

The Regional Assessment conclusions recognize water metering as an industry best management practice, a position that is also supported by the American Water Works Association, the Federation of Canadian Municipalities, Canadian Water and Wastewater Association, British Columbia Water and Waste Association and other industry associations.

Residential water metering is widespread in most developed parts of the world, including most major cities in Canada, the United States, Europe, and Australia. Comparable regions to Metro Vancouver, such as Victoria, Seattle, and Portland, have been fully metered for around 100 years.

## **Best Practices Guide for Local Governments**

Metro Vancouver staff have developed a Best Practices Guide based on the Regional Assessment findings and feedback to date. In addition to providing an overview of the Regional Assessment

findings, the Guide includes case studies from other jurisdictions, provides considerations for conducting local government assessments, and recommends how to determine the most appropriate metering implementation strategies and policies based on local conditions.

Since the decision to meter residential and non-residential customers resides with each local government, Metro Vancouver's role is to provide guidance and support decision making. While the level of residential water metering in the region has continued to increase over the years, there are several local governments who are not pursuing any water metering initiatives. With this in mind, the Guide recognizes water metering as a best management practice and is intended to provide support for those interested in advancing residential water metering.

### **Water Metering Evaluation Tool for Local Governments**

Metro Vancouver staff coordinated the development of a residential water metering evaluation tool using triple-bottom-line criteria that will assist local governments in assessing the business case under conditions specific to their jurisdictions. The evaluation tool is based on the Regional Assessment and includes the foundational assumptions that were used such as inflation and discount rates, costs and timelines. This tool will enable local government staff to input their own data to consider local cost/benefit implications.

The evaluation tool can be used to evaluate the residential metering scenarios based on the combination of programs selected for the assessment. Alternatively, other combinations of water metering programs can be evaluated. The financial and other considerations used in the Regional Assessment are populated, and there is opportunity to add additional considerations that better capture local conditions, such as the variable costs of pumping water, which can vary greatly amongst local governments.

### **ADVISORY COMMITTEE INPUT**

The following regional advisory committees have been provided with updates on the Regional Assessment, including the results of the technical study and input received from local government staff, in 2019:

- February 1, 2019 report to Regional Engineers Advisory Committee (REAC);
- February 21, 2019 report and presentation to Regional Administrators Advisory Committee (RAAC);
- June 5, 2019 presentation to Regional Finance Advisory Committee (RFAC);
- July 5, 2019 report and presentation to REAC; and
- July 18, 2019 report and presentation to RAAC.

At its July 5, 2019 meeting, REAC received for information the report dated June 27, 2019, titled "Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments". REAC members provided the following comments during discussion of this item:

- suggestion to include a more descriptive definition for Net Present Value in Figure 3 of the Guide;
- there are a variety of ways for local governments to finance meter installations and set rate structures and this decision should reside with each local government;

- in addition to water savings, a key benefit of residential water metering is establishing equity amongst users; some users will pay more and others less depending on usage;
- additional clarification regarding the assumptions made and methodology used for the financial portion of the triple-bottom-line assessment was requested (a summary document is being prepared);
- one member expressed concern that local impacts have not been fully assessed. In addition, it was noted that savings associated with the deferral of regional growth-related capital may not materialize, resulting in an unnecessary burden on current ratepayers;
- interest in a tool that enables localized evaluations of water metering and supports the development of best management practices;
- data suggests that implementation of residential water meters results in an immediate reduction in water use; however, previous consumption patterns may resume where the cost of water is low. With meters, there is a greater accountability and a pricing incentive can be used to achieve water use reductions; and
- recognition that without all jurisdictions' participation, the overall savings will not be achieved.

At its July 18, 2019 meeting, RAAC endorsed the guide *“Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments”*. RAAC members provided the following comments during discussion of this item:

- one member expressed concern over the implementation of universal metering in the region, especially if implemented over an accelerated timeframe;
- one member that is currently metered shared their local experience that yielded greater overall benefits than originally anticipated;
- several members expressed strong support for endorsing water metering as a best management practice and encouraged Metro Vancouver to promote the accelerated implementation of metering;
- one member complimented Metro Vancouver for incorporating the feedback provided to-date
- recognition that water metering has positive benefits pertaining to mitigating the impacts of, and building resiliency to, climate change; and
- overall strong support for the information presented in the Guide.

The above feedback from REAC and RAAC has been considered in the finalization of the Guide.

#### **ALTERNATIVES**

1. That the GVWD Board endorse the Water Metering Best Practices Guide as presented in the report dated September 3, 2019, titled *“Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments”*.
2. That the GVWD Board receive for information the report dated September 3, 2019, titled *“Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments”* and provide alternate direction to staff.



## **FINANCIAL IMPLICATIONS**

Metro Vancouver costs and resources to complete the Guide are included in the 2019 Water Services budget under the Utility Policy and Planning program. The financial implications of implementing residential water metering are primarily local government utility and administrative costs related to the development of metering policies and/or bylaws, water rate analyses and adjustments, installation and operations of water meters, and staffing needs.

Local governments typically fund water metering programs through their annual water utility budgets. Case study examples have shown that it is common practice in North America to reduce local government costs by shifting initial meter installation costs associated with specific metering programs to developers, home builders, and homeowners. The most appropriate funding approach for residential water metering will vary based on local conditions such as public attitudes and impacts to affordability and equity.

## **SUMMARY / CONCLUSION**

Following direction in Metro Vancouver's *Board Strategic Plan* which includes an action to "re-evaluate the business case for regional [residential] water metering", Metro Vancouver engaged a consultant to assist staff in undertaking a comprehensive review of residential water metering options and feasibility. A consultant report was commissioned to analyze the business case for residential water metering of single-family homes based on a triple-bottom-line evaluation.

The *Regional Assessment of Residential Water Metering* consultant study (the "Regional Assessment") was completed with extensive input from local government staff at various points throughout the project. Where available, local government data has been used in the triple-bottom-line evaluation including meter installation costs, staffing and operational requirements.

The study findings concluded that the greatest regional benefits are achieved by implementing universal metering on all single-family residential dwellings over an accelerated timeframe. These benefits include improved billing equity, water conservation, leak detection, water systems management, environmental stewardship and resiliency to climate change.

Based on the findings of the consultant study, input and advice received from Metro Vancouver's Standing Committees, and consultation with member jurisdictions, a Best Practices Guide has now been developed that will assist Greater Vancouver Water District (GVWD) members in exploring options and implementation strategies to work towards the expansion of residential water metering within the GVWD service area.

The *Residential Water Metering in Metro Vancouver: Best Practices Guide for Local Governments* acknowledges water metering as a best management practice and is intended to support local governments interested in advancing water metering in the region, with local governments determining the most appropriate local implementation strategy and associated timelines.

If Alternative 1 is approved by the Board, the Guide will be provided to local governments to support local government decision making on residential water metering in Metro Vancouver.

**Reference** (*Hard copy provided*)

[Residential Water Metering in Metro Vancouver, Best Practices Guide for Local Governments, dated August, 2019](#)

30562749

# Facts about 5G Mobile Telephony

Presented by Carl Katz, Senior IT Consultant  
Advisor to C4ST (Canadians for Safe Technology)  
Former founding director of Citizens for Safe Technology

2019-10-21 Regular  
ON TABLE  
Re Item 5.1.2

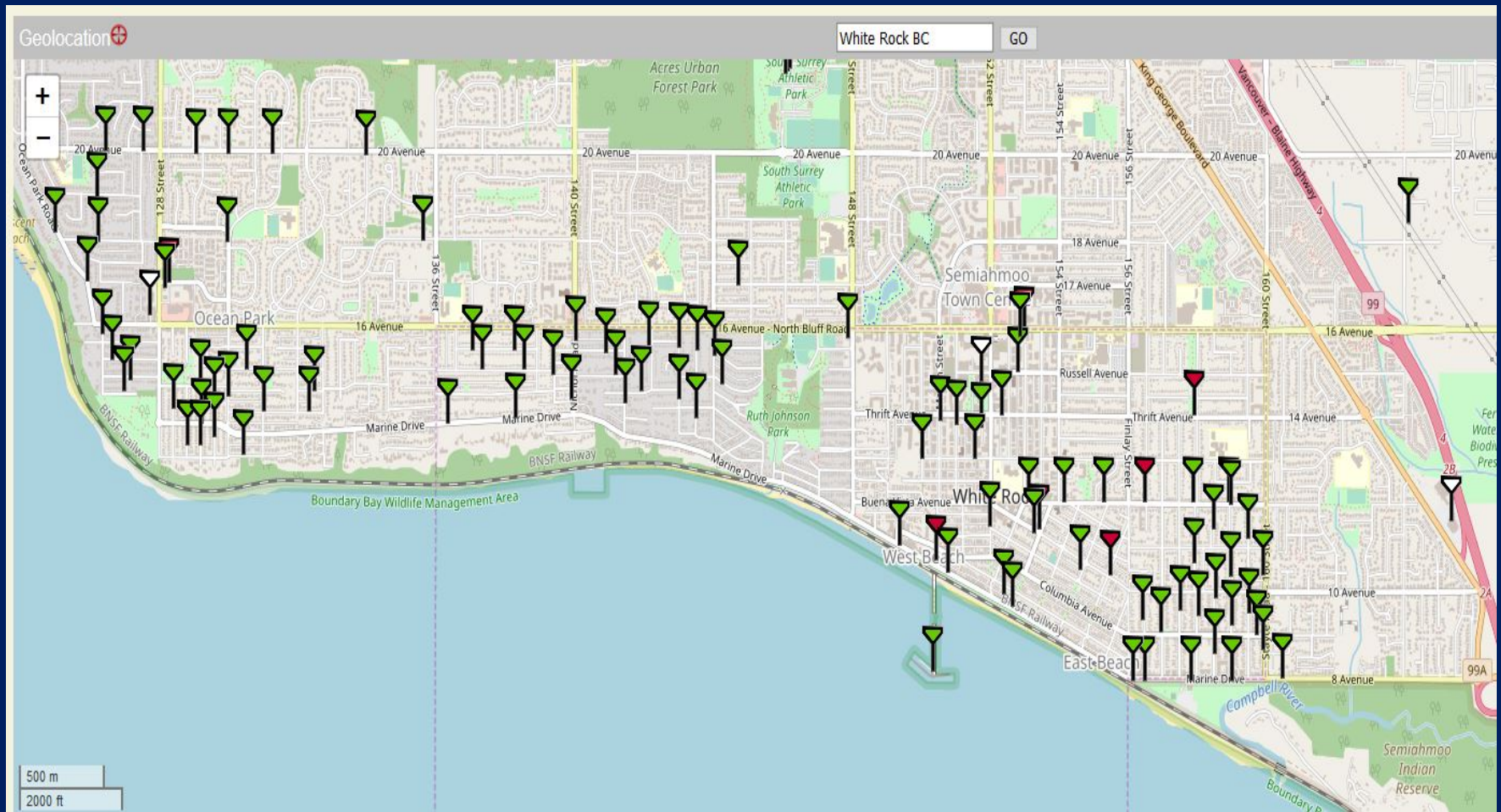
- 5G is without a doubt the most hyped mobile telephony technology since the inception of the technology in the 1980's
- 5G is rife with misconceptions by the public at large
- The wireless industry is positioning it as “the best thing since sliced bread” which will allow for deployment of driverless cars and the IoT - the Internet of Things. (Embedded systems in fridge, appliances, light bulbs, anything and everything)

## The Facts About 5G

- This is NOT the 5G Wi-Fi technology in your home Wi-Fi router - 5G Wi-Fi refers to the frequency versus 5G mobile telephony, the 5<sup>th</sup> generation of the technology.
- Uses millimeter waves - 8 to 14 mm vs. current 4G/LTE waves which averages around 15cm/6 inches
- 5G millimeter waveforms are highly unstable and will require far higher power densities to make it work. This are the same frequencies used by military forces around the world for their “active denial technology” which causes intense heating just below the skin.

## The Facts About 5G

- 5G is affected by weather, trees and passes through solid objects with great difficulty - will need many more transmitters - every 3<sup>rd</sup> to 5<sup>th</sup> house on a typical street.
- Due to the need to increase the power or signal strength to allow the waveforms to pass through solid objects (e.g. walls) as predecessors 3G and 4G/LTE mobile telephony - heating of tissue is anticipated.
- Wireless industry wants to move from SAR - Specific Absorption Rate - to a power density based model as 5G will exceed current SAR guidelines for phones.

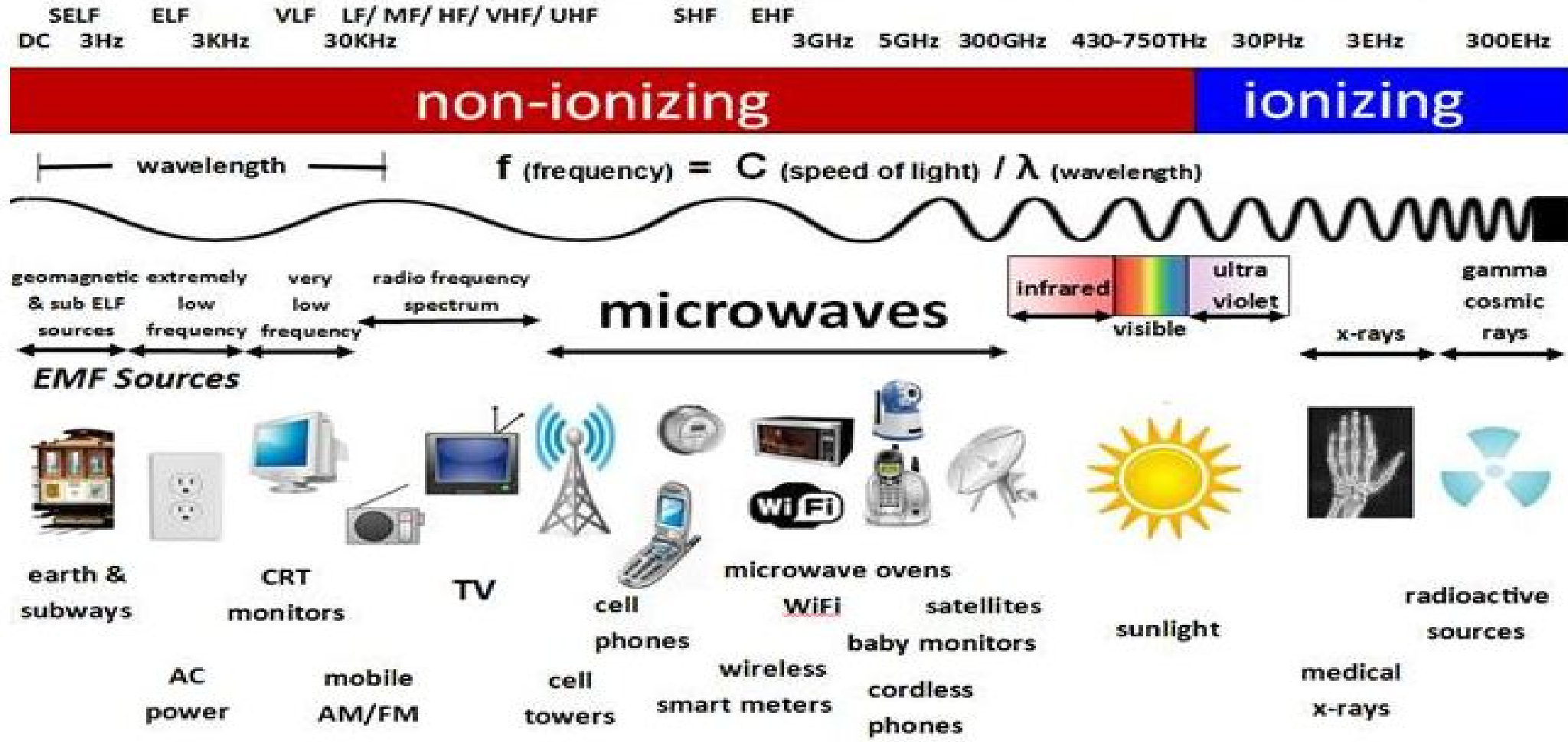


## The Facts About 5G

- May 2011 - International Agency for Research on Cancer classified wireless radiation from Wi-Fi, cell phones, cordless home phones, cell towers as a 2b possible carcinogen. Many of the scientists on the deciding panel now want to upgrade it to 2a “probable carcinogen”.



# THE ELECTROMAGNETIC SPECTRUM



Gigahertz (GHz) 10<sup>-9</sup> Terahertz (THz) 10<sup>-12</sup> Petahertz (PHz) 10<sup>-15</sup> Exahertz (EHz) 10<sup>-18</sup> Zetahertz (ZHz) 10<sup>-21</sup> Yotahertz (YHz) 10<sup>-24</sup>

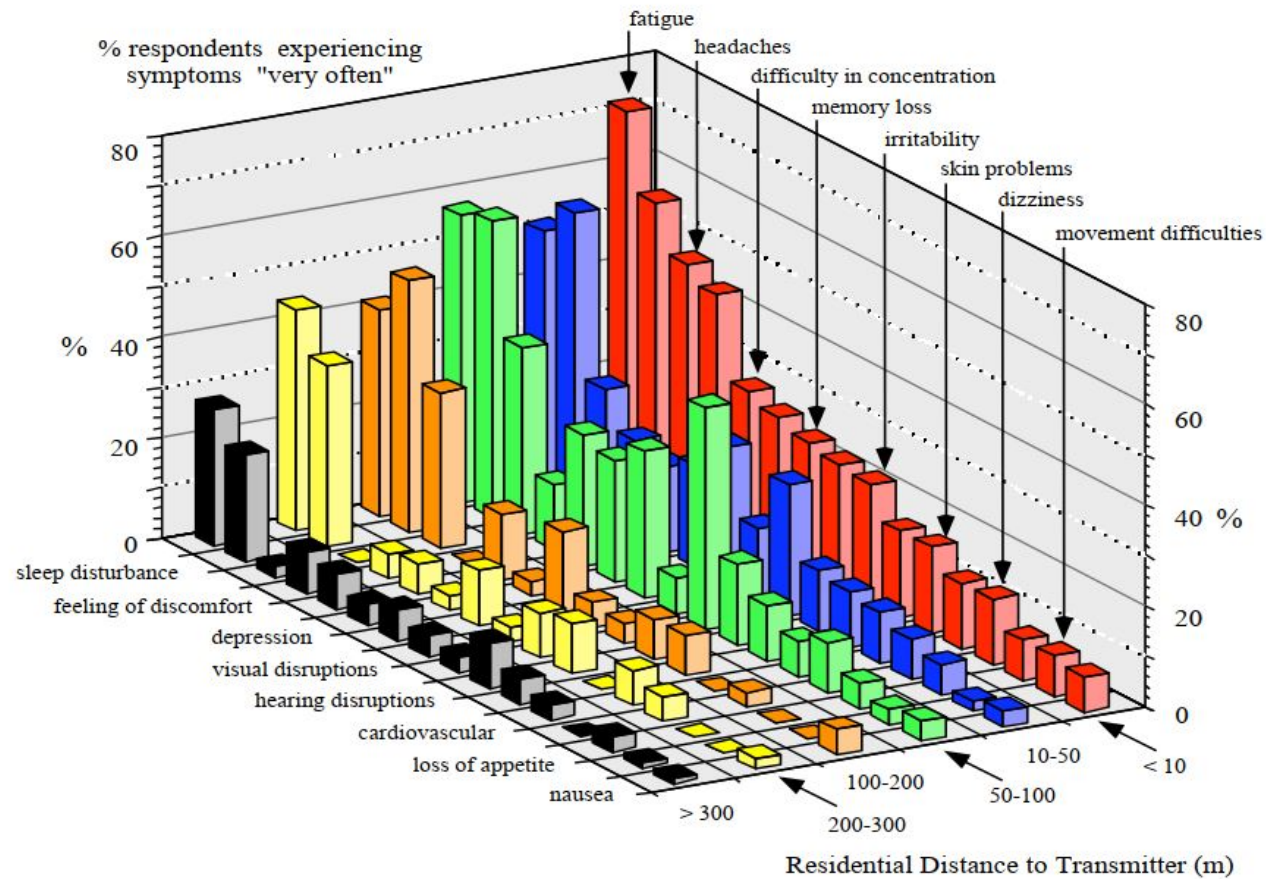


Figure 2. Response of residents living in the vicinity of a cellular phone base station in Spain (27).

## 5G From Space?

- <sup>PC</sup> There's a lot of fear, misinformation and even hysteria regarding 5G from space.
- Due to the highly unstable nature of the 5G millimeter waves, transmission of 5G signals from low earth orbit satellites is impossible.
- Point-to-point laser will be used to accomplish relaying and transmission of 5G signals.

## Safety Questions

- Mobile telephony and every subsequent version - both infrastructure and phones were and are never pre-tested for safety with no “post market monitoring for health effects”. If tested with the rigor of pharma testing it would have never made it to market.
- There was only an assumption of safety based on absence of the heating associated with microwave ovens (2.4 Ghz same as wi-fi which is much lower power) - they actually used microwave oven studies.
- In the 1980’s Cdn. government implemented Safety Code 6 which was a guideline for power density limits of non-ionizing radiation - many experts agree it’s obsolete/outdated. 1 degree C/6 mins

## Places That Have Moratoriums on 5G

- PC Belgium
- Vaud, Switzerland - 3<sup>rd</sup> largest region
- Cities/counties in California: San Anselm, Mill Valley, Ross

## Is There A Fix?

- <sup>PC</sup> A potential fix? Yes - I believe so. Would cost more \$.

The late Dr. Ted Litovitz, prof. Catholic University in Washington DC demonstrated the efficacy of “Noise Field” technology where a white noise field consisting of all frequencies in a specific range is superimposed over the carrier wave and ICRW

## Useful Links

PC

- C4ST.org
- radiationresearch.org
- YouTube Video: Media Release - Ontario Doctors Warn of Rising Health Care Costs after 5G Roll Out  
[www.tinyurl.com/c4st-5G-doctors](http://www.tinyurl.com/c4st-5G-doctors)

ON TABLE 2019-10-21 Regular  
Re Item 8.1.1  
Bylaw 2308 - WHITE ROCK BUSINESS  
LICENCE BYLAW 1997, NO. 1510,  
AMENDMENT NO. 9, 2019 NO. 2308

**From:** [hello](#)  
**To:** [Clerk's Office](#)  
**Subject:** Bylaw 2308  
**Date:** Friday, October 18, 2019 10:28:53 AM

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*CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.*

Positive changes to bylaw 2308. It is about time.

Mary Lou Trahan

Sent from [Mail](#) for Windows 10



**From:** [J.B. Trahan](#)  
**To:** [Clerk's Office](#)  
**Subject:** Bylaw 2308  
**Date:** Friday, October 18, 2019 10:28:02 AM

---

*CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.*

Please be advised of my full support for the proposed changes to Bylaw 2308, focused on the Body Works.

Thanks

J.B. Trahan

Sent from [Mail](#) for Windows 10

18<sup>th</sup> October 2019

To Mayor & Council.

City of White Rock  
Bylaw No 2308.

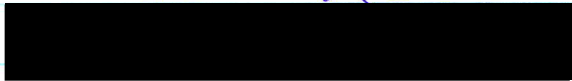
I fully support the changes to  
the above bylaw.

Thank-you for your perseverance  
in changing them.

Hopefully white rock will now be on  
the road to a vibrant, safe & clean  
city without questionable establishments  
purporting to be "massage" parlours

Yours sincerely,

Bronwyn Touley  
# 408 - 1420 Johnston Road  
White Rock V4B 3Z5



RECEIVED

OCT 18 2019

CITY OF WHITE ROCK  
ADMINISTRATION

**From:** [Terry Amisano](#)  
**To:** [Clerk's Office](#)  
**Subject:** Fw: Bylaw 2308 Changes  
**Date:** Monday, October 21, 2019 7:18:37 AM

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Dear sirs:

As a businessman and owner of the restaurant” Bin 101 Wine & Tapas Bar“ located in White Rock and directly below a massage parlour , I have first hand experience as to the negative effect a massage parlour has on businesses.

My restaurant business volume has decreased since the massage parlour opened. Several of my regular customers have expressed concern as to frequenting the restaurant as it is directly below a massage parlour.

The massage parlour is drawing unsavory looking characters into the area. I have lost count of the number of times they have come into the restaurant rudely asking for directions to the massage parlour directly above us.

I support the changes to Bylaw 2308.

Regards,  
Terry Amisano  
Bin 101 Wine & Tapas Bar - owner  
Sent from my iPhone