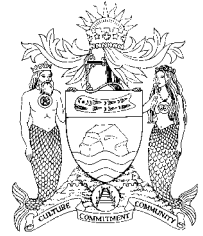


***Live Streaming/Telecast:** Please note that Standing Committees, Council Meetings, and Public Hearings held in the Council Chamber are being recorded and broadcasted as well included on the City's website at: www.whiterockcity.ca

Corporate Administration
E-mail

(604) 541-2212
clerksoffice@whiterockcity.ca

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



January 10, 2019

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 January 14, 2019 to begin at **7:00 p.m.** for the transaction of business as listed below.

T. Arthur, Director of Corporate Administration

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 January 14, 2019 as circulated.

3. **ADOPTION OF MINUTES**
 - a) December 10, 2018

Page 8

RECOMMENDATION

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

- a) December 10, 2018

4. **DELEGATIONS AND PETITIONS**

- 4.1 **DELEGATIONS**

- 4.1.1 **SUSAN POTZOLD: NO DOGS ON THE PROMENADE**

S. Potzold, resident, appearing as a delegation to express opposition to consideration of proposed amendment to Bylaw No. 2282, which would permit dogs on the promenade during the off-season.

- 4.1.2 **GAIL CRUIKSHANK: FEE FOR PERMIT PARKING ON MARINE DRIVE**

G. Cruikshank, resident, appearing as a delegation requesting the City remove the fee for permit parking along Marine Drive.

- 4.1.3 **TOM AND SUSAN MCCONNELL: CARRIAGE HOMES**

T. & S. McConnell, residents, appearing as a delegation to request Council consider a pilot project with respect to carriage homes in White Rock.

4.1.4 BROOKE COLBY PRODUCTIONS: ROBBIE KНИЕVEL & TEAM PIER JUMP FUNDRAISER

B. Colby, Brooke Colby Productions, appearing as a delegation requesting the City support a fundraising event at the White Rock Pier. The proposed event would feature a motorcyclist conducting a jump over the Pier break.

4.1.5 MIKE ARMSTRONG: PARKING PLAN 2019

M. Armstrong, resident, appearing as a delegation to request Council implement a proposed parking plan for the City.

4.2 PETITIONS

None

5. PRESENTATIONS AND CORPORATE REPORTS

5.1 PRESENTATIONS

None

5.2 CORPORATE REPORTS

5.2.1 ANIMAL CONTROL AND LICENSING BYLAW, 2012, NO. 1959, AMENDMENT 2, 2019, NO. 2282 (“DOGS ON PROMENADE” BYLAW AMENDMENT) Page 23

Corporate report dated January 14, 2019 from the Director of Planning and Development Services and the Director of Engineering and Municipal Operations titled “Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 2, 2019, No. 2282 (“Dogs on Promenade” Bylaw Amendment)”.

RECOMMENDATION

THAT Council:

1. Receive for information the corporate report dated January 14, 2019, from the Director of Planning and Development Services and the Director of Engineering and Municipal Operations, titled “Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 2, 2019, No. 2282 (“Dogs on Promenade” Bylaw Amendment)”;
2. Give first, second and third readings to the “*Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 2, 2019, No. 2282*”;
3. Consider directing staff to arrange for a consultation process, as determined by Council, prior to considering adoption of the “*Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 2, 2019, No. 2282*”; and
4. Provide direction to staff regarding which dog waste equipment option is to be pursued:
 - a) No dog waste bags and dispensers provided by the City or other entity; or
 - b) Dog waste bags and dispensers provided by the City only; or
 - c) Dog waste bags and dispensers provided by a third-party/business, and involving related third-party/business advertising on the Promenade.

Note: *The noted Bylaw 2282 is on this agenda for consideration under Bylaws 7.1.1.*

5.2.2 DECEMBER 2018 STORM EVENT – UNANTICIPATED EXPENDITURES Page 28

Corporate report dated January 14, 2019 from the Chief Administrative Officer titled “December 2018 Storm Event – Unanticipated Expenditures”. This report has been brought forward in accordance with the City’s Finance Policy No. 322: Emergency Expenditures.

RECOMMENDATION

THAT Council receive for information the corporate report dated January 14, 2018 from the Chief Administrative Officer, titled “December 2018 Storm Event – Unanticipated Expenditures”.

5.2.3 REVENUE ANTICIPATION BORROWING BYLAW, 2019, NO. 2283 Page 31

Corporate report dated January 14, 2019 from the Director of Financial Services titled “Revenue Anticipation Borrowing Bylaw, 2019, No. 2283”.

RECOMMENDATION

THAT Council receive for information the corporate report dated January 14, 2019 from the Director of Financial Services, titled “Revenue Anticipation Borrowing Bylaw, 2019, No. 2283”.

***Note:** The noted Bylaw 2283 is on this agenda for consideration under Bylaws 7.1.2.*

5.2.4 MIRAMAR VILLAGE PLAZA SPECIAL EVENTS 2019 Page 33

Corporate report dated January 14, 2019 from the Director of Recreation and Culture titled “Miramar Village Plaza Special Events 2019”.

RECOMMENDATION

THAT Council:

1. Receive for information the corporate report dated January 14, 2019, from the Director of Recreation and Culture, titled “Miramar Village Plaza Special Events 2019;” and
2. Endorse the following events to be located on the open space located in Miramar Village Plaza for 2019:
 - a) Christmas on the Peninsula (November 23, 2019); and
 - b) White Rock Farmers’ Market (May 5, 2019 – October 27, 2019).

6. MINUTES AND RECOMMENDATIONS OF COMMITTEES

6.1 STANDING AND SELECT COMMITTEE MINUTES

- Governance and Legislation Committee – December 10, 2018 **Page 39**
- Land Use and Planning Committee – December 10, 2018 **Page 44**
- Governance and Legislation Committee – January 7, 2019 **Page 48**

RECOMMENDATION

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

- a) Governance and Legislation Committee – December 10, 2019;
- b) Land Use and Planning Committee – December 10, 2019; and
- c) Governance and Legislation Committee – January 7, 2019.

6.2 STANDING AND SELECT COMMITTEE RECOMMENDATIONS

6.2a The following recommendations have been brought forward from the **Governance and Legislation Committee** meeting held on December 10, 2018:

RECOMMENDATION:

THAT Council endorse the following policies as presented:

- Council Policy No. 105 – Council Orientation **Page 53**
- Council Policy No. 111 – Order of Proceedings and Business for Council Agendas **Page 55**
- Council Policy No. 114 – Council Goals **Page 57**

***Note:** The policies are included in the agenda package and proposed amendments are outlined with tracked changes for reference purposes*

6.2b The following recommendations have been brought forward from the **Governance and Legislation Committee** meeting held earlier this evening. Council may, at this time, consider the proposed recommendations or defer them to the next regular Council meeting.

Due to time constraints, the following policies have been brought forward for Council’s consideration. This would allow the business of these three (3) committees to move forward to next steps. The remaining policies considered at the Governance and Legislation Committee meeting will be brought forward on the next regular Council agenda for consideration.

RECOMMENDATION

THAT Council endorse the following policies as circulated:

- 144 Terms of Reference: Tour de White Rock; **Page 59**
- 153 Terms of Reference: Sea Festival Planning Committee; and **Page 64**
- 156 Terms of Reference: Parking Task Force. **Page 69**

7. BYLAWS AND PERMITS

7.1 BYLAWS

7.1.1 BYLAW 2282 - ANIMAL CONTROL AND LICENSING BYLAW, 2012, NO. 1959, AMENDMENT 2, 2019, NO. 2282 **Page 72**
Bylaw 2282 proposes an amendment to the Animal Control and Licensing Bylaw to permit a one (1) year trial program that permits dogs on the promenade during the off-season (September 1 to April 30). This bylaw is presented for consideration of first, second, and third reading.

RECOMMENDATION

THAT Council give first, second, and third reading to “*Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 2, 2019, No. 2282*”.

Note: The corporate report summarizing details of the proposed amendment is noted on this agenda as Item 5.2.1.

7.1.2 BYLAW 2283 - WHITE ROCK REVENUE ANTICIPATION BORROWING BYLAW, 2019, NO. 2283 Page 73

Bylaw 2283 would permit the City to borrow money to meet 2018 expenditures prior to the collection of property taxes. The City is authorized to consider the proposed bylaw as per section 177 of the *Community Charter*.

RECOMMENDATION

THAT Council give first, second, and third reading to “*White Rock Revenue Anticipation Borrowing Bylaw, 2019, No. 2283*”.

Note: The corporate report summarizing details of the proposed amendment is noted on this agenda as Item 5.2.3.

7.1.3 BYLAW 2277 - COUNCIL AND COMMITTEE PROCEDURE BYLAW, 2018, NO. 2232 AMENDMENT NO. 1, 2018 NO. 2277 Page 74

Bylaw 2277 proposes to amend the City’s Council and Committee Procedure bylaw to include the addition of Public Question and Answer Period as well as minor housekeeping amendments. A tracked changes copy outlining the amendments made at the December 10, 2018 regular Council meeting is included for reference purposes. Page 76

This Bylaw received three readings at the December 10, 2018 regular Council meeting, was advertised in the January 4 and 11 editions of the Peace Arch News, and is presented for consideration of final reading.

RECOMMENDATION

THAT Council give final reading to “*Council and Committee Procedure Bylaw, 2018, No. 2232, Amendment No. 1, No. 2277*”.

7.1.4 BYLAW 2278 – FEES AND CHARGES BYLAW, 2017, NO. 2230, AMENDMENT NO. 2, 2018, NO. 2278 Page 78

Bylaw 2278 proposes amendments to the Fees and Charges Bylaw with respect to pay parking (Schedule K). This Bylaw received three readings at the December 10, 2018 regular Council meeting and is presented for consideration of final reading.

RECOMMENDATION

THAT Council give final reading to “*Fees and Charges Bylaw, 2017, No. 2230, Amendment No. 2, 2018, No. 2278*”.

7.1.5 BYLAW 2284 – COUNCIL AND COMMITTEE PROCEDURE BYLAW, 2018, NO. 2232, AMENDMENT NO. 2, NO. 2284

Bylaw 2284 proposes to amend the City’s Council and Committee Procedure bylaw to change corresponding sections in relation to a new agenda deadline to one (1) day prior (the Wednesday prior the scheduled Council meeting). **Page 80**

RECOMMENDATION

THAT Council give first, second, and third reading to the “*Council and Committee Procedure Bylaw, 2018, No. 2232, Amendment No. 2, No. 2284*”.

7.2 PERMITS
None

8. CORRESPONDENCE

8.1 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 Policy No. 109 notes that the City of White Rock does not make official proclamations. Item 8.1.1 has been included under correspondence for public information purposes only.*

8.1.1 Email dated January 8, 2019 from C. Wordsworth, BC Aware, request for proclamation of January 28-February 5, 2019 as “*BC Aware Days*”. This proclamation is proposed to inform citizens throughout the Province of the inherent risks associated with cyberspace, and to provide simple, practical advise on how to minimize their exposure to these risks. **Page 82**

8.1.2a. Letter dated January 3, 2019 from Chief Superintendent Dave Attfield, Gold Commander, Community-Industry Response Group, “E” Division, Criminal Operations, RCMP, regarding Coastal Gaslink Pipeline Injunction Order Enforcement and Deployment of Officers from the White Rock Detachment. **Page 85**

b. Letter dated January 7, 2019 from Assistant Commissioner S. Thatcher, Lower Mainland District Commander, “E” Division, RCMP, providing additional context to Chief Superintendent Dave Attfield’s correspondence **Page 86**

8.1.3 Letter dated December 7, 2018, from D. Frank, Secretary-Treasurer for Surrey Schools, **Page 87** confirming the re-appointment of Trustee Laurae McNalley representing the City of White Rock.

9. MAYOR AND COUNCILLOR REPORTS

9.1 MAYOR’S REPORT

9.2 COUNCILLORS REPORTS

**9.2.1 METRO VANCOUVER BOARD IN BRIEF
METRO VANCOUVER BOARD IN BRIEF – DECEMBER 7, 2018**

Page 88

RECOMMENDATION

THAT Council receives for information the December 7, 2018 Metro Vancouver Board in Brief document.

10. MOTIONS AND NOTICES OF MOTION

10.1 MOTIONS

10.1.1 PUBLIC MEETINGS OUTSIDE OF CITY BOUNDARIES

The City to host a Council to Council meeting with the Semiahmoo First Nation outside the City of White Rock. The City will give notice in accordance to the *Community Charter* and the City's Council and Committee Procedure bylaw.

RECOMMENDATION

THAT Council, pursuant to Section 134.1 of the *Community Charter*, authorize and direct staff to schedule a Special Council to Council meeting with representatives of the Semiahmoo First Nation as follows:

- **Date and Time: Wednesday, January 23, 2019 at 4:30 p.m.**
- **Address: 15622 Marine Drive**

10.1.2 WATER SERVICES COMMUNITY ADVISORY PANEL

The following motion was brought forward by Councillor Fathers for Council's consideration:

WHEREAS in the interest of public disclosure and continuing communication and given that one of the City's priorities and goals is water quality and that transparency is essential to governance, good planning and policy establishment.

BE IT RESOLVED THAT the City of White Rock establish a Water Services Community Advisory Panel; and

THAT Council directs staff to report back with the terms of reference (committee structure) at the next scheduled Governance and Legislation Committee meeting.

10.2 NOTICES OF MOTION

None

11. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

None

12. OTHER BUSINESS

13. CONCLUSION OF THE JANUARY 14, 2019 REGULAR COUNCIL MEETING

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
J. Gordon, Director of Engineering and Municipal Operations
C. Johannsen, Director of Planning and Development Services
J. Johnstone, Director of Human Resources
S. Kurylo, Director of Financial Services
P. Lemire, Fire Chief
E. Stepura, Director of Recreation and Culture
C. Zota, Manager of Information Technology
S. Lam, Deputy Corporate Officer

Press: 1
Public:

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

2. ADOPTION OF AGENDA

2018-423 **It was MOVED and SECONDED**

THAT the Corporation of the City of White Rock Council adopts the agenda for its regular meeting scheduled for December 10, 2018 as circulated.

CARRIED

3. ADOPTION OF MINUTES

- a) November 19, 2018 – Regular Council Meeting
- b) December 3, 2018 – Special Meeting
- c) December 3, 2018 – Public Hearing/Meetings

2018-424 **It was MOVED and SECONDED**

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

- a) November 19, 2018 – Regular Council Meeting;
- b) December 3, 2018 – Special Meeting; and
- c) December 3, 2018 – Public Hearing/Meetings.

CARRIED

4. DELEGATIONS AND PETITIONS

4.1 DELEGATIONS

4.1.1 MIKE ARMSTRONG - DOG OWNERS GROUP OF WHITE ROCK: DOG PARKS IN WHITE ROCK

M. Armstrong, Dog Owners Group of White Rock, appeared as a delegation and provided a PowerPoint presentation requesting the City establish a committee to address the implementation of Dog Parks (family friendly, cleanliness, and fulfilling the Official Community Plan goal).

Mr. Armstrong requested the City amend the relative bylaws that would permit dogs along the White Rock promenade, adding that approximately 40% of White Rock residents are dog owners and likely do not visit the waterfront due to the current bylaw.

Following the presentation, discussion ensued and the following comments were noted:

- If an amendment bylaw was adopted, this matter should be monitored for a one (1) year trial period
- Bylaw Enforcement would need to be diligent in monitoring the trial period
- It was suggested that if dogs were permitted along the promenade, that the Beach and the Pier be excluded
- There should be enough “pick-up” bags along the waterfront
- The policy should consider permissions between May 1 and August 31

2018-425

It was MOVED and SECONDED

THAT Council directs staff to bring forward a corporate report and amendment with regard to the Animal Control and Licensing Bylaw that would permit dogs along the promenade, excluding the Pier and the Beach, and that the report be brought back for consideration at the next regular Council meeting.

CARRIED

4.1.2 PAWAN BAKSHI: ZONING BYLAW (CR-3)

P. Bakshi, resident, appeared as a delegation expressing concerns regarding CR-3 zoning within the City’s Zoning Bylaw and the following comments were noted:

- Suggested that the properties along West Beach contravene the CR-3 zoning due to the shape/layout of the lot sizes
- The City suggested an application for a Development Variance Permit be submitted; however, it was noted that the process is quite costly and would place financial hardship on his family
- Expressed concerns that property owners should not need to pay for parking in the area during the holiday season
- Future bylaws see the existing requirements as a deterrent to purchase the property
- Requested the City relax the bylaw requirements

Discussion ensued and staff provided the following comments in response to Council's questions:

- Staff advised the delegation of the Development Variance process for a relaxation of parking, and reported that in this scenario, staff would recommend the application be supported
- The zoning bylaw is currently under review, and the intention to make the parking and loading requirements consistent with the Official Community Plan
- If Council wishes to relax the existing bylaw requirements, a zoning bylaw amendment would need to be brought forward
- Staff provided parking options, like off-lane parking; however, noted that parking for the commercial component of the property can be difficult
- While some of the lots along the waterfront can be assembled to make bigger lots, the existing bylaw does not compel an owner to do so
- At this point, there is no requirement for additional parking. The requirements are only necessary if there is a change in use or density/units

Council noted that parking along the waterfront will be a general topic of discussion during the upcoming Official Community Plan review process.

2018-426

It was MOVED and SECONDED

THAT Council direct staff to provide a corporate report addressing the issues expressed by P. Bakshi regarding CR-3 Zoning.

CARRIED

4.1.3

RAGHBIR GURM & SHELLEY CRIAG - URBAN ARTS ARCHITECTURE: INTRODUCTION TO MASS-TIMBER BUILDING TECHNOLOGY (APPLIED TO FORTH-COMING APPLICATION LOCATED AT NORTH BLUFF AND MAPLE)

R. Gurm, and S. Craig, Urban Arts Architecture, appeared as a delegation introducing mass-timber (cross laminated / timber) building technology generally and as applied to a forth-coming application located at North Bluff Road and Maple Street. A PowerPoint presentation was provided.

Following the presentation, discussion ensued and the following comments were noted:

- The purpose of the presentation is to introduce the concept of mass timber in terms of new projects
- The forth-coming application located at North Bluff and Maple may come forward to the Land Use and Planning Committee in early 2019
- The upcoming proposal will have an affordable housing (rental) component when the project comes forward for consideration.

4.1.4 **SEAN HALLIBURTON, LAURA CREECH, SARA RAOUF, AND CHANTAL SEARS PEACE ARCH ELEMENTARY SCHOOL PARENT ADVISORY COUNCIL (PAC): NEW COMMUNITY PLAYGROUND AT PEACE ARCH PARK/PEACE ARCH ELEMENTARY SCHOOL**

S. Halliburton, L. Creech, S. Raouf, J. Wilson, and C. Sears, Peace Arch Elementary PAC, appeared as a delegation requesting monetary support to purchase a new community playground at Peace Arch Park / Peace Arch Elementary School.

2018-427 **It was MOVED and SECONDED**

THAT Council refers the request from the Peace Arch Elementary School regarding the New Community Playground/Park to the City's upcoming Financial Planning process.

CARRIED

4.2 **PETITIONS**

None

5. **PRESENTATIONS AND CORPORATE REPORTS**

5.1 **PRESENTATIONS**

5.1a **EXPLORE WHITE ROCK: TOURISM UPDATES**

Cathy James, Executive Director of Discover Surrey, provided a PowerPoint presentation regarding tourism updates in White Rock for 2018.

Following the presentation discussion ensued and the following comments were noted:

- The tourism brochure is currently in development and can be distributed on the ferries and through the visitor services network
- There will be a limited run of the brochures
- Visitor centres have been permanently closed including the White Rock and Surrey locations, reporting that most individuals seek their information and/or book online and on mobile devices
- Statistics show that visitors are using hotels the same amount as Airbnb
- 55% of visitors are from BC, and an estimated 6-7% from Washington, noting that the City's biggest tourism market is the lower mainland
- While tourism has been able to operate under the current budget, any amplification would benefit tourism, adding that digital marketing has been the most effective
- It was suggested that the tourism banners around the city be changed a few times per year, noting there has been positive response with that program

5.2 **CORPORATE REPORTS**

5.2.1 **2019 WHITE ROCK POLAR BEAR SWIM**

Corporate report dated December 10, 2018 from the Director of Recreation and Culture titled “2019 White Rock Polar Bear Swim”.

2018-428

It was MOVED and SECONDED

THAT Council receives for information the corporate report dated December 10, 2018 from the Director of Recreation and Culture, titled “2019 White Rock Polar Bear Swim.”

CARRIED

5.2.2 **CITY PARKING PROGRAM ISSUES AND OPPORTUNITIES**

Corporate report dated December 10, 2018 from the Director of Financial Services titled “City Parking Program Issues and Opportunities”.

Council spoke to the topic of parking on city property, suggesting that free parking be offered year round at Centennial Arena, and during the winter season along the waterfront. Staff recommended that these options be considered through the City’s financial planning process.

2018-429

It was MOVED and SECONDED

THAT Council directs staff to consider following as part of the financial planning process:

- Free parking (year round) at Centennial Arena
- Free parking during the winter along the waterfront

CARRIED

Council also spoke to the issue of non-conforming parking spaces on city boulevards, recognizing that while this occurs in several places in White Rock, it is not permitted by bylaw.

2018-431

It was MOVED and SECONDED

THAT Council directs staff to provide a corporate report regarding boulevard encroachments in relation to parking.

CARRIED

Councillor Fathers voted in the negative

2018-432

It was MOVED and SECONDED

THAT Council receives for information the corporate report dated December 10, 2018 from the Director of Financial Services, titled “City Parking Program Issues and Opportunities”.

CARRIED

5.2.3 **FEES AND CHARGES BYLAW, 2017, NO. 2230, AMENDMENT NO. 2, 2018, NO. 2278**

Corporate report dated December 10, 2018 from the Director of Financial Services titled “Fees and Charges Bylaw, 2017, No. 2230, Amendment No. 2, 2018, No. 2278”.

Discussion ensued and the following comments were noted:

- The City pays a monthly strata fee of less than \$400 per month for the 61 stalls in the Montecito
- The City could increase awareness of the available parking in the Montecito lot
- As per the agreement between the Montecito strata council and the City, both parties are working together to post signage on the building so that drivers are aware there is parking available
- There is a monthly fee available for those interested in renting regular stalls (such as business owners)
- It was suggested businesses be charged the same parking rates as construction; however, it was noted that according to provincial legislation, a municipality is not permitted to provide a benefit to businesses

2018-433

It was MOVED and SECONDED

THAT Council receives for information the December 10, 2018 corporate report from the Director of Financial Services, titled “Fees and Charges Bylaw, 2017, No. 2230, Amendment No. 2, 2018, No. 2278.”

CARRIED

5.2.4 **MCCRACKEN COURTYARD PUBLIC ART INSTALLATION, MANAGEMENT AND FUNDING AGREEMENT**

Corporate report dated December 10, 2018 from the Director of Recreation and Culture titled “McCracken Courtyard Public Art Installation, Management, and Funding Agreement”.

The Director of Recreation and Culture provided a PowerPoint presentation that summarized the corporate report. Following the summary, discussion ensued and the following comments were noted:

- The estimated installation of the art piece is March 2019
- A commemorative plaque recognizing the women of the hospital auxiliary will be mounted at the site
- It is preferable that City funded art pieces be installed on City property
- The trees should be relocated or replaced elsewhere if they are being removed to accommodate the installation
- The City should consider a community artist for future public art projects
- The Public Art Advisory Committee members consist of local representatives
When selecting installations, a subcommittee/panel is struck to consider the submissions and make recommendations to Council for approval
- The public art fund can be applied to public art projects city wide
- Would like to see the funds reallocated towards public art at the parkade

- Council spoke to the background of the project and it was noted that the City attempted to relocate the project on City property, specifically the corner of Russell and Finlay; however, the site did not work for this particular installation, adding that McCracken Court adds to the context of the art piece
- A mural located at the waterfront community would be a nice dedication to the community
- The project is a partnership between Fraser Health, Peace Arch Hospital Foundation, and the City
- This particular report speaks to a project that has been approved, and the
- Council approved the art piece and the City has committed to the expenditure, adding payments have already been processed to the artist.
- An art piece could be installed along the waterfront or at the parkade in the future; however, the recommendation presented has been made as a result of previous Council direction
- The art piece represents the women of the hospital auxiliary, adding that the installation in any other location would lose impact
- Would like to see the Community vote to select the art pieces
- As the installation is located on private property (hospital grounds), an official agreement has been drafted outlining the responsibility of each party

2018-434

It was MOVED and SECONDED

THAT Council:

1. Receives for information the corporate report dated December 10, 2018 from the Director of Recreation and Culture, titled “McCracken Court Public Art Installation, Management and Funding Agreement;” and
2. Endorses the Mayor and Director of Corporate Administration signing the “McCracken Court Public Art Installation, Management and Funding Agreement” as outlined in this corporate report.

CARRIED

Councillors Johanson, Kristjanson, and Trevelyan voted in the negative

5.2.5 **FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY UPDATE**

Corporate report dated December 10, 2018 from the Director of Corporate Administration titled “Freedom of Information and Protection of Privacy Update”.

The Director of Corporate Administration introduced the corporate report and provided the following comments in response to Council’s questions:

- Staff will create a summary log/table document for the City website that will provide the public an opportunity to see the status of FOI applications received by the City
- If further staffing resources are required to maintain the proposed processes outlined in the corporate report, the matter will be brought forward to Council for consideration in the budget process
- The existing FOI Manager has other functions under their role including risk management and city properties/facilities as they pertain to leases
- Staff are looking into ways of sharing the information collected from FOI requests
- The City continues to work diligently on implementing transparent practices with respect to information sharing

2018-435

It was MOVED and SECONDED

THAT Council receives for information the corporate report dated December 10, 2018 from the Director of Corporate Administration, titled “Freedom of Information and Protection of Privacy Update.”

CARRIED

6. MINUTES AND RECOMMENDATIONS OF COMMITTEES

6.1 STANDING AND SELECT COMMITTEE MINUTES

- Governance and Legislation Committee – November 19, 2018
- Land Use and Planning Committee – November 19, 2018

2018-436

It was MOVED and SECONDED

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

- a) Governance and Legislation Committee – November 19, 2018; and
- b) Land Use and Planning Committee – November 19, 2018.

CARRIED

6.2 STANDING AND SELECT COMMITTEE RECOMMENDATIONS

6.2.1 The following recommendations were brought forward from the **Governance and Legislation Committee** meeting held on November 19, 2018:

2018-437 **It was MOVED and SECONDED**

RECOMMENDATION: HUMAN RESOURCES POLICY NO. 404 – EMPLOYEE CODE OF CONDUCT

THAT Council endorses Human Resources Policy No. 404 (Employee Code of Conduct) as circulated.

CARRIED

6.2.2 The following recommendations from the December 10, 2018 **Land Use and Planning Committee** meeting held earlier this evening are being presented for Council's consideration at this time:

6.2.2a PROCESS FOR OFFICIAL COMMUNITY PLAN & ZONING AMENDMENTS FOR THE LOWER TOWN CENTRE AND 1310 JOHNSTON ROAD

2018-438 **It was MOVED and SECONDED**

THAT Council directs staff to:

1. Send an invitation, along with a copy of this report, to landowners affected by the proposed bylaw amendments (all those in the 1300-block of Johnston Road) to meet with Council and/or submit written correspondence to Council regarding the proposed amendments; and
2. Proceed with the public consultation process for the proposed bylaw amendments outlined in this report.

CARRIED

6.2.2b 2019 OFFICIAL COMMUNITY PLAN REVIEW: PROPOSED SCOPE AND PROCESS

2018-439 **It was MOVED and SECONDED**

THAT Council:

1. Endorses the proposed scope, consultation approach and process for the 2019 OCP Review and direct staff to commence the OCP review; and
2. Authorizes \$50,000 in funding to conduct the 2019 OCP Review.

CARRIED

7. **BYLAWS AND PERMITS**

7.1 **BYLAWS**

7.1.1 **BYLAW 2276 - WATER SERVICES BYLAW, 2015, NO. 2117, AMENDMENT NO. 5, BYLAW, 2018, NO. 2276**

Bylaw 2276 proposed to replace Schedule A titled “Water Service Fees” of Water Services Bylaw, 2015, No. 2117 with a new SCHEDULE A that outlines a 3% increase. This bylaw received three readings at the December 3, 2018 Special Council meeting and was presented for consideration of final reading.

Council questioned of the City was able to investigate ways of having general revenue reduce the 3%. Staff advised that the City would be looking to general reserves to determine how to address the deficit and infrastructure spending. This deficit is a result of proposing a 3% increase as opposed to 8.5%.

2018-440 **It was MOVED and SECONDED**

THAT Council gives final reading to “*Water Services Bylaw, 2015, No. 2117, Amendment No. 5, Bylaw, 2018, No. 2276*”.

CARRIED

Councillors Johanson, Kristjanson, and Manning voted in the negative

7.1.2 **BYLAW 2277 - COUNCIL AND COMMITTEE PROCEDURE BYLAW, 2018, NO. 2232 AMENDMENT NO. 1, 2018 NO. 2277**

Bylaw 2277 proposed to amend the City’s Council and Committee Procedure bylaw to include the addition of Public Question and Answer Period. The subject of this bylaw was discussed at the November 19, 2018 Governance and Legislation Committee meeting, and those minutes are included in this agenda package as Item 6.1a for reference. In addition, there are minor housekeeping amendments to be revised, and those changes are outlined in the tracked changes copy attached for reference purposes.

This bylaw was presented for consideration of first, second, and third reading.

Discussion ensued and staff provided the following clarification with respect to how the public would address Council during Question and Answer period:

Staff clarified that a person would address Council “through the Chair” as protocol. This means the Chairperson, in this instance the Mayor, would then determine where the question would go (to a staff person, or to a Council member, etc)

It was suggested that the existing language suggests that the public cannot ask questions of Council during this time and requested the wording be revised.

2018-441 **It was MOVED and SECONDED**

THAT Council endorses questions to an individual member of Council will be addressed through the Chairperson for direction.

CARRIED

Councillor Fathers voted in the negative

Discussion continued and Council questioned why there are to be no questions or comments on a matter that will be the subject of a public hearing or public meeting. Staff advised that in accordance with legislation, it is illegal for Council to receive any further information following a Public Hearing. If this were to occur, the City would need to call an additional Public Hearing prior to consideration of third/final reading.

Council suggested that an area on the City's website be designated for a summary list of all the questions, comment topics, and answers provided during Question and Answer Period. The purpose would be so that the public can easily search the topics.

2018-442

It was MOVED and SECONDED

THAT Council directs that there be an area on the City's website that will be designated for a summary list of all the questions, comment topics and answers provided during Question and Answer Period of the regular Council meeting so this item can be easily searched by the public.

CARRIED

Councillors Chesney, Fathers, and Trevelyan voted in the negative

2018-443

It was MOVED and SECONDED

THAT Council gives first, second and third reading "*Council and Committee Procedure Bylaw, 2018, No. 2232, Amendment No. 1, No. 2277*" as amended.

CARRIED

7.1.3

BYLAW 2278 – FEES AND CHARGES BYLAW, 2017, NO. 2230, AMENDMENT NO. 2, 2018, NO. 2278

Bylaw 2278 proposes amendments to the Fees and Charges Bylaw with respect to pay parking (schedule K). This Bylaw was presented for consideration of first, second, and third reading.

2018-444

It was MOVED and SECONDED

THAT Council gives first, second and third reading to "*Fees and Charges Bylaw, 2017, No. 2230, Amendment No. 2, 2018, No. 2278*".

CARRIED

7.2

PERMITS

None

8.

CORRESPONDENCE

8.1

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.

- 8.1.1** Email dated December 3, 2018 from the Federation of Canadian Municipalities (FCM) calling for nominations to the FCM Board of Directors (nomination deadline is January 25, 2019)
- 2018-445 **It was MOVED and SECONDED**
THAT Council receives for information the email dated December 3, 2018 from the Federation of Canadian Municipalities (FCM) calling for nominations to the FCM Board of Directors (nomination deadline is January 25, 2019).
CARRIED
- 8.1.2** Memo from the BC Achievement Foundation calling for nominations for the 2019 BC Community Achievement Awards (nomination deadline is January 15, 2019)
- 2018-446 **It was MOVED and SECONDED**
THAT Council receives for information the memo from the BC Achievement Foundation calling for nominations for the 2019 BC Community Achievement Awards (nomination deadline is January 15, 2019).
CARRIED
- 8.1.3** Letter dated November 27, 2018 from D. Moseley, McQuarrie Hunter LLP, submitting written notice of concerns, potential loss, and damages resulting from the construction adjacent to Blue Frog Studios.
- 2018-447 **It was MOVED and SECONDED**
THAT Council receives for information the letter dated November 27, 2018 from D. Moseley, McQuarrie Hunter LLP, submitting written notice of concerns, potential loss, and damages resulting from the construction adjacent to Blue Frog Studios; and

THAT, due to the legal nature of the letter, it be forwarded to the next closed Council meeting.
CARRIED
- 9. MAYOR AND COUNCILLOR REPORTS**
- 9.1 MAYOR'S REPORT**
- Nov 21, Working Effectively with Indigenous People Information Session
 - Nov 22, Peace Arch Rotary Club meeting
 - Nov 23, Legal Orientation for Elected Officials, Lidstone and Company
 - Nov 24, Christmas on the Peninsula
 - Nov 26, Federation of Labour Convention "Leveling the Playing Field"
 - Nov 28, Corporate Priorities Information Session
 - Nov 30, Metro Vancouver Joint District meeting
 - Dec 1, White Rock Orchestra performance of Nutcracker
- 9.2 COUNCILLORS REPORTS**

Councillor Chesney noted the following community events and information:

- Dec 6, Annual Mistletoe Lunch
- White Rock Players' Club's 2018 production of the Pantomime
- Dec 8, CARP Christmas Party

Councillor Johanson noted the following community events and information:

- Nov 30, Truth and Reconciliation, Kairos Blanket Exercise
- Dec 6, Annual Mistletoe Lunch
- Nov 24, Christmas on the Peninsula
- Dec 7, Rotary Dinner
- Dec 8, CARP Christmas Party

Councillor Manning noted the following community events and information:

- Dec 4, MLA Tracy Redies Open House

Councillor Trevelyan noted the following community events and information:

- Nov 24, Christmas on the Peninsula
- Dec 4, MLA Tracy Redies Open House
- Dec 1, White Rock Firefighter's Charity Association's 23rd Annual Pancake Breakfast

Councillor Fathers noted the following community events and information:

- Nov 24, Peace Arch Rotary Club's Noel Dinner
- Nov 26, Kent Street Annual General Meeting
- Nov 26, BC Superweek meeting (for Tour de White Rock)
- Nov 30, Truth and Reconciliation, Kairos Blanket Exercise
- Nov 30, White Rock Social Justice Film Society
- Dec 4, MLA Tracy Redies Open House
- Dec 6, Chorister's Church Event
- Dec 8, CARP Christmas Party
- Seniors' Centre
- Semiahmoo Lighting Event

Councillor Kristjanson noted the following community events and information:

- Dec 1, White Rock Firefighter's Charity Association's 23rd Annual Pancake Breakfast

9.2.1 **METRO VANCOUVER BOARD IN BRIEF**
None

10. **MOTIONS AND NOTICES OF MOTION**

10.1 **MOTIONS**

10.1a Councillor Trevelyan spoke to the motion he requested be placed on the agenda in regard to the establishment of a parking task force. The following comments were noted:

- The Task Force would review a variety of issues including parking at Peace Arch Hospital, the Waterfront, Centennial Arena, and the issuance of permit parking passes
- The Task Force would commence as soon as Council approves a Terms of Reference

2018-450

It was MOVED and SECONDED

THAT Council endorse the establishment of a Task Force that will broadly review and revise pay parking in White Rock, including rates, parking permits, and the integration of the new parkade.

The Task Force mandate will be to ensure rates are competitive with neighbouring jurisdictions, White Rock businesses are supported, and White Rock residents receive the best possible value in their City.

CARRIED

10.1b

COUNCIL APPOINTMENTS TO OUTSIDE ORGANIZATIONS

2018-451

It was MOVED and SECONDED

THAT Council appoints the following members of Council to the relative organizations as representatives/alternates for the 2018 – 2022 Council Term:

Council Liaisons to Outside Organizations

- Fraser Valley Regional Library Board (Councillor David Chesney with Councillor Father as Alternate)
- White Rock Harbour Board (Councillor Chesney with Councillor Kristjanson as Alternate)
- White Rock BIA Councillor Representative (Councillor Christopher Trevelyan with Councillor Helen Fathers as Alternate)
- White Rock Chamber of Commerce Council Representative (Councillor Scott Kristjanson with Councillor Anthony Manning as Alternate)
- White Rock Museum and Archives Board Council Representative (Councillor Anthony Manning with Councillor Christopher Trevelyan as Alternate)
- White Rock Tourism Representative (Councillor Helen Fathers with Councillor Scott Kristjanson as Alternate)
- Fraser Health Authority Council Representative (Councillor Erika Johanson with Councillor David Chesney as Alternate)
- Peace Arch Hospital Community and Health Foundation Council Representative (Councillor Helen Fathers with Councillor Erika Johanson as Alternate)

- Lower Mainland Local Government Association Council Representative (Councillor David Chesney with Councillor Anthony Manning as Alternate)
- Sources BC Council Representative (Councillor Anthony Manning with Councillor Scott Kristjanson as Alternate)
- White Rock / South Surrey Healthiest Community in BC Working Group (Councillor Scott Kristjanson with Councillor Erika Johanson as Alternate)
- Municipal Insurance Association of British Columbia (MIABC) (*Note: Appointments end December 2018*) (Councillor Erika Johanson with Councillor Christopher Trevelyan as Alternate)
- Council Representative to Burlington Northern Santa Fe (BNSF) Railway (Councillor Christopher Trevelyan with Councillor Johanson as Alternate)

CARRIED

10.2 NOTICES OF MOTION

None

11. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

None

12. OTHER BUSINESS

None

13. CONCLUSION OF THE DECEMBER 10, 2018 REGULAR COUNCIL MEETING

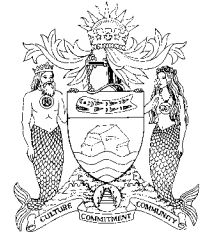
The Chairperson declared the meeting concluded at 9:56 p.m.

Mayor Walker

S. Lam

S. Lam, Deputy Corporate Officer

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: January 14, 2019

TO: Mayor and Council

FROM: Carl Johannsen, Director of Planning and Development Services
Jim Gordon, Director of Engineering and Municipal Operations

SUBJECT: Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 2, 2019,
No. 2282 ("Dogs on Promenade" Bylaw Amendment)

RECOMMENDATIONS

THAT Council:

1. Receive for information the corporate report dated January 14, 2019, from the Director of Planning and Development Services and the Director of Engineering and Municipal Operations, titled "Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 2, 2019, No. 2282 ("Dogs on Promenade" Bylaw Amendment);"
 2. Give first, second and third readings to the "Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 2, 2019, No. 2282;"
 3. Consider directing staff to arrange for a consultation process, as determined by Council, prior to considering adoption of the "Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 2, 2019, No. 2282;" and
 4. Provide direction to staff regarding which dog waste equipment option is to be pursued:
 - a) No dog waste bags and dispensers provided by the City or other entity; or
 - b) Dog waste bags and dispensers provided by the City only; or
 - c) Dog waste bags and dispensers provided by a third-party/business, and involving related third-party/business advertising on the Promenade.
-

BACKGROUND

At the December 10, 2018, Regular Council Meeting, Council directed staff to amend the Animal Control and Licensing Bylaw, 2012, No. 1959, (the 'Bylaw') to allow dogs on the Promenade on a one-year trial basis, during the 'Off-Season' period between September 1 and April 30:

"THAT Council direct staff to bring forward a corporate report and bylaw amendment that permits dogs on the promenade, excluding the Pier and the Beach, and that the report be brought back for consideration at the next Regular meeting."

(Resolution 2018-425)

This corporate report presents proposed amendments to this Bylaw, in response to Council’s resolution, and identifies signage, dog waste collection and other issues, for Council’s information and consideration.

ANALYSIS

The current Bylaw prohibits dogs on the Promenade and Pier, and this prohibition has been in effect for many years.

Should Council choose to amend the Bylaw to permit dogs on the Promenade, on an off-season trial basis, staff note there will be both potential benefits and drawbacks for residents and visitors. Additionally, there are cost implications and legal approvals that may need to be obtained. The following analysis outlines these issues below, for Council’s consideration.

Potential Benefits and Drawbacks/Implications

If dogs are allowed on the Promenade, as a part of a time-limited trial, staff note these following potential benefits:

- providing dog owners another place to enjoy the outdoors in White Rock with their pets;
- drawing more people to the Waterfront/ Marine Drive during the ‘off-season;’ and
- creating a defined time period in which the benefits and drawbacks of allowing dogs on the Promenade can be assessed by Council and staff. Staff also anticipate that there will likely be less impact on pedestrian movement and comfort during the off-season (September 1 to April 30), due to the normally lower number of people on the promenade (with the possible exception of special events on or near the waterfront).

Conversely, staff also note the following potential drawbacks and implications to allowing dogs on the promenade:

- the limited and narrow width of paved areas along the promenade would place pedestrians and dogs in close proximity to each other, which could create conflicts and negatively affect pedestrian comfort;
- the presence of dogs on the Promenade (or if they access the Beach) could interfere with the habitat of migratory birds (the waterfront/beach area hosts a large number of migratory birds and their habitat);
- dog waste deposition on the Promenade, and its potential negative impacts to users and existing infrastructure; specific dog waste issues could include:
 - challenges in keeping the Promenade surface clean, given that most of it is constructed with pavers. Due to this condition, dog waste will likely get embedded in the joints between pavers, which in turn will require additional cleaning attention and time. Standard best practices for cleaning paved surfaces, such as pressure washing to remove waste and stains, cannot be used on pavers as this would erode the sand between paving stones and compromise the paver surface; and
 - the potential negative effects of dog waste deposition on the grass areas adjacent to the Promenade paved surface. Even as dog owners pick up dog waste deposited in grassed areas, there would still be dog urine and fecal residual in these areas, which are popular areas for sitting and people placing down blankets for picnics.

Implementation: Items to Consider

Anticipated City Costs

Approximate costs related to supporting the allowance of dogs on the Promenade include:

- \$10,000 to replace the current signs (affixed to the railway fences) on the Promenade, that identify the prohibition of dogs on the Promenade, with updated signage;
- \$2,000 capital cost to provide dog waste bag dispensers along the Promenade;
- \$16,000 annual cost to supply dog waste bags for the dog waste bag dispensers and approximately \$4,000 of labour resources, unless Council decides not to provide bags or to go with a bag supply model with a third party (outlined in further detail later in this report); and
- potential labour costs or resources associated with enforcement of the Bylaw (ie. ensuring dog owners are picking up dog waste) by City staff.

Dog Waste Commentary and Options

The Animal Control and Licensing Bylaw requires that dog owners possess ‘means of removing any defecation’ and that they clean up after their dog. Typically dog owners carry dog waste bags with them when they walk their dogs. Currently the Off-Leash Dog Area at Ruth Johnson Park is the only place in the City where dog waste bags are provided by the City.

If Council chooses to permit dogs on the Promenade, staff recommend that dog waste bag dispensers and reliable bag supply be in place to minimize potential dog waste impacts. If additional ‘Dog Waste’ bag dispensers and bags are considered to support the allowance of dogs on the promenade, as identified above there will be a cost to facilitate this, given that the Promenade is two (2) kilometers long. Staff note there are options that Council can consider regarding dog waste bags, some of which have been informed through discussion with the Dog Owners Group:

1. **No provision of dog waste bags by City** - The provision of bags remains the sole responsibility of dog owners; or
2. **Provision of dog waste bags and dispensers by City** - Placed in strategic locations along the promenade, likely involving eight (8) dispensers. Staff note the costs of this option include \$200 per dispenser (before tax) and \$16,000 annually for the bags (plus city labour resources of approximately \$4,000 to replenish the dispensers); or
3. **Provision of free dog waste bags and dispensers, through partnership with the business community** - Staff met with a local supplier who outlined an option whereby bags and dispensers would be supplied by this supplier, in exchange for permission to place advertisements adjacent to the dispensers. This model is used successfully in Parks in other communities. Council would need to consider whether this new paradigm permitting advertisements along the Promenade is appropriate.

While this approach will reduce costs for the City, staff do not support the placement of third party (business) advertisements on the Promenade. Currently there are no third party advertisements on the Promenade, and the potential placement of third party signage on the Promenade will require further negotiation with BNSF.

Potential Legal Approvals and Consultation

Burlington Northern Santa Fe (BNSF)

The Promenade is on land that the City leases from BNSF and the terms of this lease are identified in a Lease Agreement. The existing signage on the promenade is subsidiary to a ‘park’ use, which is permitted in the Agreement. However, it is possible that any changes to signage on the promenade such as the option for third party/business advertising (used as a revenue source to fund dog waste bags and dispensers) would need to be negotiated with BNSF, as a ‘change to the Agreement.’ The Agreement with BNSF also stipulates that First Nations must be consulted with respect to any proposed use, alteration or disturbance.

BNSF Operations staff have also expressed concern about dogs near the railway. However, this concern would be mitigated by ensuring all dogs would be on a leash under the control of their owner, as required by the Bylaw

If Council decides that third party/business advertising (used as a revenue source to fund dog waste bags and dispensers) is the preferred option rather than the City picking up this cost, then it is recommended that the City consult with BNSF and report back to Council on the outcomes prior to considering adoption of the proposed Bylaw amendment. However, if it is decided that the City fund these costs without the use of the third party/business advertising, then it is the view of staff that allowing dogs on the Promenade would not constitute a change of use and therefore the City would continue to operate in accordance with our current lease agreement with no requirement to consult with BNSF.

Semiahmoo First Nation

Staff also note that early feedback from the Semiahmoo First Nation is not supportive of dogs being permitted on the Promenade, due to dogs likely interfering with migratory birds (as they rest and conserve energy) and the potential for dogs to easily move onto the beach and impact that environment. However, this concern would be mitigated by ensuring all dogs would be on a leash under the control of their owner. The addition of dogs on the Promenade would not be expected to significantly add to this particular concern. However, it is always a good practice to consult with Semiahmoo First Nation on any contemplated practices on the Promenade or beach. The City has confirmed a Council to Council meeting with Semiahmoo First Nation on January 23, 2019, where this topic could be included for discussion.

Community

Given that there is community interest regarding the potential introduction of dogs on the Promenade, Council may wish to obtain public input on this topic prior to final consideration of the proposed Bylaw amendment.

Bylaw Enforcement:

As noted above, the Bylaw requires dog owners to clean up after their dog. If an owner does not do this, they may be fined \$150 as per the Ticketing for Bylaw Offences Bylaw, 2011, No. 1929. The Bylaw Enforcement Officers have achieved total compliance with this requirement, where it has become necessary to educate a dog owner of their responsibility to pick up their dog’s waste.

BUDGET IMPLICATIONS

As noted in this corporate report, the approximate cost for changing Promenade signage is \$10,000. The provision of dog waste bag dispensers is estimated to be \$2,000, unless Council directs staff to pursue an approach supported by third-party/business advertising. The operational cost for supplying dog waste bags is estimated to be \$16,000 annually (plus about \$4,000 of labour resources), unless an approach supported by third party/business advertising is selected.

Enforcement of the Bylaw (ie. ensuring dog owners are picking up waste) by City Bylaw Enforcement Officers and staff may involve additional labour resources.

These costs are not included in 2019 budget currently being prepared for Council consideration.

CONCLUSION

In response to Council’s December 10, 2018 resolution to allow dogs on the Promenade on a one-year, off-season (September 1 - April 30) trial basis, staff have prepared an amendment to the Animal Control and Licensing Bylaw, which if adopted by Council would put Council’s resolution into effect.

Staff recommend that Council give three readings of the proposed Bylaw amendment, and consider directing staff to arrange for a consultation process, as determined by Council, prior to Council considering final adoption of the Bylaw amendment.

Staff also recommend that Council provide direction to staff, on whether or not to pursue the option of a having a third-party/business providing dog waste equipment and allowing related advertising on Promenade, in the context of the potential need to renegotiate the Lease Agreement with BNSF.

Respectfully submitted,



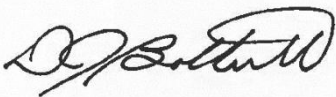
Carl Johannsen, MCIP, RPP
Director, Planning and Development Services



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

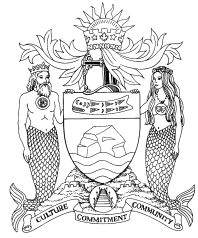
Comments from the Chief Administrative Officer:

I concur with the recommendations of this corporate report.



Dan Bottrill
Chief Administrative Officer

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: January 14, 2019
TO: Mayor and Council
FROM: Dan Bottrill, Chief Administrative Officer
SUBJECT: December 2018 Storm Event – Unanticipated Expenditures

RECOMMENDATION

THAT Council receive for information the corporate report dated January 14, 2018 from the Chief Administrative Officer, titled “December 2018 Storm Event – Unanticipated Expenditures.”

INTRODUCTION

This corporate report is provided as preliminary information regarding unanticipated expenditures due to damages suffered from the December 2018 Storm Event (the “Event”). It is provided in accordance with Council policy #322.

PAST PRACTICE/POLICY/LEGISLATION

Section 173 of the *Community Charter* authorizes that Council may make an expenditure for an emergency that was not contemplated for that year in its financial plan and is as follows:

Limit on expenditures

- 173** (1) *A municipality must not make an expenditure other than one authorized under subsection (2) or (3).*
- (2) *A municipality may make an expenditure that is included for that year in its financial plan, so long as the expenditure is not expressly prohibited under this or another Act.*
- (3) *A municipality may make an expenditure for an emergency that was not contemplated for that year in its financial plan, so long as the expenditure is not expressly prohibited under this or another Act.*
- (4) *The following apply in relation to the authority under subsection (3):*
- (a) *the council must establish procedures to*
 - (i) *authorize expenditures under that subsection, and*
 - (ii) *provide for such expenditures to be reported to the council at a regular meeting;*
 - (b) *if an expenditure is made under that subsection, as soon as practicable, the council must amend the financial plan to include the expenditure and the funding source for the expenditure;*
 - (c) *the authority under that subsection does not include the authority to borrow for the purpose of making the expenditure.*

Council Policy #322 – Emergency Expenditures, attached as Appendix A, outlines Council policy establishing procedures that are required in the event that emergency expenditures are contemplated in order “to provide prompt coordination of action or special regulation of persons or property to protect the health, safety, welfare of the best interests of the people of the City of White Rock; or to limit damage to property within the City limits.”

ANALYSIS

The Event caused substantial damage to our Pier and shoreline. The preliminary cost to reconstruct the Pier is estimated to be over five million (\$5M) dollars. The Pier is insured and the City is working with our insurance agent regarding the insurance requirements and process of reconstructing the Pier. The City has also engaged Marine Engineering Consultant to provide a preliminary design in order to position the City to tender the reconstruction.

The preliminary cost to repair and reconstruct the East Beach shoreline is estimated to be approximately \$500,000 - \$600,000. Work is already underway to remove logs and to coordinate with boat owners who still have submerged boats in Semiahmoo Bay.

The level of expenditures necessary to repair the damages to the Pier and shoreline are currently not included in the five-year bylaw. Notwithstanding that these expenditures have not been approved by bylaw, the City is taking immediate action and is currently authorizing expenditures in accordance with Council Policy #322 and supported by Section 173 of the *Community Charter*.

The full assessment of the damage is currently not yet complete. Staff will be providing a corporate report to Council on January 28, 2019. The corporate report will provide detailed information on the work performed to date, current status of these projects, and finally next steps.

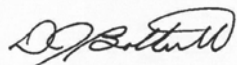
BUDGET

As noted above, the level of expenditures necessary to repair the damages to the Pier and shoreline are currently not included in the five-year bylaw. To date, the City has spent close to \$20,000 on engineering assessments and approximately \$50,000 on log removal, clean up and marine salvage. The City has also authorized work on a preliminary design for the pier. The design work is expected to cost approximately \$200,000 to \$250,000. The City is planning to introduce amendments to the financial plan for Council consideration on February 11, 2019. The amendments would include revised cost estimates as well as recommended funding sources.

CONCLUSION

This corporate report is provided in accordance with Council Policy #322. A further detailed report on the status of the storm event damages will be provided to Council at the next Regular Council meeting. A further corporate report introducing financial plan amendments to fund the expenditures will be provided to Council on February 11, 2019.

Respectfully submitted,



Dan Bottrill
Chief Administrative Officer

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



POLICY TITLE: EMERGENCY EXPENDITURES

POLICY NUMBER: FINANCE - 322

<i>Date of Council Adoption: September 28, 2015</i>	<i>Date of Last Amendment: November 4, 2013</i>
<i>Council Resolution Number: 2013-346, 2015-336</i>	
<i>Originating Department: Finance</i>	<i>Date last reviewed by Finance & Audit Committee: September 14, 2015</i>

Definition:

An emergency expenditure is any expenditure which is not in the financial plan and that is incurred to provide prompt coordination of action or special regulation of persons or property to protect the health, safety, welfare or the best interests of the people of the City of White Rock; or to limit damage to property within the City limits.

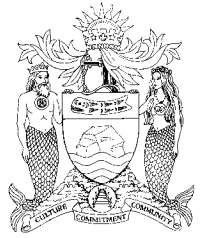
Policy:

1. Where an emergency arises requiring the expenditure of City funds, approval of such expenditure may be provided by the Chief Administrative Officer or the Director of Financial Services in the absence of the Chief Administrative Officer.
2. At the next Council meeting following the emergency, the Chief Administrative Officer, or designate, will report to Council on the nature of the emergency and the funds expended.
3. As soon thereafter as practicable, the Director of Financial Services will put forward a bylaw to amend the City’s Financial Plan to reflect the emergency expenditure.

Rationale:

The Community Charter requires the establishment of a process to authorize emergency expenditures that are not included in the financial plan.

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: January 14, 2019
TO: Mayor and Council
FROM: Sandra Kurylo, Director of Financial Services
SUBJECT: Revenue Anticipation Borrowing Bylaw, 2019, No. 2283

RECOMMENDATION

THAT Council receive for information the corporate report dated January 14, 2019 from the Director of Financial Services, titled “Revenue Anticipation Borrowing Bylaw, 2019, No. 2283.”

INTRODUCTION

This corporate report presents White Rock Revenue Anticipation Borrowing Bylaw, 2019, No. 2283 to Council for consideration of first, second and third readings. It is recommended to be adopted in the event that the City has to borrow money to meet 2018 expenditures prior to the collection of property taxes.

PAST PRACTICE/POLICY/LEGISLATION

Section 177 of the *Community Charter* authorizes Council, by bylaw adopted without the assent of the electors or the approval of the inspector, to borrow money as may be required to meet current lawful expenditures. When collected, revenue from property taxes must be used as necessary to repay this debt.

ANALYSIS

It has been standard practice that Council adopts a bylaw for this purpose each year. This is required by the City’s bank to ensure that the City’s line of credit is available on demand if needed. While there may be sufficient cash in reserves to cover day-to-day expenditures during this interim period, having the line of credit readily available is considered prudent for cash management purposes, including maximizing returns on the City’s investment portfolio.

CONCLUSION

It is recommended that White Rock Revenue Anticipation Borrowing Bylaw, 2019, No. 2283 be given first, second and third readings.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'S. Kurylo'.

Sandra Kurylo
Director of Financial Services

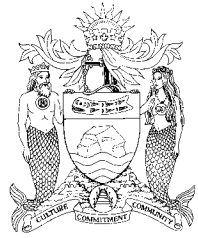
Comments from the Acting Chief Administrative Officer:

This corporate report is provided for Council's information.

A handwritten signature in black ink, appearing to read "Dan Bottrill", is centered on the page. The signature is written in a cursive style with a large, stylized initial "D".

Dan Bottrill
Chief Administrative Officer

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: January 14, 2019
TO: Mayor and Council
FROM: Eric Stepura, Director of Recreation and Culture
SUBJECT: Miramar Village Plaza Special Events 2019

RECOMMENDATIONS

THAT Council:

1. Receive for information the corporate report dated January 14, 2019, from the Director of Recreation and Culture, titled “Miramar Village Plaza Special Events 2019;” and
 2. Endorse the following events to be located on the open space located in Miramar Village Plaza for 2019:
 - a) Christmas on the Peninsula (November 23, 2019).
 - b) White Rock Farmers’ Market (May 5, 2019 – October 27, 2019); and
-

INTRODUCTION

Miramar Village Plaza (Plaza) is private property with a public right of way. The City of White Rock has the authority (granted in Air Space Parcel Plan BCP39026) to use, and to allocate the use of the Plaza for hosting City produced or sponsored events.

The purpose of this corporate report is to seek Council approval for the events that are proposed to be located in the Plaza in 2019.

PAST PRACTICE / POLICY / LEGISLATION

In accordance with the City/Bosa Air Space Parcel Plan BCP39026, the City has the authority to book and host public events in the Plaza, subject to Council approval.

ANALYSIS

Plaza Events Proposed for 2019

The special events held in the Plaza are important for building community spirit, attracting tourists to the Town Centre area and have a positive economic impact for local businesses.

The Plaza area is owned by the two (2) adjoining strata’s (Tower A and Tower B). The City does not have ownership of the property, but does have a statutory right of way for the use of the plaza area. Management of the maintenance and use of the Plaza is by the Miramar Management Committee (on which the City has a staff representative). For the City to hold events in the Plaza, Council approval is required.

City of White Rock staff regularly meet with representatives of Tower A and Tower B Miramar Strata Council's to discuss issues related to the maintenance, management and events held at the Plaza. Attached as Appendix A are the "Miramar Village Plaza Use Guidelines" that were approved by members of the Miramar Management Committee at their meeting held March 27, 2015.

One (1) of the guidelines for use of the Plaza is that "The two Miramar strata corporations be consulted for input prior to the White Rock City Council approval of special events scheduled for the Plaza." City staff have consulted with the two (2) Miramar Strata Councils and have received endorsement of the following special events proposed to be held at the Plaza in 2019:

a) White Rock Farmers' Market (May 5, 2019 – October 27, 2019)

The City of White Rock sponsors the White Rock Farmers' Market (Farmers Market') in order for the Farmers' Market to use the Plaza in accordance with our agreement with Bosa and Miramar Strata's. The City sponsorship of the Farmers' Market is limited strictly to the use of the Plaza. There is currently no financial sponsorship from the City to the Farmers' Market. However, the City does provide in-kind service in the form of power for some food and beverage vendors, and the use of the outside washrooms at the White Rock Community Centre at no charge to the Farmers' Market. The City uses contractors to clean those washrooms.

The Farmers' Market purchases liability insurance that names the City and the Miramar Strata's as additional insured for the use of the Plaza. In addition, the Farmers' Market also pays the City for the following services:

- Annual business license;
- Installation of a Pier banner; and
- Road and Right of Way Use Permit.

Discussions have been held between City staff, executive members of Miramar Strata Councils (Towers A and B) and organizers of the Farmers' Market, and the following terms have been agreed upon:

- One (1) year term, (2019);
- Farmers' Market setup cannot begin before 8:00 a.m.;
- Farmer's Market will contribute \$150.00/market day to Miramar Management Committee as a contribution to cover the costs of power, water and plaza maintenance and upkeep;
- Amplified music is not permitted in the Plaza;
- Only alcohol sold in sealed containers is permitted in the Plaza;
- removal of all garbage, recycling and clean-up of all litter is the responsibility of the event organizer;
- City of White Rock will secure a damage/security deposit for special events held in the Plaza which will be used to pay for site cleanup expenses that the event organizer failed to perform;
- Farmers' Market must obtain Comprehensive General Liability Insurance in the minimum amount of \$5,000,000M (five million dollars) for bodily injury, death or

property damage which names the City of White Rock and both Miramar strata's as additional insured;

- A road closure of the portion of Russell Avenue from Johnston Road to the entrance to the Plaza that has formerly been used for the Farmers' Market, (except in 2018) will again be permitted now that the Johnston Road revitalization project construction work has been completed. This road closure will be permitted on the condition that the Farmers' Market cannot impede access/egress of the underground parking lot and the front entrance to Miramar Tower A, 15152 Russell Avenue; and
- The forthcoming closure of the lane between Russell Avenue and Thrift Avenue through the Plaza south of the amphitheater (due to the construction of the two (2) new Miramar Towers) will reduce the number of vendor booths that can be accommodated in the Plaza for the duration of the estimated three (3) year construction period.

Bosa Properties has also been consulted, and they are supportive of the continuation of the Farmers' Market in the Plaza throughout the duration of their new tower construction period.

b) Christmas on the Peninsula (November 23, 2019)

The City of White Rock has in the past provided some financial support to Christmas on the Peninsula in the form of a grant-in-aid, plus some services in kind such as the use of City tents, power and other event related equipment. Some details about this annual event are as follows:

- A small outdoor component of the annual Christmas on the Peninsula event would be held in the open area in the Plaza between the two (2) Miramar Towers;
- All costs for this event including cleanup, installing and removal of decorative lighting and waste removal will be borne by the event organizers;
- Representatives of Miramar Tower A and Tower B Strata Councils have given their endorsement of this annual event for a one (1) year term; and
- The closure of the lane between Russell Avenue and Thrift Avenue through the Plaza south of the amphitheater (due to the construction of the two (2) new Miramar Towers) will require the rerouting of the Christmas on the Peninsula parade (similar to 2018) for the duration of the estimated three (3) year construction period.

Staff recommend that Council endorse and approve the White Rock Farmers' Market and Christmas on the Peninsula events in the Plaza for a one (1) year term (2019).

BUDGET IMPLICATIONS

Costs for the above community events will be paid for by the event organizers, which may or may not include services from the City.

CONCLUSION

The City of White Rock recognizes that special events are an important part of enjoying life in White Rock and provide affordable entertainment to its citizens. It also recognizes that special events enhance tourism, culture, and recreation, while providing an economic benefit to businesses in the City.

The special events recommended for approval in this corporate report will help promote White Rock Town Centre as a vibrant part of our city where people can live, work and play in an enjoyable atmosphere.

Respectfully submitted,



Eric Stepura
Director, Recreation and Culture

Comments from the Acting Chief Administrative Officer:

I concur with the recommendations of this corporate report.



Dan Bottrill
Chief Administrative Officer

Appendix A: Miramar Village Plaza Use Guidelines

APPENDIX A

Miramar Village Plaza Use Guidelines

Revised March 27 2015

Miramar Village Plaza is private property with a public Right of Way. Miramar Plaza is defined as the outdoor space between the two apartment towers at 15152 Russell Ave (Tower A) and 1473 Johnston Rd (Tower B). The White Rock Community Centre, is located on the ground floor of Tower A. Miramar Plaza is used to stage City of White Rock produced or sponsored special events. City of White Rock staff and special events organizers recognize this location is home to local residents and as such will operate as a good neighbor. City of White Rock and special event organizers will informally communicate, discuss, and reasonably resolve any conflicts or concerns.

Guidelines:

The two Miramar strata corporations will be consulted for input prior to the White Rock City Council approval of the Special Events scheduled for Miramar Village Plaza.

Miramar event calendars will be given to the strata corporations for information.

Due to noise bylaws, events are not permitted to begin setup prior to 8:00am.

Amplified music is not permitted unless prior approval has been granted by the City of White Rock.

No confetti is allowed in Miramar Village Plaza.

Only alcohol sold in sealed containers at the White Rock Farmers Market is permitted. Outdoor beer and/or wine gardens and tastings are not permitted unless prior approval has been granted by the City of White Rock.

The City of White Rock will secure a damage/security deposit for Special Events taking place in Miramar Plaza. This deposit will be used to pay for site cleanup expenses that the event organizer failed to perform.

Special Event organizers are obligated to ensure the site is clean after each event. This includes:

- All garbage, decorations, vendors, personal and rented equipment must be removed at conclusion of events.
- Removal of all garbage, recycling materials and clean-up of any litter is the responsibility of the event organizer.

In the event the Miramar Strata's are dissatisfied with the quality of site clean-up following City sponsored events, they are to contact White Rock Recreation and Culture at 604-541-2199 to discuss.

In keeping with the City of White Rock's Liability Insurance Policy Directive #108, event organizers must obtain Comprehensive General Liability Insurance protecting the City of White Rock against liability for bodily injury, death or property damage, arising out of the activity with the City, and both Miramar Strata's (BCS 3236 – 15152 Russell Ave and BCS 3237-1473 Johnston Rd.) must be named as an Additional Insured on the policy. The policy is to include inclusive coverage for the event from setup through to dismantling. Proof of insurance must be received by White Rock Recreation and Culture Department and both Strata Councils prior to the use of Strata property and/or City owned property (i.e. parks, facilities, or roads) covered under the special event application/permit.

Miramar Village Plaza Road Closures: A Right-of-Way (ROW) permit is required in order to close off any City roads. For Miramar Village Plaza events, a ROW can be considered that closes:

- Russell Ave. between Johnston Rd. and the east corner of the Tower A building.
 - Lane between Russell Avenue and Thrift Avenue

Please note: Road Closures are not permitted on Russell Ave. between Foster Street and the entrance/exit to the Plaza as this would impede access to the underground parking lot and the front entrance to 15154 Russell Ave.

Existing parking restrictions indicate no parking in front of 15152 Russell Street building.

Date Ratified by the Miramar Plaza Management Committee - March 27, 2015

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

STAFF: D. Bottrill, Chief Administrative Officer
T. Arthur, Director of Corporate Administration
C. Johannsen, Director of Planning and Development Services
C. Isaak, Manager of Planning
F. Farrokhi, Manager of Communications and Government Relations
E. Stepura, Director of Recreation and Culture
S. Lam, Deputy Corporate Officer

Press: 0
Public: 13

1. **CALL MEETING TO ORDER**
The Chairperson called the meeting to order at 6:00 p.m.

2. **ADOPTION OF AGENDA**

2018-G/L-036

It was MOVED and SECONDED

THAT the Governance and Legislation Committee adopts the agenda for December 10, 2018 meeting as circulated.

CARRIED

3. **ADOPTION OF MINUTES**

a) Governance and Legislation Committee Meeting – November 19, 2018

2018-G/L-037

It was MOVED and SECONDED

THAT the Governance and Legislation Committee adopts the minutes of their meeting held November 19, 2018 as circulated.

CARRIED

4. **COUNCIL AND COMMITTEE PROCEDURE BYLAW, 2018, NO. 2232**

The Council and Committee Procedure Bylaw was placed on the agenda at the call of the Chairperson for discussion / review and consideration of any amendments Council would like to make to the bylaw.

The following discussion points were noted:

- Earlier agenda distribution time would be helpful
Wednesdays evenings, 5 out of 7 Council members are new and would find it beneficial to have the additional time with the agenda.

2018-G/L-037

It was MOVED and SECONDED

THAT the Governance and Legislation Committee directs staff to bring forward the following amendment to the Council and Committee Procedure Bylaw, 2018, No. 2232:

- Agenda packages will be ready for distribution on the Wednesday prior to the scheduled Council Monday meeting.

CARRIED

Following discussion it was clarified that Council are able to contact staff in regard to the corporate reports on the agenda, this is helpful for all. It will enable staff to have the information ready for the meeting resulting in Council having the information they need to make an informed decision.

5.

STRATEGIC PLANNING

Corporate report dated December 10, 2018 from the Chief Administrative Officer titled “Strategic Planning”. Council Policy 114 (Council Goals/Priorities/Strategic Planning Process) was attached to the corporate report for reference purposes it provides direction to the Chief Administrative Officer to schedule a facilitated session within ninety (90) days following the local government election. The Committee, at this time, may also consider further amendments to Policy 114.

A facilitated forum at the White Rock Community Centre
January 9 (5:00 p.m. to 9:00 p.m.)

Forum points noted:

- The public may come and go through the time
- Set up different tables with each table having a different topic
- Facilitated by Gordon McIntosh
- Wording around the name and descriptor of the Community Forum and Survey will be very important

2018-G/L-038

It was MOVED and SECONDED

THAT the Governance and Legislative Committee:

1. Receive for information the corporate report dated December 10, 2018 from the Chief Administrative Officer, titled “Strategic Planning;” and
2. Follow the information provided within the corporate report as direction to staff regarding next steps in the strategic planning process,
 - A Community Forum be held Jan 9 (5:00 p.m. until 9:00 p.m.) and a second Community Form to be held January 10 (9:00 a.m. to 1:00 p.m.)
 - Location: White Rock Community Centre;
 - A survey will be drafted (Council will have opportunity for feedback as to the survey content), the survey will be offered on-line and hard copies to be available at all City facilities

CARRIED

The Chief Administrative Officer noted that following the two (2) community forums, there will need to be a day long facilitated session to work through the information so Council may define their Corporate Priorities.

2018-G/L-039

It was MOVED and SECONDED

THAT the Governance and Legislative Committee directs staff to schedule on February 8 (or alternate time where the facilitator is available) for a full day 9:00 a.m. – 4:00 p.m. facilitated Governance and Legislation Committee meeting where the goal will be to work through a designated process where Council can utilize the public input and define their Corporate Goals, Objective and Priorities.

CARRIED

Councillor Chesney voted in the negative

6.

POLICY REVIEW

The following policies were brought forward at the call of the Chairperson for review and consideration:

The Governance and Legislative Committee reviewed policy105 - Council Orientation and noted a clerical matter within the first paragraph where it was noted that the number “30” needs to be removed.

2018-G/L-040

It was MOVED and SECONDED

THAT the Governance and Legislative Committee following review of Council Policy 106 - Council Remuneration and directed staff to bring the policy back before the Committee at the end of March, 2018 with information in regard to the City of Pitt Meadows, City of Port Moody and City of Langley progress in regard to addressing the recent tax amendments.

CARRIED

Councillors Johanson and Kristjanson
voted in the negative

2018-G/L-040

It was MOVED and SECONDED

THAT the Governance and Legislative Committee following review of Council Policy 111 - Order of Proceedings and Business for Council Agendas endorsed the policy as circulated with the agenda now referencing Question and Answer Period and minor wording amendment for clarity to the conclusion.

CARRIED

2018-G/L-041

It was MOVED and SECONDED

THAT the Governance and Legislative Committee following review of Council Policy 114 - Councils Goals directed staff to amend the policy in regard to the following:

- Priority setting will include public input / engagement as part of the process;
- CAO is required to ensure dates are established for a facilitated Community Forum to obtain public feedback for consideration by Council when setting their Corporate Goals, Objective and Priorities;
- CAO is required to ensure dates are established for a facilitated open meeting(s) as a follow up to the Community Forum in order for Council to set their Corporate Goals, Objective and Priorities.

CARRIED

MEETING POSTPONED-RECESS / RECONVENE

2018-G/L-042

It was MOVED and SECONDED

THAT the Governance and Legislative Committee postpones the December 10, 2018 Governance and Legislation meeting until the conclusion of the December 10, 2018 regular Council meeting directly following the Governance and Legislation meeting will be reconvened in the City's Council Chambers.

CARRIED

2018-G/L-043

It was MOVED and SECONDED

THAT the Governance and Legislative Committee reconvenes the December 10, 2018 Governance and Legislation meeting at 9:58 p.m. with all noted members of Council and all noted staff in attendance.

CARRIED

Staff were asked to bring back the rest of the listed policy review agenda items not discussed as follows and in addition Items 7. Community Special Events Policy – 710 and 8 Call For Future Governance and Legislation Committee Agenda Items to the next Governance and Legislation Committee meeting to be held January 14, 2019:

- 119 - Communication Mayor/Staff
- 126 - CAO Performance Review
- 133 - Internal Handling of Media
- 134 - Press Releases
- 135 - Recognition/Strategic Messages
- 136 - Managing City's Social Media

The following policies have been brought forward by staff following the Mayor establishing standing committees. The required Terms of Reference for the noted committees are on the agenda for review and consideration:

- 142 – Terms of Reference: Governance and Legislation Committee
- 145 – Terms of Reference: Finance and Audit Committee
- 155 – Terms of Reference: Land Use and Planning Committee

CARRIED

7.

COMMUNITY SPECIAL EVENTS POLICY – 710

Corporate report dated December 10, 2018 from the Director of Recreation and Culture titled "Community Special Events Policy – 710".

2018-G/L-037

It was MOVED and SECONDED

THAT the Governance and Legislation Committee:

1. Receive for information the corporate report dated December 10, 2018 from the Director of Recreation and Culture, titled “Community Special Events Policy - 710;” and
2. Endorse the “Community Special Events Policy – 710” as outlined in this corporate report.


8. CALL FOR FUTURE GOVERNANCE AND LEGISLATION COMMITTEE ITEMS

Opportunity for any members of the Committee who wish to have items brought forward for discussion at the next Governance and Legislation Committee to state them at this time.

9. CONCLUSION OF THE DECEMBER 10, 2018 GOVERNANCE AND LEGISLATION COMMITTEE AGENDA MEETING

The Chairperson declared the meeting concluded at 9:59 p.m.

Councillor Fathers, Chairperson



Tracey Arthur, Director of
Corporate Administration

PRESENT: Councillor Fathers, Chairperson
Mayor Walker
Councillor Chesney
Councillor Johanson
Councillor Kristjanson (arrived at 4:06 p.m.)
Councillor Manning
Councillor Trevelyan

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

Press: 0
Public: 6

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

2. **ADOPTION OF AGENDA**

2018-LUP-050 **It was MOVED and SECONDED**
THAT the Land Use and Planning Committee adopts the agenda for
December 10, 2018 as circulated.

CARRIED

3. **ADOPTION OF MINUTES**

a) November 19, 2018 – Land Use and Planning Committee Meeting

2018-LUP-051 **It was MOVED and SECONDED**
THAT the Land Use and Planning Committee adopts the minutes of the
November 19, 2018 meeting as circulated.

CARRIED

Councillor Kristjanson arrived at the meeting at 4:06 p.m.

4. **PROCESS FOR OFFICIAL COMMUNITY PLAN AND ZONING
AMENDMENTS FOR THE LOWER TOWN CENTRE AND
1310 JOHNSTON ROAD**

Corporate report dated December 10, 2018 from the Director of Planning and
Development Services titled “Process for Official Community Plan and Zoning
Amendments for the Lower Town Centre and 1310 Johnston Road”.

The corporate report was presented by the Director of Planning and Development Services and the following discussion points were noted:

- It is noted in the corporate report that 1310 Johnston Road, 12 to 6 stories (draft zone heights from the November 7, 2018 special meeting), it is through a further review of the Official Community Plan (OCP) that may indicate a lower or taller height for this property. This is amendable, Council may amend the draft zones.
- It was clarified that height in the area is not being set at this time (it was required there be a draft zone to begin the review process) for this purpose only it was stated as six (6) stories. There will be public input for this. Once input has been received and reviewed along with a technical report then Council will consider their decision.

2018-LUP-052

It was MOVED and SECONDED

THAT Land Use and Planning Committee recommends that Council direct staff to proceed with the public consultation process for the proposed bylaw amendments outlined in the December 10, 2018 corporate report titled “Process for Official Community Plan and Zoning Amendments for the Lower Town Centre and 1310 Johnston Road”.

CARRIED

2018-LUP-053

It was MOVED and SECONDED

THAT Land Use and Planning Committee:

1. Receives for information the corporate report dated December 10, 2018 from the Director of Planning and Development Services, titled “Process for Official Community Plan and Zoning Amendments for the Lower Town Centre and 1310 Johnston Road”; and
2. Recommends that Council direct staff to send an invitation, along with a copy of this report, to landowners affected by the proposed bylaw amendments (all those in the 1300-block of Johnston Road) to meet with Council and/or submit written correspondence to Council regarding the proposed amendments.

CARRIED

5.

2019 OFFICIAL COMMUNITY PLAN REVIEW: PROPOSED SCOPE AND PROCESS

Corporate report dated December 10, 2018 from the Director of Planning and Development Services titled “2019 Official Community Plan Review: Proposed Scope and Process”.

The corporate report was presented by the Director of Planning and Development Services and the following discussion points were noted:

- Discussions will be important to be held with the City of Surrey, in regard to their plans north of North Bluff Road.
It was noted this is currently underway where staff have been in contact in regard to the City of Surrey’s Semiahmoo Town Centre Plan
- Parking considerations, it is best to work through this as one (1) common matter

- It was confirmed that each phase of the review will include an opportunity for public consultation where there will be a series of meetings to obtain feedback and it will be reported back to the Land Use and Planning Committee via a summarizing report. Also toward the end of the process there will be a further public hearing held for the OCP as a whole (including all the phases)
- Would like to see that all input from the public consultation be noted and include information as to how the City did (are the public satisfied that what they noted during the process was captured)
- Business protection for those who want to relocate in the City – Good Neighbour Policy is being brought forward and business protection can be explored further at that time. An objective would be to enhance the ability for businesses to move within the City so they being able to obtain business continuity.
- Single family areas east side and west side of the City
- Rezoning from single family to multi-family development
- Additional funds of \$50,000 are required for the waterfront portion of the OCP review in order to give assistance with the public consultation process as well for Urban Design Landscape Architecture including character defining elements - what should be the boundaries – what are their identifiers
- Why is the Town Centre not being included as a height review? It is currently stated that growth concentration is to be in the Town Centre along with an Urban Design Plan
- Want to ensure the public have their input as to what they would like to see in the OCP (believe the review must include the Town Centre)
- FAR and height must be included
- Parking, ensure that there is enough on site
- Rent evictions, developer to give rent at previous amount for the previous renters

The OCP review scope as presented was reviewed.

2018-LUP-054

It was MOVED and SECONDED

THAT the Land Use and Planning Committee:

1. Receives for information the corporate report dated December 10, 2018, from the Director of Planning & Development Services, titled “2019 Official Community Plan Review: Proposed Scope and Process”;
2. Endorses the proposed scope, consultation approach and process for the 2019 OCP Review and direct staff to commence the OCP review; and
3. Recommends that Council authorize \$50,000 in funding to conduct the 2019 OCP Review.

2018-LUP-055

Amendment to the Main Motion

It was MOVED and SECONDED

THAT the Land Use and Planning Committee amends the proposed scope of the consultation approach and process for the 2019 OCP review to include the Town Centre as part of the project scope.

DEFEATED

Councillors Chesney, Fathers, Trevelyan
and Mayor Walker voted in negative

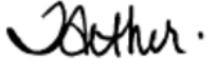
Question was called on the Main Motion and it was

CARRIED
Councillors Johanson, Kristjanson
and Manning voted in the negative

**6. CONCLUSION OF THE DECEMBER 10, 2018 LAND USE AND PLANNING
COMMITTEE MEETING**

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

Councillor Fathers, Chairperson



Tracey Arthur, Director of
Corporate Administration

Unapproved

PRESENT: Councillor Fathers, Chairperson
Mayor Walker
Councillor Chesney (arrived at 4:32 p.m.)
Councillor Johanson
Councillor Kristjanson
Councillor Manning
Councillor Trevelyan

STAFF: D. Bottrill, Chief Administrative Officer
T. Arthur, Director of Corporate Administration
C. Johannsen, Director of Planning and Development Services
J. Nyhus, Manager of Building and Bylaw Enforcement

Press: 0
Public: 5

1. **CALL MEETING TO ORDER**
The Chairperson called the meeting to order at 4:30 p.m.

2. **ADOPTION OF AGENDA**

2019-G/L-001 **It was MOVED and SECONDED**
THAT the Governance and Legislation Committee adopts the agenda for
January 7, 2019 meeting as circulated.

CARRIED

Councillor Chesney arrived at the meeting at 4:32 p.m.

3. **PLANNING AND DEVELOPMENT SERVICES ORIENTATION**
Director of Planning and Development Services gave an orientation on his department in two (2) parts – Planning Policy and Process and Building Permits and Processes, Licencing and Bylaw Enforcement. A PowerPoint presentation was attached to the agenda with the “On Table” addition of a side titled “Subdivision Process” for reference.

The following reference materials were provided under a separate cover:

- Official Community Plan (OCP)
- White Rock Zoning Bylaw (including Schedules A, B, and C)
- Town Centre Urban Design Plan
- Planning Procedures Bylaw

a. **Planning Policy and Processes**
The Director of Planning and Development Services summarized the City’s Planning and Policy processes.

There was discussion through the presentation and the following comments were noted:

What are the types of businesses / licenses were issued by the City for 2018?

There is an updated number where staff, now given the data is complete for 2018, were able to report in regard to 2018 there were 2145 business licenses issued including:

- 536 resident business (storefront / commercial)
- 163 home based operations
- 1383 non-resident business licences (trades persons coming into the City to work)

Do we know what the office vacancy rate is?

Staff do not have statistics at this time, it appears to be low (few vacancies evident from observing commercial areas).

How much available office space is there?

Staff do not have statistics at this time, it appears there is lower availability as more sites are being more readily occupied as well as new space is being utilized right away.

Does the floorplate determine the height?

Staff noted that floorplate influences the height of a building (floorplate is the square footage per storey of a building) through the building's lot coverage; the primary driver of building height is the floorspace (density or 'FAR') that can be generated on a lot, based on the lot's area. Staff also noted that floorplates stay relatively uniform in most buildings above 8 to 10 storeys, but once you go above 33 – 34 stories, you need larger foundation / additional elevator(s) to accommodate etc.; above this height the floorplates typically get larger in area.

Does it make a difference the type of land / size of floorplate / size of stories?

Staff noted, geotechnical analysis is required (soil conditions are very important) with higher buildings there is more pressure for the foundation and more deep/robust foundations are required. The Foster Martin project has a large underground parkade/foundation which is a factor in regard to this (each building requires an individual review of the foundation specific to the site conditions).

Does the Development Permit Guidelines address minimization of disruption during construction to local businesses?

Staff acknowledge re-development can be disruptive, helping business relocate within the City, processing permits quickly and work with developers on having tenants come back to the site once complete are all matters they have worked with and ways to help address this. Development Permit Guidelines only contain guidelines regarding form and character.

Is there a policy to prevent development when there is a lot of development already underway?

Staff noted Council has authority over land use (Zoning and OCP) (however when they are addressing a Development Permit it is only the form and character that Council can base their decision on).

Staff noted there is no current policy in this regard and noted that property owners have their property rights. The property owner is entitled to development in accordance with the OCP and Zoning Bylaw so in these circumstances Council may determine timing, pace of development and deferment through considering approval or denial of individual rezoning applications (as permitted under the *Local Government Act*).

Disruption of local business during construction that is contracted by the City - is there policy in place to ensure matters are being addressed?

Staff noted that yes this is something that the City addresses, it is important to have the land owners involved in the process and be made aware of what is occurring early in the process.

Can the City develop a bylaw or policy that would ensure businesses on the waterfront are open year round?

Staff noted that it is a complex issue but can be explored as a global review of the waterfront area.

It was noted that the Development (DP) Guidelines appear to be flexible; are there metrics on how well the DP guidelines were met?

This is an area that does allow for interpretation / discretion. The applicant is required to state how they are meeting the DP guidelines and this information is included in the corporate report that comes forward from staff, for Council consideration.

The City is now doing an OCP review where rules and guidelines will be set up (ie. Waterfront area) and metrics from past projects can be considered during that process

Meeting Recess / Reconvened

In accordance with the agenda at 6:30 p.m., the Chairperson called a 30-minute recess.

The Chairperson at 7:01 p.m. reconvened the meeting with all noted members of Council and staff in attendance

The Director of Planning and Development Services continued his presentation about the Town Centre Urban Design Plan section.

The proposed Development at 1454 Oxford, approval of the Development Permit (form and character) is still required.

Staff noted that there is a signed phased development agreement for the site that is active and does not terminate until 2027

2019-G/L-002

It was MOVED and SECONDED

THAT the Governance and Legislation Committee requests a detailed corporate report regarding the Development at 1454 Oxford Street including the information around the subdivision decision be forwarded to Council.

CARRIED

b. Building Permits and Processes, Licencing and Bylaw Enforcement

The Director of Planning and Development Services and the Manager of Building and Bylaw Enforcement gave a PowerPoint presentation that summarized the City's processes with respect to Building Permits, Licencing, and Bylaw Enforcement.

Discussion ensued and the following comments were noted:

Tree Management Plan should be set up with the goal to retain trees (concern noted with the Miramar development where cherry trees were removed; staff noted that more replacement trees will be planted at the Miramar site than the number of trees that were removed due to building construction and frontage renewal, and the need to provide overhead protection during construction).

Johnston Road Revitalization, would like to have seen the City re-plant "sizable" trees.

Can the City's RS 1 lot zone be amended so "mega houses" cannot be built property line to property line?

Staff noted this can be done through a zoning bylaw review, which will involve a public process, to review potential changes to the zone (ie. reducing lot coverage).

2019-G/L-003

It was MOVED and SECONDED

THAT the Governance and Legislation Committee requests a corporate report as to how the City can review fair and reasonable setbacks requirements for housing, still allowing larger homes but they must be in keeping with the surrounding neighbourhood.

CARRIED

2019-G/L-004

It was MOVED and SECONDED

THAT the Governance and Legislation Committee requests a corporate report by February 25, 2018, with information in regard to *White Rock Sidewalk Use Agreement Bylaw, 2017, No. 2203* and the possible suspension of a fee for all sidewalk usage for a 12 month trial period.

CARRIED

Concern was noted with illegal secondary suites and operating Airbanb without licenses


Staff noted the accessory vacation rental operations are permitted when there is a legal secondary suite that includes adequate parking and a business license is required.

Secondary suites is a matter that could be reviewed further including the fact that there in some cases more than one (1) suite in a location and this is a form of affordable rental housing in the community.

4. **CONCLUSION OF THE JANUARY 7, 2019 GOVERNANCE AND
LEGISLATION COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 9:14 p.m.

Councillor Fathers
Chairperson



Tracey Arthur, Director of
Corporate Administration

Unapproved

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



POLICY TITLE: COUNCIL ORIENTATION

POLICY NUMBER: COUNCIL - 105

<i>Date of Council Adoption:</i> October 5, 2009	<i>Date of Last Amendment:</i> March 25, 2013
<i>Council Resolution Number:</i> 2009-477, 2013-082	
<i>Originating Department:</i> Administration	<i>Last reviewed by the Governance & Legislation Committee:</i> December 10, 2018

Policy:

It is the policy of the City to ensure that a comprehensive briefing for elected municipal officials is undertaken within sixty (60) ~~30~~ days following municipal elections and by-elections. The comprehensive briefing will provide information on all aspects of the municipality's operations and procedures, as well as outstanding issues and concerns.

Specific Objectives:

1. Considerations for orientation may include:
 - (a) Provide an opportunity for the new Council to receive information about the organization and the processes for Local Government;
 - (b) Provide an opportunity for senior staff to explain the operation of their respective departments and acquaint the new Council with relevant issues, department concerns, outstanding and future issues and other matters;
 - (c) Lay the foundation for an ongoing attitude of frank discussion, trust and teamwork between elected and appointed officials in the municipality;
 - (d) Familiarize the new Council with procedures, goals, rules and regulations that pertain to the operation of the Council;
 - (e) Discuss with the new Council the duties and responsibilities, as they are understood, of staff and Council (as a whole), individual Council members, their relationship to staff, and provide an opportunity for the new council to be acquainted with the municipal operation and programs.

Responsibilities:

2. The Council (or its designated committee) will:
 - (a) Amend and adopt changes to the Council Orientation Policy, as necessary;

3. The Chief Administrative Officer (or designate) will:
 - (a) Ensure the proper implementation of the Council Orientation Policy;
 - (b) Recommend to Council any changes to the Council Orientation Policy;
 - (c) Assist in the development and maintenance of an orientation program for each new Council;
 - (d) Develop a curriculum and arrange for organization of all aspects of the briefing sessions.

4. Directors and Managers will:
 - (a) Assist and if the Chief Administrative Officer requests participate in the orientation sessions for each new Council as appropriate.

General Provisions:

5. Information covered during the briefing sessions or included within information provided prior should include an overview of:
 - (a) Operating structure of the municipality;
 - (b) Municipal operating process;
 - (c) Council meeting procedures;
 - (d) Information and/or Terms of reference for all departments, boards, commissions and committees and information on the operation of each;
 - (e) Roles, responsibilities and relationships of appointed and elected municipal officials;
 - (f) Legislation of which Council should be made aware;
 - (g) Areas, concerns, issues outstanding or anticipated;
 - (h) Resource material of which Council members should have knowledge;
 - (i) Details of Council participation in benefit plans;
 - (j) Details of Council travel and accident insurance coverage;
 - (k) Council Policies; and
 - (l) Review of technology offered by the City – overview, instruction opportunities

Rationale:

Ensure that new Council for each term are given essential information regarding the operation of the municipality, current items of interest and their role as a member of Council. Having this policy in place also enables the Chief Administrative Officer to book, well in advance; any speakers/facilitators they feel would be needed to make this process a success.

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



POLICY TITLE: ORDER OF PROCEEDINGS AND BUSINESS FOR COUNCIL AGENDAS

POLICY NUMBER: COUNCIL - 111

<i>Date of Council Adoption:</i> July 13, 2009	<i>Date of Last Amendment:</i> June 15, 2015
<i>Council Resolution Number:</i> 2009-382, 2013-082, 2015-214	
<i>Originating Department:</i> Administration	<i>Date last reviewed by the Governance and Legislation Committee:</i> December 10, 2018

Policy:

The agenda for all regular Council meetings may contain the following matters in the order in which they are listed below or as needed where the Mayor, Chief Administrative Officer or City Clerk deem appropriate this order may be varied to accommodate necessary situations:

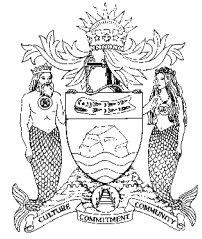
- 1) Call Meeting to Order
- 2) Adoption of Agenda
- ~~3)~~ Adoption of Minutes
- ~~3)4)~~ Question and Answer Period
- ~~4)5)~~ Delegations / Petitions
- ~~5)6)~~ Corporate Reports and Presentations
- ~~6)7)~~ Minutes and Committee Recommendations (Standing and Select)
- ~~7)8)~~ Bylaws and Permits
- ~~8)9)~~ Correspondence
- ~~9)10)~~ Mayor and Councillor Reports
- ~~10)11)~~ Motions and Notices of Motion
- ~~11)12)~~ Release of Items from Closed Council Meeting(s)
- ~~12)13)~~ Other Business
- ~~13)14)~~ Conclusion of the Meeting

Note: In the event Council will be making a special presentation or recognizing an individual(s) or organization this opportunity will be placed on the agenda directly following the meeting being called to order.

- (2) The agenda for all Special Council meetings may contain whatever items are listed for consideration at that meeting.
- (3) Particular business at a Council meeting must be taken up in the order in which it is listed on the agenda **unless otherwise amended by ~~resolved by~~ Council through resolution.**

Rationale:

This item is established under a policy enabling Council and staff to work through the order of business for Council agendas. Previously it has been included in the Council Procedure Bylaw. Due to the nature of the policy this item does not affect the decision making process, it is an operational aspect of the meeting agenda. A Council Procedure Bylaw requires readings that would involve at least two meetings to complete. It is more efficient to have an item of this nature addressed through a policy where unusual circumstances can be addressed by staff or it can be amended by Council through a single consideration should the need arise.



POLICY TITLE: COUNCIL GOALS / PRIORITIES / STRATEGIC PLANNING PROCESS

POLICY NUMBER: COUNCIL - 114

<i>Date of Council Adoption:</i> June 15, 2015	<i>Date of Last Amendment:</i> June 15, 2015
<i>Council Resolution Number:</i> 2010-071, 2013-082, 2015-214	
<i>Originating Department:</i> Administration	<i>Date last reviewed by the Governance and Legislation Committee:</i> December 10, 2018

Policy:

Facilitated Strategic Planning Session (Council Goals/Priorities and Strategic Plan)

Within ninety (90) days following a scheduled election the Chief Administrative Officer will arrange for Council to have a facilitated session in order to establish Council Goals / Priorities and Council Strategic Plan. The session will include Council, Chief Administrative Officer and Senior Management Team, as deemed necessary. The purpose of the Strategic Planning Session is to create an updated set of Council Goals for Council’s approval to be included in the City’s Annual Report.

Council Strategic Plan

The Council Strategic Plan will define the City’s priorities and future direction and be utilized as a tool for decision making, including allocation of resources, in order to ensure the vision of Council is at the foresight during decision making and daily activities carried out by city Staff. The Council Strategic Plan may include performance measures, as outlined in the facilitated session, for each Council Goal category.

The Council Strategic Plan will be completed (first year of Council) by the end of January and will be reviewed regularly throughout the year and updated as required.

Priority Setting

Priority setting is an integral part of the City’s Strategic Planning Process. As such, a public input/engagement component will be included as part of the process.

The Chief Administrative Officer will establish dates for public engagement events (such as a forum) where Council can collect feedback. The feedback will be reviewed in a facilitated open meeting(s) as a follow-up to the public engagement event. The information will be considered when setting the City’s Corporate Goals, Objectives, and Priorities.

Work plans

From the time Council adopts / reviews the Council Strategic Plan, staff will adjust their annual work plan in order to address Council goals/priorities and Strategic Plan.

When it is applicable corporate reports to Council will note category / goal that the report subject addresses.

Rationale:

Each Council as they begin a new term will have a new set of Goals and Priorities. From the Goals and Priorities established a Council Strategic Plan will be developed to incorporate the vision of the new Council. This document will be the basis for decision making and staff work plans throughout the term.

This policy sets out an annual process that will encompass both during the first year of term the development of the new Council’s Goals and Priorities and a Council Strategic Plan as well as regular reviews ensuring the document is up to date with the latest information and considerations of City Council.

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



POLICY TITLE: **TERMS OF REFERENCE:**
 TOUR DE WHITE ROCK COMMITTEE

POLICY NUMBER: **COUNCIL - 144**

<i>Date of Council Adoption: February 2, 2015</i>	<i>Date of Last Amendment: November 7, 2016</i>
<i>Council Resolution Number: 2015-043, 2015-214, 2016-483</i>	
<i>Originating Department: Recreation and Culture</i>	<i>Date last reviewed by the Governance and Legislation Committee: November 7, 2016</i>

Policy:

The Tour de White Rock Committee is mandated by City Council to organize, promote, and host a high profile elite caliber cycling event called the Tour de White Rock. The Committee will have the authority to act on behalf of the municipality to ensure the cycling event is a success through revenue generation, acquiring corporate sponsorship, developing business community relations, event marketing and arranging race day activities and entertainment. The Committee will govern the event, and be responsible for developing operating principles.

Committee General Terms

Term

The Committee appointments will be made by City Council every two years, ~~expiring December 31st 2018.~~ [expiring December 31st 2018.](#)

Committee Structure (Membership)

The Committee will consist of up to nine (9) voting members appointed by Council from the community at large, *1 member from the community with expertise in planning and organizing cycling races, one non-voting member of Council and *City staff as required (non-voting).

The Committee will consist of the following positions: Chairperson, Vice Chairperson, Race Director, Treasurer, Secretary, Sponsorship, Community Events, Marketing and Communications and Business Liaison.

*The Race Director will have expertise in planning and organizing cycling races, and is responsible for course layout, safety, and liaises with Cycling BC officials and City staff regarding race options. The race and course design is delegated to the Race Director in consultation with City staff. It is essential that the primary consideration of the course and race design meet the safety and technical requirements for a professional cycling event.

*The Race Organizer will be a City staff member who will be responsible for event logistics, operations, including insurance requirements and coordinating inter-municipal staff resources.

*The Director of Recreation and Culture will oversee the operation of the Committee to ensure it abides by the Terms of Reference and stays within budget.

Chairperson / Vice-Chairperson

The Committee will appoint a Chairperson and a Vice-Chairperson from among its voting members at the Committee's inaugural meeting.

Meetings

- a) The Committee 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 of the Committee may call a meeting of the Committee, with a minimum of twenty-four (24) hours' notice to the Committee members, in addition to the scheduled meetings or may cancel a meeting.
- c) Quorum for meetings shall mean a majority of all of its Committee voting members.
- d) If there is no quorum of the Committee 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 Committee meetings are open to the public unless designated as closed to the public (in accordance with the *Community Charter*) by the Committee. The public would attend the meeting to observe only. When deemed relevant to the discussion of a particular item of business under consideration by the Committee, the Chairperson may, with majority consent of those Committee members in attendance, give permission to a member of the public in attendance to speak to the item in question.
- f) Meetings shall last no longer than two (2) hours, except under extraordinary circumstances as agreed to by the Committee members present.
- g) If a member:
 - i) fails to attend three (3) consecutively held meetings of the committee, or
 - ii) fails to attend a committee meeting in any sixty (60) day period, providing a meeting of the committee 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~~Corporate Officer where there have been two (2) consecutive absences without consent. The ~~City Clerk~~Corporate Officer will make contact with the Committee member.

- h) Any person with particular expertise, including municipal staff may be invited by the Chairperson or staff member of the Committee to attend a Committee meeting in order to provide information or advice, but only members appointed by City Council may vote on matters coming before the Committee.
- i) The office of the ~~City Clerk~~Corporate Officer will be responsible for preparing Committee meeting agendas, minutes, updating Terms of Reference policy, meeting schedule, and administrative support to the Committee. Agendas and approved minutes will be posted on the City's website.
- j) Committee minutes, with recommendations noted, will be forwarded to Council for information and action as required.
- k) A Committee meeting or a portion thereof may be closed to the public pursuant to Sections 90 and 93 of the *Community Charter*.
- l) The Committee may hear and consider representations by any individual, group or organization on matters referred to the Committee by Council.
- m) Where a member of a Committee, their family, employer or business associates have any interest in any matter being considered by the Committee, that member will absent themselves from all aspects of consideration of that matter by declaring a Conflict of Interest.
- n) Committee chairpersons and staff liaisons will prepare an annual report to be submitted to the Chief Administrative Officer for review and to be forwarded to City Council.
- o) A Committee cannot direct staff to take any action which is contrary to existing policies or directives or establish policies for the City.
 - i) any such action must be referred to Council for consideration and adoption;
 - ii) the staff member assigned to the Committee or the Chief Administrative Officer may advise the committee of existing policies or directives and the needs to refer the matter to Council prior to taking any action.
- p) On routine matters such as organizing or setting up yearly or ongoing events or projects which do not have budget implications or have received prior budget approval, the Committee may make decisions without the approval of Council, provided that the Committee works with the staff member assigned to that Committee on those matters.
- q) On broader matters such as organizing or setting up major or unusual events or projects which do not have budget implications, the Committee must receive prior approval from Council.

- r) The Committee Chairperson may appoint members to a subcommittee to consider, inquire into, report and make recommendations to the Committee for a specific purpose.
- s) Members of the Committee are not permitted to speak directly with the media on behalf of the Committee.

Finances

The Committee is responsible for preparation and administration of an event budget. The budget is to be managed so the municipal subsidy as approved by City Council is not to be exceeded, however the expenditures may increase through generating additional sponsorship revenue to be used to enhance the event.

Procedures

Unless otherwise provided for in these terms of reference, the procedures of the Committee will be governed by the City's Council and Committee Procedure Bylaw.

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 No. 120 - *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:

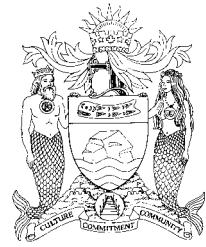
The purpose of the Terms of Reference for the Tour de White Rock Committee is to implement the actions of a working Committee to bring forward a successful event in adherence to City policy.

**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 144,
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)



**POLICY TITLE: TERMS OF REFERENCE:
WHITE ROCK SEA FESTIVAL COMMITTEE**

POLICY NUMBER: COUNCIL POLICY NO. 153

<i>Date of Council Adoption: January 29, 2018</i>	<i>Date of Last Amendment: June 11, 2018</i>
<i>Council Resolution Number: 2018-230</i>	
<i>Originating Department: Recreation and Culture / Corporate Administration</i>	<i>Date last reviewed by the Governance and Legislation Committee: May 28, 2018</i>

Terms of Reference: White Rock Sea Festival Committee

Policy:

The White Rock Sea Festival Committee (the Committee) is mandated by City Council to organize, promote, and host a high profile elite caliber summer festival called the White Rock Sea Festival. The Committee will have the authority to act on behalf of the municipality to ensure the festival is a success through revenue generation, acquiring corporate sponsorship, developing business community relations, event marketing and arranging festival activities and entertainment. The Committee will govern the event, and be responsible for developing operating principles.

Committee General Terms:

The Committee appointments will be made by the City Council ~~on an annual basis, expiring December 31 of each year.~~ for a two (2) year term.

Committee Structure (Membership):

The Committee will consist of a minimum of nine (9) voting members appointed by Council from the community at large, and additionally as non-voting in an advisory capacity:

- one (1) member of Council;
- one (1) representative of Semiahmoo First Nation (SFN); and
- City staff as required

The Committee will consist of the following positions: Chairperson, Vice-Chairperson, Children’s Activities Coordinator, Volunteer Coordinator, Sponsorship Coordinator, Transportation Coordinator, Marketing & Communications Coordinator, Parade Coordinator, and Business Liaison Coordinator.

The Director of Recreation and Culture will oversee the operation of the Committee to ensure it abides by the Terms of Reference and stays within the budget established.

Chairperson / Vice-Chairperson

The Committee will appoint a Chairperson and a Vice-Chairperson from among its voting members at the Committee's inaugural meeting.

Meetings:

- a) The Committee 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 of the Committee may call a meeting of the Committee, with a minimum of twenty-four (24) hours' notice to the Committee members, in addition to the scheduled meetings or may cancel a meeting.
- c) Quorum for meetings shall be one half of the voting membership plus one (1).
- d) If there is no quorum of the Committee 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 Committee meetings are open to the public unless designated as closed to the public (in accordance with the Community Charter) by the Committee. The public may attend the meeting to observe only. When deemed relevant to the discussion of a particular item of business under consideration by the Committee, the Chairperson may, with majority consent of those Committee members in attendance, give permission to a member of the public in attendance to speak to the item in question.
- f) Meetings shall last no longer than two (2) hours, except under extraordinary circumstances as agreed to by the Committee members present.
- g) If a member:
 - i. Fails to attend three (3) consecutively held meetings of the Committee, or
 - ii. Fails to attend a committee meeting in any sixty (60) day period, providing a meeting of the committee 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~~Corporate Officer where there have been two (2) consecutive absences without consent. The ~~City Clerk~~Corporate Officer will make contact with the Committee member.

h) Any person with particular expertise, including municipal staff may be invited by the Chairperson or staff member of the Committee to attend a Committee meeting in order to provide information or advice, but only members appointed by City Council may vote on matters coming before the Committee.

- i) The Corporate Administration office will be responsible for preparing Committee meeting agendas, minutes, updating the Terms of Reference policy, meeting schedule and administrative support to the Committee. Agendas and approved minutes will be posted on the City's website.
- j) Committee minutes, with recommendations noted, will be forwarded to Council for information and action as required.
- k) A Committee meeting or portion thereof may be closed to the public pursuant to Sections 90 and 93 of the Community Charter
- l) The Committee may hear and consider representations by any individual, group or organization on matters referred to the Committee by Council
- m) Where a member of a Committee, their family, employer or business associates have any interest in any matter being considered by the Committee, that member will absent themselves from all aspects of consideration of that matter by declaring a Conflict of Interest.
- n) Committee Chairpersons and staff liaisons will prepare an annual report to be submitted to the Chief Administrative Officer for review and to be forwarded to City Council.
- o) A Committee member cannot direct staff to take any action which is contrary to existing policies or directives or establish policies for the City.
 - i. Any such action must be referred to Council for consideration and adoption;
 - ii. The staff member assigned to the Committee, or the Chief Administrative Officer may advise the committee of existing policies or directives and the needs to refer the matter to Council prior to taking any action.
- p) On routine matters such as organizing or setting up yearly or ongoing events or projects which do not have budget implications or have received prior budget approval, the Committee may make decisions without the approval of Council, provided that the Committee works with the staff member assigned to that Committee on those matters.
- q) On broader matters such as organizing or setting up major or unusual events or projects which may have budget implications, the Committee must receive prior approval from Council.
- r) The Committee Chairperson may appoint members to a subcommittee to consider, inquire into, report and make recommendations to the Committee for a specific purpose.
- s) Members of the Committee are not permitted to speak directly to the media on behalf of the Committee.

Finances

The Committee is responsible for preparation and administration of an event budget. The budget is to be managed so the municipal subsidy, as approved by the City Council, is not to be exceeded, however the expenditures may increase through generating additional sponsorship revenue to be used to enhance the event.

Procedures

Unless otherwise provided for in these terms of reference, the procedures of the Committee will be governed by the City’s Council and Committee Procedure Bylaw.

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 No. 120 – 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 Terms of Reference for the White Rock Sea Festival Committee is to implement the actions of a working Committee to bring forward a successful event in adherence to City policy.

**CITY OF WHITE ROCK
COMMITTEE CODE OF CONDUCT
STATEMENT / AGREEMENT**

This will confirm that as of (date) _____, I have
read Council Policy 153 “Terms of Reference: White Rock Sea Festival Committee” and
Council Policy 120 “Code of Conduct for Committee Members” and I understand 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
 15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



POLICY TITLE: **TERMS OF REFERENCE:**
 PARKING TASK FORCE

POLICY NUMBER: **COUNCIL - 156**

<i>Date of Council Adoption:</i>	<i>Date of Last Amendment:</i>
<i>Council Resolution Number:</i>	
<i>Originating Department: Corporate Administration</i>	<i>Date last reviewed by the Governance and Legislation Committee:</i>

Purpose

The Parking Task Force will review and potentially revise pay parking in White Rock, including rates, parking permits, and the integration of the new parkade. The Task Force mandate will be to ensure rates are competitive with neighbouring jurisdictions, White Rock businesses are supported, and White Rock residents receive the best possible value in our City.

The specific objectives will include:

- To review and recommend seasonal parking rates at the new parkade.
- To review and recommend seasonal parking rates at the Montecito underground parkade.
- To review and recommend seasonal parking rates along the waterfront.
- To review and recommend parking rates at Centennial Arena.
- To review and recommend parking rates at Peach Arch Hospital.
- To review both the White Rock Resident Parking Decal and the new White Rock Resident Parking Permit.
- To ensure that any changes to White Rock parking do not result in a financial loss for the City
- To complete an annual review to evaluate the effectiveness of the decisions of the Parking Task Force.

Membership

The Parking Task Force will consist of no more than six (6) members in total (including the Chair). The composition of the Task Force will be determined by City Council who will review applications from the public. It is hoped that the Task Force will be composed of a cross section of interested parties, including waterfront businesses, interested residents, and White Rock staff and council.

Chair

The Parking Task Force will be chaired by Councillor Christopher Trevelyan.

Term

The goal of the Parking Task Force will be to present its recommendations to Council by May 30th 2019 at the latest.

Meetings

Meetings will be held as the need arises at the call of the Chair. A majority of the members shall constitute a quorum.

Procedures

Unless otherwise provided for in these terms of reference, the procedures of the Committee will be governed by the City's Council and Committee Procedure Bylaw.

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.

**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. 2282



A Bylaw to amend the
Animal Control and Licensing Bylaw, 2012, No. 1959

WHEREAS it is expedient to amend certain provisions of the Animal Control Bylaw, 2012, No. 1959;

NOW THEREFORE the CITY COUNCIL of the Corporation of the City of White Rock, in an open meeting assembled, ENACTS as follows:

1. By deleting Section 23.(5) "Be on the pier or promenade, at any time; or" and replacing it with;

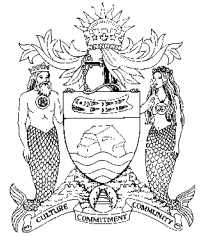
23.(5). "Be on the pier at any time or on the promenade between May 1st and August 31st; or"
2. This Bylaw may be cited for all purposes as the "Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 2, 2019, No. 2282";

RECEIVED FIRST READING on the _____ day of _____
RECEIVED SECOND READING on the _____ day of _____
RECEIVED THIRD READING on the _____ day of _____
ADOPTED on the _____ day of _____

MAYOR

DIRECTOR OF CORPORATE ADMINISTRATION

THE CORPORATION OF THE
CITY OF WHITE ROCK
BYLAW NO. 2283



A revenue anticipation bylaw providing for the borrowing of sums of money as may be requisite to meet the current lawful expenditures of the City.

WHEREAS the Council of the City is empowered by Section 177 of the "Community Charter", without the assent of the electors or the approval of the Inspector of Municipalities, by Bylaw to provide for the borrowing of such sums of money as may be required to meet the current lawful expenditures for the year 2019 of the City, such borrowing not to exceed in the aggregate the sum of seventy-five per cent of all taxes levied for all purposes in the preceding year.

AND WHEREAS the aggregate that the Council may presently borrow, calculated in accordance with the above, is \$37,700,000.

AND WHEREAS to meet the current lawful expenditures for the year 2019 of the City, it is requisite that the Council borrow up to \$5,000,000.

NOW THEREFORE, the Council of the Corporation of the City of White Rock, hereby enacts as follows:

1. It shall be lawful for the said City Council to borrow upon the credit of The Corporation the sum of Five Million Dollars (\$5,000,000) in such amounts and at such times as the same may be required, and to pay interest thereon.
2. All the monies so borrowed and interest payable thereon shall be repaid on or before the 31st day of December, 2019.
3. There is hereby set aside as security for the liability hereby authorized to be incurred \$5,000,000 being that part of the taxes for the current year, 2019, deemed by the City Council to be so set aside.
4. This Bylaw may be cited as the "*White Rock Revenue Anticipation Borrowing Bylaw, 2019, No. 2283*".

RECEIVED FIRST READING on the	day of	2019
RECEIVED SECOND READING on the	day of	2019
RECEIVED THIRD READING on the	day of	2019
ADOPTED on the	day of	2019

MAYOR

CITY CLERK

THE CORPORATION OF THE CITY OF WHITE ROCK

BYLAW 2277



A Bylaw to amend the Council and Committee Procedure Bylaw, 2018, No. 2232
to add Question and Answer Period.

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

1. Add the following as Section 19. Question and Answer Period

Question and Answer Period

- Section 19. (1) Question and Answer Period will be included toward the start of the regular Council meeting (following Meeting Minutes approval). This will be an opportunity for the public to ask questions and make comments.*
- (2) *Questions will be addressed to the Chairperson. If there are questions for an individual member of Council, they will be addressed through the Chairperson for direction.*
 - (3) *Question and Answer Period will be timed, not to exceed 15 minutes unless Council wishes to extend Question and Answer Period just prior to the conclusion of the regular Council meeting. Extension for a further 15 minutes at that time may be permitted by majority vote of Council. No further extensions will be permitted for that evening for Question and Answer Period.*
 - (4) *Each speaker will be given two (2) minutes, the speaker will be given one (1) opportunity to ask a question or make comment(s) during this time. In the circumstance there is still time from the original 15 minutes remaining and there are no further speakers a second opportunity may be provided.*
 - (5) *The speaker will begin by stating their name and city of residence to be recorded in the minutes along with a summary of the question / comment(s). When the Chairperson does not have the information to provide for an immediate answer to the response it will be given in written format and included on the next agenda under this topic when the information is available.*
 - (6) *An area on the website will be designated for a summary list of all the questions, comment topics and answers provided during Question and Answer Period so this item can be easily searched by the public.*

- (7) *There is to be no questions or comments on a matter that will be the subject of a public hearing or public meeting (example: Development Variance Permit). Questions that may be subject to Freedom of Information and Protection of Privacy will be forwarded for a direct response through the FOI process.*
 - (8) *Question and Answer Period will not be conducted during the months of September and October of an election year.*
2. The remainder of the bylaw will be renumbered accordingly from Section 19 onward.
 3. Minor Housekeeping Bylaw amendments as noted in red to address items such as missing commas/words and formatting/spacing.
 4. This Bylaw may be cited for all purposes as the “*Council and Committee Procedure Bylaw, 2018, No. 2232, Amendment No. 1, No. 2277*”.

RECEIVED FIRST READING on the	10 th	day of December,	2018
RECEIVED SECOND READING on the	10 th	day of December,	2018
RECEIVED THIRD READING on the	10 th	day of December,	2018
PUBLISHED in the Peace Arch News on the	4 th & 11 th	days of January,	2019
RECEIVED FINAL READING on the		day of ,	2019

MAYOR

DIRECTOR OF CORPORATE ADMINISTRATION

The tracked changes indicates amendments made at the December 10, 2018 meeting where this bylaw was given three readings as amended.

THE CORPORATION OF THE CITY OF WHITE ROCK



BYLAW 2277

A Bylaw to amend the Council and Committee Procedure Bylaw, 2018, No. 2232 to add Question and Answer Period.

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

1. Add the following as Section 19. Question and Answer Period

Question and Answer Period

- Section 19. (1) Question and Answer Period will be included toward the start of the regular Council meeting (following Meeting Minutes approval). This will be an opportunity for the public to ask questions and make comments.*
- (2) ~~*Questions will be addressed to the Chairperson, individual Council members will not be singled out for a question / comments. If the speaker does single out a member of Council they will be ruled Out of Order.*~~ *Questions will be addressed to the Chairperson. If there are questions for an individual member of Council, they will be addressed through the Chairperson for direction.*
 - (3) *Question and Answer Period will be timed, not to exceed 15 minutes unless Council wishes to extend Question and Answer Period just prior to the conclusion of the regular Council meeting. Extension for a further 15 minutes at that time may be permitted by majority vote of Council. No further extensions will be permitted for that evening for Question and Answer Period.*
 - (4) *Each speaker will be given two (2) minutes, the speaker will be given one (1) opportunity to ask a question or make comment(s) during this time. In the circumstance there is still time from the original 15 minutes remaining and there are no further speakers a second opportunity may be provided.*
 - (5) *The speaker will begin by stating their name and city of residence to be recorded in the minutes along with a summary of the question / comment(s). When the Chairperson does not have the information to provide for an immediate answer to the response it will be given in written format and included on the next agenda under this topic when the information is available.*

- (6) *An area on the website will be designated for a summary list of all the questions, comment topics and answers provided during Question and Answer Period so this item can be easily searched by the public.*
 - (7) *There is to be no questions or comments on a matter that will be the subject of a public hearing or public meeting (example: Development Variance Permit). Questions that may be subject to Freedom of Information and Protection of Privacy will be forwarded for a direct response through the FOI process.*
 - (8) *Question and Answer Period will not be conducted during the months of September and October of an election year.*
2. The remainder of the bylaw will be renumbered accordingly from Section 19 onward.
 3. Minor Housekeeping Bylaw amendments as noted in red to address items such as missing commas/words and formatting/spacing.
 4. This Bylaw may be cited for all purposes as the “*Council and Committee Procedure Bylaw, 2018, No. 2232, Amendment No. 1, No. 2277*”.

RECEIVED FIRST READING on the	10 th	day of December,	2018
RECEIVED SECOND READING on the	10 th	day of December,	2018
RECEIVED THIRD READING on the	10 th	day of December,	2018
PUBLISHED in the Peace Arch News on the	4 th & 11 th	days of January,	2019
RECEIVED FINAL READING on the		day of ,	2019

MAYOR

DIRECTOR OF CORPORATE ADMINISTRATION

**THE CORPORATION OF THE
CITY OF WHITE ROCK
BYLAW 2278**



**A Bylaw to amend Schedule “K” of the Fees and Charges Bylaw, 2017, No. 2230
in regards to Pay Parking fees.**

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

1. The fees for “**Pay Parking**”, under **Schedule “K” FINANCIAL SERVICES** of Fees and Charges Bylaw, 2017, No. 2230, be amended as follows:

Pay Parking	
<ul style="list-style-type: none"> • Waterfront – All locations except Montecito Complex at 1153 Vidal (per hour) 10:00 am - 12:00 midnight (April 1 - September 30) 	\$ 3.25
<ul style="list-style-type: none"> 10:00 am - 12:00 midnight (October 1 – March 31) 	1.50
4 hr maximum stay applies to prime parking area (Oxford to Hump)	
<ul style="list-style-type: none"> • Montecito Complex at 1153 Vidal 	
Hourly: 10:00 am - 12:00 midnight (April 1 - September 30)	3.25
10:00 am - 12:00 midnight (October 1 – March 31)	1.50
Daily January 15, 2019 – February 28, 2019	4.00
<ul style="list-style-type: none"> • Centennial Arena (per day) 	
In effect 24 hrs per day	2.00
<ul style="list-style-type: none"> • Peace Arch Hospital (per hour) 	
In effect 24 hrs per day	2.50
Note: all pay parking rates (meters & dispensers) are inclusive of applicable taxes	

This Bylaw may be cited for all purposes as the “Fees and Charges Bylaw, 2017, No. 2230, Amendment No. 2, 2018, No. 2278”

RECEIVED FIRST READING on the	10 th	day of	December, 2018
RECEIVED SECOND READING on the	10 th	day of	December, 2018
RECEIVED THIRD READING on the	10 th	day of	December, 2018
RECEIVED FINAL READING on the			

MAYOR

DIRECTOR, CORPORATE ADMINISTRATION

THE CORPORATION OF THE CITY OF WHITE ROCK

BYLAW 2284



A Bylaw to amend the Council and Committee Procedure Bylaw, 2018, No. 2232
in regard to Agenda Deadlines.

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

1. Delete section titled Agenda 14. (1) (b) and insert the following which amends the timeline for the agenda to be distributed to Council as follows:

14. (1) (b) Will provide a copy of the agenda by end of the day on the Wednesday prior to the meeting to each member of Council through technological means and/or in their mailbox at City Hall, unless otherwise directed by the member of Council.

2. Delete section titled Delegations / Petitions 19. (1) and insert the following which amends the timeline for agenda submissions:

19. (1) The Council may allow a Delegation to address the Council at a meeting on a topic provided a Delegation request form has been received by the Director of Corporate Administration by 8:30 a.m. on the Monday prior to the meeting.

3. Delete section titled Delegations / Petitions 19 (1) (7) and insert the following which amends the timeline for agenda submissions:

19. (7) A Delegation intending to give a Power Point presentation must supply the Director of Corporate Administration with a copy of the presentation by 8:30 a.m. on the Monday prior to the meeting. The presentation will be reviewed by staff, to ensure that it is professional and relevant to the Council proceedings. If the Director of Corporate Administration is of the opinion that the Presentation is unprofessional or irrelevant the noted slides/pages will be removed or the entire presentation will be rejected. Staff will contact the delegation to inform if this is to occur.

4. Delete section titled Delegations / Petitions 19 (1) (9) and insert the following which amends the timeline for agenda submissions:

19. (9) All petitions addressed to Council will be placed on the Council agenda for receipt. Petitions must be received by 8:30 a.m. on the Monday prior to the next regular scheduled meeting. Petitions received after this agenda deadline will be automatically placed on the next regular scheduled meeting agenda.

Petitions may also be submitted at a regular Council meeting during the Delegations and Petitions section of the agenda.

5. This Bylaw may be cited for all purposes as the “*Council and Committee Procedure Bylaw, 2018, No. 2232, Amendment No. 2, No. 2284*”.

RECEIVED FIRST READING on the	day of,	2019
RECEIVED SECOND READING on the	day of,	2019
RECEIVED THIRD READING on the	day of,	2019
PUBLISHED in the Peace Arch News on the	days of	
RECEIVED FINAL READING on the	day of,	2019

MAYOR

DIRECTOR OF CORPORATE ADMINISTRATION

Stephanie Lam

From: Clerk's Office
Subject: Request for Proclamation
Attachments: BC_AWARE_2019_Municipal_Proclamation_Sample_1_.docx

From: Charles Wordsworth [mailto:charles@netsafe.ca]
Sent: Tuesday, January 8, 2019 11:47 AM
To: Clerk's Office <ClerksOffice@whiterockcity.ca>
Subject: RE: Request for Proclamation

Hi Stephanie

Please see following and attached regarding our event.

Good Day

ISACA Vancouver and its affiliates are once again taking a leadership role in promoting privacy and security awareness in the Province of BC. BC AWARE DAYS CAMPAIGN 2019 ("BC AWARE DAYS") is a professional development campaign designed to engage information technology and cyber-security professionals as well as students who are interested in entering into these fields.

Once again, we are uniting Industry, Government and Higher Education to raise public awareness and foster the growth and development of the security and privacy professions.

ISACA is therefore requesting the assistance of municipal governments in officially proclaiming January 28th- February 5th 2019 as BC AWARE DAYS.

Previously, a number of BC Municipalities made Proclamations including:

City of Burnaby
City of Kamloops
City of Nanaimo
City of North Vancouver
City of Parksville
City of Port Alberni
City of Richmond
City of Surrey
City of Vancouver
City of Victoria
District of Central Saanich
District of Highlands
District of Saanich
Resort Municipality of Whistler
Town of Ladysmith

ISACA Vancouver's intent is to take a leadership role in promoting privacy and security awareness in the Province of BC. BC AWARE DAYS is a "call to arms" to draw focus to, and inform citizens throughout the Province of the inherent risks associated with cyberspace, and to provide simple, practical advice on how to minimize their exposure to these risks.

A Calendar of Events will be hosted by various IT security, privacy and risk assurance organizations from January 28th- February 5th 2019 at <http://www.bcaware.ca/>

Privacy and security professionals will be invited to leverage the BC AWARE Campaign to inform executives while strengthening their own employee awareness programs.

The attached document provides suitable wording for the proclamation. Please feel free to make any changes you feel are necessary. Please contact me if you have any questions and/or to arrange collection of the proclamation.

Many thanks for your consideration.

Regards

Charles

Charles W. Wordsworth, CCCI., I.S.P., ITCP., CMC
Volunteer
ISACA BCWARE Campaign 2019
(604) 535 7213

Office of the Mayor
Municipality Name
BRITISH COLUMBIA

Proclamation

“BC AWARE DAYS 2019: Be Secure, Be Aware, Days.”

WHEREAS Cybercrime threatens the privacy and security of all citizens and organizations in British Columbia;

AND WHEREAS Cybercriminal activity amounts to a tremendous erosion of economic wealth;

AND WHEREAS Privacy & security issues result from the massive amounts of personally identifiable information processed each day;

AND WHEREAS Awareness of the risks to society must be highlighted to engage citizens and organizations and to galvanize privacy and security professionals around this cause;

AND WHEREAS ISACA Vancouver, a member of ISACA, the leading international association of information security governance professionals, wishes to instil privacy and security awareness amongst all citizens and organizations in British Columbia;

AND WHEREAS The **Municipality name** supports the promotion of privacy and security awareness amongst its citizens and organizations, so they can protect themselves from privacy infringements, fraud and other financial crimes;

NOW, THEREFORE, I, **Name, Mayor of Municipality**, DO HEREBY PROCLAIM January 28th- February 5th 2019

“BC AWARE 2019. Be Secure, Be Aware, Days. ”

in the **Municipality Name.**

(Signed)
Mayors name
MAYOR



January 3rd, 2019

Municipal Mayors and CAO's

Re: Coastal Gaslink pipeline Injunction Order Enforcement

Dear Mayors and Chief Administrative Officers,

On October 2, 2018, LNG Canada announced plans for Coastal GasLink (CGL) to construct a natural gas liquefaction facility at Kitimat and an associated 620 km pipeline from Dawson Creek to supply the facility. During construction up to 2,500 people will be working in 11 construction camps along the pipeline route. While this project is approved by the Provincial Government and is supported by the elected First Nation governments along the pipeline route, there is opposition from some First Nations leaders and groups as well as some environmental advocacy organizations.

The geographic focus for opposition is the Unis'tot'en Camp located near the Morice River Bridge approximately 60 km west of Houston, BC. The Camp is supported by the Office of the Wet'suwet'en, the hereditary political organization of the Wet'suwet'en Nation. The Camp is expected to be the most active protest site and presently maintains a blockade to restrict access. The influx of construction workers combined with anti-LNG protests will impact the North District's ability to maintain core policing operations in effected areas.

On December 14, 2018, the BC Supreme Court in Prince George, BC made an interim order prohibiting interference with work being done on the pipeline which requires BC RCMP to enforce the order. At this time, the access remains blocked.

This constitutes a special event in British Columbia. The purpose of this letter is to formalize our communications on this matter and any impact it may have on the municipal policing unit.

Pursuant to Article 8.6(a) MPUA, part of your Municipal Police Service may be redeployed to provide additional police resources as is reasonably necessary to maintain law and order, keep the peace and protect the safety of persons, property or communities. The actual timing and number of resources will be left to the discretion of the designated commander. In accordance with Article 8.6(c) MPUA, the Province is responsible for paying the costs of any redeployment including salary, transportation and maintenance, at the applicable cost-sharing ratio set out in Article 11.1 MPUA.

Any deployment from your detachment will be in consultation with the District and Detachment Commander. While it is important to address special events such as this, it is also essential that your community continues to receive adequate policing. The District and Detachment Commander will ensure this balance is maintained and will continue to update and consult with you on any resourcing requests relating to this operation.

Respectfully,
Dave ATTFIELD, Chief Superintendent
Gold Commander, Community-Industry Response Group, 'E'-Division, Criminal Operations.



January 7, 2019

Lower Mainland District RCMP
Mayors' Forum

Dear Lower Mainland District Mayors,

I am writing to provide additional context to Chief Superintendent Dave Attfield's correspondence to you dated January 3, 2019.

As indicated in his letter, there may be a need to supplement provincial police resources elsewhere in the province to enforce court orders in relation to pipeline construction. These resourcing needs are not yet fully determined and are likely to fluctuate over time. I can say that I do not anticipate it will remotely approach the scale of resources that were needed for the 2017 and 2018 Wildfires (Wildfires).

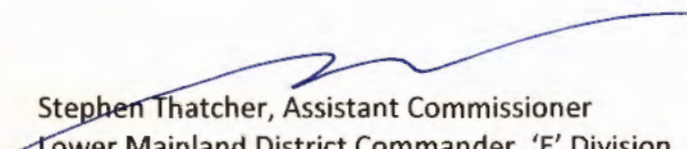
To ensure that the RCMP is compliant with its obligations under the Municipal Police Unit Agreement (MPUA), it is important that you receive notice if any members of the municipal police unit are reassigned at any time. To that end, your detachment commander will ensure that you are kept informed and that members shall only be released from detachments if adequate policing levels are maintained locally. Further, the RCMP will ensure that costs are properly tracked and apportioned as outlined with the MPUA.

At the Lower Mainland District level, I will be monitoring any contributions from within the District municipal business line to ensure compliance with the MPUA (and related agreements) and that local policing is not compromised.

As the District Commander, I believe the diversity of experience that is gained during such deployments benefits both the member and their home unit upon return. In fact, during and after the deployments to the aforementioned Wildfires, we received positive feedback from many of the members that attended. I anticipate this will be the same. Our members appreciate assisting other communities in times of need and broadening their policing experience. In fact, in our integrated units, many independent police agency members who were unable to participate because of indemnification reasons expressed regret at missing such an opportunity.

As always, please contact your detachment commander should you have any further questions. You should also feel free to reach out to the District Corporate & Client Services Officer, Superintendent Brian Edwards.

Sincerely,


Stephen Thatcher, Assistant Commissioner
Lower Mainland District Commander, 'E' Division
Royal Canadian Mounted Police

December 7, 2018

Mayor D. Walker
City of White Rock
15322 Buena Vista Avenue
White Rock, BC
V4B 1Y6
Email: dwalker@whiterockcity.ca

Dear Mayor Walker:

Re: Trustee Representative – City of White Rock

On behalf of the Board of Education of School District No. 36 (Surrey), we are pleased to advise that Trustee Laurae McNally has been re-appointed as the Trustee representative for the City of White Rock for 2018/19. Her contact details are:

Phone: (604) 531-1091
Fax: (604) 595-6307
Email: mcnally_laurae@surreyschools.ca

Correspondence and information for Trustee McNally may be forwarded to Gurdeep Diogan, Executive Assistant, at diogan_g@surreyschools.ca or phone 604-595-6304.

If you require any further information, please do not hesitate to contact Gurdeep Diogan.

Sincerely,



D. Greg Frank, CPA, CA
Secretary-Treasurer

copy: Board of Education

For Metro Vancouver meetings on Friday, December 7, 2018

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact

Greg.Valou@metrovancouver.org or Kelly.Sinowski@metrovancouver.org

Metro Vancouver Regional District – Joint Special Meeting

Metro Vancouver 2019 Appointments to External Agencies

The Board the following persons as the 2019 Metro Vancouver representatives to external agencies:

- Harold Steves, Richmond, to the Agricultural Advisory Committee
- Darrell Penner, Port Coquitlam, to the Board of Trustees of the Sasamat Volunteer Fire Department
- Lois Jackson, Delta, to the Delta Heritage Airpark Management Committee;
- Bill Dingwall, Pitt Meadows, as the nominee to the E-Comm Board of Directors (to take effect at the time of its Annual General Meeting)
- Lois Jackson, Delta, Steven Pettigrew, Surrey, and Petrina Arnason, Township of Langley, to the Flood Control and River Management Committee of the Lower Mainland Local Government Association
- Justin LeBlanc, Electoral Area A, to the Fraser Valley Regional Library Board
- Val van den Broek, Langley City, and Brenda Locke, Surrey (as the Alternate Representative), to the Fraser Basin Council
- David Hocking, Bowen Island, and Christine Boyle, Vancouver, to the Fraser Basin Council - Lower Mainland Flood Management Strategy Leadership Committee
- Mike Little, North Vancouver District, to the Lower Mainland Local Government Association
- Malcolm Brodie, Richmond, and Craig Hodge, Coquitlam (as the Alternate Representative), to the National Zero Waste Council
- John McEwen, Anmore, and Ron McLaughlin, Lions Bay, to the Pacific Parklands Foundation
- Darryl Walker, White Rock, and Mike Little, North Vancouver District (as the Alternate Representative), to the Western Transportation Advisory Council

The Board also appointed the following ten directors as representatives, and the following ten directors as alternate representatives, to the Municipal Finance Authority for 2019, and assign a total of 50 votes with a representative having up to five votes each, as follows:

Representative	Alternate Representative	Votes
Malcolm Brodie, Richmond	Bryce Williams, Tsawwassen	5
Jonathan Coté, New Westminster	Ron McLaughlin, Lions Bay	5
Jack Froese, Township of Langley	Darryl Walker, White Rock	5
George Harvie, Delta	Mary-Ann Booth, West Vancouver	5
Mike Hurley, Burnaby	Val van den Broek, Langley Township	5
Doug McCallum, Surrey	Mike Little, North Vancouver District	5
Kennedy Stewart, Vancouver	Bill Dingwall, Pitt Meadows	5
Richard Stewart, Coquitlam	Neil Belenkie, Belcarra	5

Election of the MVRD Representative on the 2018-2019 Union of British Columbia Municipalities Executive

The Board elected Director Craig Hodge from City of Coquitlam by acclimation to serve as the MVRD representative on the Union of British Columbia Municipalities (UBCM) Executive Board for 2018-2019.

Notices of Motion

Two notices of motion were received, paraphrased below.

Director Mary-Ann Booth of West Vancouver:

To review the 2019 – 2023 Financial Plan for the Aboriginal Relations Committee dated September 19, 2018, regarding an increase of \$193,035 for a new staff position of Program Manager.

Director Lois Jackson of City of Delta:

That the Board remove the Regional Prosperity Initiative from the 2019 budget and direct staff to provide a budget that reflects an increase of under 3%.



NO DOGS ON THE PROMENADE

By Susan Potzold

January 2019

*Images with permission by Ric Wallace

The City of White Rock was elected to act in the Public Interest and to identify and control public risk whether a safe pier, broken side walk on Johnston or Dogs on our Promenade.

Opposite Sides

No Dogs on the Beach

- Questions raised about statement of 40% of residents being dog owners.
- It appears that number is closer to 6.9%.
- Are others not paying their fair share in terms of buying dog licenses.
- Pitting neighbor against neighbor.
- There are so many more important issues to deal with (i.e. getting Memorial Park completed) why are we wasting time on this divisive issue.



PEACE ARCH NEWS



Mike Armstrong calls on White Rock council to follow through on election promises to make the city more dog-friendly

No support for dogs on White Rock's promenade

Motion by White Rock Coun. Helen Fathers receives no support from other council members.

TRACY HOLMES / Feb. 8, 2012 7:00 p.m. / NEWS



Dogs Bite

No Dogs on the Promenade

This is why I don't want Dogs on the Promenade

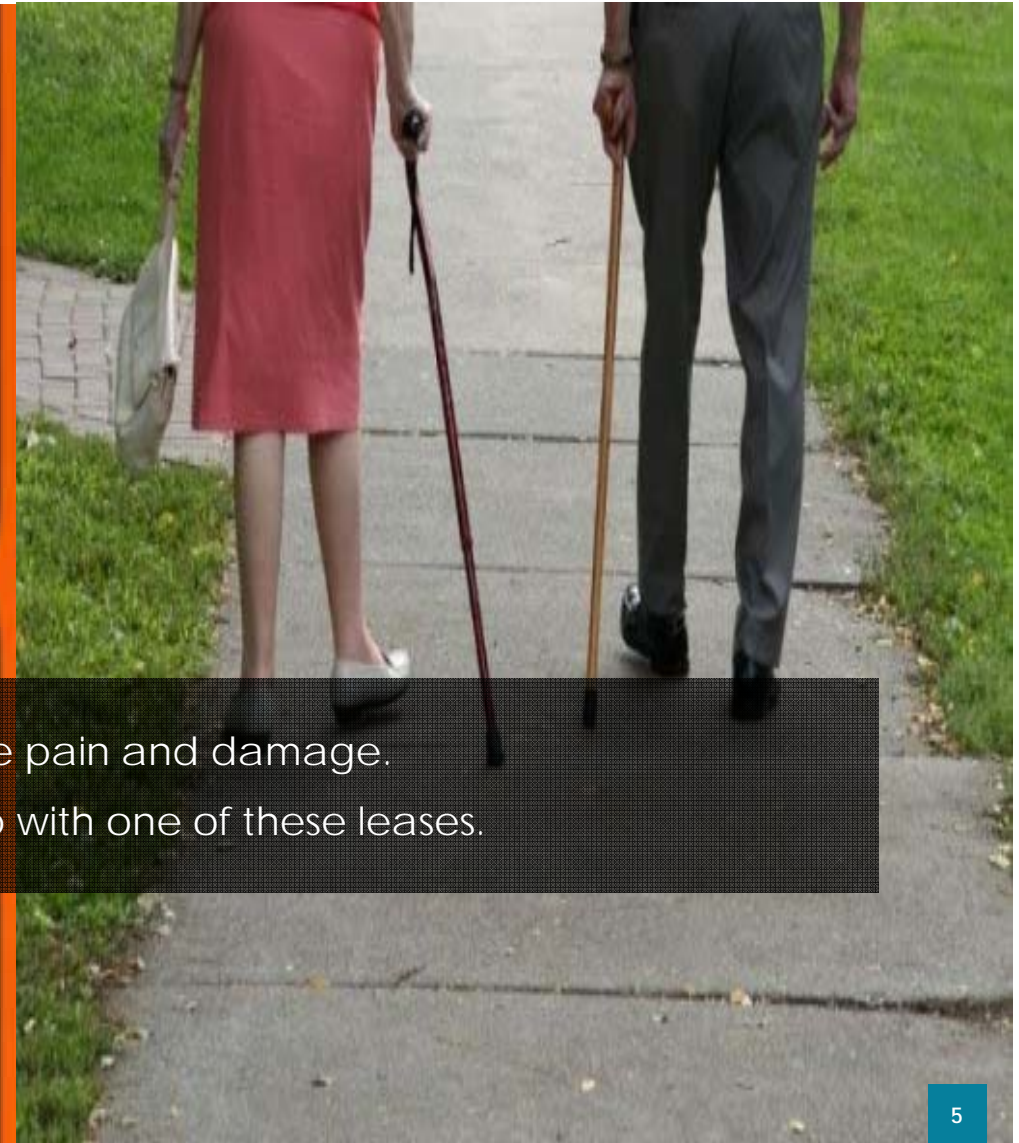
How many bites are ok...1, 5, or 10?

Sanitation/Environmental Concerns

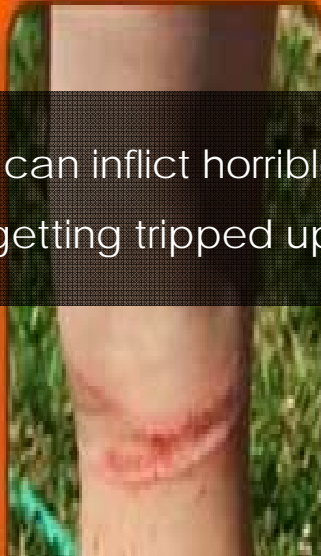
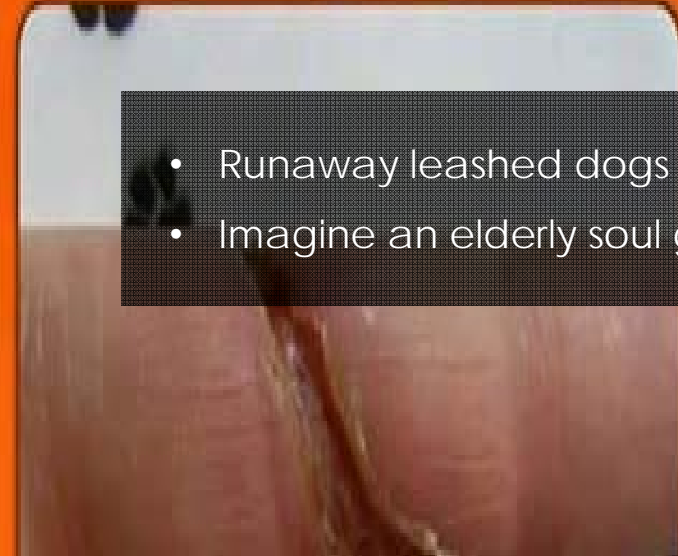


No Dogs on the Promenade

- It's the beach, it's summer ...kids and babes play on the grass - some of them even crawl off their blankets.
- Dog feces can take over a year to decompose; the eggs from internal parasites can linger in the soil for years !
- Dogs can harbor lots of viruses, bacteria, and parasites, including E.coli, giardia and salmonella.
- Dog feces – a single gram contains an estimated 23 million bacteria.
- Dogs on the Promenade can infect the area from November through the full summer period and more. Feces from wildlife, while unpleasant, are not as toxic or long lasting.



- Runaway leashed dogs can inflict horrible pain and damage.
- Imagine an elderly soul getting tripped up with one of these leashes.



Kids Play

No Dogs on the Promenade

- Now don't tell me, " they [children] need better supervision!" (a sorry statement heard from more than one member of our council in the Nov 17 council meeting).
- Our beaches are supposed to be a place for joyful play and relaxation - even in Sept or Oct.
- If dogs pollute our promenade, then our waterways are also damaged.
- The US Environmental Protection Agency says "a bay with 20 miles of shoreline with a population of 100 dogs raises the fecal-coliform count above the safe bathing levels in 2 or 3 days".



Spring Promenade

No Dogs on the Promenade

- April 16, 2017 – where is there room for dogs on this busy spring day?
- How crowded is the beach in December - lots of visitors and families come from other snowy parts of Canada.
- Polar Bear swim garners hundreds of people.
- Regulars talk of walking the promenade for exercise 2 to 3 times a week.
- Current beach joggers - how many dogs snapping at their ankles?
- Ticketing by by-law officers: how much for each infraction? How many officers? And, where is the budget for this?
- Many current shortfalls - belligerent dog owners lack of ID.





Please keep the
promenade safe
for everyone to
enjoy...
all year long.

THANK YOU

On Table - Regular Council
January 14, 2019
Item 4.1.5

Parking Plan 2019

City of White Rock, BC

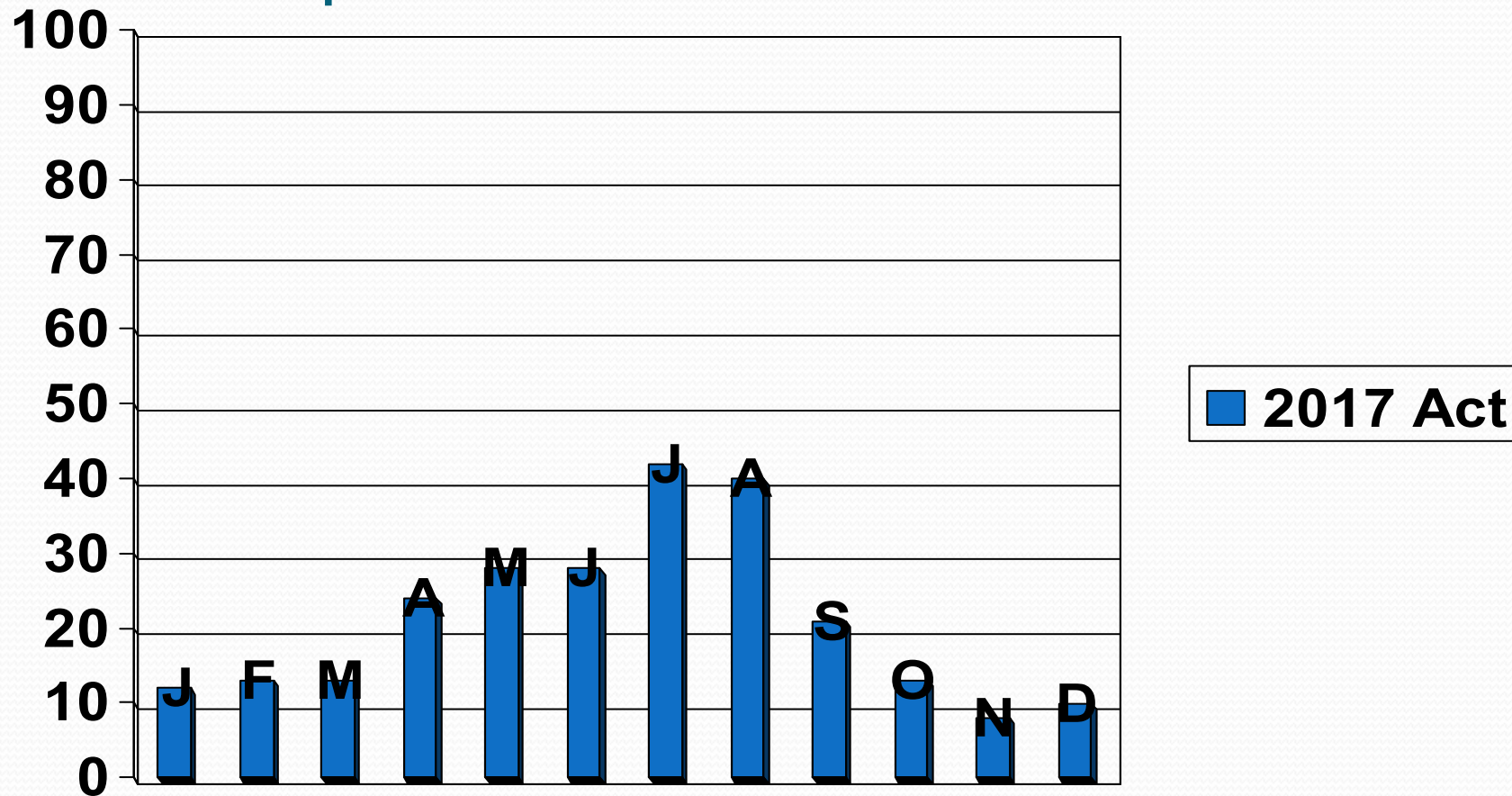
Delegation – January 14, 2019

WR Parking - Michael Armstrong



Parking Occupancy % - Avg 21%

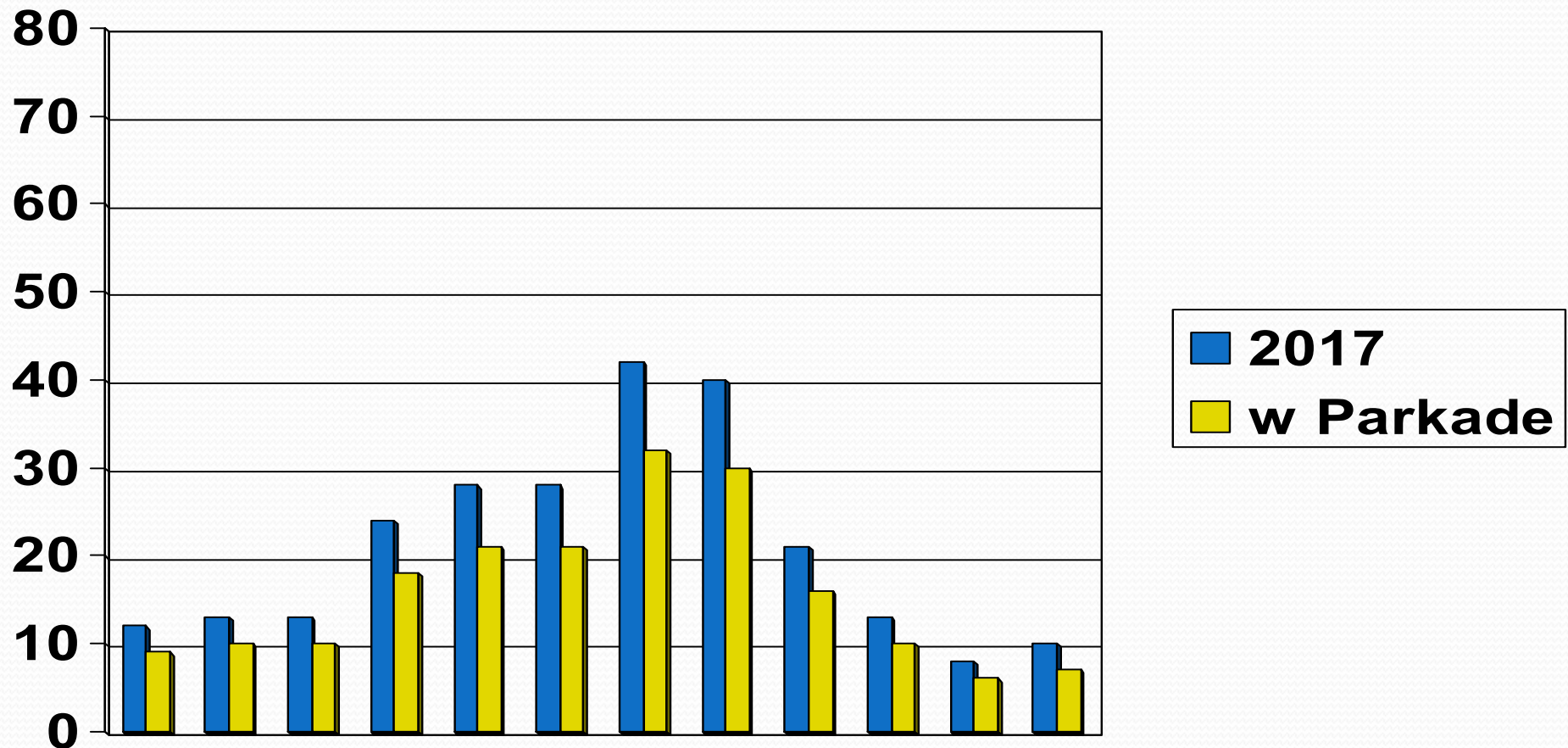
or 117 FT spots



Based on net parking revenue, excluding taxes and fines, per City monthly \$



Parking Occupancy % - Avg 16% after adding 180 spots (2017 avg only 117 FT/day of 565 avail.)



Break even of Parkade capital cost @ BC Mun Fin Auth rate 3.2% = 80 spots @\$1.50



Semiahmoo Parking PPP

- 750 m² extension @ \$160 = \$120,000





WHITE ROCK
City by the Sea!

Marine Feasibility Studies

September 2018

WESTMAR
ADVISORS





Westmar Advisors / Hatfield Consultants – Sept 2018

▪ Coldicutt Pedestrian Overpass at Railway

- Connection to the beach needs to be **robust to withstand the marine environment conditions**, maintain slope stability, be constructible, and address archaeological finds
- Proposed pathway **susceptible to inundation by storm surges** that will increase in frequency due to sea level rise; raising the height of the path so that it could drain across the railway could be investigated
- The **shoreline protection has not been adequate** even with regular additions by BNSF



- **Coldicutt Promenade expansion and pedestrian overpass**
 - Eelgrass much closer to shore at west beach
 - Higher storm surge and water levels and seismic requirements - Requires large concrete base structure.
- **MP Gordie Hogg federal contribution**
 - Bayview Park to Coldicutt (Ravine Promenade Extension Design) \$200,000
- **Shuttlebus - \$111,000 April – Sept (ak prev Trolley)**
 - “White Rock’s unnoticed free shuttle ‘runs empty’

<https://www.peacearchnews.com/news/white-rocks-unnoticed-free-shuttle-runs-empty/>

https://www.whiterockcity.ca/AgendaCenter/ViewFile/Agenda/_09262018-634



Parking Proposal - Vibrancy

- Work with SFN to extend Promenade to 450 parking spots. Win-Win
- Use Federal \$200,000 to cover cost of path extension
- Save \$111,0000 in “unused” Shuttle towards extension
- Send Parking Decals to each property taxpayer, and legal suite, good for 2 hour parking during off-season Promenade parking lots (could exclude Parkade – Each household already pays about \$70 each for Promenade)
- (Or program Luke 2 meters to have Free 2 hours – register plates)



Proposal continued...

- Keep in place until Parking Occupancy reaches target.
- Save \$ millions that may have gone towards Coldicutt or Restaurant, for Pier upgrades.
- Post all capital project business cases on website.
- Create more reasons to visit – ie. Families w dogs
- Financial implications ; More prosperous businesses = more parking and tax revenue in peak season

- Thank you

**THE CORPORATION OF THE
CITY OF WHITE ROCK
BYLAW 2285**



**A Bylaw to amend Schedule “K” of the Fees and Charges Bylaw, 2017, No. 2230
in regards to Pay Parking fees.**

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

1. The fees for “**Pay Parking**”, under **Schedule “K” FINANCIAL SERVICES** of Fees and Charges Bylaw, 2017, No. 2230, be amended as follows:

Pay Parking	
<ul style="list-style-type: none"> • Waterfront (per hour) 10:00 am - 12:00 midnight (April 1 - September 30) 	\$ 3.25
<ul style="list-style-type: none"> 10:00 am - 12:00 midnight (October 1 – January 31) 	1.50
<ul style="list-style-type: none"> 10:00 am - 12:00 midnight (February 1 – March 31) 	Free
4 hr maximum stay applies to prime parking area (Oxford to Hump)	
<ul style="list-style-type: none"> • Centennial Arena (per day) In effect 24 hrs per day 	2.00
<ul style="list-style-type: none"> • Peace Arch Hospital (per hour) In effect 24 hrs per day 	2.50
Note: all pay parking rates (meters & dispensers) are inclusive of applicable taxes	

This Bylaw may be cited for all purposes as the “Fees and Charges Bylaw, 2017, No. 2230, Amendment No. 2, 2019, No. 2285”

RECEIVED FIRST READING on the _____ day of _____

RECEIVED SECOND READING on the _____ day of _____

RECEIVED THIRD READING on the _____ day of _____

RECEIVED FINAL READING on the _____ day of _____

MAYOR

CITY CLERK