

The Corporation of the  
CITY OF WHITE ROCK

Regular Council Meeting  
AGENDA



ON TABLE see page 409

Monday, September 14, 2020, 7:00 p.m.

City Hall Council Chambers

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

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

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

T. Arthur, Director of Corporate Administration

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	Pages
1. CALL MEETING TO ORDER	
1.1 FIRST NATIONS LAND ACKNOWLEDGEMENT	
<i>We would like to recognize that we are standing/working/meeting on the traditional unceded territory of the Semiahmoo First Nation, and also wish to acknowledge the broader territory of the Coast Salish Peoples.</i>	
2. ADOPTION OF AGENDA	
<b><u>RECOMMENDATION</u></b> THAT the Corporation of the City of White Rock Council adopt the agenda for its regular meeting scheduled for September 14, 2020 as circulated.	
3. ADOPTION OF MINUTES	11
<b><u>RECOMMENDATION</u></b> THAT the Corporation of the City of White Rock Council adopt the following meeting minutes as circulated:	
<ul style="list-style-type: none"><li>• July 27, 2020 - Regular Council meeting; and</li><li>• July 30, 2020 - Special Council meeting.</li></ul>	

#### 4. QUESTION AND ANSWER PERIOD

Due to the COVID-19 global pandemic, in-person Question and Answer Period has been temporarily suspended until further notice. You may forward questions and comments to Mayor and Council by emailing ClerksOffice@whiterockcity.ca with Question and Answer Period noted in the subject line. Your questions and comments will be noted along with answers and placed on the City's website. You will be notified directly once this has been completed.

The following correspondence was received by 8:30 a.m., September 9, 2020, with respect to Question and Answer period:

- a. T. Ross, resident, comments on signage and directional arrows on the Pier and Promenade
- b. M. Kroeker, resident, comments/concerns/suggestions regarding protection of Wild Life along the waterfront.
- c. Response to M. Kroeker from the Director of Engineering and Municipal Operations
- d. C. Wharton, Kings Banquet Soup Kitchen asking if the City's free lunch program will continue into the Fall.

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

#### **RECOMMENDATION**

THAT Council receive for information the correspondence submitted for Question and Answer Period by 8:30 a.m. September 14, 2020, **including "On-Table"** information provided with staff responses that are available at the time.

#### 5. DELEGATIONS AND PETITIONS

##### 5.1 DELEGATIONS

##### 5.1.a CLINT MORRISON - SURREY SPECIAL OLYMPIC WALK-A-THON

Clint Morrison, Surrey Special Olympic Walk-a-Thon, appearing as a delegation to provide information regarding donations and the 2020 event.

##### 5.1.b KEN RECHIK, RESIDENT: ENCROACHMENT OF FENCE ON PROPERTY

Ken Rechik, resident, appearing as a delegation regarding an encroachment with respect to a fence on his property.

**5.2 PETITIONS**

**5.2.a PETITION REGARDING PARKING ALONG THE 1400 BLOCK OF MERKLIN STREET (87 SIGNATURES)**

40

2 form letters and a petition (total 87 signatures) under the following statement:

"We the undersigned at [ADDRESS] are asking White Rock City Council to request the Engineering and Municipal Operations Department to post "Permit Parking Only" signs in the 1400 block of Merklin Street.

**RECOMMENDATION**

THAT Council receive the petition and form letters totaling 87 signatures requesting "Permit Parking Only" signage on the 1400 Block of Merklin Street.

**6. PRESENTATIONS AND CORPORATE REPORTS**

**6.1 PRESENTATIONS**

None

**6.2 CORPORATE REPORTS**

**6.2.a CITY OF WHITE ROCK 2019 ANNUAL REPORT**

51

Corporate report dated September 14, 2020 from the Director of Corporate Administration titled "2019 Annual Report".

An opportunity for public participation will be available at the White Rock Community Centre where speakers will be able to electronically deliver their remarks to Council, who will be conducting their meeting at the City Hall Council Chambers. Those wishing to submit questions/comments, but are unable to attend, are encouraged to do so by emailing ClerksOffice@whiterockcity.ca or mailing/dropping off their submissions in the City Hall Drop Box located at 15322 Buena Vista Avenue (deadline for written submissions is 12:00 p.m.on Monday, September 14, 2020).

Notice regarding the 2019 Annual Report was published in the September 3 and 10 editions of the Peace Arch News.

As of 8:30 a.m. on Wednesday, September 9, 2020 two (2) submissions were received. Further submissions received up to the deadline will be presented to Council on table at the Council meeting.

**Mayor to call for speakers to the 2019 Annual Report.**

**RECOMMENDATION**

THAT Council receive the written and verbal submissions regarding the 2019 Annual Report.

**RECOMMENDATION**

THAT Council endorse the City of White Rock 2019 Annual Report as circulated.

**6.2.b COVID-19 GLOBAL PANDEMIC (VERBAL UPDATE)**

Chief Administrative Officer and Fire Chief to provide a verbal report regarding the COVID-19 Global Pandemic.

**RECOMMENDATION**

THAT Council receive the verbal report by the Chief Administrative Officer and Fire Chief regarding the COVID-19 Global Pandemic for information.

**6.2.c 2019 STATEMENT OF FINANCIAL INFORMATION**

156

Corporate report dated September 14, 2020 from the Director of Financial Services titled "2019 Statement of Financial Information".

**RECOMMENDATION**

THAT Council approve the 2019 Statement of Financial Information.

**6.2.d WEST BEACH TREE CANOPY LIGHTS REPLACEMENT**

201

Corporate report dated September 14, 2020 from the Director of Engineering and Municipal Operations titled "West Beach Tree Canopy Lights Replacement".

**RECOMMENDATION**

THAT Council:

1. Direct staff to remove the damaged lights from the tree canopies between the Museum and Bay Street; prune the trees and install newer style low voltage lights; and
2. Approve reallocating \$175K within the 2020 capital program to complete the work.

**6.2.e 2020 FINANCIAL PROJECTIONS WITH COVID-19 IMPACTS**

204

Corporate report dated September 14, 2020 from the Director of Financial Services titled "2020 Financial Projections with COVID-19 Impacts".

**RECOMMENDATION**

THAT Council receive for information the September 14, 2020 corporate report from the Director of Financial Services, titled "2020 Financial Projections with COVID-19 Impacts".

**DOGS ON THE PROMENADE TASK FORCE WRITTEN COMMENTS AND RECOMMENDATIONS**

Corporate report dated September 14, 2020 from the Director of Planning and Development Services titled "Dogs on the Promenade Task Force Written Comments and Recommendations".

**Note:** Proposed Bylaws 2359 & 2360, which are included in this report as Appendices B & C are noted later in the agenda as items 8.1.b and 8.1.c.

**RECOMMENDATION**

THAT Council provide direction to staff regarding allowing Dogs on the Promenade between October 1 and March 31, noting that staff's recommended approach as identified in this corporate report would be implemented by draft bylaws ("Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 4, 2020, No. 2359" and "Ticketing for Bylaw Offences Bylaw, 2011, No. 1929, Amendment Bylaw, 2020, No. 2360") that are included for consideration later in this Council agenda.

**ADVISORY BODIES OF COUNCIL (COMMITTEES) DURING THE COVID-19 GLOBAL PANDEMIC**

Corporate report dated September 14, 2020 from the Director of Corporate Administration titled "Advisory Bodies of Council (Committees) during the COVID-19 Global Pandemic".

**RECOMMENDATION**

THAT Council recommends:

1. The Advisory Bodies of Council commence meeting through electronic means only during the global pandemic; and
2. The City committees begin meeting on a staggered schedule (outlined within Appendix A attached to and forming part of the corporate report) to consider the outstanding tasks assigned to the committee by City Council.

**MINUTES AND RECOMMENDATIONS OF COMMITTEES**

**RECOMMENDATION**

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

- a. Governance and Legislation Committee - July 27, 2020;
- b. Land Use and Planning Committee - July 27, 2020;
- c. COVID-19 Recovery Task Force - July 28, 2020;
- d. COVID-19 Recovery Task Force - August 11, 2020; and,
- e. COVID-19 Recovery Task Force - August 25, 2020.

7.2 STANDING AND SELECT COMMITTEE RECOMMENDATIONS

7.2.a COVID-19 RECOVERY TASK FORCE RECOMMENDATIONS

**Note:** Councillor Johanson was the Chairperson of the COVID-19 Recovery Task Force at the time the following recommendations were made:

7.2.a.a COVID-19 RECOVERY TASK FORCE - JULY 28, 2020

**Social recovery following the COVID-19 Pandemic**

**RECOMMENDATION**

THAT Council direct staff to explore an approach of outreach for the community in relation to racism and to ensure that all people feel comfortable and valued in White Rock.

7.2.a.b COVID-19 RECOVERY TASK FORCE - August 25, 2020

**Community-Connection Ideas**

**RECOMMENDATION**

THAT Council direct staff to research and develop a gamification program, including low tech options to ensure inclusion, for implementation in the fall of 2020. This would include researching the best options, weigh criteria such as purpose, participation levels, prizes, partners, price, return on investment, budget considerations etc.

7.2.a.c COVID-19 RECOVERY TASK FORCE - AUGUST 25, 2020

**2020 Festival of Lights**

**RECOMMENDATION**

THAT Council direct the Recreation and Culture Department to look into the possibility of working with the Festival of Lights Society for a 2020 winter festival, keeping in mind physical distancing protocols due to COVID-19.

**Note:** Councillor Manning is the Chairperson of the Governance and Legislation Committee.

The following policies were discussed and endorsed at the July 27, 2020 Governance and Legislation Committee meeting and are presented for ratification.

Proposed revisions and updates are noted with tracked changes.

### **RECOMMENDATION**

THAT Council endorse the following policies:

- Policy 107: Correspondence received by the City; and,
- Policy 128: Sub-Committees/Committees composed of Council members only.

## **8. BYLAWS AND PERMITS**

### **8.1 BYLAWS**

#### **8.1.a BYLAW 2357 - CITY OF WHITE ROCK PLANNING PROCEDURES BYLAW AMENDMENT (INITIAL INFORMATION REPORTS FOR ZONING AMENDMENTS)**

272

Bylaw 2357 proposes to apply the same requirement for an initial information report to Council for any rezoning application, prior to any Public Information Meeting, Advisory Design Panel review, or interdepartmental referral of an application. This is intended to avoid unnecessary costs incurred by applicants and unnecessary stress in the community if Council is certain that the proposal as presented would not be supportable.

**Note:** This Bylaw was the subject of discussion at the Land Use and Planning Committee meeting held earlier in the evening. Due to timing constraints, this has been brought forward for Council's consideration. Council may, at this time consider three readings for the proposed bylaw or defer this item to the next Regular Council meeting.

### **RECOMMENDATION**

THAT Council give first, second, and third reading to "*City of White Rock Planning Procedures Bylaw, 2017, No. 2234, Amendment (Initial Information Reports for Zoning Amendments) Bylaw, 2020, No. 2357*".

8.1.b	<b>TWO (2) BYLAWS REGARDING DOGS ON THE PROMENADE</b>	
	Bylaws 2359 and 2360 pertain to proposed changes to the City's Animal Control and Licensing Bylaw in response to recommendations from the Dogs on the Promenade Task Force. These bylaws were introduced in a corporate report earlier in the agenda (item 6.2.f) and are presented for consideration of first, second, ad third reading.	
8.1.b.a	<b>BYLAW 2359 - ANIMAL CONTROL AND LICENSING BYLAW, 2012, NO. 1959, AMENDMENT NO. 4, 2020, NO. 2359</b>	275
	<b><u>RECOMMENDATION</u></b> THAT Council give first, second, and third reading to " <i>Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment No. 4, 2020, No. 2359</i> ".	
8.1.b.b	<b>TICKETING FOR BYLAW OFFENCES BYLAW, 2011, NO. 1929, AMENDMENT BYLAW, 2020, NO. 2360</b>	277
	<b><u>RECOMMENDATION</u></b> THAT Council give first, second, and third reading to " <i>Ticketing for Bylaw Offences Bylaw, 2011, No. 1929, Amendment Bylaw, 2020, No. 2360</i> ".	
8.2	<b>PERMITS</b>	
	None	
9.	<b>CORRESPONDENCE</b>	
9.1	<b>CORRESPONDENCE - RECEIVED FOR INFORMATION</b>	280
	<b><u>Note:</u></b> 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.	

## **RECOMMENDATION**

THAT Council receive the following correspondence for information:

- a. Minister of Infrastructure and Communities: Response to May 19, 2020 letter regarding Federal support for the White Rock Pier Repair;
- b. Metro Vancouver Board Chair: Approved Metro Vancouver Regional Industrial Lands Strategy;
- c. UBCM: Confirmation of receipt that the City of White Rock's resolution will be included in the UBCM Resolutions Book for the 2020 UBCM Convention in September;
- d. District of Saanich: Corporate Report (for information) regarding Anticoagulant Rodenticides in the District of Saanich;
- e. Assistant Deputy Minister & Director of Police Services, Policing and Security Branch: Surrey Police Board and Surrey's ongoing policing model transition;
- f. UBCM: Copy of letter to Premier Horgan and the Minister of Finance regarding UBCM's response to "Building BC's Recovery, Together" (Restart Plan) document; and,
- g. Ministry of Municipal Affairs and Housing: Copy of letter to Premier Horgan and Minister of Finance regarding COVID-19 and Economic Recovery Plan.

## **9.2 CORRESPONDENCE - FOR ACTION**

### **9.2.a Prostate Cancer BC: Request to "light up" facilities in Blue for September 360**

#### **RECOMMENDATION**

THAT Council direct staff to arrange for the following facilities to display blue lighting for one (1) week commencing September 15, 2020 in recognition of Prostate Cancer Awareness:

- White Rock City Hall; and,
- White Rock Pier Lights.

### **9.2.b BC Restaurant & Food Services Association's Alliance for Beverage Licensees request for support of Expanded Patio Permissions 361**

#### **RECOMMENDATION**

THAT Council refer the correspondence from the BC Restaurant & Food Services Association requesting extended patio permissions to staff for consideration and response.

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

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

10.2	COUNCILLORS REPORTS	
11.	MOTIONS AND NOTICES OF MOTION	
11.1	MOTIONS	
11.1.a	JULY 31, 2020 - METRO VANCOUVER BOARD IN BRIEF	363
	<u>RECOMMENDATION</u> THAT Council receive for information the July 31, 2020 edition of Metro Vancouver Board in Brief.	
11.1.b	E-COMM 9-1-1 AGM - APPOINTMENT OF REPRESENTATIVE	376
	Council to appoint a representative to vote at their 2020 Annual General Meeting to be held electronically on September 17, 2020 at 10:00 a.m.	
	<u>RECOMMENDATION</u> THAT Council appoint Councillors _____ and _____ (alternate) as the City of White Rock representatives at the 2020 E-COMM 9-1-1 Annual General meeting.	
11.1.c	PUBLIC CAR INSURANCE IN BC	405
	Mayor Walker requested the Council consider endorsing the statement provided by "Driving Public" regarding Public Car Insurance in BC.	
	<u>RECOMMENDATION</u> THAT Council endorse the statement provided by "Driving Public" regarding Public Car Insurance in BC as included in the agenda package as item 11.1c.	
11.2	NOTICES OF MOTION	
12.	RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS	
13.	OTHER BUSINESS	
14.	CONCLUSION OF THE SEPTEMBER 14, 2020 REGULAR COUNCIL MEETING	

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

**ABSENT:** Councillor Fathers

**STAFF:** G. Ferrero, Chief Administrative Officer  
T. Arthur, Director of Corporate Administration  
J. Gordon, Director of Engineering and Municipal Operations  
C. Isaak, Director of Planning and Development Services  
C. Ponzini, Director of Financial Services  
E. Wolfe, Fire Chief  
S. Lam, Deputy Corporate Officer  
G. Newman, Manager of Planning

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Please note you can watch the meeting, as well as previous meetings, online [www.whiterockcity.ca/councilmeetings](http://www.whiterockcity.ca/councilmeetings).

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**1. CALL MEETING TO ORDER**

The meeting was called to order at 7:00 p.m.

**1.1. FIRST NATIONS LAND ACKNOWLEDGEMENT**

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

**1.2 SPECIAL RECOGNITION: HEALTH CARE WORKERS AND FIRST RESPONDERS**

Council honoured Health Care Workers and First Responders who are the heroes of this global pandemic.

**2. ADOPTION OF AGENDA**

2020-391

**It was MOVED and SECONDED**

THAT the Corporation of the City of White Rock Council amends the agenda for its regular meeting scheduled for July 27, 2020 as follows:

- Adding to Item 4.1: Question and Staff response regarding Bay Street Access Ramp and Beach Access;
- Adding to Item 6.2.4: Appendix A, Memo from Dillon Consulting Ltd. Titled “Solid Waste Options Development and Evaluation for Implementation”;
- Adding to Item 6.2.4: Presentation from Dillon Consulting, who will be participating via MS TEAMS;
- Adding to Item 6.2.6: Corporate report dated July 27, 2020 from the Director of Recreation and Culture titled “Awarding of Contract for Chiller Replacement”;
- Varying the agenda order to consider Item 6.2.4 immediately following Item 6.1a, as the presenters are participating from Ontario

AND THAT the agenda be adopted as amended.

**CARRIED**

**3. ADOPTION OF MINUTES**

- a) July 13, 2020 – Regular Council meeting

2020-392

**It was MOVED and SECONDED**

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

- a) July 13, 2020 – Regular Council meeting.

**CARRIED**

**4. QUESTION AND ANSWER PERIOD**

Due to the COVID-19 global pandemic, in-person Question and Answer Period has been temporarily suspended until further notice. You may forward questions and comments to Mayor and Council by emailing [ClerksOffice@whiterockcity.ca](mailto:ClerksOffice@whiterockcity.ca) with **Question and Answer Period** noted in the subject line. Your questions and comments will be noted along with answers and placed on the City’s website. You will be notified directly once this has been completed.

As of 8:30 a.m., July 22, 2020, the following Question and Answer was submitted for Council’s consideration:

- Question and Staff response regarding Bay Street Access Ramp and Beach Access

2020-393

**It was MOVED and SECONDED**

THAT Council receives for information the correspondence submitted for Question and Answer Period by 8:30 a.m., July 27, 2020, including “On-Table” items for this topic.

**CARRIED**

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

**5. DELEGATIONS AND PETITIONS**

**5.1 DELEGATIONS (VIA ELECTRONIC MEANS)**

Due to the COVID-19 Global Pandemic, in-person Delegations will be temporarily postponed / suspended until further notice. **If you wish to appear as a delegation electronically in the future**, please continue to submit your application to [ClerksOffice@whiterockcity.ca](mailto:ClerksOffice@whiterockcity.ca) or call 604-541-2212 to register.

**5.1a JEAN-PAUL KAMAND, SANDCASTLE FITNESS, EQUAL OPPORTUNITY EMPLOYER PLAN SUPPORTING REOPENING DURING COVID-19–**

JP. Kamand, Sandcastle Fitness, provided a delegation regarding Equal Opportunity Employer Plan supporting reopening during COVID-19.

**5.1b LORI MAYHEW, MOVEUPTOGETHER: DRIVING PUBLIC, LET’S FIX PUBLIC CAR INSURANCE**

L. Mayhew, MoveUPTogether, provided a delegation and PowerPoint presentation titled “Driving Public, Let’s Fix Public Car Insurance”.

**5.1c GARY GUMLEY: WHITE ROCK PIER – WEST FLOATS REPLACEMENT**

G. Gumley, resident, provided a delegation regarding White Rock Pier – West Floats Replacement.

It was confirmed that the City is designated to receive \$220,000 cash value (insurance funds) whether the float is replaced or not.

Staff noted they have been in contact with a marine consultant in reviewing a possible project (float replacement) and an update is being planned to be brought to Council.

**5.2 PETITIONS**

None

**6. PRESENTATIONS AND CORPORATE REPORTS**

**6.1 PRESENTATIONS**

**6.1a ANGE CHEW & MARY ANN BELL: DISCOVER SURREY / EXPLORE WHITE ROCK**

Mary Ann Bell of Discover Surrey / Explore White Rock introduced their new Executive Director Ange Chew, who was appointed following the retirement of Cathy James.

A PowerPoint presentation was given regarding the current status of tourism, and the plans to move forward as we work through the COVID-19 global pandemic.

**6.1.b**                    **PRESENTATION: FROM DILLON CONSULTING LTD. TITLED “SOLID WASTE OPTIONS DEVELOPMENT AND EVALUATION FOR IMPLEMENTATION”**

Dillon Consulting Limited provided a PowerPoint presentation regarding their development and evaluation for implementing solid waste options for residential properties in White Rock. This presentation accompanies the corporate report noted as Item 6.2.4 on the agenda.

Council inquired about leasing the vehicles, and staff advised that while the leasing may be a cheaper option initially costs could be incurred elsewhere (waste removal), adding that green waste would need to continue to be stored at the operations site if this avenue were taken.

Council noted that they were in support of no longer storing the green waste at the operations yard.

***Note:** In accordance with motion 2020-391 the agenda was varied so Item 6.2.4 could be discussed directly following the presentation provided by the consultant on the topic.*

**6.2**                    **CORPORATE REPORTS**

**6.2.4**                    **RESIDENTIAL SOLID WASTE COLLECTION – PURCHASE OF TWO RECYCLING TRUCKS**

Corporate report dated July 27, 2020 from the Director of Engineering and Municipal Operations titled “Residential Solid Waste Collection – Purchase of Two Recycling Trucks”.

2020-394              **It was MOVED and SECONDED**  
THAT Council:

1. Approves the purchase of two (2) recycling replacement vehicles from the 2020 Financial Plan in the amount of \$820K (excluding GST) from Rollins Machinery Ltd; and
2. Approves an increase of \$304K for the purchase of the two recommended vehicles that would be reallocated from funding that was to have been for the purchase of the three (3) residential collection vehicles.

**CARRIED**

Councillor Manning voted in the negative

***Note:** Appendix A: Dillon Consulting Limited Solid Waste Options Report was distributed “On-Table” and placed on the City website with the agenda package prior to the meeting.*

***Note:** The agenda resumed in its original order*

**6.2.1**                    **COVID-19 GLOBAL PANDEMIC (VERBAL UPDATE)**

Chief Administrative Officer and Fire Chief provided a verbal report regarding local, provincial and global statistics the COVID-19 global pandemic.

The following discussion points were noted:

- The Province has issued an order that will limit the number of persons staying at a short term rental

2020-395                    **It was MOVED and SECONDED**

THAT Council receives the verbal report by the Chief Administrative Officer and Fire Chief regarding the COVID-19 global pandemic for information.

**CARRIED**

*Note: The agenda was varied at this time and the recommendations from the COVID-19 Recovery Task Force were asked to be discussed directly following the update.*

**7.2a**                    The following recommendations from the **COVID-19 Recovery Task Force** meeting held July 14, 2020 are being presented for Council's consideration.

**Councillor Johanson**, as the current Chairperson, introduced the following recommendations:

2020-396                    **It was MOVED and SECONDED**

THAT Council requests staff to look at ways to reopen the parkade in a safe and responsible manner as quickly as possible.

**CARRIED**

Councillors Chesney and Mayor Walker voted in the negative

2020-397                    **It was MOVED and SECONDED**

THAT Council endorses temporary dividing markings on the pier and promenade to encourage physical distancing.

**CARRIED**

Councillor Chesney and Mayor Walker voted in the negative

2020-398                    **It was MOVED and SECONDED**

THAT Council endorses ways to enhance and expand its guidance to residents and visitors using the waterfront so that they can maintain their social distancing. This could include, but not be limited to, visual cues and the use of volunteers.

**DEFEATED**

Councillors Chesney Manning and Trevelyan voted in the negative

2020-399                    **It was MOVED and SECONDED**

THAT Council advocates to the Provincial and Federal governments by sending a letter requesting consideration of extending the Canada Emergency Commercial Rent Assistance (CECRA) program, expanding eligibility requirements and improving the funding delivery method for businesses.

- 2020-400      **Amendment to the Main Motion**  
**It was MOVED and SECONDED**  
THAT Council amends the main motion, 2020-399, to add “including the ability for businesses to apply” be added to the motion.  
**CARRIED**
- Question was called on the Main Motion as Amended and it was**  
**CARRIED**
- Resolution 2020-399/400 with the Amendment:***  
*THAT Council advocates to the Provincial and Federal governments by sending a letter requesting consideration of extending the Canada Emergency Commercial Rent Assistance (CECRA) program, expanding eligibility requirements (including the ability for businesses to apply) and improving the funding delivery method for businesses.*
- 2020-401      **Subsequent Motion**  
**It was MOVED and SECONDED**  
THAT Council endorses ways to enhance and expand its guidance to residents and visitors using the waterfront so that they can maintain their social distancing utilizing further visual cues.  
**CARRIED**
- 6.2.2      **TRANSLINK DOUBLE DECKER BUS ROUTE #354 - TREE PRUNING**  
Corporate report dated July 27, 2020 from the Director of Engineering and Municipal Operations titled “TransLink Double Decker Bus Route #354 – Tree Pruning”.
- 2020-402      **It was MOVED and SECONDED**  
THAT Council supports TransLink’s use of double decker buses on bus route #354 by endorsing the pruning and tree replacement as outlined in this corporate report.  
**DEFEATED**  
Councillors Chesney, Johanson, Kristjanson, Manning and Trevelyan voted in the negative
- 6.2.3      **MEMORIAL PARK – VIEW FINDER LOCATION**  
Corporate report dated July 27, 2020 from the Director of Engineering and Municipal Operations titled “Memorial Park – View Finder Location”.
- 2020-403      **It was MOVED and SECONDED**  
THAT Council approves the recommended location of the view finder as shown in Appendix B and the installation of interpretive signage on the Pier as outlined in the July 27, 2020 corporate report titled “Memorial Park – View Finder Location”.  
**CARRIED**

- 2020-404      **Amendment to the Main Motion**  
**It was MOVED and SECONDED**  
THAT Council only approves a view finder as shown in July 27, 2020 corporate report titled “Memorial Park – View Finder Location if accompanied by a map similar to the one they have at Bay Street showing topography information as to what is being viewed  
**CARRIED**
- Question was called on the Main Motion as Amended and it was**  
**CARRIED**
- 6.2.5      **CONTRACT AWARD FOR MARINE DRIVE RETAINING WALL STABILIZATION**  
Corporate report dated July 27, 2020 from the Director of Engineering and Municipal Operations titled “Contract Award for Marine Drive Retaining Wall Stabilization”.
- 2020-405      **It was MOVED and SECONDED**  
THAT Council approves the award of the Marine Drive Retaining Wall Stabilization Contract to Greystone Design Management Construction Ltd. in the amount of \$1,065,846 (excluding GST).  
**CARRIED**  
Councillor Chesney voted in the negative
- 6.2.6      **AWARDING OF CONTRACT FOR CHILLER REPLACEMENT**  
“On-Table” corporate report dated July 27, 2020 from the Director of Recreation and Culture titled “Awarding of Contract for Chiller Replacement”.
- 2020-406      **It was MOVED and SECONDED**  
THAT Council acknowledges the award of the Chiller Replacement Contract to Fraser Valley Refrigeration Ltd.  
**CARRIED**
- 2020-407      **Motion to Extend the Regular Council Meeting**  
**It was MOVED and SECONDED**  
THAT Council authorizes the July 27, 2020 regular Council meeting extend past the 9:30 p.m. deadline.  
**CARRIED**
- 6.2.7      **COUNCIL STRATEGIC PRIORITIES UPDATE**  
Corporate report dated July 27, 2020 from the Chief Administrative Officer titled “Strategic Priorities Update”.
- 2020-408      **It was MOVED and SECONDED**  
THAT Council directs staff to:
1. Report quarterly on strategic priorities utilizing the reporting tools presented in this meeting on the City of White Rock’s website; and
  2. Add a “live” dashboard that shows overall progress of the current strategic priorities on the City of White Rock’s website.
- CARRIED**

## 7. MINUTES AND RECOMMENDATIONS OF COMMITTEES

### 7.1 STANDING AND SELECT COMMITTEE MINUTES

- Grants-in-Aid Sub-Committee – July 13, 2020
- COVID-19 Recovery Task Force – July 14, 2020

2020-409

#### It was MOVED and SECONDED

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

- a. Grants-in-Aid Sub-Committee – July 13, 2020; and
- b. COVID-19 Recovery Task Force – July 14, 2020.

CARRIED

### 7.2 STANDING AND SELECT COMMITTEE RECOMMENDATIONS

- a) The following recommendations have been brought forward from the **Grants-in-Aid Sub-Committee** meeting held on July 13, 2020. Councillor Chesney introduced the recommendations as Chairperson of the subcommittee.

Referencing the meeting minutes (included in the agenda as Item 7.1a), staff have received the following updates from the White Rock Player's Club as well as Peninsula Productions Society for Council's information (relates to Recommendation #2: Arts and Culture):

- **2020 Camera Equipment Grant in Aid Peninsula Productions**  
A late grant was submitted for \$3,500 and included a budget breakdown. The total cost for the equipment package is \$6,272.00. It would be unusual to include a holdback for part of the camera equipment package. The Society is thriving and pivoting in response to the COVID outbreak and is expected to continue in their current home for the long term.
- **White Rock Players** confirmed that at least two (2) of their galas have already not been held freeing up \$2,000. At this time they do not anticipate one (1) being held this fall, which would release a further \$1,000.
- **Arts and Culture Grants-in-Aid Budget Status:** The Grant-in-Aid budget is \$20,000. With the White Rock Players' Galas being cancelled to date, the remaining available budget in the fund is \$12,299. The Late Submissions total is \$11,500 and therefore is within the total grant allocation budget.

2020-410

#### It was MOVED and SECONDED

THAT Council:

- Awards a Grant-in-Aid to the White Rock Elks Lodge in the amount of \$2,000; and
- Continues to keep the six (6) pending grants open for confirmation of whether they can deliver on their original applications, as noted in the corporate report dated July 13, 2020.

CARRIED

2020-411 **It was MOVED and SECONDED**  
 THAT Council awards the following additional Grants-in-Aid as follows:

<b>Organization Name</b>	<b>2020 Event/Program</b>	<b>Amount</b>
White Rock Museum and Archives	High's Historical Walking Tour Online	\$5,000
White Rock City Orchestra	White Rock City Orchestra Virtual Video	\$3,000

**CARRIED**

2020-412 **It was MOVED and SECONDED**  
 THAT Council refers the following application back to the Grants-in-Aid Sub-Committee for further consideration based on the information reported back and included on this agenda.

<b>Organization Name</b>	<b>2020 Event/Program</b>	<b>Amount</b>
Peninsula Productions Society	Peninsula Productions Society COVID Accommodation Project	\$3,500

**CARRIED**

c) The following recommendation was brought forward from the **Governance and Legislation Committee** meeting held earlier in the evening.

2020-413 **It was MOVED and SECONDED**  
 THAT Council appoints Councillor Kristjanson (representative) and Councillor Johanson (alternate) to the Healthier Community Partnership (HCP) Committee in the position as Co-Chair.

**CARRIED**

**8. BYLAWS AND PERMITS**

**8.1 BYLAWS**

**8.1.1 BYLAW 2350 - CITY OF WHITE ROCK PLANNING PROCEDURES BYLAW, 2017, NO. 2234, AMENDMENT (ELECTRONIC PUBLIC INFORMATION MEETINGS) BYLAW, 2020, NO. 2350**

Bylaw 2350 proposes to enable digital Public Information Meetings (PIM) for private property applicants, and also seeks support from Council to schedule limited, in-person, meetings through the implementation of measures that will ensure the health and safety of the public is upheld. This bylaw received three readings at the July 13, 2020 regular meeting and was presented for consideration of final reading.

2020-414 **It was MOVED and SECONDED**  
 THAT Council gives final reading to “*City of White Rock Planning Procedures Bylaw, 2017, No. 2234, Amendment (Electronic Public Information Meetings) Bylaw, 2020, No. 2350*”.

**CARRIED**

Councillor Johanson voted in the negative

**8.1.2**            **BYLAW 2351 – WHITE ROCK ZONING BYLAW, 2012, NO. 2000, AMENDMENT (CD-63 – 15654/64/74 NORTH BLUFF ROAD / 1570/80 MAPLE STREET AND 1593 LEE STREET) BYLAW, 2020, NO. 2351**

Land Use and Planning Committee did not recommend proposed Bylaw 2351 for consideration; therefore, this item was not considered at this time.

**8.2**            **PERMITS**

None

**9.**            **CORRESPONDENCE**

**9.1**            **CORRESPONDENCE - RECEIVED FOR INFORMATION**

2020-415

**It was MOVED and SECONDED**

THAT Council receives the following correspondence as circulated for information:

**9.1.1**            Letter dated July 20, 2020 from C. Plagnol, Corporate Officer, Metro Vancouver regarding Best Management Practices for Invasive Species: Purple Loosestrife, Read Canarygrass, Wild Chervil, and Yellow Flag Iris; and

**9.1.2**            Carbon Copy of letter dated July 20, 2020 to the Provincial Government from S. Dhaliwal, Chair, Metro Vancouver Board, regarding Low Carbon Economic Stimulus Funding in Response to COVID-19.

**CARRIED**

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

**10.1**            **MAYOR’S REPORT**

Mayor Walker noted the following community events / information:

- July 14, South Surrey White Rock Chamber of Commerce Virtual Chamber Chat
- July 14, Business Resilience Network virtual session
- July 14, Facebook Live
- July 15, Whatcom Council of Governments virtual “International Mobility & Trade Corridor Program”
- July 16, AMICA virtual seminar titled “Downsizing”
- July 16, Virtual Town Hall with Provincial Ministers regarding Ideas for Recovery
- July 18, White Rock Youth Ambassadors “Public Speaking Spectacular” speech competition event
- July 21, South Surrey White Rock Chamber of Commerce Virtual Chamber Chat
- July 22 Virtual TransLink Mayors’ Council on Regional Transportation’s Joint Finance and Governance Committee meeting.
- July 24, Pride Week videotaping project produced by Flinnwest Solutions
- July 24, Pride Flag Raising at City Hall & White Rock RCMP Detachment and Marine Drive Pride Ride

**10.2**                    **COUNCILLORS REPORTS**

Councillor Johanson noted the following community events / information:

- July 14, South Surrey White Rock Chamber of Commerce Virtual Chamber Chat
- July 24, Pride Flag Raising and Marine Drive Pride Ride

Councillor Kristjanson noted the following community events / information:

- July 24, Pride Flag Raising and Marine Drive Pride Ride

Councillor Chesney noted the following community events / information:

- July 16, “Best Drinking Water Competition”, Greenwood City
- Volunteered at the lunch program
- Aug 4, the White Rock Library will be re-opening

Councillor Manning noted the following community events / information:

- July 14, South Surrey White Rock Chamber of Commerce Virtual Chamber Chat
- July 23, Planning Meeting regarding post-compliance short-term rentals
- Aug 6, The Landmark Pop-Up Gallery will re-open

**10.2.1**                    **METRO VANCOUVER BOARD IN BRIEF**

None

**11.**                        **MOTIONS AND NOTICES OF MOTION**

**11.1**                        **COUNCILLOR TREVELYAN: WATERFRONT PARKING**

Councillor Trevelyan requested the following resolution regarding the elimination of value priced parking lots at the waterfront be brought forward for consideration at this time (attachment – draft bylaw was included on the agenda for reference/consideration).

Due to the timing of scheduled Council meetings, it was noted that three (3) readings could be given to the proposed bylaw included in the agenda package.

Recognizing that implementation of this bylaw would be beneficial for the summer, the City will be calling a Special meeting in the near future in order for Council to consider adoption of the bylaw.

2020-416

**It was MOVED and SECONDED**

**THAT** Council endorses:

WHEREAS to standardize summer season rates by eliminating the value priced zone (all lots and on-street waterfront parking locations west of Oxford Street) and thus making all lots and on-street parking West of Oxford Street the same \$3.75 hourly rate as found elsewhere on the Waterfront in the summer season; and

Council hereby gives first, second, and third reading to “2020 Fees and Charges Bylaw, 2020, No. 2318, Amendment No. 2, 2020, No. 2353”, which reflects this standardization in Schedule K as circulated in the agenda.

**CARRIED**

**11.2 NOTICES OF MOTION**

None

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

None

**13. OTHER BUSINESS**

**14. CONCLUSION OF THE JULY 27, 2020 REGULAR COUNCIL MEETING**

The Chairperson declared the meeting concluded 9:49 p.m.



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Mayor Walker

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Tracey Arthur, Director of  
Corporate Administration

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

**ABSENT:** Councillor Chesney  
Councillor Fathers

**STAFF:** C. Ponzini, Acting Chief Administrative Officer  
S. Lam, Deputy Corporate Officer

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

Please note you can watch the meeting, as well as previous meetings, online [www.whiterockcity.ca/councilmeetings](http://www.whiterockcity.ca/councilmeetings).

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**1. CALL MEETING TO ORDER**

The meeting was called to order at 2:00 p.m.

**1.1. FIRST NATIONS LAND ACKNOWLEDGEMENT**

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

**2. ADOPTION OF AGENDA**

2020-420

**It was MOVED and SECONDED**

THAT the Corporation of the City of White Rock Council adopts the agenda for its special meeting scheduled for July 30, 2020 as circulated.

**CARRIED**

**3. 2020 FEES AND CHARGES BYLAW, 2020, NO. 2318, AMENDMENT NO. 2, 2020, NO. 2353**

Bylaw 2353 proposes to standardize summer season rates by eliminating the value priced zone (all lots and on-street waterfront parking locations west of Oxford Street) and thus making all lots and on-street parking West of Oxford Street the same \$3.75 hourly rate as found elsewhere on the Waterfront in the summer season. This bylaw received three readings at the July 27, 2020 regular Council meeting and was presented for consideration of final reading.

Council noted that the proposed bylaw provides visitors clarity for parking rates, as all lots would be the same. The additional revenue incurred by the proposed amendment is to assist the loss of parking revenues for 2020 due to the current economic situation.

2020-421

**It was MOVED and SECONDED**

THAT Council gives final reading to “2020 Fees and Charges Bylaw, 2020, No. 2318, Amendment No. 2, 2020, No. 2353”.

**CARRIED**

4.

**CONCLUSION OF THE JULY 28, 2020 SPECIAL COUNCIL MEETING**

The Chairperson declared the meeting concluded at 2:04 p.m.

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Mayor Walker

S. Alam

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Stephanie Lam  
Deputy Corporate Officer

**From:** [rosstd@telus.net](mailto:rosstd@telus.net)  
**To:** [Clerk's Office](#)  
**Cc:** [Twyla Ross](#)  
**Subject:** Question and Answer Period  
**Date:** August 28, 2020 11:52:00 AM

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CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

City Council,

The decision to paint the line and directional arrows on the pier and promenade was brilliant. Thank you! Please consider keeping them permanently even after the pandemic is over. The flow of pedestrian traffic and respectful sharing of the promenade space is greatly improved.

Also love the new physical distancing signs and their location. They are much more visible on the light posts than on the promenade fence. Now that we have these fun new signs can the old ones be removed? The promenade is looking like a bulletin board with all the signs which most people have been ignoring anyway.

It seems that many dog owners are not seeing the "no dogs allowed" signs on the fence. Perhaps there should be signs posted at each pay station.

Twyla Ross

Sent from my iPad

Dear Mayor and Council,

Sept 1/20

Wild Life Population explosion happening along the White Beach promenade:

I write to you as a long-time resident of the Semiahmoo Peninsula. My wife and I feel privileged and blessed to have raised our family here since our move to White Rock in 1980. We will never forget our first Christmas; luxuriating in the warm sun as we walked the pier and remembered our childhoods in Winnipeg shivering in the bitter cold.

The 40 years since have brought numerous changes to our community, many of them positive. That said, over the last four years of walking the White Rock beach promenade I've made some observations that have prompted this letter, which I send in hopes of inviting a community discussion about preserving the safety of our beach amenities, and surrounding area.

I have summarized some changes I have observed around the waterfront which I believe threaten the health and wellbeing of our community. I then offer some community actions for discussion and possible consideration.

In the early 1980's my wife and I were frequent visitors to the beach. At that time, feeding a seagull was considered a novelty that we enjoyed and encouraged with our kids. A beach day was a chance to enjoy the beauty of our natural waterfront habitat and the discoveries it could offer. We have since observed that such interaction between humans and animals is not always benign, and may have unintended and undesirable consequences. During this past summer I, and my neighbours have observed:

1. Crows and seagulls exist in unprecedented numbers on the beach front. They are now so plentiful, it is impossible to estimate their numbers. I have experienced incidents of dive bombing seagulls that have left stains on my clothes on three occasions this summer alone. Of more concern I have seen seagulls aggressively raiding food directly from peoples' food trays as they look for a place to picnic. People caught unawares are literally frightened for their children being attacked. As the gulls surround picnicking groups, well meaning visitors throw their fish and chip remnants into the air to attract the birds. This emboldens the birds in their increasingly dangerous interactions with humans and also results in food deposits collecting between the breakwater rocks. Granville Island and other beach locations have begun a campaign instructing visitors not to feed birds due to the dangerous scavenging behaviours that result and put visitors at risk of injury.
2. The White Rock city has placed numerous garbage cans along the boardwalk in numbers that were once sufficient to ensure that garbage could be safely discarded for later pick up by city workers. Close to 100 percent of these cans

had lost the moveable doors designed to prevent birds and other scavengers from accessing the contents. I noted this past week that these lids have been largely replaced with lids that close. However the remaining steel garbage containers remain with openings that have no closing mechanism.

This, in combination with the food deposits in the breakwater rocks has resulted in a massive growth of the rat population along the boardwalk. A late night stroll will reveal a macabre scene of rats scurrying along the boardwalk looking for food scraps. Their numbers are increasing dramatically.

3. An exponential explosion of the Canada Geese population is occurring on the waterfront. I estimate based after weeks of random counts on mornings when the geese are roosting on the grass that the current population exceeds 400 geese who are now permanent residents. Geese mate for life and live up to 20 years. A pair of geese lay 5 eggs a season so unless action is taken to limit the continued growth of the goose population our waterfront space will become unsafe for humans. The geese are defecating all along our waterfront greenspace leaving virtually no space untouched with their excrement. White Rock is not alone in facing this issue.

4. Crows, the most predatory birds in our local population, are being regularly fed by people who maybe unaware of the negative impact crows have on local song birds. Song birds are the most vulnerable of our bird population and they have become increasingly rare in the backyards of white Rock due to the aggressive ability crows have to poach the nests of tiny birds unable to protect their eggs.

All of this to conclude that our precious boardwalk promenade and beach front park areas are becoming unsafe for children and families. The interaction between humans and wildlife is not desirable or healthy. How long before we have a public health outbreak due to the unavoidable contact with bird excrement deposits literally everywhere you turn?

Possible actions for consideration:

1. Post signage that educates visitors of the dangers of feeding birds at the beach. This will provide locals the opportunity to refer to visual rationale when politely asking that visitors refrain from feeding the birds.
2. Evaluate different garbage containers that:
  - a. Are resistant to rats and scavenging crows and seagulls.
  - b. Meet the surge capacity demanded by the numbers of visitors to White Rock beach.
  - c. Create a suitable and sustainable waste system for the waste and plethora of cardboard trays created by fish and chip purchases that do not

fit into the garbage containers. Perhaps local restaurants can be incentivised in some way to assist with this?

3. In addition to signs, educate the public of the negative outcomes resulting when we feed the beach wildlife and alter the behaviour of the seabirds.
  
4. Consider strategies for controlling the explosion of the Goose population. This could start with a city sponsored program of “addling” as many of the nests as can be found each spring. This will help in reducing the current rate of population growth over a period of time.

Thank you for your time and consideration,

Kind regards,

Mark Kroeker



Ash Street Garbage



Garbage Marine Drive and Ash street



Ash Street and marine drive



Promenade Garbage can filled to overflowing



Garbage can overflowing on the promenade



Seagull scavenging garbage



Old fashioned open cans on Marine Drive



Geese on the promenade



geese roosting on Semiahmoo band land



garbage littered after scavenging birds have left



Rats in broad daylight on columbia street



## Stephanie Lam

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**Subject:** FW: Increase in Wildlife along the Waterfront

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**From:** Jim Gordon <[JGordon@whiterockcity.ca](mailto:JGordon@whiterockcity.ca)>

**Sent:** Tuesday, September 08, 2020 3:14 PM

**To:** Mark Kroeker <[md.kroeker1234@gmail.com](mailto:md.kroeker1234@gmail.com)>

**Cc:** Mayor and Council <[MayorandCouncil@whiterockcity.ca](mailto:MayorandCouncil@whiterockcity.ca)>; Guillermo Ferrero <[GFerrero@whiterockcity.ca](mailto:GFerrero@whiterockcity.ca)>; Carl Isaak <[CIsaak@whiterockcity.ca](mailto:CIsaak@whiterockcity.ca)>; Alex Nixon <[alex@whiterockbia.com](mailto:alex@whiterockbia.com)>

**Subject:** Increase in Wildlife along the Waterfront

Hello Mark:

Thank you for your email and PDF with pictures of wildlife and garbage along the beach and Promenade. You raise several good points that we are working to address as discussed below:

1. Garbage (illegal dumping) – The first picture at Ash shows commercial garbage that is illegally placed on the street by a business that buys tomatoes in bulk. As you may know, Council asked for a review of solid waste collection in the City. The current system whereby commercial businesses and multi family properties hire contractors for their garbage disposal motivates many to illegally place garbage in Parks garbage cans throughout the City. We will report to Council on this as part of the solid waste collection study.
2. Waterfront is now an “Outdoor Restaurant” – As a result of COVID-19, people are encouraged to use takeout and eat outdoors along the Waterfront. Our garbage collection frequency and tonnage has tripled this year to keep up. We instructed our contractor to add shifts and to extend these shifts later into the evening – we need further instruction to ensure the late night garbage is collected and not allowed to sit all night.
3. Feeding Wildlife – We have signs encouraging people not to feed the birds, but many people choose to do so anyway. Maybe we have too many signs or maybe we need to step up enforcement, but you are correct in noting that this is a problem.
4. Garbage Cans – Fish and Chip Cardboard – We ordered new cans that can better accommodate the large cardboard fish and chip containers but even so, these are messy and a waste of resources. We need to have a discussion with the businesses about more appropriate wraps for fish and chips. Maybe paper (or newspaper) as they do in Britain and elsewhere.
5. Rats – We recently met with Orkin pest control and are exploring more effective ways to control the rats.

Thanks again for your email. We are taking steps to do better; however, we also need to communicate to the public and businesses that it is not necessarily the City’s role to expend unlimited resources cleaning up in front of and near takeout restaurants.

Jim

**Jim Gordon P.Eng.**  
**Director of Engineering and Municipal Operations,**  
**City of White Rock**  
877 Keil Street, White Rock, BC V4B 4V6  
Tel: 604.541.2181 | [www.whiterockcity.ca](http://www.whiterockcity.ca)



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August 6, 2020

RECEIVED

AUG 11 2020

CITY OF WHITE ROCK  
ADMINISTRATION

White Rock City Hall  
15322 Beuna Vista  
White Rock, BC V4B 1Y6

Dear Council Members:

**RE: Correspondence for Consideration & Feedback - September 14, 2020 Council Meeting**

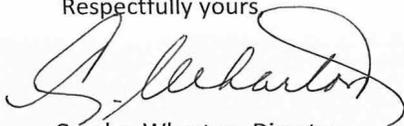
The King's Banquet Soup Kitchen, which has served the community for the past 15 years, has been closed since late March 2020, due to the Covid-19 pandemic. This was a very difficult decision for us, however, it was important that we take enough time to discover what would be required of us in order to ensure both volunteers and diners could be as safe as possible.

During the summer we were very pleased to see that the City Hall organized a take-home food program with some local restaurants and that this was made available outdoors in the downtown area. My purpose for writing is to ask *whether there are plans to continue this program throughout the winter?*

Our group is considering re-opening the community kitchen at Star of the Sea Hall possibly in October, but in order to do so we first need to establish whether there is still need.

Thank you for bringing this up at your September meeting and for getting back to me so that I have sufficient time to work with Fraser Health and our volunteers in putting together the safest alternative food plan possible so that we can reinstate our community kitchen for the remainder of 2020 and into 2021. And thank you for being proactive in doing what you could earlier this summer to help those most seriously affected from the results of this pandemic. This act of helpfulness has made a difference to people in genuine need.

Respectfully yours,



Carolyn Wharton, Director  
King's Banquet Soup Kitchen  
778-277-2533

*cawharton@shaw.ca*



MAYOR DARRYL WALKER  
OFFICE OF THE MAYOR  
WHITE ROCK, BC CANADA

August 13, 2020

File No. 0220-20-04

Transmitted by Email: [cawharton@shaw.ca](mailto:cawharton@shaw.ca)

Ms. Carolyn Wharton, Director  
King's Banquet Soup Kitchen

Dear Ms. Wharton:

**Re: Volunteer Food Services to the Community**

On behalf of Mayor and Council, I wanted to acknowledge receipt of your letter dated August 6, asking for Council's consideration and feedback related to the delivery of safe food programs in the City of White Rock for those in need.

We appreciate you sharing information about the history of the King's Banquet Soup Kitchen and the valuable services the volunteers have provided to residents in need for the past 15 years.

We have asked that your letter be placed on the next Council Agenda for Monday, September 14, for discussion. We will follow up with you shortly thereafter.

In the meantime, I would like to thank you and all the volunteers from the King's Banquet Soup Kitchen for the many years of services. It is recognized and appreciated.

Sincerely,

Mayor Darryl Walker  
City of White Rock

cc: White Rock Council

June 30, 2020

Ralph Volkens,  
Manager, Parking Services

Dear Mr. Volkens,

Behind this letter, you will find a copy of another dated January 18, 2019. That letter, along with a petition, was submitted to you on behalf of the residents of the 1400 block Merklin Street. We were all having trouble with parking on our Street. This situation is still with us.

Later in March, you phoned to inform me that we did not have enough signatures for the petition to move forward.

Since then we have gathered more signatures as residents returned from their winter holidays and others just got fed up with parking problems and asked to sign.

Originally, we had sixty-six signatures and we now have seventy-nine. You will notice Mr. Derek Cadwallader, the owner of the 4-Plex on the corner of Thrift and Merklin, signed for all four of his tenants. I just counted one signature for his four units.

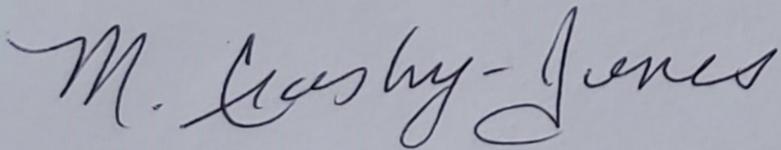
One of our owners did go back to 1429 Merklin Street and again they refused to consider our petition.

Please note the new signatures at the bottom of the copied petition sheets. I had enclosed the original petition sheets with our January 18<sup>th</sup> 2019 letter.

Would you please reconsider our request for Permit Parking in the 1400 block Merklin Street.

Thank you.

Yours truly,



Marg Crosby-Jones - Vice President, 1450 Merklin St.

Gerry Tohill - Member at Large, 1449 Merklin St.

Shelly Keen - Member at Large, 1488 Merklin St.

Marg Crosby-Jones

604-531-4825

margharkness@hotmail.com

January 18, 2019

Ralph Volkens,  
Manager, Parking Services

Dear Mr. Volkens,

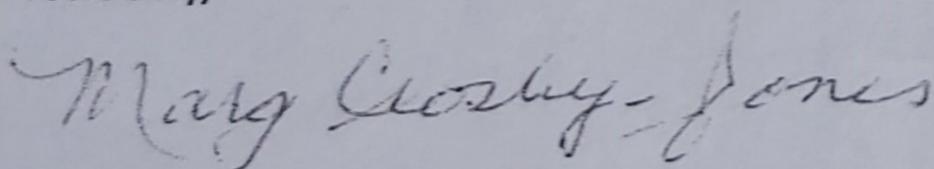
Attached you will find the results of our Petition for Permit Parking for the 1400 block of Merklin Street.

Many of the residents of the 1400 block Merklin Street are disappointed and frustrated that we are unable to park in front of our own homes. We are requesting Permit Parking for the following reasons:

1. We are within 200 metres of the Hospital pay parking and according to a conversation you had with Gerry Tohill that is one of the stated requirements for permit parking.
2. Many of our owners have only one assigned parking space and need to park their second vehicle on the street.
3. Our stratas were built before the requirement for Visitors Parking and consequently our visitors need to park on our street.
4. Many of our owners are seniors that require the services of Care Givers and Contractors of numerous varieties. These workers need to park close to their clients as they often have multiple items needed for their visit.
5. Our building maintenance contractors have difficulty finding parking when they arrive for their scheduled work.
6. Our parking spaces are frequently filled for the entire working day by the employees from the Hospital (It is free parking for them.), patients for the many Health and Doctor Offices close by and now the many construction workers from the sites nearby.

Please consider our request favourably. We await your reply.

Yours truly,



Marg Crosby-Jones – Vice President, 1450 Merklin

Gerry Tohill – Member at Large, 1449 Merklin

Shelly Kean – Member at Large, 1488 Merklin St

Scott Stockley - President, Townhouses

Marg Crosby-Jones,

604-531-4825

margharkness@hotmail.com

# "Bruckton Place"

We the undersigned at 1488 Merklin Street are asking White Rock City Council to request the Engineering and Municipal Operations Department to post 'Permit Parking Only' signs in the 1400 block of Merklin Street.

Unit	Name	Signature
301	Anne McPhail	Anne McPhail
301	DAVE McPHAIL	Dave McPhail
304	NATALIE + RAY VOLK	R. Volk
303	MAUREEN HARRISON	M. Harrison
302	Kathryn Smith	Kathryn Smith
302	Hilda Smith	Hilda M. Smith
204	Paulson	YVONNE PAULSSON
202	V. BREWER	V. Brewer
103	FRAN SMITH	Frances L. Smith
104	LOUISE ANDREW	Louise Andrew
106	CINDY CONWAY	Cindy Conway
105	Shelly Kean	Shelly Kean
200	LINA STARBUCK	Lina Starbuck
206	ROBERT FAITZKE	Robert John Faltz
306	JK Stenbridge	JK Stenbridge
102	B. MacGillivray	B. MacGillivray
110		

We the undersigned at 1450 Merklin Street are asking White Rock City Council to request the Engineering and Municipal Operations Department to post 'Permit Parking Only' signs in the 1400 block of Merklin Street.

Unit	Name	Signature
303	M. Boyes	M. Boyes
304	Wendy Henderson	Wendy Henderson
305	MADISON VAN OENE	M. Van Oene
307	WUDWIG REINECKE	W. Reinecke
312	Michael N. Tracy	M. Tracy
308	Sandy Lloyd Smith	S. Lloyd Smith
308	JIM NEILSON	J. Neilson
309	EILEEN DENNING	E. Denning
310	Marie BOGDANOW	M. Bogdanow
311	Lorraine Baillie	LORRAINE BAILLIE
201	LYNDA BATISTA	L. Batista
206	GABRIELE SURMA	G. Surma
203	JUDITH GLENN	Judith Glenn
208	WESLEY FAHL	W. Fahle
104	STEVE HEWITT	S. Hewitt
102	Jade Hall	Jade Hall
106	BILL STOCKDALE	B. Stockdale
108	Silvia FASSLER	S. Fassler

We the undersigned at 1450 Merklin Street are asking White Rock City Council to request the Engineering and Municipal Operations Department to post 'Permit Parking Only' signs in the 1400 block of Merklin Street.

Unit	Name	Signature
110	Richard Bulcock	J R Bulcock
109	Norm Hollingsworth	<del>Norm Hollingsworth</del>
210	Jan Logage	<del>Jan Logage</del>
103	Rich Goulet	Rich Goulet
105	Ginger Foster	<del>Ginger Foster</del>
101	Roy Preston	ROY PRESTON
207	K Lucas	Karen Lucas
909	D. TRUITMAN	D. Truitman
301	Janet Ward	Janet WARD
204	MARG CROSBY-JONES	M. Crosby-Jones
306	LAWI WILLIAMS	<del>LAWI WILLIAMS</del>







We the undersigned at 1449 Merklin Street are asking White Rock City Council to request the Engineering and Municipal Operations Department to post 'Permit Parking Only' signs in the 1400 block of Merklin Street.

Unit	Name	Signature
101	TODD CONKIE	<i>[Signature]</i>
301	Garry Phinney	<i>[Signature]</i>
201	STAN KONG	<i>[Signature]</i>
102	ANN LINDSAY	<i>[Signature]</i>
103	GERRY KUHILL	<i>[Signature]</i>
202	Anne Fagan	<i>[Signature]</i>
104	LESLIE GASKELL	<i>[Signature]</i>
304	Bill O'Donovan	<i>[Signature]</i>
201	Leslie / Ruth DiLazio	<i>[Signature]</i>
303	RICHARD BRAUN	<i>[Signature]</i>
204	ALEX M. NISOL	<i>[Signature]</i>
203	LAVONNE KHAYVA	<i>[Signature]</i>

for \$15/yr permit

*[Handwritten mark]*

We the undersigned at the Townhouses Merklin Street are asking White Rock City Council to request the Engineering and Municipal Operations Department to post 'Permit Parking Only' signs in the 1400 block of Merklin Street.

Unit	Name	Signature
1475	Scott Stockley	
1477	Patrick Ginter	
1473	James Prockx	
1471	Crystal Money	
1481	Merklin Reg Nash	
1483	Maria Clark	MARIA CLARK.
1487	Sheena Reid	SHEENA REID
1489	Aime Dionne	
1491	SHERRY SOOLE	
1467	Zilly Peng	
1463	Tamara Gayle-Turner	
1459	R. ELCHUR	
1457	J. COMMISSO	
1451	Goran Tubic	
1493	Marilyn Rode	
1494	JEN BALFOUR	
1495	JOE ALMOND	
<del>1477</del> 1461	Deborah Steneker-Rodriguez	

8



THE CORPORATION OF THE  
CITY OF WHITE ROCK  
CORPORATE REPORT



**DATE:** Monday, September 14, 2020

**TO:** Mayor and Council

**FROM:** Tracey Arthur, Director of Corporate Administration

**SUBJECT:** City of White Rock's 2019 Annual Report

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**RECOMMENDATION**

THAT Council endorse the City of White Rock's 2019 Annual Report as circulated.

---

**EXECUTIVE SUMMARY**

The 2019 Annual Report (Appendix A) includes statistical information, departmental overviews, and information on civic grants. The last portion of the report contains detailed financial statements for the City, year ended December 31, 2019.

The 86-page document also includes a summary of 2019 milestones, a progress report on the [2018-2022 Council Strategic Priorities](#) and statements from the Mayor and Chief Administrative Officer (CAO).

Under B.C.'s *Community Charter*, municipalities are required to produce an annual report that states their goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives.

Due annually on June 30, the Province changed the due date of the Annual Report to August 31, 2020 to mitigate the impact of COVID-19 on municipal government operations. The direction to municipalities states: "Local Governments that can complete and submit these reports before the August 31 deadline are encouraged to do so".

Once completed, the annual report must be made available for public inspection 14 days prior to being available for Council to hear public submissions /questions. The City's Annual report was ready and available on Monday, August 31, 2020.

**PREVIOUS COUNCIL DIRECTION**

N/A

**INTRODUCTION/BACKGROUND**

Under B.C.'s *Community Charter*, municipalities are required to produce an annual report that states their goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives.

The 2019 Annual Report was shared in a variety of ways, including the placement of hard copies at White Rock City Hall, the White Rock Library and the White Rock Museum and Archives.

The City issued a media release that was posted on the City's website and sent to local and Lower Mainland media. A related article was published in online publications that include the Cloverdale Reporter, Surrey Now-Leader and the Municipal Information Network and in the Peace Arch News weekly newspaper.

A link to the 2019 Annual Report was posted on the City's Twitter, Facebook and Instagram pages. The 2019 Annual Report can be found on the City's website at [www.whiterockcity.ca/annualreport](http://www.whiterockcity.ca/annualreport).

### **FINANCIAL IMPLICATIONS**

N/A

### **LEGAL IMPLICATIONS**

N/A

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

The City of White Rock's 2019 Annual Report is available for public review, giving the public 14 days to review and provide submissions, comments or ask questions in time for the City Council meeting on September 14, 2020.

There will also be the opportunity for the public to give their submissions, comments or ask questions in person at the September 14, 2020 Regular Council meeting. This has been arranged with the criteria to ensure public safety due to the COVID-19 pandemic is addressed. The public may attend at the White Rock Community Centre and their comments/questions will be live streamed to Council who will be in attendance at City Hall. This will all form part of the Regular Council meeting that will be live streamed and available on the City's website for viewing at any time.

Promotion of the Annual Report included:

- Advertising in the Peace Arch News
- Media release sent to local and Lower Mainland and municipal media
- Social media that includes Twitter, Facebook and Instagram
- Website information at [www.whiterockcity.ca/annualreport](http://www.whiterockcity.ca/annualreport)
- Hard copies at the White Rock Library branch of Fraser Library
- Hard copies at the White Rock Museum and Archives
- Hard copies at City Hall
- Link and information posted on the City of White Rock employee Intranet.

An update on the progress of Council Strategic Priorities 2018-2022 appears in the 2019 Annual Report. Council has begun a process to review their Strategic Priorities as they head into the future with facilitated meetings held September 3 & 4, 2020 (these were recorded and placed on the City's website for the public to view). Council developed the original plan with significant

community engagement and will keep the community informed and seek input into key objectives.

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

The Annual Report was prepared by the Communications and Government Relations and the Financial Services Departments of the City of White Rock in collaboration with the City's Senior Leadership Team.

All City of White Rock departments contributed updates to the Annual Report, based on milestones and progress in 2019.

### **CLIMATE CHANGE IMPLICATIONS**

N/A

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

The 2019 Annual Report is aligned with Council's 2018-2022 Strategic Priorities and provides a status update on those priorities as well as on other City projects.

The City of White Rock revisited Council's Strategic Priorities earlier this month as a way to help ensure the future needs of the community are met during and after the COVID-19 pandemic.

Council adopted an innovative approach (technology called Cascade) that provides real-time progress on major priorities using a dashboard for quarterly updates on the City's website for all projects. The latest strategic priorities snapshot taken with the use of this tool, Cascade, showed a 50-% completion of [Council's Strategic Priorities 2018-2022](#).

Council's current strategic priorities include:

- Official Community Plan Review
- Relationship with Semiahmoo First Nation
- Water Community Advisory Panel
- Multi-family and Commercial Waste Pickup
- Economic Development Strategies
- Parking Task Force
- Marine Drive Task Force
- Zoning Bylaw Review
- Council Policy and Bylaw Review
- Other priorities, including the Community Amenity Contributions review
- Advocacy, including the Whistle Cessation Program on Burlington Northern Santa Fe tracks.

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

The following options are available for Council's consideration:

Approve White Rock's 2019 Annual Report as provided in Appendix A of this corporate report; and submit the Annual Report to the Province of British Columbia.

OR

Approve White Rock's 2019 Annual Report with changes as indicated by City Council and/or collected by City staff; and submit the Annual Report to the Province of British Columbia.

### **CONCLUSION**

White Rock's 2019 Annual Report is presented for endorsement by City Council. There is an opportunity for the public to comment or ask questions on the report at the September 14, 2020 regular Council meeting at 7:00 p.m. Notice regarding this opportunity was published in the following ways:

- City's website under the "2020 White Rock News and Announcements" sections on August 31, 2020;
- City's website with a new section created at [www.whiterockcity.ca/annualreport](http://www.whiterockcity.ca/annualreport)
- Peace Arch News on September 3 and 10, 2020 inviting the public to provide comments and questions about the 2019 Annual Report in writing or at the September 14, 2020 regular Council Meeting;
- City of White Rock's Facebook and Twitter social media channels on Sept. 2, 8, and 11<sup>th</sup> and on Instagram: Sept. 3 and 11<sup>th</sup>.

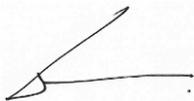
Respectfully submitted,



Tracey Arthur, Director, Corporate Administration

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

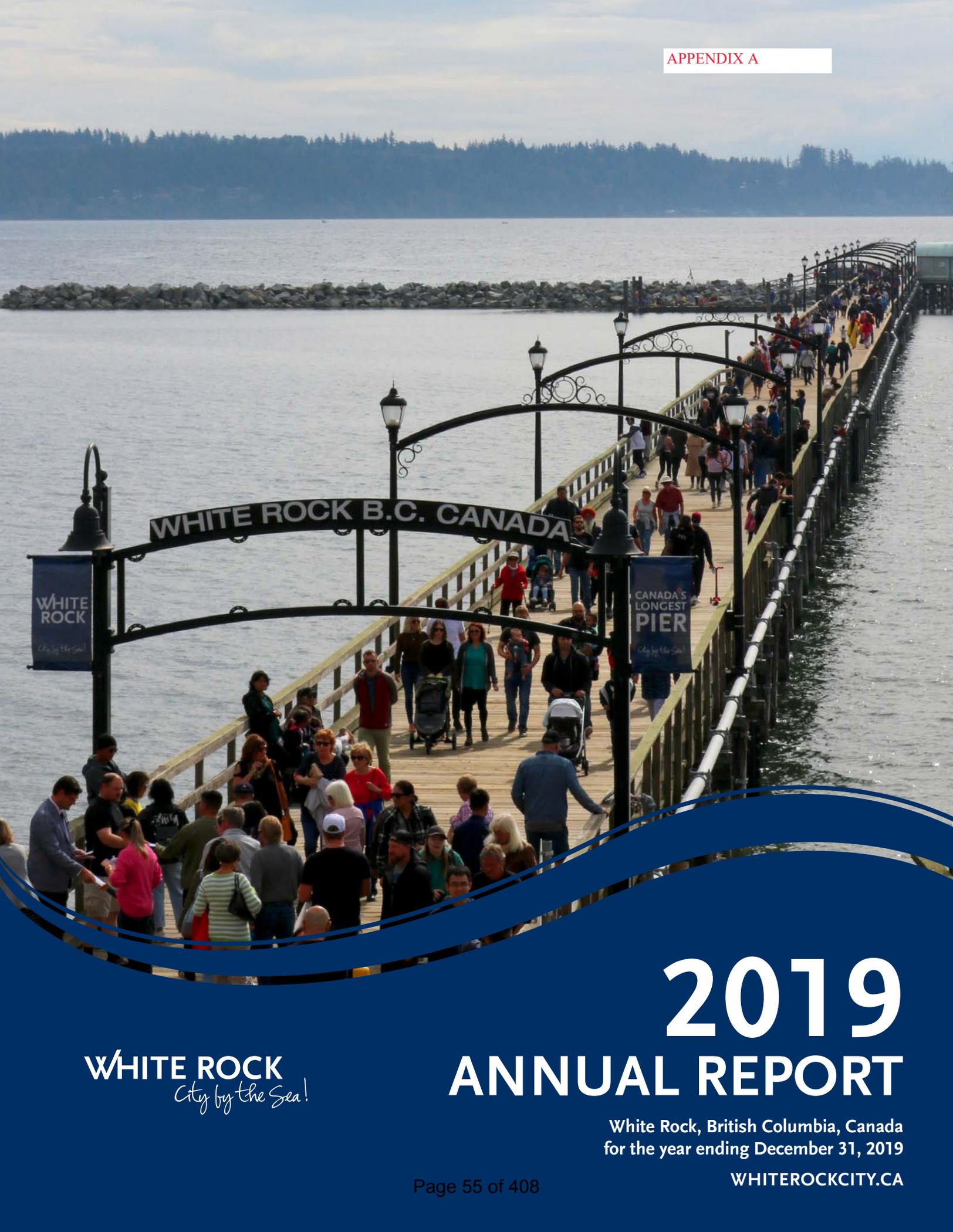
I concur with the recommendation(s) of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

Appendix A: The City of White Rock's 2019 Annual Report

Appendix B: Communications and Media Relations for White Rock's 2019 Annual Report



WHITE  
ROCK

*City by the Sea!*

CANADA'S  
LONGEST  
PIER

*City by the Sea!*

**WHITE ROCK**  
*City by the Sea!*

# 2019 ANNUAL REPORT

White Rock, British Columbia, Canada  
for the year ending December 31, 2019

[WHITEROCKCITY.CA](http://WHITEROCKCITY.CA)

CITY OF WHITE ROCK

# 2019 ANNUAL REPORT

FOR THE YEAR ENDING DECEMBER 31, 2019

The 2019 Annual Report was prepared by the Communications and Government Relations Department and the Financial Services Department of the City of White Rock in cooperation with all civic departments and agencies.



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# A MESSAGE FROM THE MAYOR



It is my honor to present to you, on behalf of White Rock City Council, the City of White Rock's 2019 Annual Report and Financial Statements.

In 2019, we had many triumphs as a community after losing the use of our treasured White Rock Pier to a sudden, destructive storm in December 2018.

On behalf of Council and our residents, I am grateful to the Provincial Government for its contribution to fixing the Pier. The City was thrilled when the Friends of the Pier led a fundraising effort that contributed \$400,000 to future work on White Rock's Pier.

The City's Engineering team made the Pier and Promenade a singular focus, beginning construction in May 2019 and finishing the Pier, ready for the first steps to be taken in August 2019. Canada's longest Pier reopened on time and on budget.

The City had some other major accomplishments in the spring of 2019, including opening the Water Treatment Plant in March 2019, immediately realizing an increase in water quality. We then opened the West Beach Parkade and Memorial Park in May 2019.

With a focus on engaging the community, White Rock Council members have led committees and task forces considering everything from heritage to the needs of our Waterfront businesses.

The community was invited to an unprecedented number of public engagement opportunities in 2019. Public input sessions helped to shape Council's Strategic Priorities. The City hosted Community Forums on capital projects, such as water quality, and other engagements that included a TransLink Forum, a free-to-the-public version of the Mayor's State of the City Address, an Affordable Housing Forum and community outreach on White Rock's Official Community Plan Review. Members of Council also hosted monthly "Let's Talk" drop-in sessions.

In 2019, White Rock attracted tens of thousands of people to the Waterfront to enjoy Canada Day by the Bay, Tour de White Rock and Concerts for the Pier. Semiahmoo Days was combined with the 70th Anniversary of the White Rock Sea Festival for one large and successful celebration.

In 2019, we deepened our connection with our friends and neighbours, the Semiahmoo First Nation. We met as Councils, celebrated National Indigenous Day, participated in an apology ceremony in November 2019 and worked together on mutual agreements.

In 2020, the COVID-19 pandemic has challenged the people of White Rock in many ways and we are rising to the challenge. You will hear more about this in 2020, including input from White Rock's COVID-19 Recovery Task Force.

In White Rock, we are a strong, resilient and determined community. We value our beautiful City by the Sea and will continue to make it a vibrant home for residents, an economic opportunity for businesses and a popular destination for visitors.

We will be creative as a City government, working with the Province of British Columbia, the Federal Government, Metro Vancouver, TransLink and all of our community, social services and business partners to ensure White Rock has the bright future we all deserve.



Darryl Walker  
Mayor, City of White Rock

**"With a focus on engaging the community, White Rock Council members have led committees and task forces considering everything from heritage to the needs of our Waterfront businesses."**

# A MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER



The City of White Rock had a year of successes in 2019, making significant progress on City Council's Strategic Priorities. Those priorities are connected to the City's value and vision and are the product of community input.

The City made progress on the Official Community Plan and the Waterfront Enhancement Strategy with public engagement taking place in 2019. The Water Community Advisory Panel has been an active participant in providing water quality information to the community, asking questions and being involved in outreach.

From an administrative perspective, bylaws and policies are being reviewed by Council to bring them up to date and ensure they align with Council's vision. Task forces for parking and Marine Drive were active in 2019, working with Council to address the business and parking needs of White Rock and its Waterfront.

Council also moved forward on Rail Safety and Whistle Cessation, a Homeless Reduction Strategy and the Community Amenity Contributions Review.

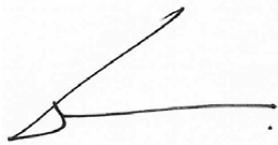
Half of Council's Strategic Priorities for 2018-2022 have been achieved in year two of a four-year term.

Council has been supported in this success by the hard-working employees of the City of White Rock and the City's Strategic Leadership Team.

As with all local governments across Canada, the COVID-19 pandemic forces us to push the reset button, reviewing and determining priorities for the coming years. City Council will review its priorities for White Rock this summer and create some new Strategic Priorities to share with the community to help offset the financial and social impacts of COVID-19. We can expect to hear from the newly formed COVID-19 Recovery Task Force.

White Rock will continue to creatively provide city programs in safe, physically distant ways. The City will continue to follow the direction of the Provincial Health Officer, aiming to keep employees and the community safe. White Rock is a city of breathtaking beauty, hidden treasures, interesting walkways, murals, events and cultural activities. As the COVID-19 threat continues, getting outdoors in White Rock is a great way to enjoy our city.

Please join me in looking back on 2019 in this Annual Report and Financial Statements document. I look forward to continuing to lead City employees, and to serve Council and the community in 2020.



Guillermo Ferrero  
CAO, City of White Rock

**"Council has been supported in this success by the hard-working employees of the City of White Rock and the City's Strategic Leadership Team."**



# OUR CITY BY THE SEA

White Rock is a picturesque, seaside city of 21,027 in southwest British Columbia. The city is located beside the sprawling sandy beach and warm, shallow waters of Semiahmoo Bay. White Rock is located on the unceded territory of the Semiahmoo First Nation and the Coast Salish people.

Moderate temperatures, stunning vistas and great amenities attract residents and visitors to White Rock. Established in 1957, the city has a proud past and a vibrant future. White Rock's Waterfront, Five Corners area and Uptown all offer a variety of restaurants, retail stores and services. The city has attractive housing and a variety of parks, community services, facilities, pathways and trails.

The iconic White Rock Pier crowns the City's Waterfront and is Canada's longest pier at 470 metres. The Waterfront is also home to a railway used by BNSF (Burlington Northern Sante Fe) Railway and a historic train station that houses the White Rock Museum and Archives. Residents and visitors enjoy the walkable, 2.2-metre-long Promenade and visiting the legendary White Rock, known to the Semiahmoo First Nation as P'Quals.

Attracting a diverse demographic spanning from young families to retirees, White Rock offers the friendliness of a small town with the amenities of a modern urban centre. It is a safe city that is protected by White Rock Fire Rescue, White Rock RCMP and the B.C. Ambulance Services.



**21,027\***  
residents



**5.12** SQ KM  
city area



**2.19** KM  
promenade length



**9,924**  
registrations into  
recreation classes  
and programs



**878**  
Fire inspections



**706**  
participants in Fire  
Rescue education  
programs and talks



**2,036**  
Business Licences issued



**846,192**  
total post reach on Facebook



**\$48,052**  
total Civic Grants-in-Aid  
awarded by the City

\* 2019 Province of B.C.

# MAYOR AND COUNCIL



Local government in the City of White Rock is provided by a Mayor and six Councillors.

Council's four-year term began in 2018 and finishes in 2022.

The main function of a municipal Council is to look after the current and future economic, social and environmental well-being of its community. Council's primary duties are to create administrative policy, adopt bylaws on matters delegated to local government through the *Local Government Act* and other Provincial statutes to protect the public and to collect taxes for those purposes. Council also acquires, manages and disposes of the City's assets. Council sets a vision and goals and charts a course of action for the City.

[WHITEROCKCITY.CA/CITYCOUNCIL](http://WHITEROCKCITY.CA/CITYCOUNCIL)

*Back Row*

Councillor David Chesney  
Councillor Erika Johanson  
Councillor Helen Fathers  
Councillor Christopher Trevelyan

*Front Row*

Councillor Anthony Manning  
Mayor Darryl Walker  
Councillor Scott Kristjanson

# COMMITTEES

## SELECT COMMITTEES:

- Arts and Cultural Committee
- Cultural Advisory Committee
- Dogs on the Promenade Task Force
- Economic Development Advisory Committee
- Environmental Advisory Committee
- History and Heritage Advisory Committee
- Housing Advisory Committee
- Marine Drive Task Force
- Parking Task Force
- Public Art Advisory Committee
- Seniors Advisory Committee
- Tour de White Rock Committee
- Water Community Advisory Panel
- White Rock Sea Festival Committee

## OTHER ADVISORY COMMITTEES

- Advisory Design Panel
- Board of Variance

## STANDING COMMITTEES

- August Contract Committee
- Finance and Audit
- Governance and Legislation
- Grants-in-Aid
- Intergovernmental and Indigenous Affairs
- Land Use and Planning





# COUNCIL STRATEGIC PRIORITIES

At the beginning of each term in office, City Council develops and approves a set of Strategic Priorities that guide City decision-making during the four-year term.

City Council created Council Strategic Priorities 2018-2022 with the help of community input.

These strategic priorities include:

- Official Community Plan Review
- Relationship with Semiahmoo First Nation
- Water Community Advisory Panel
- Multi-Family and Commercial Waste Pickup
- Economic Development Strategies
- Parking Task Force
- Marine Drive Task Force
- Zoning Bylaw Review
- Council Policy and Bylaw Review
- Other priorities, including the Community Amenity Contributions review
- Advocacy, including the Whistle Cessation Program on Burlington Northern Sante Fe (BNSF) Railway.

The City uses an innovative approach to tracking real-time progress on major priorities posting a dashboard and quarterly updates at [whiterockcity.ca/priorities](http://whiterockcity.ca/priorities).

White Rock has completed more than 50 per cent of its priorities in less than two years. This is a remarkable achievement in light of the resources required to navigate municipal operations during the COVID-19 pandemic.

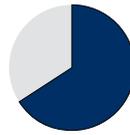
The Council Strategic Priorities achievement is the result of successful collaboration with the community and clearly identified priorities.

Council will revisit the Strategic Priorities to ensure the future needs of the community are met during and after the COVID-19 global pandemic.





### OFFICIAL COMMUNITY PLAN REVIEW

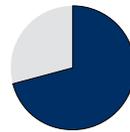


66% COMPLETE

An Official Community Plan (OCP) is a community's statement of its long-term vision. The City of White Rock will be working with the public to obtain feedback and make sure the community's aspirations and concerns are understood and shared with Council before making decisions on changing the OCP. The OCP provides a policy framework for Council by addressing issues such as housing, transportation, enhancing the Waterfront, economic development, building heights and density, and the natural and social environment. The OCP also guides future land uses and development potential of properties within the City.

Council has expressed their desire for re-engagement with the public and consultation on certain aspects of the current OCP, which was adopted in October 2017, to ensure that it reflects the community's values and to provide additional support to the City's efforts.

### SEMAIHMUO FIRST NATION



71% COMPLETE

City Council has made it an immediate priority to reach out and work with the Semiahmoo First Nation. It is essential to the well-being of the community that this relationship be rebuilt positively and there be an established partnership with each other.

The City of White Rock and Semiahmoo First Nation / Indigenous People each are governed in different ways through culture and legislation. A Communications Protocol will be an important tool for understanding and will give a clear path to move forward and work together on many matters, including various services.

### WATER COMMUNITY ADVISORY PANEL



34% COMPLETE

The City remains committed to improving water quality for White Rock residents and will continue to take proactive steps to accomplish its operational and water quality goals.

Water services in White Rock had been owned and operated privately until the City acquired the utility in October 2015. Since taking over the operations, the City has taken many steps to improve the water quality. In 2019, the City's Water Treatment Plant became fully operational to address the naturally occurring arsenic and manganese in the City's water.

### MULTI-FAMILY AND COMMERCIAL WASTE PICKUP



56% COMPLETE

In mid-2015, the City made significant changes to its delivery of solid waste services in line with recommendations of a solid waste study on best practices. The changes included the privatization of multi-family and commercial solid waste pickup, as well as a transition from cost recovery through property taxes to a user fee model for single family homes.

Council has directed that the decision to privatize multi-family and commercial waste pickup be reviewed. Also, feedback through the community strategic priority consultation process indicated a desire to resume these services.

### ECONOMIC DEVELOPMENT STRATEGIES

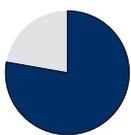


25% COMPLETE

To grow a sustainable, livable and prosperous community, the City of White Rock is making purposeful efforts to foster an environment that supports business, draws employment and encourages improved living standards. Through the development of an updated Economic Development Strategy, the City is taking a long-term approach to economic development by establishing targets and possible new policies.

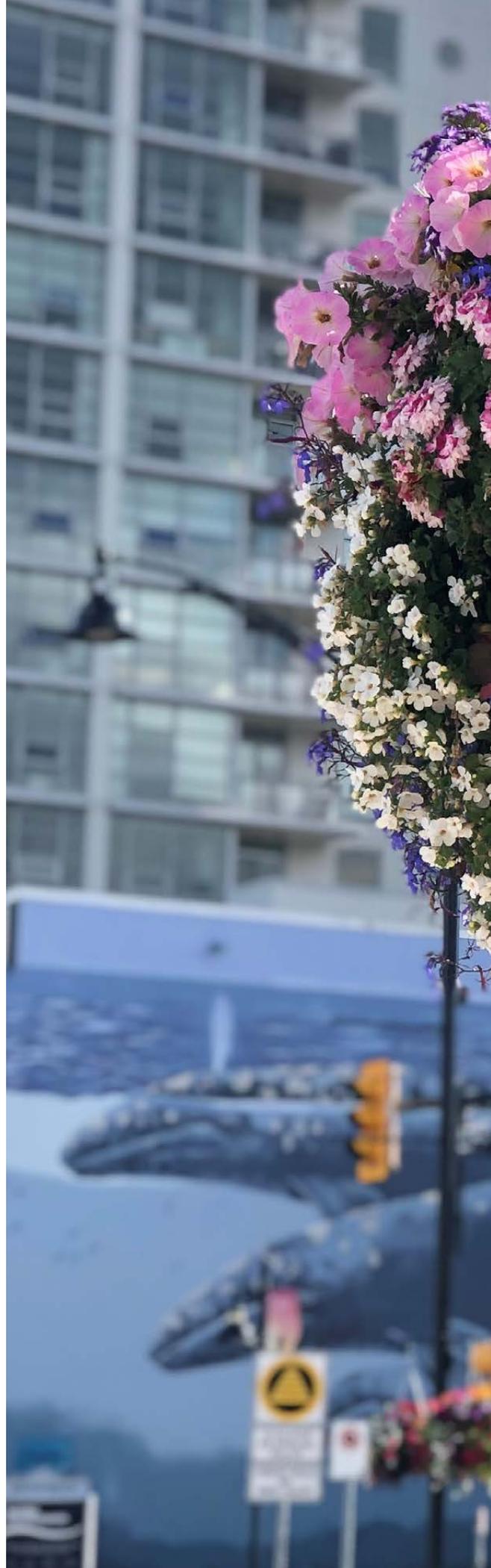
The needs of each commercial area of White Rock will be considered, including the Waterfront, Town Centre and Lower Town Centre.

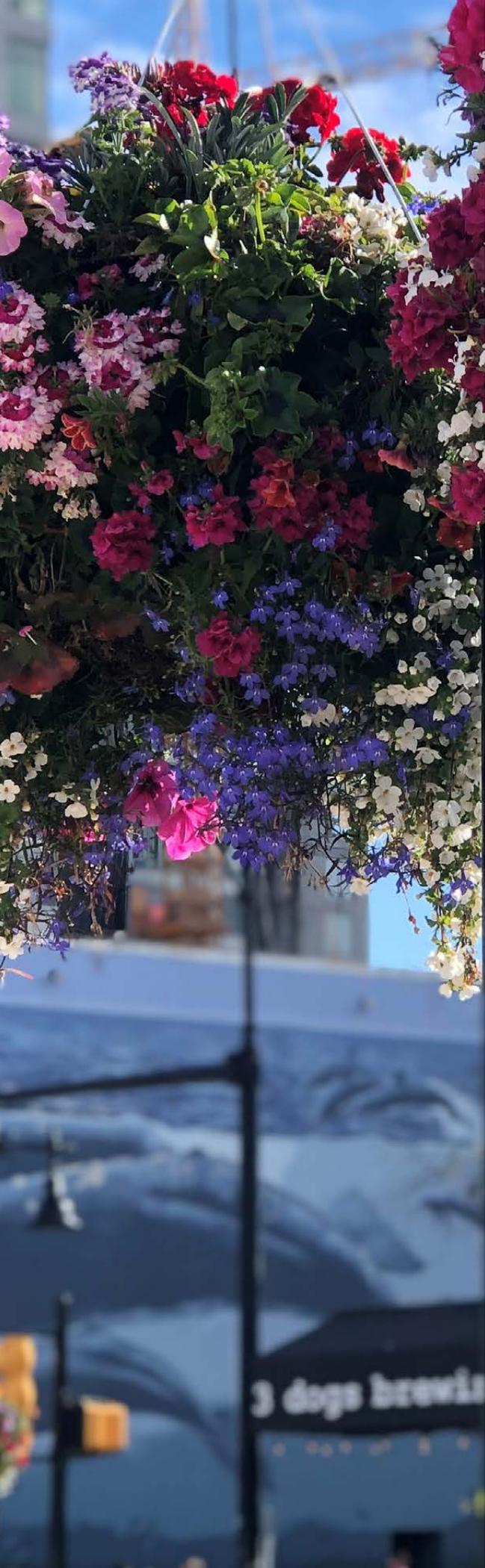
### PARKING TASK FORCE



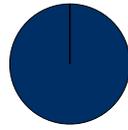
78% COMPLETE

The Parking Task Force is reviewing and potentially revising parking programs in White Rock, including rates, parking permits, pay parking decals and the integration of the new West Beach Parkade. The Parking Task Force mandate is to ensure rates are competitive with neighboring jurisdictions while not impacting property taxes and that White Rock businesses are supported and White Rock residents receive the best possible value in our City.





### **MARINE DRIVE TASK FORCE**



**100%**  
COMPLETE

The Marine Drive Task Force has advised Council on Marine Drive issues such as: business viability, economic development, tourism, redevelopment, building/ public realm design and character, signage, sidewalk use and programming, beautification, events and Marine Drive business areas relationship to the Promenade/Pier, Beach and parking.

The main channel for the Marine Drive Task Force's advice was through providing input on the development and implementation of a 'Marine Drive / Waterfront Enhancement Strategy'. This included a review of the Waterfront Enhancement Plan, Economic Strategic Plan, business bylaws, the White Rock Sign Bylaw and other related materials deemed relevant. The Task Force provided feedback and recommendations to Council.

### **ZONING BYLAW REVIEW**



**30%**  
COMPLETE

The City's Zoning Bylaw shapes many aspects of everyday life and puts the Official Community Plan (OCP) into effect. It also provides for day-to-day administration on:

- how land may be utilized
- where buildings and other structures can be located
- the types of buildings that are permitted and how they may be used
- the lots sizes and dimensions, parking requirements, building heights and setbacks from the street.

### **COUNCIL POLICY AND BYLAW REVIEW**



**42%**  
COMPLETE

Good governance is critical to provide for a high quality of life, responsible development and thriving businesses. Effective policies, key bylaws and transparency are essential elements to achieve this.

## NEXT



The current focus areas of the Council Strategic Priorities are listed under the Immediate Priorities. Once an Immediate Priority is completed, it is replaced with a Next item. Below are the five (5) Next priorities as determined by Council.

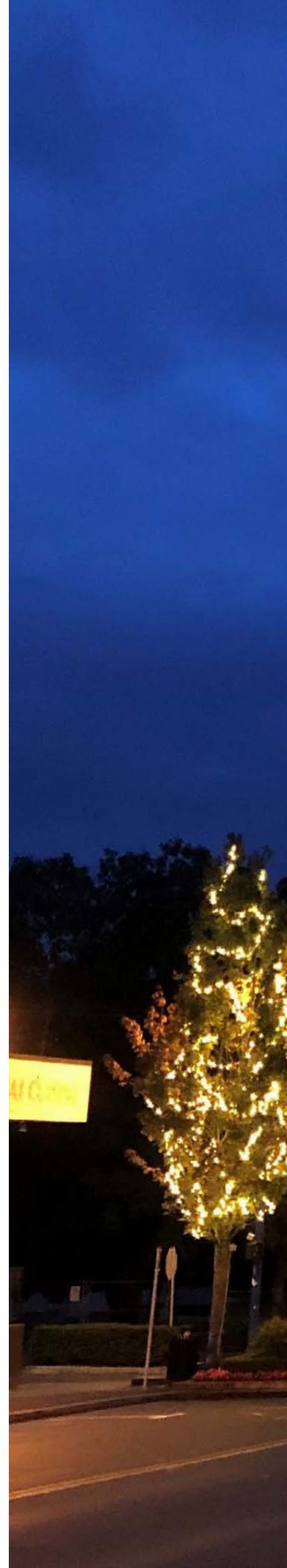
Sign Bylaw Review
Policing Service Review
Funicular Feasibility
Community Amenity Contributions Review
City Hall and Civic Precinct

## ADVOCACY

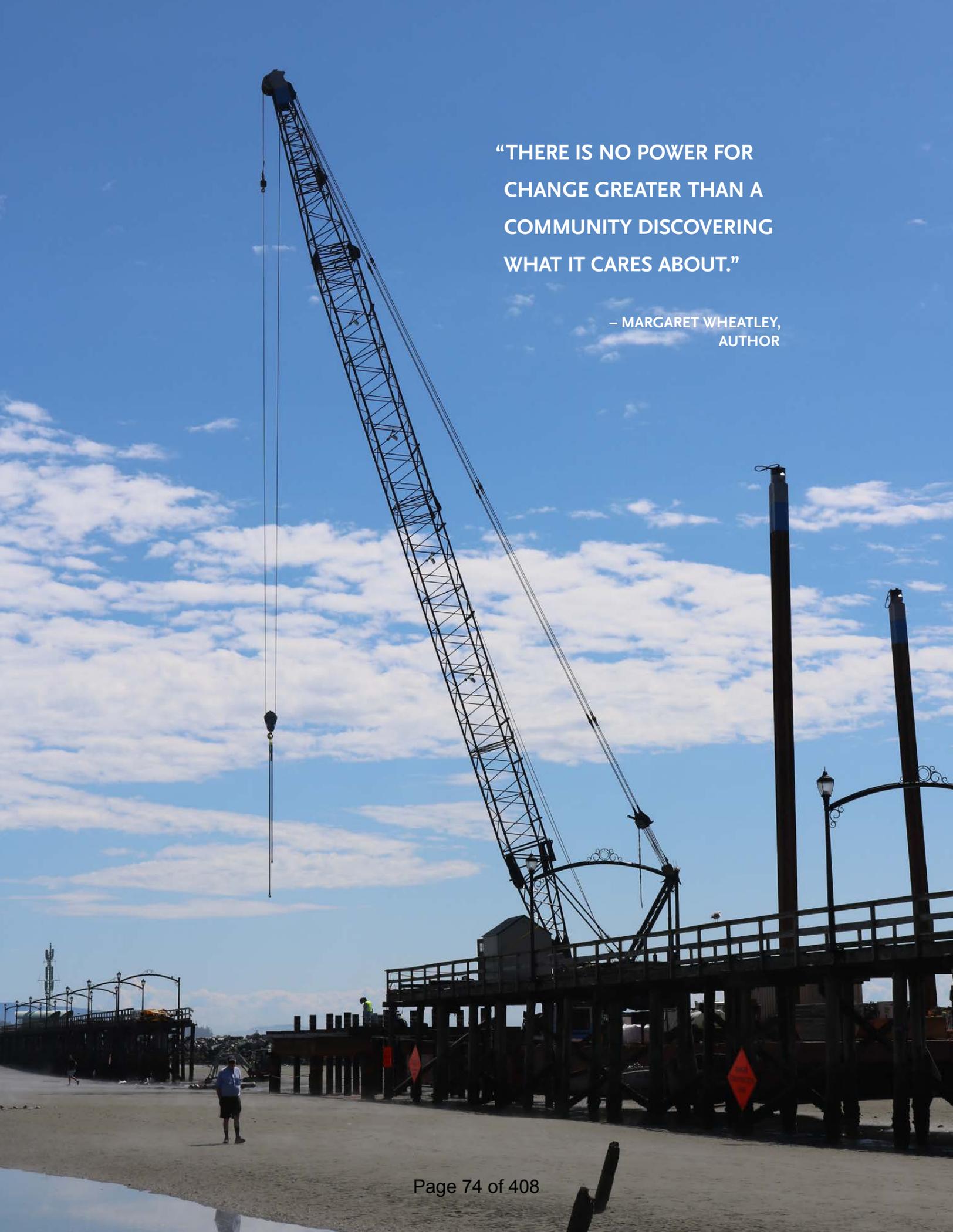


Mayor and Council will champion a variety of priorities to Regional, Provincial and Federal authorities along with community stakeholders. At this time, Council will focus its outreach on the following causes or policies:

Vacant Property Tax	Ministry of Finance
Totem Pole Restoration	School District 36
Peace Arch Hospital Expansion	Fraser Health Authority BC Ministry of Health
Rail Safety/ Whistle Cessation/ Passenger Train Stop	Transport Canada BC Ministry of Transportation Burlington Northern Sante Fe (BNSF) Railway Amtrak
Homeless Reduction Strategy	Ministry of Municipal Affairs and Housing
Protection of Semiahmoo Bay	Semiahmoo First Nation Department of Fisheries and Oceans BC Ministry of Environment







“THERE IS NO POWER FOR  
CHANGE GREATER THAN A  
COMMUNITY DISCOVERING  
WHAT IT CARES ABOUT.”

– MARGARET WHEATLEY,  
AUTHOR

# WHITE ROCK PIER AND WATERFRONT RESTORATION

In White Rock, the December 20 storm of 2018 sparked the City of White Rock, and the community, into action.

People remember where they were or what they were doing when they heard about the storm, the king tide and the 100-kilometre-an-hour winds that ripped through White Rock, downing power lines, damaging the East Beach and breaking in half Canada's longest Pier.

A section in the middle of the Pier was torn away and debris from damaged boats was lodged along the Pier. Along with damage to utility and power lines, the Waterfront was also impacted as the storm surged over the Promenade, damaging concrete infrastructure and the shoreline.

After the storm, it was all hands on deck to reconstruct the iconic Pier, first built in 1914.

City Council, with insurance proceeds, money from reserves and \$1 million of Provincial funding, moved quickly to approve the hiring of expert contractors to reconstruct the Pier.

During the reconstruction, the City replaced storm-damaged picnic tables, benches, lawns, irrigation, tree lights and walkways. The City worked closely with Burlington Northern Santa Fe (BNSF) Railway to remove more than 60 truckloads of logs and debris and construct a new rip-rap sea wall.

Following design completion and permit approvals, construction began in May 2019, and the Pier reopened to the public on August 27, 2019, with an official reopening on September 21, 2019.

The Pier was reconstructed with a new, high-quality midsection designed by a marine engineer, delivered within budget, on time and ahead of schedule.

A \$1-million grant from the Province helped to repair Waterfront infrastructure from storm damage along the promenade and White Rock Pier, helping restore the economic and social heart of the community.

## FACTS ABOUT THE WHITE ROCK PIER

The 470-metre-long White Rock Pier is a major attraction. Here are some facts about the Pier:

- Originally constructed in 1914
- Extends north-south into Semiahmoo Bay
- Unique wood construction
- Underwent restoration in 1977
- Breakwater located at its southern end
- Damaged promenade was reconstructed and reopened in July 2019
- The new promenade features a stamped asphalt walkway, lawns, benches and picnic tables. In addition to a well-used walkway, it is a popular picnic area for families.
- Both the East Beach and West Beach suffered damages as a result of the storm. The City opened both beaches for public use as soon as possible.

## REBUILDING THE PIER

*Left:* Steel piles are drilled in to replace and restore the damaged section of the Pier.

*Right:* Residents and visitors walking along Canada's longest Pier on reopening day, Aug. 27, 2019.





## WHITE ROCK PIER RESTORATION

**Project Cost:** \$3 million

**Schedule:** April to August 2019

- Westmar Advisors Inc. was engaged by the City to conduct an assessment of the damaged section immediately following the storm and is responsible for the design of the new Pier.
- PPM Civil Constructors, ULC, was retained to repair the pier.
- The City of White Rock reconstructed damaged sections and replaced damaged timber piles outside of the areas that collapsed.
- The new structure is more resilient and includes a modular system that minimized construction time.
- The new design allows for the possibility of raising the deck elevation in the future.

### Scope of Work

- Extract, remove and dispose existing timber piles and decking
- Supply and install 14-inch steel pipe piles
- Supply and install pre-cast pile cap
- Supply and install pre-cast concrete slab
- Supply and install timber sleepers, decking, handrails and bull-rails
- Reinstate watermain
- Make timber repairs.

## EAST BEACH RESTORATION

**Project Cost:** \$1 million

**Schedule:** March to August 2019

- Westmar Advisors Inc. and WSP were retained to assess the damage and assist with remedial options.
- Graystone Construction Management was retained as the contractor responsible for repairing the damaged shoreline on the Promenade from Cypress Street to Finlay Street.
- The project involved the clean-up and rebuild of the Promenade.
- The rip-rap rock provided by BNSF contains all material from blasting operations at a quarry.

### FROM BROKEN TO BETTER

*From top left:* The broken portion of the Pier on East Beach after the storm, the White Rock amongst debris after the storm with the broken Pier in the background, damage on the Promenade at East Beach, the Promenade fully restored at East Beach with new picnic tables, resurfaced Promenade and rip-rap rock along the shoreline.



## COMMUNITY COMES TOGETHER

With the Pier and Promenade restored, White Rock turns to the long-term future of the Pier and the fundraising that is ongoing.

Seeing the Pier split in two inspired the community. Businesses rallied together to raise funds for the next important part of the Pier reconstruction: preparing the Pier for the future, making it weather-proof, as much as possible, and ready to meet the conditions of a changing world climate.

Individuals and groups came forward in 2019, including the Friends of the Pier. The effort continues to raise funds for the next stages of the Pier reconstruction.

Friends of the Pier led fundraising events that included Concerts for the Pier, Dancing for the Pier, Chefs for the Pier, Beers for the Pier, Prints for the Pier and Planks for the Pier.



### CELEBRATING THE PIER

*Top:* Official reopening of the White Rock Pier on Sept. 21, 2019 with White Rock City Council, White Rock Youth Ambassadors and Friends of the Pier.

*Bottom Left:* Community members and Mayor Walker walking towards the Pier at the official reopening.

*Right:* Friends of the Pier official announcement and presentation of funds raised for the Pier restoration in May 2019.

# CAPITAL PROJECTS IN 2019



## WATER TREATMENT PLANT COMPLETED

The City is committed to providing safe and clean water to its water users, adhering to mandates issued by Fraser Health and meeting the requirements of Health Canada's Guidelines for Canadian Drinking Water Quality. In 2017, the City was awarded nearly \$12 million in government grants through the Clean Water and WasteWater Fund (CWWF). The CWWF covered 83 per cent of the total project costs for the City's first Water Treatment Plant.

To ensure the City used the right technologies to reach its water quality goals, the City partnered with water quality research group RES'EAU-WaterNET. RES'EAU-WaterNET created a custom-fit mobile research lab to reflect the City's specific water-related needs, helping to identify the best technologies and solutions to address the naturally occurring arsenic and manganese in the City's water. These technologies are part of the water treatment plant, which was completed in late March 2019.

## MEMORIAL PARK AND PIER WASHROOMS COMPLETED

Memorial Park is a major attraction, drawing thousands of people to White Rock's Waterfront. To enhance the visitor experience, the City upgraded Memorial Park and replaced the Pier washrooms. The project was completed in April 2019.

Residents and visitors can now take advantage of the wider Promenade at the White Rock Pier entrance, as well as improved accessibility, a splash zone water feature for children, a sloped green lawn, increased lighting for added safety and amphitheatre seating to enjoy panoramic oceans views.

**MAKING A SPLASH:**  
*Top: Children enjoying the splash water zone at Memorial Park.*

## **WATERFRONT PARKING -PARKADE** *COMPLETED*

Waterfront parking is an important asset for businesses, residents and visitors in White Rock. Many people are not aware that the City does not own the parking lots along the Waterfront but leases them from Burlington Northern Santa Fe (BNSF) Railway.

To provide more parking capacity on the Waterfront, in the summer of 2019, the City opened the West Beach Parkade, a four-level parkade at Victoria Avenue and Vidal Street with 180 spaces, including EV stations.

## **RAIL AND PEDESTRIAN SAFETY IMPROVEMENTS (WHISTLE CESSATION)** *COMPLETED*

Transport Canada's Grade Crossing Regulations order railway companies and road authorities to upgrade existing grade crossings, including signage, crossing surface specifications, sight lines and warning systems by November 2021.

Transport Canada identified concerns with White Rock's existing six grade crossings at Finlay Street, Ash Street, Balsam Street, Cypress Street, the White Rock Pier and Bay Street. Also, the two crossings at Oxford Street and Anderson Street needed flashing lights and bells to meet Grade Crossing Regulations. The City received grant funding from the Rail Safety Improvement Program for the crossings and warning devices. These pedestrian safety improvements were completed in December 2019, allowing the City to comply with the regulations and to successfully apply for whistle cessation.

## **WATERFRONT PROJECTS SHORELINE AND PROMENADE PROTECTION PLAN, PIER RESTAURANT, MARINA EXPANSION** *ONGOING*

The City's Waterfront is cherished by residents and is identified as the primary opportunity to drive the local economy and support community initiatives. There is a desire to develop a Waterfront that offers increased recreational and cultural opportunities. The City had reviewed possible additions to the Waterfront that include a marina expansion, Pier restaurant, and shoreline and Promenade protection plan.

The storm's destruction of White Rock's Pier in 2018 and the subsequent reconstruction of the Pier and Promenade in 2019 have meant a delay in reviewing these possible Waterfront projects.

More restoration work is planned for the Pier. Discussion is continuing into 2020.

## **RAIL RELOCATION ADVOCACY** *ONGOING*

White Rock's Waterfront is a busy area with residents and tourists enjoying the many things our seaside community offers. As the Waterfront gets busier, the safety and well-being of residents, visitors and the natural environment becomes even more of a priority for the City.

The City is concerned about dangerous goods being transported by rail at our Waterfront. In 2019, the City of White Rock

continued advocating for the relocation of the railway with stakeholders, reaching out to the Semiahmoo First Nation (SFN), Government of Canada, Province of British Columbia, City of Surrey and the Burlington Northern Santa Fe (BNSF) Railway, and will continue to look for opportunities to discuss relocation.

## **COLUMBIA AVENUE DIVERSION PLAN** *FORMULATED*

White Rock Council recognized the "Climate Emergency" and committed to Climate Change mitigation and adaptation strategies.

There are issues with White Rock's stormwater discharge, including erosion to the City of Surrey's McNally Creek, flooding and poor stormwater quality. This project intends to divert stormwater from erosion-prone locations and fish spawning areas and to develop an upgraded conveyance system with treatment facilities to reduce oil, grit and other damaging materials in the stormwater before discharge to the Bay. This diversion, including the installation of a new outfall and pump station, will also allow the removal of stormwater and encroachments from SFN lands. Regional benefits include mitigation of flood waters and erosion in fish spawning areas, improvements to Semiahmoo Bay water quality and the removal and restoration of encroachments on SFN lands.

**2019 PROJECTS:** *From Top:* Rail and Pedestrian Safety Improvements at East Beach, the West Beach Parkade located at Vidal Street and inside the Water Treatment Plant.





# VALUES AND VISION

## CORPORATE VALUES

### ***Excellence***

Always striving for improvement.

### ***Respect***

Building trust and respect within our sphere of influence.

### ***Integrity***

Honestly striving for equity and fairness in all that we do.

### ***Responsibility***

Always mindful of our responsibility to current and future generations and our environment.

### ***Accountability***

Taking seriously the stewardship role our electors have bestowed on us, and communicating why we are doing what we are doing so that transparency of decision-making is maximized.

### ***Value***

Adopting innovative approaches to service delivery that assure the most value (return) for the least (investment) net cost to taxpayers (note: this is not the same as always picking the least expensive approach).

### ***Community Participation in Government***

Maximize inclusivity and involvement in public decision-making.

## CORPORATE VISION

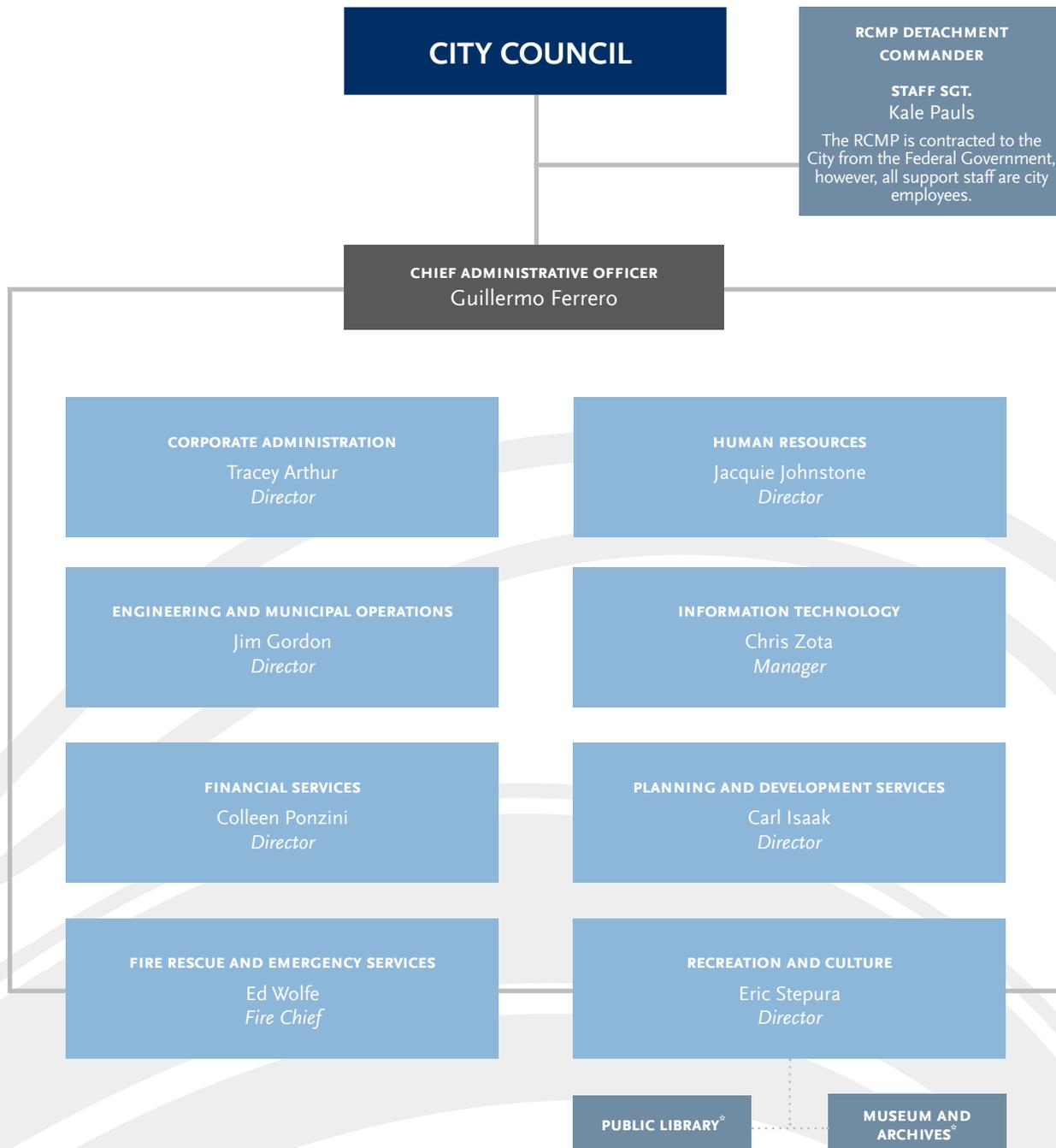
White Rock will provide for all its citizens a high quality of life where:

- Our high-quality environment is protected and nurtured for current and future generations.
- The community feels safe, secure and friendly.
- Opportunities exist for our businesses to prosper.
- Arts and culture flourish and our heritage is celebrated.
- Municipal boundaries are less important than a strong sense of pride in and connectedness to our community.
- We all can live, work and play in an enjoyable atmosphere.

## MISSION

Building community excellence through effective stewardship of all community resources.

# ORGANIZATIONAL CHART



The City departments are listed in alphabetical order on the organizational chart and in the following pages.

\* The Library and Museum buildings are owned and maintained by the City. The Library staff are Regional Library employees. The Director of Recreation and Culture is the City Liaison for the White Rock Library and the White Rock Museum and Archives.



# CONNECT WITH US

The City of White Rock's outreach includes a variety of online and offline tools. As new technology emerges, the City is committed to finding ways to connect and engage with citizens in conversations that matter and are meaningful. Communication tools the City uses on a regular basis include:

## CITY WEBSITE

Your guide to City services, recreation programs, live streaming of Council meetings, corporate reports, strategic priorities, City events and more. [WHITEROCKCITY.CA](http://WHITEROCKCITY.CA)

## CITY SOCIAL MEDIA

 [FACEBOOK.COM/WHITEROCKCITY](https://FACEBOOK.COM/WHITEROCKCITY)

 [TWITTER.COM/WHITEROCKCITY](https://TWITTER.COM/WHITEROCKCITY)

 [INSTAGRAM.COM/CITYOFWHITEROCK](https://INSTAGRAM.COM/CITYOFWHITEROCK)

## CITY CONNECTS E-NEWSLETTER

The e-newsletter is published the week of each Council Meeting and features information about upcoming events, City news, City Council updates and important seasonal reminders. [WHITEROCKCITY.COM/NEWSLETTER](http://WHITEROCKCITY.COM/NEWSLETTER)

## COMMITTEES

The City of White Rock Council has committees, task forces, and other advisory bodies to ensure opportunities for input from specified groups or members of the general public.

## COMMUNITY NEWSPAPERS

The City places a City News ad each week in the local paper to advise of upcoming Council and committee meetings and news from the City.

## COMMUNITY EVENTS

See what's going on in the City on our events calendar. Find Council meetings, public hearings, City festivals, art openings and more! [WHITEROCKCITY.CA/EVENTS](http://WHITEROCKCITY.CA/EVENTS)

## EMAIL AND PHONE

General Inquiries: 604-541-2100

Questions for Mayor and Council:

Email Council [whiterockcouncil@whiterockcity.ca](mailto:whiterockcouncil@whiterockcity.ca)

## PARTNERSHIPS

The City also partners with a variety of community partners, such as Explore White Rock, the White Rock Business Improvement Association, the South Surrey White Rock Chamber of Commerce, and the White Rock Museum and Archives.

## REGULAR COUNCIL MEETINGS

The City of White Rock Council meetings are held twice a month on Monday nights at 7 p.m. in Council Chambers, except for August, when no meetings are scheduled. Council meetings are an excellent way to learn more about what's happening in your community. You can also watch the meeting live on our website streaming service. [WHITEROCKCITY.CA/COUNCILMEETINGS](http://WHITEROCKCITY.CA/COUNCILMEETINGS)

## TALK WHITE ROCK

The City's online engagement platform houses surveys, discussion boards, and project pages to review or participate in at your convenience. [TALKWHITEROCK.CA](http://TALKWHITEROCK.CA)

# CITY FACILITIES

## **CITY HALL**

15322 Buena Vista Ave.  
White Rock, BC V4B 1Y6  
*Contact:* 604-541-2100  
*Customer Service Hours:*  
Monday to Friday 8:30 a.m.- 4:30 p.m.

## **ENGINEERING AND MUNICIPAL OPERATIONS**

877 Keil St.  
White Rock, BC V4B 4V6  
*Contact:* 604-541-2181  
*Customer Service Hours:*  
Monday to Friday 8 a.m.- 4:30 p.m.

## **RCMP**

15299 Pacific Ave.  
White Rock, BC V4B 1R1  
*Contact:* 778-593-3600  
*Customer Service Hours:*  
Monday to Friday 8:30 a.m. - 4:30 p.m.

## **WHITE ROCK FIRE AND RESCUE**

15315 Pacific Ave.  
White Rock, BC V4B 1R1  
*Contact:* 604-541-2121  
*Customer Service Hours:*  
Monday to Friday 8:30 a.m.- 4:30 p.m.

## **CENTENNIAL PARK LEISURE CENTRE**

14600 North Bluff Rd.  
White Rock, BC V4B 3C9  
*Contact:* 604-541-2161  
*Customer Service Hours:*  
Monday to Friday 8:30 a.m.- 4:30 p.m.

## **HORST & EMMY WERNER CENTRE FOR ACTIVE LIVING**

1475 Anderson St. (Unit 1)  
White Rock, BC V4B 1Y6  
*Contact:* 604-541-2199  
*Customer Service Hours:*  
Monday to Friday 8:30 a.m.- 4:30 p.m.

## **KENT STREET ACTIVITY CENTRE**

1475 Kent St.  
White Rock, BC V4B 5A2  
*Contact:* 604-541-2231  
*Customer Service Hours:*  
Monday to Friday 8:30 a.m. - 4:30 p.m.  
Saturday 9 a.m. - 1 p.m.

## **WHITE ROCK COMMUNITY CENTRE**

15154 Russell Ave.  
White Rock, BC V4B 0A6  
*Contact:* 604-541-2199  
*Customer Service Hours:*  
Monday to Thursday 8:30 a.m. - 6 p.m.  
Friday 8:30 a.m. - 4:30 p.m.  
Saturday 9 a.m. - 1 p.m.

## **WHITE ROCK LIBRARY**

15342 Buena Vista Ave.  
White Rock, BC V4B 1Y6  
*Contact:* 604-541-2201  
*Customer Service Hours:*  
Monday to Wednesday 10 a.m. - 9 p.m.  
Thursday to Saturday 10 a.m. - 5 p.m.  
Sunday 1 - 5 p.m.

## **WHITE ROCK MUSEUM AND ARCHIVES**

14970 Marine Dr.  
White Rock, BC V4B 1C4  
*Contact:* 604-541-2222  
*Customer Service Hours:*  
Monday to Friday 10:30 a.m. - 4:30 p.m.  
(Gallery / Gift Shop)  
Saturday and Sunday 11 a.m. - 4:30 p.m.  
(Gallery / Gift Shop)  
Monday to Friday 10 a.m. - 5 p.m.  
(Office)





# DEPARTMENT OVERVIEWS





This pole is dedicated to the memory of  
**GRAND CHIEF**  
**BERNARD ROBERT CHARLES**  
**PAI KOWICH TWIN**  
 Chief of the Squamish People

**"MUKAN"**  
**COAST SALISH HOUSEPOST**  
 This pole is the memorial to the late...

**"MAYANA"**  
**MAIDA POLE**  
 This pole is the memorial to the late...

# ADMINISTRATION

## OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer (CAO) of the City of White Rock, as described in the *Community Charter*, is appointed by Council to manage and direct all City employees. The CAO is responsible for putting in place Council policies and directives, providing input and advice to Council on policy-related issues and assisting Council in setting corporate goals.

The CAO is responsible for providing input to City Council on local government governance as well as the authority and responsibilities municipalities have under the *Community Charter*, *Local Government Act*, *Freedom of Information and Protection of Privacy Act (FIPPA)* and *Municipal Finance Authority Act*.

The CAO is also responsible for the overall administration of the City's departments and providing leadership and direction to the Senior Leadership Team.

## CORPORATE ADMINISTRATION

The Director of Corporate Administration (Corporate Officer for the City) is responsible for legislative and municipal government administrative duties, such as:

- Providing legislative support and recommendations to Council and Committees, including Sub-Committees and Volunteer Committees that report to Council, on policies, procedures and various Acts
- Recording Council and Committee proceedings and

maintaining the official records of the City of White Rock (including bylaws, agendas, and minutes)

- Managing all requests received under the *Freedom of Information and Protection of Privacy Act*
- Co-ordinating the conduct of municipal elections for the positions of Mayor, Council, and School Trustee every four years
- Processing official correspondence to and from Council
- Overseeing risk management claims, Freedom of Information requests, City property negotiations and land registration
- Overseeing the City's Communication and Government Relations department.

## COMMUNICATIONS AND GOVERNMENT RELATIONS

The Communications and Government Relations Office works with all City of White Rock departments to provide internal and external communication expertise, including community engagement.

This office advises on information-sharing, government relations, media relations, social media, emergency communication and promotion, and oversees communication plans and strategies. This office also supports outreach to community partners and other levels of government, including the Semiahmoo First Nation, Metro Vancouver as well as Provincial and Federal government partners to address intergovernmental, regional and inter-municipal priorities and issues.

## 2019 DEPARTMENT HIGHLIGHTS

### CORPORATE ADMINISTRATION

- Council Meetings – Regular / Special: 29
- Council / Committee Meetings – Closed: 10
- Council Intergovernmental with Semiahmoo First Nation – Closed: 6
- Public Hearings: 5
- Committee Meetings Select / Task Forces: 76
- Committee Meetings Standing: 45
- Public Forums: 4
  - Council Priority Setting (2)
  - Affordable Housing
  - TransLink
- Freedom of Information Requests: 51
- Risk Management Claims: 26 claims started in 2019. In addition, there are also ongoing claims being processed.
- Co-ordination and execution of Council recognition events, including the City of White Rock Volunteer Reception and Council acknowledgement of the following:
  - Earl Marriott Senior Boys Rugby Team: Provincial Champions
  - Kaitlyn Blair, Earl Marriott Secondary School: White Rock Climate Protest
  - Recognition of Constable Chantal Sears, White Rock RCMP.

### COMMUNICATIONS AND GOVERNMENT RELATIONS

- Provided ongoing communication support and community updates in the first quarter of 2019 following the damage to White Rock's Pier in the storm of December 2018
- Created and distributed 25 issues of the City Connects e-newsletter in 2019

- Promoted fundraising events for the White Rock Pier in the spring and summer of 2019, including the popular Dancing at the Pier
- Provided communication support for National Indigenous Peoples Day in June 2019 and for White Rock's Canada Day by the Bay on July 1, 2019
- Provided communication support for the 70th anniversary of the White Rock Sea Festival and Semiahmoo Days in August 2019.
- Promoted the 'soft reopening' of the White Rock Pier to the public in August 2019 and co-presented the official White Rock Pier reopening event with Recreation and Culture in September 2019
- Developed the communication materials and branding for the 5 Corners Buskers and Comedy Festival in September 2019 working closely with the White Rock BIA and the City's Recreation and Culture Department
- Attended the UBCM Conference in October 2019 to support Council in advocating on behalf of City residents and businesses
- Supported the presentation of the TransLink Community Forum in October 2019 and the Mayor's State of the City Address with the South Surrey and White Rock Chamber of Commerce in November 2019
- Partnered with Recreation and Culture and the White Rock BIA to create and design promotion for the Jingle Bell White Rock event in December 2019
- Began work in December 2019 with the Semiahmoo First Nation to develop a Communication Protocol agreement for the two governments
- Grew the City's social media channels in 2019, with 5,630 followers on Facebook, 3,400 followers on Twitter and 2,140 followers on Instagram as of December 2019
- Updated the City's Social Media Policy in December 2019.



# ENGINEERING AND MUNICIPAL OPERATIONS

The Engineering and Municipal Operations Department plans and maintains the City of White Rock's infrastructure assets, ensuring essential services are available when needed by the community. The department delivers municipal services to provide a high quality of life for residents and businesses, focusing on the environment, sustainability and fiscal responsibility.

## ADMINISTRATION

Administration provides support for new and ongoing projects, including budgeting, setting priorities and long-range planning through the City's Financial Plan and Capital Works Program.

## ENGINEERING

Engineering regulates and ensures compliance with engineering-related approvals of development and building permits for City property. It also guides tree management on City land.

## OPERATIONS

Operations provides the proactive and responsive operation and maintenance of City infrastructure that includes water services, drainage and sanitary systems, roads, sidewalks, boulevards, walkways, equipment, fleet vehicles, parks and facilities.

## 2019 DEPARTMENT HIGHLIGHTS

### ADMINISTRATION

In 2019, Administration:

- Reported on the City's plan and progress toward meeting its climate action goals
- Participated in City open houses and Public Information Meetings
- Provided information to residents, contractors, the community and other stakeholders regarding City services that include engineering, solid waste collection, water, parks, roads, sewer and drainage
- Administered grant programs for City infrastructure
- Managed procurement on behalf of Engineering and Municipal Operations.

### ENGINEERING

Engineering issued the following permits in 2019:

- Permits not tied to a building permit application – 71
- New Lot Servicing road alteration permits – 27
- Permit Renewals for single-family dwellings – 22
- Right of Way Use Permits (including extensions) – 51
- Right of Way Alteration Permits (including extensions) – 38
- Total Road and Right of Way Permits – 209.

### FACILITIES PROJECTS

Facilities completed the following projects in 2019:

- Fire Hall overhead doors
- Hot water tank replacement for White Rock RCMP; White Rock Fire Station; Centennial Arena; the Mel Edwards Building; Centennial Park Comfort Station; City Hall Annex; and the storage facility on Oxford Street
- Sliding Door replacements for washrooms on Marine Drive at Oxford Street and Balsam Street
- White Rock Community Centre security gate replacement
- Kent Street Activity Centre auditorium and kitchen floor refinishing
- Financial Services office upgrades at White Rock City Hall
- White Rock Library sump pump replacement
- Centennial Arena deck and column staining
- Centre for Active Living all-access door openers
- White Rock Museum and Archives signage replacement.

### PARKS

Projects completed:

- Restored Centennial Park baseball diamond
- Installed Central control irrigations in over 16 locations
- Added a rubberized pathway at Generations Playground
- Upgraded and added tree lights.

### Operational:

- Organized and participated with the Green Team in planting close to 500 trees
- Supported Dogs on the Promenade pilot project
- Supported community gardens
- Controlled invasive species
- Planted over 18,000 spring bulbs and perennials.

### PUBLIC WORKS

Projects:

- Completed the sanitary sewer smoke-testing program
- Completed the sanitary and storm sewer main rehabilitation program
- Paved Marine Drive from Vidal Street to Foster Street
- Installed 7 new thermoplastic crosswalks on Marine Drive.

### Solid Waste Collection:

In 2019, Public Works collected the following amounts of solid waste:

- Residential Garbage – 1,176 metric tonnes
- Residential Organics – 1,505 metric tonnes
- Residential Recycling – 735 metric tonnes
- Total Solid Waste Collection – 3,416 metric tonnes.

### Vehicle and Equipment Purchases:

The following vehicles were added to the City's fleet in 2019:

- Public Works mini-dump truck
- Bylaw Enforcement pickup truck
- New plow and spreader for Waterworks single-axle dump truck
- Parks Electric utility task vehicle (UTV)
- Engineering Inspector pickup truck.

### Residential Sewer Connection Installs:

- 33 out of 35.

### WATER

- Started operation of the Water Treatment Plant in March 2019, significantly improving water quality
- Began modifying the inlet for the Roper Reservoir Design Upgrade in October 2019. A structural assessment of the reservoir is now taking place
- Replaced 130 metres of 15-millimetre cast-iron watermain on Marine Drive with other storm and sanitary work in the same area to achieve cost savings
- Replaced the Marine Drive watermain using pipe bursting technology to a 150-mm high-density polyethylene pipe with additional valves not previously available
- Installed fencing for the Oxford Water Facilities. The fencing surrounds four wells, a reservoir, a pump station and the Water Treatment Plant.



# FINANCIAL SERVICES

The Financial Services Department provides financial expertise, advice and administration to support City of White Rock operations. The main functions of the department include:

- Co-ordinating the development of the Five-Year Financial Plans for adoption by the deadlines
- Preparing a variety of financial reports, including the Annual Financial Statements, Statement of Financial Information and the Local Government Data and Statistics input
- Collecting and administering property tax and utility fees.
- Providing City Hall customer service, accounts payable, city banking and investments and employee payroll
- Operating and maintaining the pay parking systems and equipment, parking customer service, enforcement and ticket collections.

The Financial Services Department is comprised of two areas:

## FINANCE

Many finance functions are necessary to meet statutory requirements as set out in the *Community Charter*. These statutory requirements focus on the accounting, reporting and safeguarding of taxpayers' money and other assets. Finance ensures that all requirements are met. In addition, ongoing support is provided to City Council and staff and customer service is provided to the public.

## PARKING

The Financial Services Department also manages most aspects of parking on behalf of the City and ensuring that residents and visitors have access to parking. Parking is provided with a focus on customer service, helpful technology and cost-effective revenue generation.

## 2019 DEPARTMENT HIGHLIGHTS

### ACCOUNTING AND REPORTING

- Completed 2018 year-end financial statements and related statutory processes
- Completed research and accounting for tangible capital assets, which involved tracking more than 10,000 assets and accounting for more than \$22 million in new assets put into service
- Prepared 724 journal entries and several hundred reconciliations
- Monitored and placed several investments
- Issued numerous statutory financial reports and tax remittances
- Processed 8,553 accounts payable invoices to 2,776 suppliers
- Issued 5,172 payroll advices to employees and 176 remittances to employee benefit providers, unions and savings plans.

### FINANCIAL PLANS

- Completed the 2019 to 2023 Financial Plan, and substantially completed the 2020 to 2024 Financial Plan
- Streamlined processes within the department.

### PROPERTY TAXES

- Completed the 2019 property tax and utility fee bylaws.
- Issued the 2019 property tax notices
- Processed 5,614 Home Owner Grant applications, with 43 per cent submitted online, as well as 882 Property Tax Deferrals
- Administered the property tax prepayment plan for 1,687 participants
- Completed "2020" Permissive Tax Exemption process and bylaws
- Registered 200 new accounts for e-billing of Property Taxes, bringing the total to 574.

### PARKING

- Performed daily and preventative maintenance of pay parking systems and equipment

- Answered queries and responded to written complaints and appeals
- Assumed responsibility to manage parking operations in the new West Beach Parkade
- Completed preparatory work leading to the upgrading of pay parking technology in Peace Arch Hospital area for City parking facilities
- Continued implementation of an improved Resident Parking Permit program
- Implemented a temporary construction permit parking program in one area of the Town Centre
- Provided staff support to the Mayor's Parking Task Force and implemented a new Waterfront rate structure.

### WATER UTILITY

- Issued quarterly water bills and administered ongoing water account changes, and 158 special water meter readings/bills
- Registered 211 new accounts for e-billing of water bills, now up to 576
- Calculated and analyzed options for the 2020 water rates
- Updated options for a more consumption-based water fee structure.

### OTHER

- In conjunction with the Recreation and Culture and Information Technology departments, completed significant preparatory work leading to implementation of the "Perfect Mind" recreation program/facility booking system
- Provided ongoing financial accounting and support to departments regarding the City's significant capital program
- Participated in preparing grant applications and grant claims, and dealt with the financing of major infrastructure projects, including the December 2018 storm damage repairs and co-ordination of the White Rock Pier repair insurance claim
- Administered the 2019 Grant-In-Aid process
- Completed the annual renewals of City insurance policies.



# HUMAN RESOURCES

The Human Resources Department supports and enhances the City's vision through the establishment of employee programs and policies that assist and guide employees in reaching and accomplishing their goals and objectives.

Human Resources partners with other City departments to attract, retain and motivate a qualified and inclusive workforce.

Core business areas include:

## **EMPLOYEE HEALTH AND SAFETY**

Human Resources supports the creation and maintenance of a safe, respectful and healthy work environment for all employees. The City is committed to preventing injuries and ensuring employees are safe and healthy.

## **LABOUR RELATIONS**

Human Resources fosters effective partnerships with the City's unions and staff and provides expertise to staff on matters related to collective agreements and the interpretation and administration of staff policy.

## **SALARY AND BENEFIT ADMINISTRATION**

The City's Human Resources Department identifies and promotes best practices in the industry. The City's Human Resources team is a partner in achieving workforce excellence to deliver valued services to the people of White Rock.

## **RECRUITMENT, EMPLOYEE DEVELOPMENT AND RETENTION**

Human Resources plays a key role in the recruitment, training and retention of City employees. The department supports the continued development of staff, including through the City's training program.

## **ORGANIZATIONAL PLANNING**

The Human Resources Department works with other City departments to ensure staff resources achieve strategic priorities and service delivery. The department provides expertise in decisions affecting employees, including labour relations. White Rock Human Resources also participates in regional municipal matters.

## **RCMP SUPPORT SERVICES**

RCMP Support Services staff provide the people of White Rock with access to, and the administration of, services such as Crime Prevention, Victim Services, Police Information Checks, Civil Fingerprinting and documenting various crime reports. RCMP Support Staff specialize in areas of RCMP Administration, Community Policing/Crime Prevention and Victim Services.

## **2019 DEPARTMENT HIGHLIGHTS**

- Modernized the City's new employee orientation process to enhance the onboarding experience for new employees
- Developed and implemented tier two of the City's leadership development program designed to provide supervisory employees and potential future leaders with a foundation for future success
- Implemented and monitored a system for employees who are working alone
- Reviewed and updated the Joint Occupational Health and Safety Program
- In partnership with the IT Department, enhanced employee access to employment information and self-service by providing improved access through the City's Intranet
- Conducted an employee survey with a focus on employee engagement and culture
- Updated the City's First Aid Program
- Rolled out HR Pop-Up, a service where HR professionals occasionally work at different facilities/ departments to increase HR employee services
- Began the formal review of business continuity strategies to address current contracted RCMP information technology services as Surrey moves to a municipal police model
- Implemented new White Rock RCMP crime reporting guidelines to align with the Federal Government's new standards.



# INFORMATION TECHNOLOGY

The Information Technology Department provides the sustained, efficient and effective delivery of IT services, infrastructure and telecommunications to enhance service delivery to the residents, businesses and employees of White Rock, as well as to our visitors.

The IT Department leads the City in technology, partnering with City departments to offer excellent customer service by maintaining the IT infrastructure and systems that affect every aspect of municipal service, from public safety to the delivery of water.

Information Technology at the City of White Rock embraces the best of digital technology innovation with the vision of becoming a digital city.

## INFORMATION TECHNOLOGY SERVICES

Digital Service and Products

- Network, CCTV and Telecommunication Infrastructure
- Server maintenance and System Integration
- Database and Website Administration
- Project Management
- Planning and Standards
- Application Support
- Audio Video

## GEOGRAPHIC INFORMATION SYSTEMS (GIS)

GIS is a computer-based mapping tool that takes information from a database about a location—such as a street, building, water feature, tree, park or land feature—and turns it into a visual layer. Viewing these layers on a map gives us a better understanding of specific locations, and gives planners and analysts helpful information in making proposals for our City.

## 2019 DEPARTMENT HIGHLIGHTS

### CLOUD-BASED PARKING GUIDANCE FOR WEST BEACH PARKADE

- Drivers in White Rock are the first in B.C. to experience the latest in parking guidance technology which delivers a frictionless, connected path to a parking space as quickly as possible. The CCTV system is a motion-activated system that uses multisensory cameras capable of 360-degree coverage.
- A priority was to get vehicles into parking spaces as quickly as possible, to reduce congestion, air pollution and of course, user frustration – allowing drivers to spend less time circling parking lots and surrounding roads and more time shopping and enjoying our City by the Sea.
- This technology serves White Rock residents and visitors while forming part of the core foundation of connectivity that helps move White Rock toward being a smart city.

### TECHNOLOGY FOR WATER TREATMENT PLANT

- Few services are as critical as water infrastructure. To safeguard White Rock's water, IT has put in place a host of security measures. One significant component of this IT infrastructure is SCADA, which is the Supervisory Control and Data Acquisition infrastructure. The technology involves included servers, workstations, network devices and proprietary software applications.

### FREE WI-FI IN MEMORIAL PARK

- Free public Wi-Fi contributes to a better-connected society and more agile interaction between people and business. With this in mind, White Rock is providing free public Wi-Fi in Memorial Park by the Waterfront. Visitors to the Waterfront will be able to find shops, restaurants and attractions points, compare product prices and get a taxi. Free public Wi-Fi hotspots can help all people access the same information.

### AIR POLLUTION SENSOR IN MEMORIAL PARK

- Air quality is an important factor in a healthy community. White Rock has installed an air pollution sensor in

Memorial Park to provide real-time visibility into the level of particulates in the air.

### STAFF INTRANET PORTAL

- As part of White Rock's digital transformation strategy, the City's intranet was redesigned from scratch and built on top of the Microsoft O365 cloud platform. An Intranet streamlines communication by bringing information it into one place and empowers individuals with a voice and company knowledge. The new platform allows for knowledge-sharing and provides quick and seamless access to corporate data from anywhere, anytime. Previously, the City's outside workers were not able to access the Intranet. With the new cloud-powered platform, all employees can access vital information from a mobile device or a personal computer.
- The new platform also fully digitizes and automates the employee training registration process leading to measurable efficiencies.

### KEEPING CITY DATA SAFE WITH CYBERSECURITY MEASURES

- As organizations increasingly rely on computers, networks, programs, social media and global data, they become more vulnerable to cyber threats. To safeguard City of White Rock information, IT has increased its cybersecurity—the technologies, processes and practices designed to protect customer data and other sensitive information from unauthorized access by cyber criminals. The City has specialized software and has put in place systems and practices to reduce the risk of cyber-attacks.

### PAYING ONLINE WITH TECHNOLOGY

- The City is enhancing its portfolio of eGovernment online services, adding Business Licenses eBilling, Dogs eApply and Dogs eBilling. These add more options for payment, improving the customer's experience.



# PLANNING AND DEVELOPMENT SERVICES

Planning and Development Services is responsible for planning and managing growth and development on behalf of the City of White Rock. The department provides the following services:

## **BYLAW ENFORCEMENT AND ANIMAL CONTROL**

The Bylaw Enforcement Division provides education and enforcement on a wide variety of bylaws within the community. The division upholds community standards and undertakes Secondary Suite Inspections, helps to find lost bikes and dogs, and conducts patrols of the White Rock Pier and Promenade.

## **ECONOMIC DEVELOPMENT**

Economic Development efforts in White Rock include focusing on supporting investment strategies, supplying data and information to support new or expanding business development, issuing business licences and commercial patio licences, and providing support for the City's Economic Development Advisory Committee. The department also helps businesses find suitable spaces in White Rock, whether the businesses are new to White Rock or relocating within White Rock.

The Official Community Plan also helps to identify new economic investment opportunities in White Rock. Economic Development has also helped to plan and design key capital works projects aimed at making White Rock a more attractive and amenity-rich destination for residents, visitors, and investors alike.

## **PLANNING**

The Planning Division advises City Council on growth management, development review and a variety of strategic planning projects intended to help improve the overall quality of life in White Rock. Planning staff, working with representatives of other municipal departments, are also responsible for processing development applications and representing the City on regional planning and development initiatives.

## **BUILDING**

The Building Division reviews and assesses applications for construction projects on private property for compliance with associated City Bylaws, including zoning. The Building Division inspects and monitors construction projects on private property to ensure they meet the minimum health, life safety, structural and fire protection requirements established through construction regulations.

## **CUSTOMER SERVICE**

This Customer Service Division provides a broad range of information to residents, businesses, visitors, realtors, developers, agencies, and other levels of government, while also respecting the privacy of residents and businesses. The team supports the Advisory Design Panel and the Board of Variance, issues sign permits and dog licenses, and administers municipal addressing.

## **2019 DEPARTMENT HIGHLIGHTS**

### **ECONOMIC DEVELOPMENT**

- 2,036 Business Licences issued.

### **DEVELOPMENT APPLICATIONS INCLUDED:**

- 1 Official Community Plan amendment and 11 zoning amendments
- 6 major and 6 minor development permits
- 2 subdivisions
- 2 development variance permits
- 82 tree management permit applications
- 2 liquor and cannabis license referral applications
- 2 temporary use permit applications.

### **BUILDING**

- 125 building permit applications received
- 195 new housing units; 23 demolitions
- Received building permit applications for construction value of \$70,019,639.85
- Received \$1,307,854.79 in building permit application fees
- Added new staff resources, software upgrades and mobile inspection devices to accommodate a continued high level of permit activity and to ensure timely and efficient permit processing.

### **CUSTOMER SERVICE**

- 1 Advisory Design Panel Meeting
- 3 Board of Variance Meetings (3 applications)
- 15 sign permit applications; 12 issued
- 809 dog licenses issued
- Expanded the capability of Prospero permit management software to continue to enhance customer service levels

### **PLANNING**

- Updated the Animal Control and Licensing Bylaw to allow a trial period for Dogs on the Promenade from Oct. 1, 2019, to March 31, 2020
- Launched Phase 1 of the Official Community Plan Review (topics include: Reviewing the Town Centre Height Density and Public Space / Green Spaces; Reviewing Building Heights outside the Town Centre; Expanding Peace Arch Hospital; Greening the City; Strengthening Transit; Monitoring OCP Goals; and Improving Housing Affordability) with an online survey and open house in June.
- Hosted two design workshops in July for the Town Centre Urban Design Review component of the Official Community Plan Review
- Hosted a Community Forum in June on the Waterfront Enhancement Strategy component of the Official Community Plan Review
- Updated the Zoning Bylaw provisions related to short-term rentals (bed and breakfasts and vacation rentals)
- Brought forward proposed amendments to the West Beach Commercial zones to allow redevelopment of small lots
- Updated the Business Licence Bylaw regulate massage-based businesses and reduce fees for individual paramedical practitioners in a medical clinic
- Assisted with the creation of the new Housing Advisory Committee with a terms of reference and staff liaison support
- Hosted two open houses in November on the draft Waterfront Enhancement Strategy component of the OCP Review
- Hosted an open house in December on proposed Town Centre Urban Design directions.



# OFFICIAL COMMUNITY PLAN REVIEW

## REACHING OUT WITH COMMUNITY ENGAGEMENT

In 2019, the City of White Rock began working with the public to get feedback on the City's Official Community Plan, typically reviewed every five years to ensure it continues to meet the needs of the community. The OCP provides a policy framework for addressing issues such as housing, transportation, enhancing the Waterfront, economic development, building heights and density and the natural and social environment.

The City began its review in the summer with public outreach that included an online survey and open house on all topics, as well as a Waterfront community forum and Town Centre and Waterfront design workshops. Public engagement continued in the fall with Town Centre and Waterfront open houses and online surveys.

Topics in the White Rock Community Official Plan include:

- Strengthening Transit
- Greening the City
- Improving Housing Affordability
- Expanding Peace Arch Hospital
- Monitoring OCP Goals to Measure Success and Track Implementation
- Enhancing the Waterfront (Waterfront Enhancement Strategy)
- Reviewing the Town Centre (Height, Density and Public Space Network)
- Reviewing Building Heights outside of the Town Centre.





# RECREATION AND CULTURE

White Rock's Recreation and Culture Department fosters a healthy community through programs, activities and events aimed at improving the fitness and wellness of our residents, and creating a sense of community identity, belonging, pride and spirit.

This active department plays an important role in building a healthy and vibrant community. It works with a variety of community partners to provide access to excellent recreation, sport, arts and cultural activities and events.

## OUR COMMITMENT

"White Rock Recreation and Culture is committed to providing citizens with a wide range of high quality sport, recreation, and arts and cultural services."

Management and staff are dedicated to ensuring that our customers receive exceptional can-do service, high-quality qualified instruction and clean and safe facilities.

## WHAT WE DO

- Provide quality community recreation programs for children, adults, and seniors who live in the White Rock / South Surrey community
- Operate Centennial Park Leisure Centre and Arena, Kent Street Activity Centre, White Rock Community Centre, the Horst & Emmy Werner Centre for Active Living and the Landmark Pop-Uptown Gallery
- Manage the use of outdoor sport venues and parks, rental of meeting rooms, and special event hosting facilities
- Produce seasonal Recreation Guides and other marketing

and communication tools to promote all Recreation and Culture programs and events

- Represent the City at various multi-disciplinary community committees for sport, health, arts and culture, heritage, tourism, filming, children, youth, adults and seniors
- Liaise with the White Rock Museum and Archives for heritage programs, events and services
- Liaise with Fraser Valley Regional Library for library services provided at the White Rock Library
- Serve as a co-ordinator/liaison for commercial filming in White Rock
- Oversee the management and approval process for all community special events held on City-owned or leased property and ensure that public safety and quality programming is maintained
- Direct, guide and support volunteers at our facilities and special events
- Are staffed by 13 full-time employees, up to 18 seasonal workers, over 100 qualified instructors and manage the work of over 500 community volunteers.

## 2019 DEPARTMENT HIGHLIGHTS

### GENERATIONS PLAYGROUND

- The new Generations Playground in Ruth Johnson Park was an overwhelming success from opening day. This playground is accessible for people of all ages and abilities. The City offered free outdoor fitness classes and orientation to the new outdoor fitness equipment for seniors. As well, a Live 5-2-1-0 Playbox was installed. Filled with sports equipment and games, the Playbox makes it easier for families to be active together. 5-2-1-0 refers to the daily, healthy habit of eating five vegetables and fruits, having a maximum of two hours screen time, one hour of active play and zero sugary drinks.

### COMMUNITY RECREATION

- Processed 9,924 program registrations into over 700 classes offered in arts/culture, sport/fitness, health/ wellness, lifelong learning and social opportunities
- Offered 63 day excursions for seniors to get out, socialize with others, discover and explore and 57 adult outdoor trips to hike, snowshoe and walk in nature
- Provided over \$11,000 in financial subsidies for all age groups through the City's Leisure Access Program
- Secured \$1,045 in Canadian Tire Jumpstart funding to help remove financial barriers for child and youth participation in recreation and sports programs

- Allocated meeting space for 387 community group rentals and processed 4,143 facility bookings.

### CULTURAL DEVELOPMENT

- The Landmark Pop-Uptown Gallery presented its first full year of monthly exhibits featuring local artists and art groups. Artists were given the opportunity to use the free space to create, display and sell their works of art.
- In February, the Landmark Pop-Uptown Gallery featured a curated exhibit of historic photographs and fine art depicting the White Rock Pier, which was devastated by the December 20, 2018 winter storm. The show, hosted by the White Rock Ambassadors, brought the community together to mourn the destruction of the iconic Pier, and to launch fundraising efforts to rebuild it.
- The newest piece of public art was unveiled at the Peace Arch Hospital honouring over 70 years of fundraising efforts and patient services provided by the Peace Arch Hospital Auxiliary. "Stande," by artist Illarion Gallant, is now on site and represents community and the strength and determination of the members of the Auxiliary in service to our local hospital.

*Highlights continued on next page*

# WHITE ROCK SPECIAL EVENTS

The City's Cultural Services team continues to support the development efforts of many amazing community and professional arts and cultural organizations and businesses and to produce, co-host and sponsor community celebrations that provide entertainment, social gathering activities and enhance community belonging and pride.

Community special events greatly enrich the quality of life and enjoyment for residents and visitors.

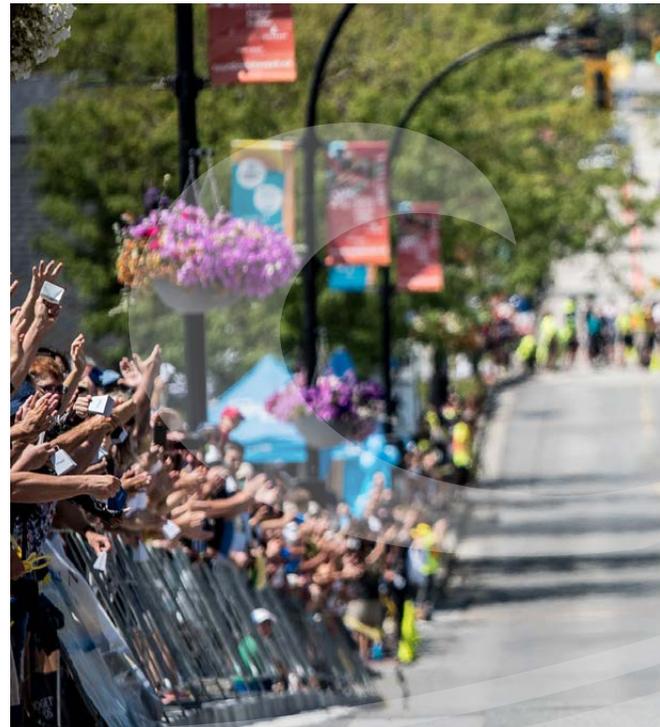
The White Rock Sea Festival celebrated its 70th Anniversary in 2019. This signature community event was hosted in partnership with Semiahmoo First Nation's Semiahmoo Days, which provided a wide variety of activities, cultural experiences and entertainment along the entire White Rock Waterfront.

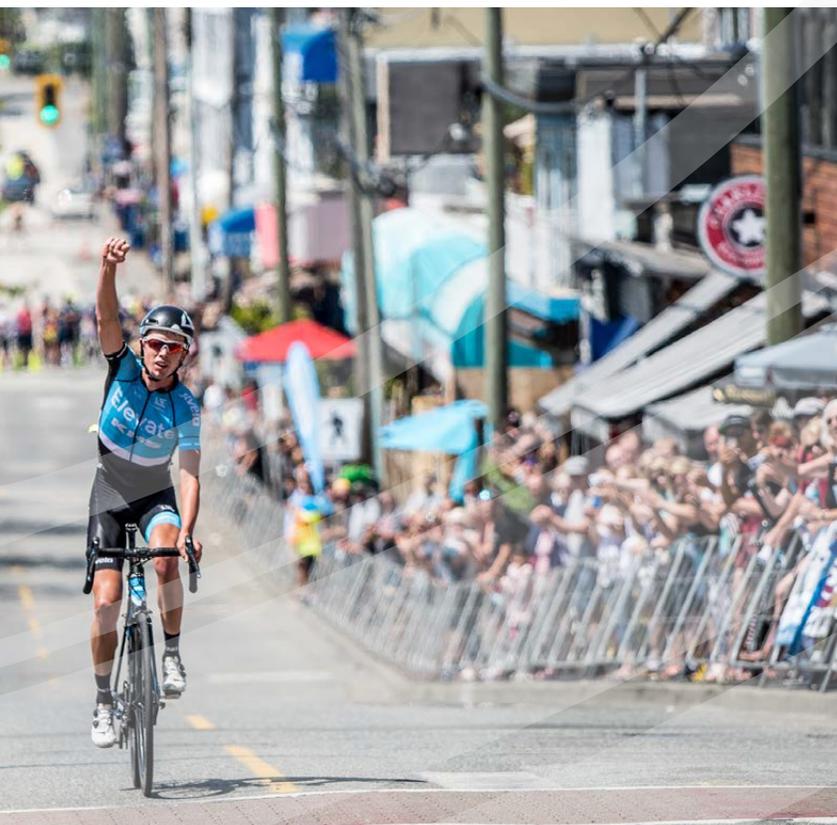
The 40th annual Tour de White Rock featured two days of elite caliber cycle racing, along with free outdoor concerts and fun family activities. TD Concerts for the Pier, Fresh Air Cinema at the Beach, Canada Day by the Bay and many other annual events were held in 2019 for the enjoyment of thousands of residents and visitors.

The inaugural 5 Corners Buskers and Comedy Festival was presented by the City in partnership with the White Rock BIA. Residents and visitors flocked to uptown White Rock to be entertained. This event featured street performers uptown during the day and stand-up comedy in various local businesses at night. Local business establishments were turned into comedy clubs, and the Drama Class hosted improvisation performers.

White Rock's first Festival of Lights was held from Dec. 7, 2019 to Jan. 5, 2020 at Memorial Park along the West Beach Waterfront. This attractive festive lighting display, featuring a 30-foot lit Christmas tree and thousands of brightly coloured lights, was a big draw throughout the Festive Season.

Other significant new events in 2019 include Dancing at the Pier, The Great Turkey Run/Walk and the Craft Beer Festival.







# WHITE ROCK FIRE RESCUE

The primary mandate of White Rock Fire Rescue is to protect life, property and the environment from fire and natural or human-made emergencies. The department strives to achieve this through a variety of services and programs.

The department quickly responds to a wide variety of emergency incidents with well-trained staff in six key areas:

## FIRE SUPPRESSION

The department responds to incidents involving or potentially involving fire. They assess the problem, protect lives and property, and minimize damage to the environment.

## FIRE PREVENTION

To minimize the occurrence and potential consequences of fires, the department has a proactive prevention program. Regular inspections are carried out in all assembly, commercial, institutional, and multi-residential buildings. The department works closely with Planning and Development Services to review building plans, develop proposals and complete license inspections or preoccupancy inspections when required.

## MEDICAL CALLS

Firefighters are trained as First Responders for medical emergencies. This “First Responder” service is a part of the pre-hospital medical care system in the Province of British Columbia.

## MOTOR VEHICLE INCIDENTS (MVI)

The department is equipped with rescue equipment that can be used for auto extrication. Fire crews also attend MVIs for a variety of reasons, including fire suppression, medical assistance, fuel leak control, environmental protection and to secure the scene for the safety of other emergency responders.

## PUBLIC EDUCATION

The department provides fire safety and emergency preparedness training, information and programs.

## RESCUE AND SAFETY

The department responds to a wide range of incidents. Some examples are people trapped in elevators, oil/fuel spills, electrical problems, damage to gas lines and general complaints.

## 2019 DEPARTMENT HIGHLIGHTS

- White Rock Fire Rescue responded to 1,684 incidents in 2019. This is down eight per cent from 2018, and is a decrease of six per cent in relation to the five-year average of 1,785. Of the 1,684 incidents, 323 were related to fire and alarm responses and 59 involved a rescue from a motor vehicle incident. There were 859 responses to medical incidents in 2019, which equates to 51 per cent of the total call volume. The number of medical responses saw a 12-per-cent decrease from 2018. This decrease is related primarily to changes made to dispatch protocols by BC Emergency Health Services.
  - The department completed 878 inspections during 2019. Inspections occurred primarily in multi-family, business and institutional occupancies. Of the 878 inspections, 169 were reviews of development applications and various plans submitted for permits.
  - Public education continues to be a focus with programs delivered to 1,240 participants last year. This includes school/preschool programs, fire safety talks, fire drills and emergency preparedness presentations.
  - The new aerial truck purchased in 2018 was put into service in January 2019
  - Crews completed 710 training sessions in 2019. Spring Training week focused on First Responder Mental Health, Auto Extrication and new Aerial apparatus operations. Fall Training week focused on Live Fire, Low-to-Steep Technical Rescue and Hazmat Review. Crews also completed the updated Wildland Firefighter Program, certifying each member to Wildland Firefighter Level 1 and half of the department's officers to Wildland Task Force Leaders.
  - All crews participated in an orientation with Peace Arch Hospital staff regarding Fire Department response involving the new MRI Unit.
- ### EMERGENCY PROGRAM
- The importance of personal preparedness continues to be a primary focus of the City's Emergency Program. As part of fire safety talks, or preparedness discussions, an emphasis is placed on the importance of this topic.
  - In October, City Staff participated along with 1,004,374 other British Columbians in the Great British Columbia Shakeout Earthquake Drill. The intent of the drill is to promote awareness of how to prepare and protect yourself when an earthquake occurs.
  - The Fire Department collaborated with the RCMP and hosted its 2nd Savvy Seniors event at the White Rock Community Centre. Various speakers conducted presentations regarding safety and preparedness. The event attracted 200 attendees.
  - In May, White Rock Fire Rescue collaborated again for the bi-annual Fire Safety Fair/Open House. Approximately 350 adults and children took part.



# WHITE ROCK RCMP

Police service in White Rock is provided by the White Rock detachment of the RCMP. The White Rock RCMP is committed to being transparent and accessible while identifying the needs and expectations of the community.

The detachment is led by Staff Sgt. Kale Pauls, a 16-year member of the RCMP, who joined the White Rock detachment in November 2019. A former community mental health worker, Staff Sgt. Pauls served in progressive positions in the RCMP in Salmon Arm, Alexis Creek, Kamloops, Mission and Surrey before joining White Rock.

The White Rock RCMP includes 25 regular members and 10 full-time Support Staff employees. There is also a team of 14 casual Support Services, employed by the City of White Rock.

The Frontline complement is divided into four watches, each with a Corporal in charge. Frontline officers are responsible for the majority of the approximately 6,600 annual calls for service, traffic enforcement and proactive activities. Most complex or sensitive investigations are handled by a two-member General Investigations Section.

There is also a two-member Community Response Team (CRT) that provides a broad mandate of police services. These services include project-based investigations, school liaison, traffic enforcement, community engagement and a variety of youth-based initiatives, such as anti-bullying and social media awareness.

The CRT investigates matters that are the subject of repeated calls for service, ongoing offences or issues requiring a focused approach with a view to identifying contributing factors that can be addressed through education and crime prevention techniques. The CRT is also responsible for putting in place successful crime reduction initiatives related to drug trafficking and property crime offences.

The White Rock detachment is a fully equipped police station with front counter staff during business hours and with facilities to house prisoners (cells). Complaint-taking and dispatching services are provided off site by the Surrey RCMP Operational Communications Centre.

RCMP Support Services staff provide the people of White Rock with access to, and the administration of, services such as Crime Prevention, Victim Services, Criminal Record Checks, Civil Fingerprinting and documenting various crime reports. RCMP Support Staff specialize in areas of Administration, Community Policing/Crime Prevention and Victim Services.

The Community Policing section of White Rock RCMP provides a number of crime prevention programs. The Crime Prevention Co-ordinator is responsible for such Community Policing programs as Speed Watch, Block Watch, fraud awareness, and lock-out auto crime. The detachment has an active group of 30 community policing volunteers who help to deliver and promote these programs.

## 2019 DEPARTMENT HIGHLIGHTS

### FRONTLINE POLICING

- Most of the White Rock Detachment is involved in uniformed Frontline policing. These officers are the people the public observes every day in White Rock. Of the 6,607 calls for service in 2019, most were handled by the Frontline officers. These officers also engaged in enhanced policing on Marine Drive and the Promenade to contribute to a safe environment at the Waterfront. Officers also conducted rail line safety enforcement and education shifts with (rail) officers from BNSF. Comparing 2018 to 2019, there was a three-per-cent decrease in reported persons offences and a 12-per-cent decrease in property offences.
- In 2019, the officers issued 815 violation tickets, notice and orders or written warnings. Fifty-seven drivers were removed from the road for alcohol or drug-related driving offences. White Rock RCMP's two community response members were certified drug recognition evaluators that conducted prescribed testing for drug-impaired drivers. This led to one officer earning a place on Alex's Team in recognition of the officer's continuing commitment to addressing impaired driving.

### COMMUNITY RESPONSE TEAM (CRT)

- The Community Response Team focuses on issues in the community such as property crime, problem properties, prolific offenders, traffic enforcement, community engagement and school liaison at White Rock Elementary and Peace Arch Elementary. The unit's two constables have a diverse mandate that relies heavily on the issues identified by the community. The work of the CRT resulted in a residence used for drug trafficking being seized and ordered forfeited by the court under the civil forfeiture program. Another

residence used for drug trafficking was also subject to a search warrant and shut down. The CRT and our volunteers also had a successful children's clothing drive in 2019 and handed out positive tickets to cyclists for wearing helmets.

### COMMUNITY EVENTS AND PROGRAMS

- The Community Policing and Victim's Services programs were modified to have one co-ordinator overseeing both, with a victim's services worker and a community policing assistant. This has contributed to a greater focus on our community policing activities and volunteer co-ordination. The detachment led the Inclusion Project in the local elementary schools where older students were challenged to create an inclusion project to highlight and destigmatize a marginalized group. We also initiated the Safe Place program in White Rock to identify businesses that are a safe place to go for LGBTQ victims of crime, harassment and bullying. There were also numerous fraud presentations and seniors talks. The active group of volunteers also conducted speed watch, stop-sign watch, anti-fraud presentations, lock-out auto crime, and foot and bike patrols in White Rock's commercial areas.

For community engagement, the detachment staff volunteered at a local coffee shop preparing and selling sandwiches for Hero Day to support local Special Olympic heroes. An officer participated in the Cops for Cancer bike tour, raising money and awareness for children with cancer in B.C. White Rock RCMP also participated in the Law Enforcement Torch Run to raise money and awareness for the Special Olympics. Officers, detachment staff and volunteers also participated in the Coldest Night of the Year Walk, Pink Shirt Day, Hike for Hospice and the Red Serge Gala.

# FINANCIAL SECTION

WELCOME TO

WHITE

ROCK

*City by the Sea!*



# MESSAGE FROM THE DIRECTOR OF FINANCIAL SERVICES



## MAYOR AND COUNCIL

It is my pleasure to present The Corporation of the City of White Rock's Financial Statements for the fiscal year ended December 31, 2019 pursuant to Section 167 of the Community Charter. The statements have been prepared in accordance with the Canadian Public Sector Accounting Standards established by the Chartered Professional Accountants of Canada.

The preparation and presentation of the financial statements and related information are the responsibility of management of The Corporation of the City of White Rock. This involves the use of management's best estimates and careful judgement. The City maintains a system of internal accounting controls designed to provide reasonable assurances for the safeguarding of assets and the reliability of financial records.

The City's auditors, KPMG LLP, have given the City an unqualified audit opinion on the City's financial statements, stating in their opinion, that the statements present fairly, in all material respects, the financial position of the City as at December 31, 2019, the results of its operations, changes in net financial assets and its cash flows for the year then ended.

## FINANCIAL SUMMARY

Operating activities during the year contributed a surplus of \$22,243,809. This is mainly comprised of an increase in the City's investment in tangible capital assets and of planned contributions to reserves. The total accumulated surplus was \$205,296,055 as of December 31, 2019. Like most local governments, the largest component of accumulated surplus is the City's investment in tangible capital assets, which amounted to \$133,066,940 at the end of 2019. The remainder of accumulated surplus includes reserves and other surplus funds.

Net financial assets increased by \$9,122,818 to \$47,879,729 as of December 31, 2019. This is a positive indicator of the City's financial position.

Debt, net of sinking funds, outstanding as of December 31, 2019 was \$23,328,618, compared to \$24,008,890 on December 31, 2018. It is comprised of long-term debenture debt mainly attributed to the purchase of property and assets of the local water utility and subsequent water system infrastructure improvements.

The City ended the year 2019 in a sound financial position.

A handwritten signature in black ink, appearing to read 'Colleen Ponzini'.

Colleen Ponzini, CPA, CGA  
DIRECTOR OF FINANCIAL SERVICES

Financial Statements of  
**THE CORPORATION OF**  
**THE CITY OF WHITE ROCK**  
Year Ended December 31, 2019



KPMG LLP  
PO Box 10426 777 Dunsmuir Street  
Vancouver, BC V7Y 1K3  
Canada  
Telephone (604) 691-3000  
Fax (604) 691-3031

## INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of The Corporation of the City of White Rock

### *Opinion*

We have audited the financial statements of The Corporation of the City of White Rock (the "City"), which comprise:

- the statement of financial position as at December 31, 2019;
- the statement of operations for the year then ended;
- the statement of changes in net financial assets for the year then ended;
- the statement of cash flows for the year then ended; and
- notes to the financial statements, including a summary of significant accounting policies (hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2019, and its results of operations, its changes in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Financial Statements" section of our auditors' report.

We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Other Information*

Management is responsible for the other information. Other information comprises the information, other than the financial statements and the auditors' report thereon, included in the 2019 Annual Financial Report.

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

KPMG LLP is a Canadian limited liability partnership and a member firm of the KPMG network of independent Member firms affiliated with KPMG International Cooperative ("KPMG International"), a Swiss entity. KPMG Canada provides services to KPMG LLP.



We obtained the information, other than the financial statements and the auditors' report thereon, included in the 2019 Annual Financial Report as at the date of this auditors' report.

If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditors' report.

We have nothing to report in this regard.

### ***Responsibilities of Management and Those Charged with Governance for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

### ***Auditors' Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
- The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*KPMG LLP*

Chartered Professional Accountants  
Vancouver, Canada  
July 9, 2020

## Statement of Financial Position

December 31, 2019, with comparative information for 2018

	2019	2018
<b>Financial Assets</b>		
Cash and cash equivalents (note 2)	\$ 111,400,431	\$ 99,870,023
Accounts receivable (note 3)	12,173,302	13,455,091
Loans receivable (note 4)	10,500	14,000
	123,584,233	113,339,114
<b>Liabilities</b>		
Accounts payable and accrued liabilities (note 5)	11,357,197	13,080,920
Refundable performance deposits (note 2(b))	12,584,597	13,220,076
Capital lease obligation	–	4,478
Debt (note 7)	23,328,618	24,008,890
Deferred revenue (note 8)	28,434,092	24,267,839
	75,704,504	74,582,203
Net Financial Assets	47,879,729	38,756,911
<b>Non-Financial Assets</b>		
Tangible capital assets (note 9)	156,440,877	143,474,439
Prepaid expenses	742,851	609,061
Inventories of supplies	232,598	211,835
	157,416,326	144,295,335
Accumulated Surplus (note 10)	\$ 205,296,055	\$ 183,052,246

Commitments and contingencies (note 13)

Subsequent event (note 19)

See accompanying notes to financial statements.



Colleen Ponzini, CPA, CGA  
DIRECTOR OF FINANCIAL SERVICES

## Statement of Operations

Year ended December 31, 2019, with comparative information for 2018

	2019 Budget (Note 1(b))	2019	2018
<b>Revenue:</b>			
Property taxes:			
General purposes	\$ 22,444,700	\$ 22,578,634	\$ 21,638,551
Regional library levy	958,066	963,402	934,205
Business improvement levy	356,500	356,190	346,379
	<hr/> 23,759,266	<hr/> 23,898,226	<hr/> 22,919,135
Receipts in lieu of taxes	25,600	25,564	27,551
Development cost charges (note 8(a))	495,000	598,562	3,014,745
Sanitary sewer fees and parcel tax	3,426,106	3,444,316	3,523,309
Drainage user fees	2,531,200	2,531,498	2,413,036
Water user fees	4,842,800	4,772,497	4,635,515
Sales of services and other revenue (note 16)	27,908,734	25,882,629	27,315,659
Government grants (note 17)	5,774,000	4,571,934	9,786,203
Developers' contributions of tangible capital assets (note 9(b))	–	12,917	933,635
	<hr/> 68,762,706	<hr/> 65,938,143	<hr/> 74,568,788
<b>Expenses:</b>			
General government	8,296,955	7,409,060	6,931,555
Protection services	12,114,976	11,116,870	10,959,542
Transportation, engineering and operations	7,302,818	6,438,768	6,676,647
Parks, recreation and cultural services	10,500,017	10,752,082	8,677,384
Solid waste services	1,076,100	866,587	874,855
Sanitary sewer system	2,974,063	2,499,576	2,507,967
Drainage system	879,300	808,161	991,529
Water system	4,195,700	3,803,230	3,274,807
	<hr/> 47,339,929	<hr/> 43,694,334	<hr/> 40,894,286
Annual surplus	21,422,777	22,243,809	33,674,502
Accumulated surplus, beginning of year	183,052,246	183,052,246	149,377,744
<b>Accumulated Surplus, end of year</b>	<hr/> <hr/> \$ 204,475,023	<hr/> <hr/> \$ 205,296,055	<hr/> <hr/> \$ 183,052,246

See accompanying notes to financial statements.

## Statement of Changes in Net Financial Assets

Year ended December 31, 2019, with comparative information for 2018

	<b>2019 Budget</b>	<b>2019</b>	<b>2018</b>
	(Note 1(b))		
Annual surplus	\$ 21,422,777	\$ 22,243,809	\$ 33,674,502
Acquisition of tangible capital assets	(35,268,000)	(19,568,528)	(40,110,852)
Contribution of tangible capital assets	–	(212,917)	(933,635)
Amortization of tangible capital assets	6,090,200	6,751,247	4,644,186
Loss on disposal of tangible capital assets	–	23,850	526,121
Proceeds on disposal of tangible capital assets	–	39,910	74,636
	(7,755,023)	9,277,371	(2,125,042)
Acquisition of prepaid expenses	–	(742,851)	(609,061)
Acquisition of inventories of supplies	–	(232,598)	(211,835)
Use of prepaid expenses	–	609,061	584,347
Consumption of inventories of supplies	–	211,835	192,374
Change in net financial assets	(7,755,023)	9,122,818	(2,169,217)
Net financial assets, beginning of year	38,756,911	38,756,911	40,926,128
Net financial assets, end of year	<u>\$ 31,001,888</u>	<u>\$ 47,879,729</u>	<u>\$ 38,756,911</u>

See accompanying notes to financial statements.

## Statement of Cash Flows

Year ended December 31, 2019, with comparative information for 2018

	2019	2018
<b>Cash Provided By (Used In):</b>		
<b>Operating:</b>		
Annual surplus	\$ 22,243,809	\$ 33,674,502
Items not involving cash:		
Amortization	6,751,247	4,644,186
Loss on disposal of tangible capital assets	23,850	526,121
Developers' contributions of tangible capital assets	(212,917)	(933,635)
Changes in non-cash operating working capital:		
Decrease (increase) in accounts receivable	1,281,789	(7,453,445)
Increase in prepaid expenses	(133,790)	(24,714)
Increase in inventories of supplies	(20,763)	(19,461)
Decrease in loans receivable	3,500	3,500
(Decrease) increase in accounts payable and accrued liabilities	(1,723,723)	4,547,352
(Decrease) increase in refundable performance deposits	(635,479)	1,931,470
Increase in deferred revenue	4,166,253	4,389,322
Net change in cash from operating activities	31,743,776	41,285,198
<b>Capital Activities:</b>		
Cash used to acquire tangible capital assets	(19,568,528)	(40,110,852)
Proceeds on disposal of tangible capital assets	39,910	74,636
Net change in cash from capital activities	(19,528,618)	(40,036,216)
<b>Financing Activities:</b>		
New debt issued	–	2,274,850
Principal payments on debt	(680,272)	(612,387)
Principal payments on capital leases	(4,478)	(15,704)
Net change in cash from financing activities	(684,750)	1,646,759
<b>Investing Activities:</b>		
Change in temporary investments	–	7,472,842
<b>Net Change In Cash and Cash Equivalents</b>	<b>11,530,408</b>	<b>10,368,583</b>
<b>Cash and Cash Equivalents, beginning of year</b>	<b>99,870,023</b>	<b>89,501,440</b>
<b>Cash and Cash Equivalents, end of year</b>	<b>\$ 111,400,431</b>	<b>\$ 99,870,023</b>

See accompanying notes to financial statements.

## Notes to Financial Statements

Year ended December 31, 2019

The Corporation of the City of White Rock (the “City”) is incorporated under the Local Government Act of British Columbia. The City’s principal activities include the provision of local government services to residents, businesses and visitors of the incorporated area.

### 1. Significant Accounting Policies:

The City follows Canadian Public Sector Accounting Standards as prescribed by the Public Sector Accounting Board (“PSAB”) of the Chartered Professional Accountants of Canada, including the following significant policies:

**(a) Basis of presentation:**

The financial statements present the resources and operations including all accounts and funds of the City. All inter-fund transactions, assets and liabilities have been eliminated.

**(b) Budget reporting:**

The budget figures reported in the statement of operations represent the 2019 component of White Rock Financial Plan (2019-2023) Bylaw, 2019, No. 2297, adopted by the City Council on April 29, 2019.

**(c) Cash and cash equivalents:**

Cash and cash equivalents include short-term highly liquid investments with maturity dates within three months of acquisition that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value.

**(d) Revenue:**

Revenue is recorded on the accrual basis and is recognized when it is earned and measurable. Revenue relating to future periods, including prepaid property taxes, government grants and certain facility upgrade contributions, are reported as deferred revenue and recognized as revenue when earned.

**(e) Development cost charges (“DCCs”):**

DCCs collected under the City’s Development Cost Charge Bylaw, plus interest earned thereon, are recorded as deferred revenue. DCCs are recognized as revenue when related tangible capital assets are acquired.

**(f) Expenses:**

Expenses are recorded on the accrual basis and are recognized as they are incurred. This is upon the receipt of goods or services and/or the creation of a legal obligation. Interest expense on debt and capital lease obligations is accrued to December 31, 2019.

**(g) Government transfers:**

Restricted transfers from governments are deferred and recognized as revenue as the related expenditures are incurred or the stipulations in the related agreements are met. Unrestricted transfers are recognized as revenue when received or if the amount to be received can be reasonably estimated and collection is reasonably assured.

**(h) Debt:**

Debt is recorded net of repayments and actuarial adjustments.

**(i) Non-financial assets:**

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

*(i) Tangible capital assets:*

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, is amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful Life - Years
Land improvements	5 to 100
Buildings and facilities	2 to 50
Machinery and equipment	2 to 25
Roads and sidewalks	10 to 50
Sanitary sewer infrastructure	10 to 80
Storm sewer infrastructure	30 to 80
Water system infrastructure	4 to 80

Leasehold improvements are amortized using the lesser of the remaining term of the lease, including all renewal terms, or the life of the asset.

Annual amortization is charged commencing when the asset is available for use. Assets under construction are not amortized until the asset is put into productive use.

## 1. Significant Accounting Policies (continued):

### (i) Non-financial assets (continued):

#### (ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair market value at the date of receipt and also are recorded as revenue.

#### (iii) Works of art and cultural and historic assets:

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

#### (iv) Interest capitalization:

The City does not capitalize interest costs associated with the acquisition or construction of tangible capital assets.

#### (v) Leased tangible capital assets:

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

#### (vi) Inventories of supplies:

Inventories of supplies held for consumption are recorded at the lower of cost and replacement cost.

### (j) Employee future benefits:

(i) The City and its employees make contributions to the Municipal Pension Plan. The Municipal Pension Plan is a multi-employer defined benefit pension plan. The City's contributions are expensed as incurred.

(ii) Sick leave and post-employment benefits also accrue to the City's employees. The liability relating to these benefits is actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The liabilities under these benefit plans are accrued based on projected benefits prorated as employees render services necessary to earn the future benefits.

### (k) Use of accounting estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Significant areas requiring the use of management estimates relate to the determination of the value of developer contributed assets, useful lives of tangible capital assets for amortization, valuation of receivables, accrued sick and other post-employment benefits and provision for contingencies. Adjustments, if any, will be reflected in the financial statements in the period of settlement or change in the amount of the estimate.

### (l) Segment disclosures:

A segment is defined as a distinguishable activity or group of activities of government for which it is appropriate to separately report financial information. The City has provided definitions of segments used by the City as well as presented financial information in segmented format (note 20).

### (m) Contaminated sites:

Contaminated sites are a result of contamination being introduced into air, soil, water, or sediment of a chemical, organic or radioactive material, or live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when a site is not in productive use and the following criteria are met:

- (i) An environmental standard exists;
- (ii) Contamination exceeds the environmental standards;
- (iii) The City is directly responsible or accepts responsibility;
- (iv) It is expected that future economic benefits will be given up; and
- (v) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

**2. Cash and Cash Equivalents:**

	<b>2019</b>	<b>2018</b>
Cash balances	\$ 103,214,873	\$ 81,814,315
Cash equivalents:		
Money market securities and term deposits maturing within 90 days of inception	3,976,701	13,923,750
MFA Money Market Fund	4,208,857	4,131,958
	<b>\$ 111,400,431</b>	<b>\$ 99,870,023</b>

Cash equivalents including the MFA Money Market Fund, have annual yields that range from 1.86% to 2.35% (2018 - 1.64% to 2.40%).

- (a) Included in cash and cash equivalents is an amount of \$8,416,789 (2018 - \$4,859,325) that can only be used for the acquisition of tangible capital assets as provided for by the DCC Bylaw.
- (b) Included in cash and cash equivalents is an amount of \$12,584,597 (2018 - \$13,220,076) which consists of refundable performance deposits.

**3. Accounts Receivable:**

	<b>2019</b>	<b>2018</b>
Property taxes	\$ 1,768,832	\$ 2,278,679
Water user fees	1,293,864	1,233,318
Government grants	1,092,236	2,965,408
Amounts secured by letters of credit (a)	4,625,743	4,674,175
Insurance proceeds	1,232,054	-
Other	2,160,573	2,303,511
	<b>\$ 12,173,302</b>	<b>\$ 13,455,091</b>

- (a) Included in accounts receivable are letters of credit of \$4,625,743 (2018 - \$4,674,175) that can only be used for the acquisition of tangible capital assets as provided for by the DCC Bylaw (note 8(a)).

**4. Loans Receivable:**

The City has a loan receivable in the amount of \$10,500 (2018 - \$14,000) from The Peace Arch Curling Club to assist in financing the purchase and installation of kitchen equipment. The loan receivable bears a variable per annum interest rate which is the average annual rate of return the City has achieved on its investments in the twelve months preceding the anniversary date of the loan agreement. The remaining principal will be paid in three equal annual installments of \$3,500 each. The interest is paid semi-annually.

**5. Accounts Payable and Accrued Liabilities:**

	2019	2018
Trade accounts payable and other	\$ 5,707,845	\$ 9,357,948
Due to governments and agencies	2,979,080	1,451,965
Post-employment benefits (note 6)	1,605,503	1,531,450
Other payroll liabilities	1,064,769	739,557
	\$ 11,357,197	\$ 13,080,920

**6. Post-Employment Benefits:**

The City provides certain post-employment and sick leave benefits to its employees. These benefits include accumulated non-vested sick leave, post-employment gratuity and lieu time benefits, and certain vacation benefits.

	2019	2018
Accrued benefit obligation:		
Balance, beginning of year	\$ 1,582,900	\$ 1,756,000
Immediate recognition (settlement) of Work Safe BC benefits liability	-	(244,900)
Current service cost	138,600	139,100
Interest cost	53,000	46,700
Benefits paid	(113,285)	(18,900)
Actuarial loss (gain)	94,762	(95,100)
Balance, end of year	\$ 1,755,977	\$ 1,582,900

**6. Post-employment Benefits (continued):**

	2019	2018
Accrued benefit obligation, end of year	\$ 1,755,977	\$ 1,582,900
Unamortized net actuarial loss	(150,474)	(51,450)
Accrued benefit liability, end of year	<u>\$ 1,605,503</u>	<u>\$ 1,531,450</u>

Actuarial gains and losses for accumulating benefits are amortized over the expected average remaining service period of the related employee group, commencing the year after the gain or loss arises. In 2019 the expected average remaining service period of the related employee group is 11 years (2018 - 11 years). Post-employment liabilities are included in accounts payable and accrued liabilities.

The significant actuarial assumptions used to determine the City's accrued benefit obligation are as follows:

	2019	2018
Discount rates	2.60%	3.20%
Expected future inflation rates	2.50%	2.50%
Expected wage and salary increases	2.58% - 5.90%	2.58% - 4.63%

**7. Debt:**

	2019	2018
Debentures, net of repayments and actuarial adjustments	\$ 23,328,618	\$ 24,008,890

The City issues debt instruments through the Municipal Finance Authority (“MFA”) to finance certain capital acquisitions. Repayments and actuarial adjustments are netted against related long term-debts. Details are as follows:

Bylaw Number	Purpose	Maturity date	Interest rate	Refinancing year*	Authorized amount	Sinking fund assets	2019	2018
1667	Sanitary Sewers - Local Improvement	2023	5.95%	n/a	\$ 224,580	\$ 160,680	\$ 63,900	\$ 78,020
2098	Water Utility Acquisition Advance Payment	2046	2.60%	2026	14,250,000	857,446	13,392,554	13,688,256
2163	Water System Infrastructure Construction	2027	2.80%	n/a	440,000	77,914	362,086	401,619
2163	Water System Infrastructure Construction	2047	2.80%	2027	5,779,000	246,584	5,532,416	5,657,530
2178	Water System Infrastructure Construction	2027	3.15%	n/a	1,662,000	294,304	1,367,696	1,517,023
2178	Water System Infrastructure Construction	2047	3.15%	2027	400,000	17,068	382,932	391,592
2179	Water Treatment Facilities Construction	2048	3.15%	2028	2,274,850	47,816	2,227,034	2,274,850
<b>\$ 25,030,430</b>						<b>\$ 1,701,812</b>	<b>\$ 23,328,618</b>	<b>\$ 24,008,890</b>

\* During the refinancing year the City will have the option to retire part or all of the debt early, or refinance the borrowing at a new interest rate.

Total interest on the debenture debt for the year was \$694,606 (2018 - \$672,280).

As a condition of these borrowings, a portion of the debenture debt proceeds is withheld by the MFA in a Debt Reserve Fund. Amounts withheld for this purpose are as follows:

Bylaw Number	Purpose	Debt reserve fund
1667	Sanitary Sewers - Local Improvement	\$ 2,246
2098	Water Utility Acquisition Advance Payment	142,500
2163	Water System Infrastructure Construction	62,190
2178	Water System Infrastructure Construction	20,620
2179	Water Treatment Facilities Construction	22,749
<b>\$</b>		<b>250,305</b>

These cash deposits are included as part of accounts receivable in the Statement of Financial Position.

**7. Debt (continued):**

Principal payments and actuarial adjustments on the outstanding debenture debt over the following five years and thereafter are as follows:

2020	\$ 702,441
2021	725,341
2022	748,996
2023	773,431
2024	780,652
Thereafter	19,597,757
	<u>\$ 23,328,618</u>

**8. Deferred Revenue:**

	2019	2018
Property taxes	\$ 3,383,933	\$ 3,300,393
Contributions for future capital works	3,098,841	2,352,127
Development cost charges (a)	13,042,532	9,533,500
Utility service connections	1,434,950	1,169,950
Deferred revenue - facility upgrades	471,096	514,071
Deferred revenue - building permits	5,873,470	6,400,210
Other	1,129,270	997,588
	<u>\$ 28,434,092</u>	<u>\$ 24,267,839</u>

(a) Development cost charges:

	Highways	Drainage	Parkland	Sanitary	Water	Total
Balance, beginning of year	\$ 2,033,790	\$ 2,037,624	\$ 4,346,578	\$ 470,778	\$ 644,730	\$ 9,533,500
Add:						
Amounts received	978,060	673,587	1,564,736	296,062	423,916	3,936,361
Investment income	37,342	39,546	75,992	7,910	10,443	171,233
Deduct:						
Acquisition of tangible capital assets	–	18,272	560,290	20,000	–	598,562
Balance, end of year	<u>\$ 3,049,192</u>	<u>\$ 2,732,485</u>	<u>\$ 5,427,016</u>	<u>\$ 754,750</u>	<u>\$ 1,079,089</u>	<u>\$ 13,042,532</u>

The balance as of December 31, 2019 includes \$4,625,743 (2018 - \$4,674,175) secured by letters of credit.

**9. Tangible Capital Assets:**

	Land	Land improvements	Buildings and facilities	Machinery and equipment	Roads and sidewalks
<b>Cost</b>					
Balance, beginning of year	\$ 15,680,285	\$ 10,348,923	\$ 30,873,371	\$ 14,065,638	\$ 45,105,840
Additions	1,631,900	9,866,198	4,021,366	750,804	440,638
Transfers	–	4,077,966	7,641,777	366,514	74,258
Disposals	–	(76,596)	(100,361)	(1,179,775)	(87,615)
Balance, end of year	\$ 17,312,185	\$ 24,216,491	\$ 42,436,153	\$ 14,003,181	\$ 45,533,121

**Accumulated Amortization**

Balance, beginning of year	\$ –	\$ 5,241,663	\$ 14,639,987	\$ 7,126,573	\$ 20,423,775
Amortization expense	–	1,640,875	1,431,158	1,050,275	1,069,136
Disposals	–	(76,596)	(100,361)	(1,142,740)	(67,781)
Balance, end of year	\$ –	\$ 6,805,942	\$ 15,970,784	\$ 7,034,108	\$ 21,425,130

**Net book value,**

end of year	\$ 17,312,185	\$ 17,410,549	\$ 26,465,369	\$ 6,969,073	\$ 24,107,991
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**Net book value,**

beginning of year	\$ 15,680,285	\$ 5,107,260	\$ 16,233,384	\$ 6,939,065	\$ 24,682,065
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**(a) Assets under construction:**

Assets under construction have not been amortized. Amortization of these assets will commence when the asset is put into productive use.

**(b) Contributed tangible capital assets:**

Contributed tangible capital assets have been recognized at fair market value at the date of contribution. The value of contributed assets received during the year was comprised of:

	2019	2018
Roads and sidewalks	\$ 120,283	\$ 325,214
Sanitary sewers	–	250,844
Storm sewers	–	357,577
Water system	92,634	–
Developers' contributions of tangible capital assets	\$ 212,917	\$ 933,635

Sanitary sewer infrastructure	Storm sewer infrastructure	Water system infrastructure	Assets under construction	Total
\$ 20,936,917	\$ 23,380,339	\$ 21,512,459	\$ 26,667,063	\$ 208,570,835
2,428	–	2,181,127	886,984	19,781,445
150,972	–	12,673,575	(24,985,062)	–
–	–	(33,546)	–	(1,477,893)
\$ 21,090,317	\$ 23,380,339	\$ 36,333,615	\$ 2,568,985	\$ 226,874,387
\$ 6,877,836	\$ 9,214,880	\$ 1,571,682	\$ –	\$ 65,096,396
319,321	355,897	884,585	–	6,751,247
–	–	(26,655)	–	(1,414,133)
\$ 7,197,157	\$ 9,570,777	\$ 2,429,612	\$ –	\$ 70,433,510
\$ 13,893,160	\$ 13,809,562	\$ 33,904,003	\$ 2,568,985	\$ 156,440,877
\$ 14,059,081	\$ 14,165,459	\$ 19,940,777	\$ 26,667,063	\$ 143,474,439

**(c) Tangible capital assets disclosed at nominal values:**

Where an estimate of fair value could not be made, the tangible capital asset was recognized at a nominal value.

**(d) Works of art and historical treasures:**

The City manages and controls various works of art and non-operational historical cultural assets including totem poles, sculptures and paintings located at City sites and public display areas. These assets are not reflected in the financial statements.

**(e) Write-down of tangible capital assets:**

There were no write-downs of tangible capital assets during the year. The City disposed of assets as part of planned replacement capital projects in the year.

**10. Accumulated Surplus:**

	Reserves established by bylaw  (note 12 (a))	Other reserves  (note 12 (b))	Other surplus funds	Investment in tangible capital assets  (note 11)	Total
General Fund	\$ 20,804,694	\$ 17,604,724	\$ 5,497,635	\$ 92,344,500	\$ 136,251,553
Sanitary Sewer Fund	–	13,330,586	1,107,116	13,986,698	28,424,400
Drainage Fund	–	8,448,403	698,117	14,786,084	23,932,604
Water Fund	–	3,938,139	799,701	11,949,658	16,687,498
<b>Total for 2019</b>	<b>\$ 20,804,694</b>	<b>\$ 43,321,852</b>	<b>\$ 8,102,569</b>	<b>\$ 133,066,940</b>	<b>\$ 205,296,055</b>
Total for 2018	\$ 17,460,992	\$ 37,671,463	\$ 7,600,521	\$ 120,319,270	\$ 183,052,246

Included in the water fund investment in tangible capital assets is an adjustment in the amount of \$425,777 (2018 - \$1,372,270) for unspent debt proceeds which have been earmarked for use in future years.

**11. Investment in Tangible Capital Assets:**

	2019	2018
Tangible capital assets (note 9)	\$ 156,440,877	\$ 143,474,439
Deduct:		
Capital lease obligation	–	(4,478)
Debt (note 7)	(23,328,618)	(24,008,890)
Deferred revenue - facility upgrades (note 8)	(471,096)	(514,071)
Add:		
Unspent debt proceeds (note 10)	425,777	1,372,270
	<b>\$ 133,066,940</b>	<b>\$ 120,319,270</b>

**12. Reserves:**

(a) The following reserves were established, by bylaw, in accordance with BC municipal legislation:

	2019	2018
General Fund:		
Land sale reserve	\$ 101,846	\$ 424,393
Equipment replacement reserve	4,724,133	4,131,576
Capital works, machinery and equipment reserve	5,609,236	5,174,746
Local improvement reserve	33,110	32,353
Community amenity reserve	10,336,369	7,697,924
	<b>\$ 20,804,694</b>	<b>\$ 17,460,992</b>

(b) The following additional reserve amounts are set aside for specific purposes:

	2019	2018
General Fund:		
Infrastructure reserve	\$ 4,209,679	\$ 4,248,791
Roadworks reserve	3,644,835	3,019,242
Secondary suite service fee reserve	909,601	918,545
Density bonus/amenity contribution reserve	236,483	261,177
Incomplete asset improvement projects	3,009,800	2,329,200
Other reserves	5,594,326	4,804,374
	<b>17,604,724</b>	<b>15,581,329</b>
Sanitary Sewer Fund:		
Infrastructure reserve	12,209,702	11,704,346
Terry Road local improvement reserve	52,184	64,918
Incomplete asset improvement projects	1,068,700	536,500
	<b>13,330,586</b>	<b>12,305,764</b>
Drainage Fund:		
Infrastructure reserve	5,905,003	5,069,971
Operating reserve	25,000	25,000
Incomplete asset improvement projects	2,518,400	1,703,600
	<b>8,448,403</b>	<b>6,798,571</b>
Water Fund:		
Infrastructure reserve	3,419,468	2,704,197
Debt retirement reserve	18,571	12,502
Operating reserve	500,100	269,100
	<b>3,938,139</b>	<b>2,985,799</b>
	<b>\$ 43,321,852</b>	<b>\$ 37,671,463</b>

### 13. Commitments and Contingencies:

**(a) Borrowing liability:**

The City has a contingent liability with respect to debentures of the Greater Vancouver Sewerage and Drainage District and the Greater Vancouver Regional District, to the extent provided for in their respective Enabling Acts, Acts of Incorporation and Amending Acts. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued.

	Total contractual commitment	Total contractual commitment remaining at year end
--	------------------------------	--

Oxford water facility security installation	\$ 251,460	\$ 95,499
Sewer CCTV inspection and smoke testing program	297,115	151,779
Sanitary and storm sewer rehabilitation	565,857	378,967
Roper inlet modifications	316,813	258,133
Pedestrian railway crossings	3,224,032	37,373
Janitorial services	1,240,481	620,240

The City records the capital costs incurred to the end of the year on incomplete projects as tangible capital assets under construction. The City's five year financial plan is amended as necessary to reflect the carryover of the required expenditure budgets and the financing of these obligations to the following year.

**(b) Third party claims:**

There are various lawsuits and claims pending by and against the City. The outcome of these claims is undeterminable and it is the opinion of management that final determination of these claims will not materially affect the financial statements of the City.

**(c) Lease commitments:**

The City entered into a five-year agreement, initially ending July 31, 2008, to lease certain parcels of real property from The Burlington Northern and Santa Fe Railway Company. Under the terms of this agreement, the City is committed to annual rent payments as well as the costs of all taxes, utilities, insurance, repairs and maintenance of the leased premises. This is accounted for as an operating lease. This agreement provides for renewal options consisting of three additional five-year terms. In April 2018, the City exercised its third option to renew this lease for the five-year term ending July 31, 2023. During this period the City is committed to annual base rent payments of \$450,000.

The City has entered into various leases for office and other operating equipment. Total annual commitments for the next five years, net of applicable taxes are approximately as follows:

2020	\$ 26,490
2021	18,192
2022	15,380
2023	14,721
2024	5,454
	<u>\$ 80,237</u>

**(d) Agreements and contractual commitments:**

In addition to the leases described above, the City has entered into various agreements and contracts for services and construction with periods ranging from one to five years, including the following:

**(e) Debt agreement with the MFA:**

The City issues debt instruments through the MFA. As a condition of these borrowings the City is required to execute demand notes in connection with each debenture whereby the City may be required to loan certain amounts to the MFA. The debt agreement with the MFA provides that if at any time the scheduled payments provided for in the agreement are not sufficient to meet the MFA's obligations in respect to such borrowing, the resulting deficiency becomes the joint and several liability of the City and all other participants to the agreement through the MFA. The City is similarly liable on a contingent basis for the debt of other municipalities secured through the MFA. Details of the contingent demand notes are as follows:

Bylaw number	Purpose	2019	2018
1667	Sanitary Sewers - Local Improvement	\$ 7,364	\$ 7,364
2098	Water Utility Acquisition Advance Payment	180,771	180,771
2163	Water System Infrastructure Construction	104,802	104,802
2178	Water System Infrastructure Construction	88,549	88,549
2179	Water Treatment Facilities Construction	36,988	36,988
		<u>\$ 418,474</u>	<u>\$ 418,474</u>

These contingent demand loans are not recorded in the City's financial statements as they are not likely to be paid.

### 13. Commitments and Contingencies (continued):

#### (f) E-Comm Emergency Communications for Southwest British Columbia Incorporated ("E-Comm"):

The City is a shareholder of the Emergency Communications for Southwest British Columbia Incorporated ("E-Comm"). The City receives services for the regional 9-1-1 call centre for Greater Vancouver Regional District and the Wide Area Radio network from E-Comm. The City has two Class A shares (of a total 34 Class A and 20 Class B shares issued and outstanding as at December 31, 2019). As a Class A shareholder, the City shares in both funding the future operations and capital obligations of E-Comm (in accordance with a cost sharing formula), including any lease obligations committed to by E-Comm up to the shareholder's withdrawal date. Class B shareholders are only obligated to share in funding of the ongoing operating costs. The City has recorded its proportionate obligations.

#### (g) Municipal Insurance Association of British Columbia (the "Association"):

The City is a participant in the Association. Should the Association pay out claims in excess of premiums received, it is possible that the City, along with the other participants, would be required to contribute towards the deficit. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued.

### 14. Pension Plan:

The City and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustee pension plan. The board of trustees, representing Plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. The Plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from local government and 150 contributors from the City.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation as at December 31, 2018 indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be at December 31, 2021 with results available in 2022. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The City paid \$1,224,200 (2018 - \$1,196,300) for employer contributions to the Plan in fiscal 2019.

### 15. Collections for Other Governments:

The City collects certain taxation revenue on behalf of other government bodies. These funds are excluded from the City's financial statements as they are not revenue of the City. Such taxes collected and remitted to other government bodies during the year are as follows:

	2019	2018
Province of British Columbia - school tax	\$ 12,644,936	\$ 12,089,695
South Coast BC Transportation Authority - TransLink tax	2,418,125	2,243,642
Other regional bodies	864,395	857,923
	<u>\$ 15,927,456</u>	<u>\$ 15,191,260</u>

### 16. Sales of Services and Other Revenue:

	2019	2018
Parking	\$ 2,590,243	\$ 3,001,058
Parks, recreation and cultural services	1,725,394	1,671,573
Licences and permits	2,441,300	2,033,426
Solid waste services	1,547,475	1,544,582
Utility service connection fees	567,315	773,129
Community amenity contributions	8,430,000	12,914,101
Interest and penalties	2,586,756	2,203,927
Contributions toward tangible capital asset improvements	4,254,141	1,202,672
Other	1,740,005	1,971,191
	<u>\$ 25,882,629</u>	<u>\$ 27,315,659</u>

### 17. Government Transfers:

Government grant revenue is comprised of the following government transfers:

	2019	2018
Federal	\$ 2,453,684	\$ 5,815,527
Provincial	2,118,250	3,970,676
	<u>\$ 4,571,934</u>	<u>\$ 9,786,203</u>

### 18. Contractual Rights:

The City's contractual rights arise from rights to receive payments under lease, license, rental, grant and other agreements. The City has contractual rights to receive the following amounts in the next five years and thereafter:

2020	\$ 322,465
2021	299,329
2022	295,370
2023	259,426
2024	267,870
Thereafter	6,000
	<u>\$ 1,450,460</u>

The City is entitled to receive revenue from certain other grants and agreements which is difficult to quantify. The contractual rights from these agreements have not been included in the amounts noted above.

## 19. Subsequent Event:

Subsequent to December 31, 2019, the COVID-19 outbreak was declared a pandemic by the World Health Organization. This situation presents uncertainty over the City's future cash flows, and may have an impact on the City's future operations. Potential impacts on the City's business could include future decreases in revenue and expenses that coincide with the closure of parking, facilities, and programs. As the situation is dynamic and the ultimate duration and magnitude of the impact on the economy are not known, an estimate of the financial effect on the City is not practicable at this time.

## 20. Segmented Information:

The City is a diversified municipal government institution that provides a wide range of services to its citizens, visitors and many others. In compliance with *PS2700, Segment Disclosures*, certain financial information is required to be reported for major activities involving these services. Each of these major activities is comprised of various City departments and/or divisions as noted below.

**General Government – Mayor and Council, Chief Administrative Officer, Corporate Administration, Communications, Financial Services, Human Resources, Planning and Development, and Information Services.** These departments are responsible for many legislative, operational and administrative support services including but not limited to City Council, bylaw and procedural matters, levying and collecting property taxes, hiring City staff, supporting the City's information technology infrastructure, preparing land use plans and approving new development in the City.

**Protection Services – Police, Fire, Building and Bylaw Enforcement (non-parking related).** These departments are responsible for ensuring public safety and security, preventing crimes as well as enforcing various laws.

**Transportation, Engineering and Municipal Operations – Public Works, Engineering and Parking.** These areas are responsible for providing and maintaining the systems that enable the community to use transportation facilities such as roads, sidewalks and parking lots. This category also includes management and administrative services of the City's Engineering and Municipal Operations Department.

**Parks, Recreation and Cultural Services** – These areas are responsible for providing, facilitating the development of, and maintaining high quality parks, recreation facilities and cultural services such as the public library.

**Solid Waste Services** – These services include the City's garbage collection, green waste collection and recycling programs.

**Sanitary Sewer System** – These services include the provision and maintenance of all systems related to the distribution and disposal of sanitary sewage.

**Drainage System** – These services include the provision and maintenance of all systems involving the distribution of storm water run-off in the City.

**Water System** – These services include the provision and treatment of water supply, as well as the provision and maintenance of all other systems involving the distribution of water.

**20. Segmented Information (continued):**

	General Government	Protection Services	Transportation, Engineering and Operations Services	Parks, Recreation and Cultural Services	Solid Waste Services
<b>Revenue</b>					
Property taxes					
General purposes	\$ 22,578,634	\$ –	\$ –	\$ –	\$ –
Regional library levy	–	–	–	963,402	–
Business improvement levy	356,190	–	–	–	–
	22,934,824	–	–	963,402	–
Receipts in lieu of taxes	25,564	–	–	–	–
Development cost charges	–	–	–	560,290	–
Sanitary sewer fees and parcel tax	–	–	–	–	–
Drainage user fees	–	–	–	–	–
Water user fees	–	–	–	–	–
Sales of services and other revenue:					
Parking	–	–	2,590,243	–	–
Parks, recreation and cultural services	–	–	–	1,725,394	–
Licences and permits	45,200	2,396,100	–	–	–
Solid waste services	–	–	–	–	1,547,475
Utility service connection fees	–	–	–	–	–
Community amenity contributions	8,430,000	–	–	–	–
Interest and penalties	2,481,155	–	–	–	–
Contributions toward tangible capital asset improvements	–	–	5,320	4,247,892	–
Other	2,690,032	132,139	562,395	42,975	30,610
Government grants	2,673,443	253,406	23,337	108,614	–
Developers' contributions of tangible capital assets	–	–	120,283	–	–
	39,280,218	2,781,645	3,301,578	7,648,567	1,578,085
<b>Expenses</b>					
Salaries, wages and benefits	4,643,757	5,727,802	2,430,242	2,995,175	595,114
Contracted Services	1,405,229	4,784,265	1,739,349	4,209,433	519,977
Supplies and other	1,126,036	285,297	589,738	936,904	149,159
Amortization	273,796	327,979	1,695,818	2,777,449	91,454
Interest on debt	61	–	–	–	–
	7,448,879	11,125,343	6,455,147	10,918,961	1,355,704
<b>Annual Surplus (Deficit)</b>	<b>\$ 31,831,339</b>	<b>\$ (8,343,698)</b>	<b>\$ (3,153,569)</b>	<b>\$ (3,270,394)</b>	<b>\$ 222,381</b>

Sanitary Sewer System	Drainage System	Water System	Adjustments	2019	2018
\$ -	\$ -	\$ -	\$ -	\$ 22,578,634	\$ 21,638,551
-	-	-	-	963,402	934,205
-	-	-	-	356,190	346,379
-	-	-	-	23,898,226	22,919,135
-	-	-	-	25,564	27,551
20,000	18,272	-	-	598,562	3,014,745
3,471,889	-	-	(27,573)	3,444,316	3,523,309
-	2,531,498	-	-	2,531,498	2,413,036
-	-	4,945,865	(173,368)	4,772,497	4,635,515
-	-	-	-	2,590,243	3,001,058
-	-	-	-	1,725,394	1,671,573
-	-	-	-	2,441,300	2,033,426
-	-	-	-	1,547,475	1,544,582
160,680	177,680	228,955	-	567,315	773,129
-	-	-	-	8,430,000	12,914,101
52,214	20,000	33,387	-	2,586,756	2,203,927
94	365	470	-	4,254,141	1,202,672
7,328	46,896	85,399	(1,857,769)	1,740,005	1,971,191
-	-	1,513,134	-	4,571,934	9,786,203
-	-	92,634	-	212,917	933,635
3,712,205	2,794,711	6,899,844	(2,058,710)	65,938,143	74,568,788
278,919	350,057	1,396,237	(997,636)	17,419,667	16,171,235
2,195,560	508,112	892,769	(532,644)	15,722,050	15,901,432
82,678	87,360	377,961	(528,430)	3,106,703	3,504,629
319,321	355,897	909,533	-	6,751,247	4,644,186
13,363	-	681,243	-	694,667	672,804
2,889,841	1,301,426	4,257,743	(2,058,710)	43,694,334	40,894,286
\$ 822,364	\$ 1,493,285	\$ 2,642,101	\$ -	\$ 22,243,809	\$ 33,674,502

Statistical Information  
*(unaudited)*

THE CORPORATION OF THE CITY OF WHITE ROCK

2019 Permissive Tax Exemptions (unaudited)

Estimated Property Taxes

Roll #	Name	Address	Municipal General Purposes	Fraser Valley Regional Library
001110.001	Mann Park Bowling Club	14560 North Bluff Rd	\$ 1,746	\$ 75
001110.002	White Rock Tennis Club	14560 North Bluff Rd	1,148	50
001290.004	Peace Arch Curling Club	1475 Anderson St	9,478	409
001290.005	White Rock/South Surrey Division of Family Practice Society	1475 Anderson St	877	38
001290.006	White Rock South Surrey Stroke Recovery Association	1475 Anderson St	140	6
001290.007	Alzheimer Society of BC	1475 Anderson St	933	40
001290.010	Peninsula Productions Society	14600 North Bluff Rd	772	33
001403.000	Church on Oxford Hill	1519 Oxford St	4,421	191
001779.000	White Rock Life Church	15138 Prospect Ave	1,845	80
001789.000	Peace Arch Hospital Auxiliary Society	15163 Prospect Ave	6,474	279
002136.000	Parish of the Holy Trinity	15115 Roper Ave	3,571	154
002146.000	Faith Hope Love Church	15110 Thrift Ave	1,391	60
002603.000	White Rock Players' Club	1532 Johnston Rd	35,930	1,550
002695.000	Peace Arch Hospital & Community Health Foundation	15476 North Bluff Rd	6,763	292
002696.000	Peace Arch Hospital & Community Health Foundation	15486 North Bluff Rd	7,083	306
002697.000	Peace Arch Hospital & Community Health Foundation	15496 North Bluff Rd	14,094	608
002699.000	Peace Arch Hospital & Community Health Foundation	15485 Vine Ave	6,905	298
002700.000	Peace Arch Hospital & Community Health Foundation	15475 Vine Ave	6,641	287
002876.000	St. John's Presbyterian Church	1480 George St	4,382	189
002995.000	Salvation Army	15417 Roper Ave	3,105	134
003718.000	White Rock Lawn Bowling Club	1079 Dolphin St	3,569	154
003743.000	United Church of Canada	15385 Semiahmoo Ave	2,980	129
003754.001	White Rock Business Improvement Association	1174 Fir St	931	40
003762.000	White Rock Community Church	15276 Pacific Ave	1,257	54
003763.000	White Rock Community Church	15282 Pacific Ave	1,930	83
003886.000	Roman Catholic Church	15262 Pacific Ave	12,187	526
004103.000	Sources Community Resources Society	882 Maple St	9,498	410
005303.000	Options Community Services Society	15877 Pacific Ave	2,791	120
006331.000	Burlington Northern & Santa Fe (BNSF) Railway Company	Lands along the City's waterfront as defined in the lease between the BNSF Railway Co. and the City of White Rock.	14,018	605
			<b>\$ 166,860</b>	<b>\$ 7,200</b>

## Comparative General Statistics (unaudited)

Year ended December 31, 2019

	2019	2018	2017	2016	2015
<b>Population (2016 census)</b>	19,952	19,952	19,952	19,952	19,339
<b>Area in hectares</b>					
Land	543	543	543	543	543
Water	887	887	887	887	887
<b>Kilometers of road</b>					
Paved	81.1	81.1	81.1	81.1	80.1
Gravelled	1.0	1.0	1.0	1.0	2.0
<b>Building permits</b>					
Number	144	204	258	220	232
Value	\$ 189,964,981	\$ 248,248,306	\$ 146,056,192	\$ 70,683,950	\$ 101,102,741
<b>Comparative debt statistics</b>					
Debenture and other debt	\$ 23,328,618	\$ 24,008,890	\$ 22,346,427	\$ 20,573,276	\$ 14,138,473
Debt per capita	\$ 1,169	\$ 1,203	\$ 1,120	\$ 1,031	\$ 731

**Tax rates for municipal purposes, including General and Fraser Valley Regional Library Levies (and Fire Protection Levy for years prior to 2016):**

(stated in dollars per \$1,000 of assessed taxable value)

Residential	2.30048	2.26270	2.27153	3.02056	3.44748
Utility	14.47520	15.75406	16.83207	19.61803	17.79443
Business & other	5.29247	6.01305	6.09161	6.90138	7.85907
Recreational/nonprofit	1.83331	1.67840	1.69511	2.26271	3.25144

**Tax rates for school purposes:**

(stated in dollars per \$1,000 of assessed taxable value)

Residential	1.13640	1.16320	1.25680	1.61380	1.73670
Utility	13.20000	13.40000	13.40000	13.50000	13.60000
Business & other	3.70000	4.20000	4.80000	5.40000	5.80000
Recreational/nonprofit	2.30000	2.50000	2.70000	3.10000	3.30000

## Comparative General Statistics (unaudited)

Year ended December 31, 2019

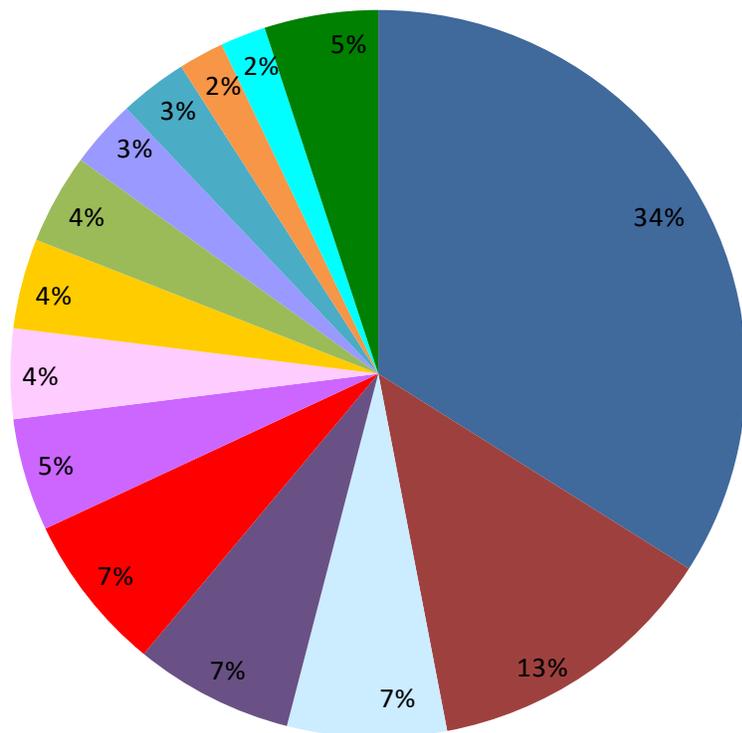
	2019	2018	2017	2016	2015
<b>Comparative taxation statistics:</b>					
Residential	\$ 34,496,448	\$ 33,139,134	\$ 32,408,242	\$ 30,330,050	\$ 30,390,451
Utility	327,537	317,035	313,678	295,058	494,016
Business & other	4,380,340	4,043,985	3,719,138	4,162,046	3,945,195
Recreational/nonprofit	16,074	17,089	19,397	15,202	32,612
Utility levy in lieu of taxes	249,092	246,772	249,545	251,695	267,618
Business improvement area levy	356,190	346,379	270,575	311,702	306,000
Sanitary sewer parcel tax	–	–	153,410	153,460	153,728
<b>Total current taxes including school and other government levies</b>	<b>39,825,681</b>	<b>38,110,394</b>	<b>37,133,985</b>	<b>35,519,213</b>	<b>35,589,620</b>
Sanitary sewer user fees	3,439,110	3,518,103	3,432,244	3,377,802	3,301,537
Drainage user fees	2,531,498	2,413,036	2,150,175	2,048,559	1,979,649
Solid waste user fees	1,359,748	1,368,297	1,365,300	1,390,600	711,200
Water user fees	4,772,497	4,635,515	4,302,249	3,733,479	524,746
Secondary suite service fees	358,917	335,878	317,534	302,790	281,934
Other local service area fees	11,757	11,757	11,757	11,757	11,757
<b>Total taxes and fees</b>	<b>\$ 52,299,208</b>	<b>\$ 50,392,980</b>	<b>\$ 48,713,244</b>	<b>\$ 46,384,200</b>	<b>\$ 42,400,443</b>
Taxes and fees per capita	\$ 2,621	\$ 2,526	\$ 2,442	\$ 2,325	\$ 2,192
<b>Assessment for general purposes (taxable value):</b>					
Land	7,738,096,213	7,517,133,853	7,042,512,663	4,752,816,518	4,229,844,953
Improvements	2,131,531,608	2,057,091,708	1,999,904,808	1,824,532,508	1,669,616,408
	<b>\$ 9,869,627,821</b>	<b>\$ 9,574,225,561</b>	<b>\$ 9,042,417,471</b>	<b>\$ 6,577,349,026</b>	<b>\$ 5,899,461,361</b>
<b>Deduct</b>					
Exempt land	272,417,339	225,306,900	208,511,100	146,291,000	131,148,300
Exempt improvements	86,467,302	84,683,102	88,486,702	86,815,902	80,639,902
	<b>\$ 9,510,743,180</b>	<b>\$ 9,264,235,559</b>	<b>\$ 8,745,419,669</b>	<b>\$ 6,344,242,124</b>	<b>\$ 5,687,673,159</b>
<b>Assessment per capita</b>	<b>\$ 476,681</b>	<b>\$ 464,326</b>	<b>\$ 438,323</b>	<b>\$ 317,975</b>	<b>\$ 294,104</b>
<b>Assessment for school purposes</b>	<b>\$ 9,526,035,316</b>	<b>\$ 9,278,926,103</b>	<b>\$ 8,760,266,185</b>	<b>\$ 6,358,232,596</b>	<b>\$ 5,705,292,463</b>

## 2019 Revenues (unaudited)

Year ended December 31, 2019

Long-term fiscal sustainability is an important goal for the City of White Rock. Working to achieve this goal requires solid, informed direction and decisions on financial issues, but also, on the provision of services and land use within the community.

On an annual basis, Council and staff work to prepare a five-year financial plan and engage the community for input on that plan. The City strives to set responsible budgets and meet the targets within those budgets. We continually aim to manage the delicate balance needed to provide the services demanded by the public with the ability and willingness to pay for those services, while also focusing on planning for the long-term impact on the community.

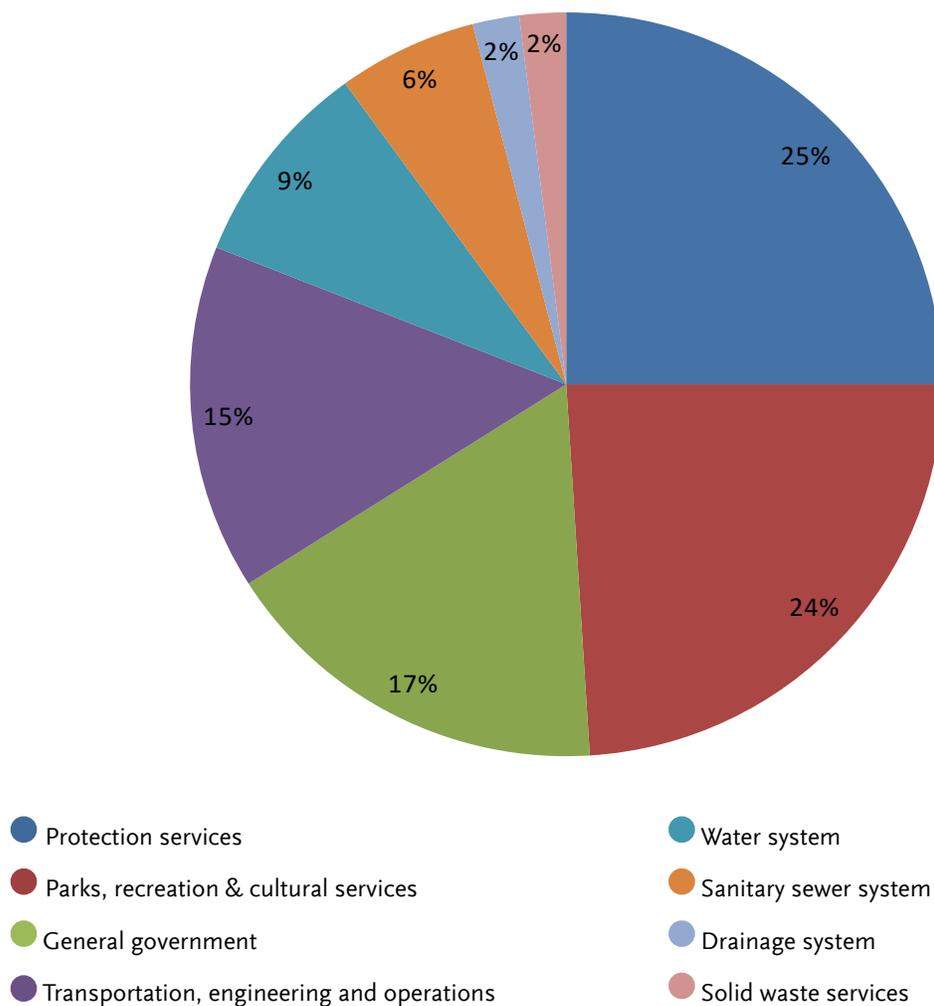


- Municipal property taxes
- Community amenity contributions
- Water user fees
- Government grants
- Other contributions toward tangible capital assets
- Sanitary sewer user fees
- Parking
- Drainage user fees
- Licences and permits
- Interest on investments
- Parks, recreation and cultural services
- Solid waste services
- Library and BIA levies
- Other

## 2019 Expenses (unaudited)

Year ended December 31, 2019

Wondering where your money goes when you pay your property taxes? From fire rescue to reserves for future upgrades and replacement of infrastructure, your money goes toward providing a variety of services and amenities for a livable community.



THE CORPORATION OF THE CITY OF WHITE ROCK  
**2019 Civic Grants-In-Aid (unaudited)**  
 Year ended December 31, 2019

The City of White Rock provided funding and support to the following organizations and events.

**Arts and Cultural**

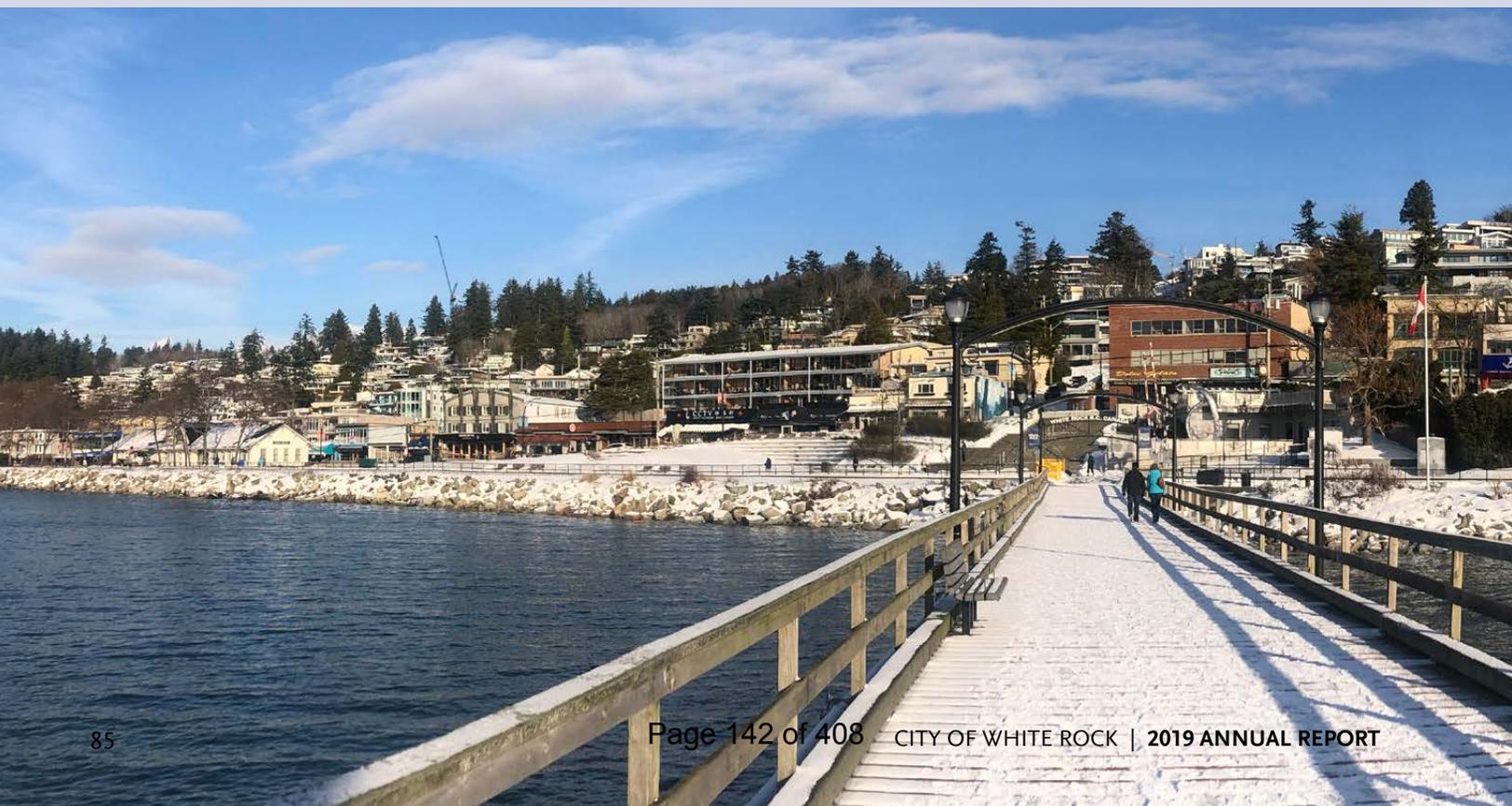
Christmas on the Peninsula Society	\$ 2,000
Crescent Beach Pipe Band	1,800
Holiday Home Tour for Hope	2,000
Peninsula Arts Foundation	1500
Peninsula Productions Society	500
White Rock Community Orchestral Society	500
White Rock Museum & Archives	1,500
White Rock Player's Club	2,000
White Rock Social Justice Film Society	1,000

**Arts and Cultural Development**

Peninsula Productions Society	3,000
Rotary Club of Semiahmoo (White Rock)	5,000
Semiahmoo Arts Society	3,002
Surrey Youth Theater Company	3,000
White Rock Festival of Lights Society	5,000

**Athletes/Sports**

2812 RCACC Seaforth Highlanders of Canada	1,000
Air Cadet League of Canada, 907 Squadron Sponsoring Committee	1,000
White Rock Lawn Bowling Club	2,000



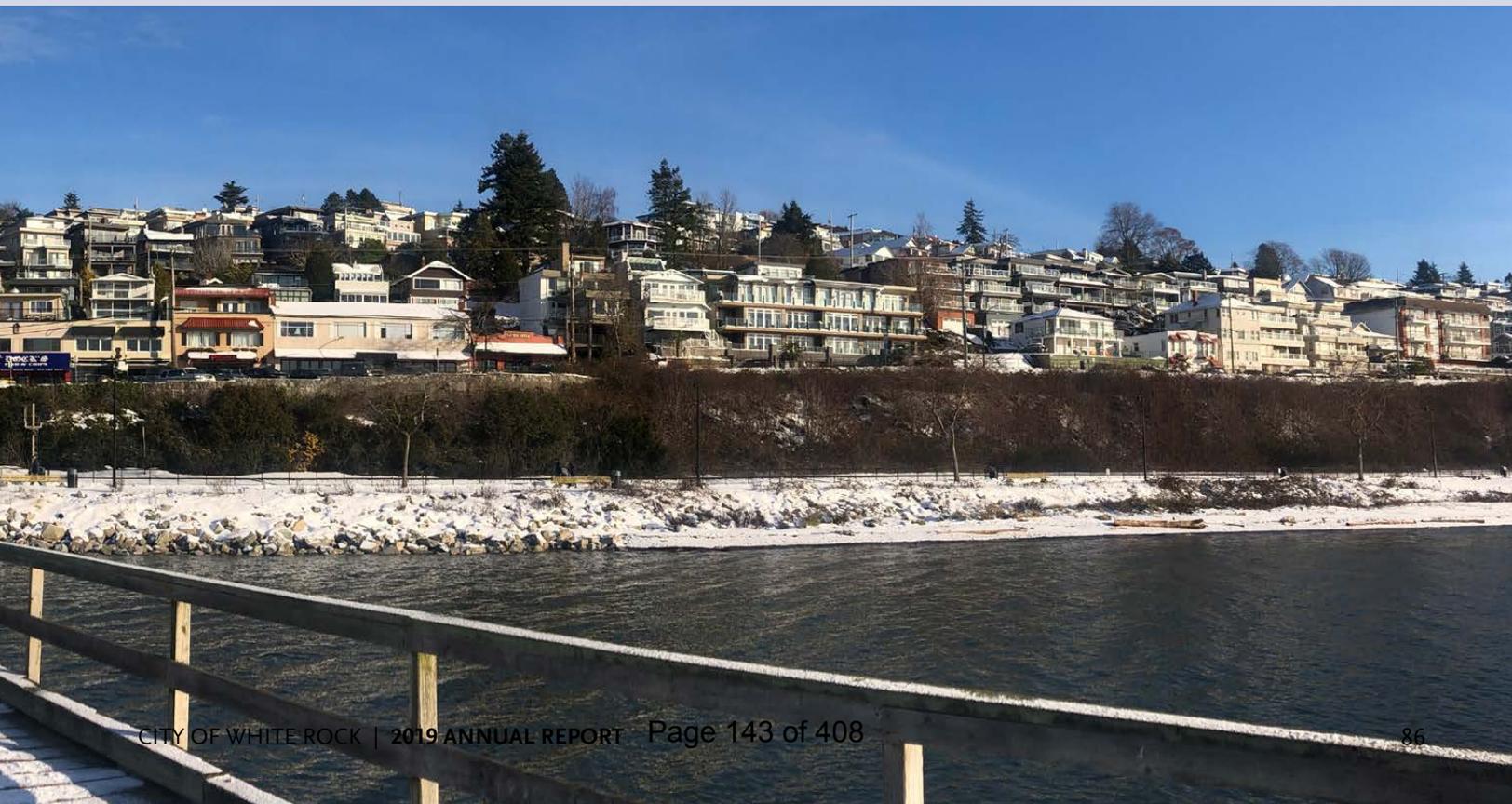
**Social**

Avalon Recovery Society	1,500
CARP White Rock Surrey Chapter 11	500
Rotary Club of White Rock	500
Sources Community Resources Society	500
Volunteer Cancer Drivers Society	2,000
White Rock Polar Bear Swim	750
White Rock Pride Society	500
White Rock South Surrey Stroke Recovery Branch	1,000

**Other**

BC Pets and Friends	1,000
Canadian Red Cross	500
Critter Care Wildlife Society	500
Earl Marriott Secondary School	1,000
Semiahmoo Peninsula Marine Rescue Society	2,000

**Total City Grants Awarded: \$48,052**





**WHITE ROCK**  
*City by the Sea!*

**CITY HALL**

15322 Buena Vista Avenue  
White Rock, BC V4B 1Y6

**TEL**

**604.541.2100**

**WHITEROCKCITY.CA**

# APPENDIX B

## 2019 Annual Report Promotion

### City's Website

Annual Report made available to the public on the City's website under [www.whiterockcity.ca/annual](http://www.whiterockcity.ca/annual) report and the "Latest News" and "2020 White Rock News and Announcements" sections on August 31, 2020.



**WHITE ROCK**  
*City by the Sea!*

COVID-19 Residents Visitors Business Government Get Involved How Do I...

f i t y

How can we help you?

Annual Reports  
2019 Annual Report

Home > Government > Documents Library > 2019 Annual Report

## 2019 ANNUAL REPORT

The [2019 Annual Report \(PDF\)](#) includes audited financial statements, a schedule of 2019 tax exemptions, information on services, previous Council's Strategic Goals/Priorities /Activities and the 2018 – 2022 Council Strategic Priorities.

Pursuant to Section 98 of the *Community Charter*, City of White Rock Council invites the public to provide comment(s) or ask questions in person or by written submission regarding the 2019 Annual Report for the Corporation of the City of White Rock at the Regular Council Meeting.

**Meeting Date:** Monday, September 14, 2020  
**Time:** 7:00 p.m.  
**Location:** White Rock Community Centre  
15154 Russell Avenue, White Rock, BC

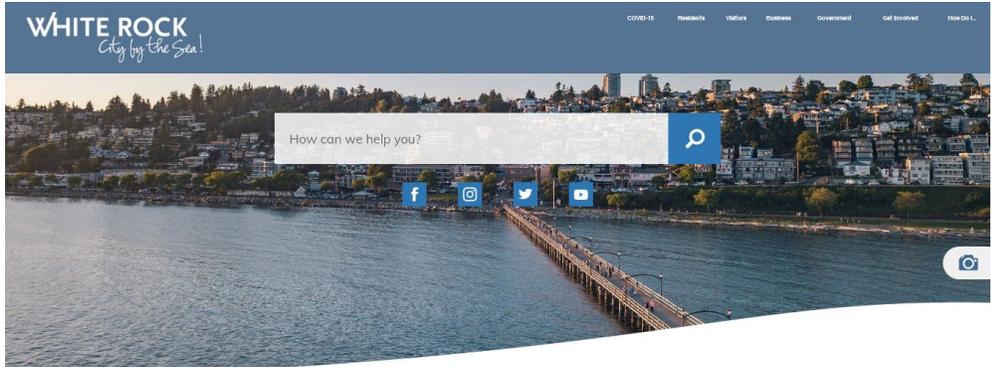
Enable Google Translate

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

The public may attend the White Rock Community Centre at 7:00 p.m. to register to speak during the meeting regarding the 2019 Annual Report. Council will be participating from the City Hall Council Chambers at 15322 Buena Vista Avenue, and will be hearing from the public located at the Community Centre through electronic means. Members of the public not wishing to attend in person may provide a written submission to Mayor and Council up to Noon on Monday, September 14, 2020.

Copies of the 2019 Annual Report are available for public inspection on the City website or please contact Corporate Administration staff at City Hall, located at 15322 Buena Vista Avenue, at 604-541-2212 to arrange pick up of a hard copy of the document.

Should you have any submission(s) or questions you wish to convey about the 2019 Annual Report and you are unable to attend the meeting, you may do so by written submission sent by e-mail to: [clerksoffice@whiterockcity.ca](mailto:clerksoffice@whiterockcity.ca) with **2019 Annual Report typed in the subject line**, or by mail to 15322 Buena Vista Avenue, White Rock BC V4B 1Y6 (Corporate Administration Department). Submissions must be received no later than noon, Monday, September 14, 2020.



- Garbage & Recycling
  - Job Opportunities
  - Online Services
  - Pier Camera
  - Recreation & Culture
  - Seniors
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## Practise Physical Distancing

We want you to be safe as you enjoy our beautiful city!



whiterockcity.ca/covid19

WHITE ROCK  
City by the Sea!

White Rock City Hall is now open for appointments. City Facilities will be closed to the public until further notice due to COVID-19.

COVID-19 is a global pandemic. From physical distancing to working from home and self-isolating, we all have a role to play. Find out what the City of White Rock is doing. [Read on...](#)

City services and operations have been affected by COVID-19. [Visit the affected City Services page](#) on how to conduct City business.

Stay Informed

## News & Announcements

View All News

**2019 ANNUAL REPORT**

City of White Rock 2019 Annual Report available for review

The City of White Rock's 2019 Annual Report is available for public review, giving the public 14 days to provide submissions and comments or ask questions in time for the City Council meeting on Sept. 14. [Read on...](#)

Sea creatures remind White Rock visitors to stay 2 metres apart

Pacific harbour seals, blue herons and sea stars (starfish) are featured on signage that reminds visitors to stay two metres apart from others while enjoying the natural beauty of White Rock's Waterfront. [Read on...](#)

The White Rock Museum & Archives presents: The White Rock History Quiz

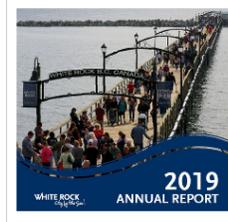
The White Rock Museum & Archives is proud to present to the community and beyond the first of a series of video quizzes that are in development. [Read on...](#)

Latest News

Posted on: August 31, 2020

### City of White Rock 2019 Annual Report available for review

The City of White Rock's 2019 Annual Report is available for public review, giving the public 14 days to provide submissions and comments or ask questions in time for the City Council meeting on Sept. 14.



Under B.C.'s *Community Charter*, municipalities are required to produce an annual report that states their goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives.

White Rock's 2019 Annual Report is an 86-page document that includes a summary of 2019 milestones, a progress report on the [2018-2022 Council Strategic Priorities](#), financial reporting, and statements from the Mayor and CAO.

To read the 2019 Annual Report, visit [www.whiterockcity.ca/annualreport](http://www.whiterockcity.ca/annualreport).

### Submissions, Questions and Comments regarding the 2019 Annual Report

The City of White Rock is committed to the health and safety of our community. In keeping with Ministerial Order No. M192 from the Province of British Columbia, City Council meetings will take place without the public in attendance at this time. For submissions, comments and/or questions related to White Rock's 2019 Annual Report:

- Please address submissions, comments and/or questions to Mayor and Council by **noon (12:00 p.m.) on Sept. 14, 2020**:
  - Email [clerksoffice@whiterockcity.ca](mailto:clerksoffice@whiterockcity.ca) with **2019 Annual Report** in the subject line; or
  - Drop off or send mail to the City of White Rock's Corporate Administration Department at 15322 Buena Vista Ave., White Rock, B.C., V4B 1Y6. Deliver mail in person to the **City Hall Drop Box** outside the front door of 15322 Buena Vista Ave., left side.
- There is also an opportunity for the public to provide comments or ask questions in person at the regular Council meeting.

**Meeting Date: Monday, Sept. 14, 2020**

**Time: 7 p.m.**

**Location: White Rock Community Centre, 15154 Russell Ave., White Rock, B.C.**

The City has put in place measures to support physical distancing while allowing interested members of the public to speak to Council, through the use of digital resources. The public may attend the White Rock Community Centre at 7 p.m. to register to speak during the meeting regarding the 2019 Annual Report. City Council will participate from City Hall where Council members will hear from the public, located at the Community Centre, through electronic means.

The meeting will be streamed live and archived through the City's web-streaming service.

### Quotes

#### Mayor Darryl Walker

"It is my honor to present to you, on behalf of White Rock City Council, the City of White Rock's 2019 Annual Report and Financial Statements.

The City had many major accomplishments in 2019, including the reconstruction of the damaged White Rock Pier, the opening of the Water Treatment Plant and the opening of the West Beach Parkade and Memorial Park.

With a focus on engaging with the community, White Rock Council members have led committees and task forces considering everything from the environment to the needs of our Waterfront businesses. The community was invited to an unprecedented number of public engagement opportunities in 2019.

In 2019, White Rock attracted tens of thousands of people to the Waterfront to enjoy Canada Day by the Bay, Tour de White Rock and Concerts for the Pier. Semiahmoo Days was combined with the 70<sup>th</sup> Anniversary of the White Rock Sea Festival for one large and successful celebration.

I want to thank our community and business partners, our government partners, our friend and neighbour, the Semiahmoo First Nation, and the leadership team and all employees of the City of White Rock. Together, we have accomplished much in such a short time."

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All categories ▾



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- 2020 White Rock News & Announcements
- COVID-19 News & Announcements
- Latest News
- Latest News: Road Work & Construction
- Latest News: Water
- Road Work & Construction

Posted on: August 31, 2020

**City of White Rock 2019 Annual Report available for review**

The City of White Rock's 2019 Annual Report is available for public review, giving the public 14 days to provide submissions and comments or ask questions in time for the City Council meeting on Sept. 14.

Under B.C.'s *Community Charter*,...

[Read on...](#)



2020 White Rock News & Announcements

Media



The City of White Rock's 2019 Annual Report is available for public review, giving the public 14 days to provide submissions and comments or ask questions in time for the City Council meeting on Sept. 14.

Under B.C.'s *Community Charter*, municipalities are required to produce an annual report that states their goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives.

White Rock's 2019 Annual Report is an 86-page document that includes a summary of 2019 milestones, a progress report on the 2018-2022 *Council Strategic Priorities*, financial reporting, and statements from the Mayor and CAO.

To read the 2019 Annual Report, visit [whiterockcity.ca/annualreport](http://whiterockcity.ca/annualreport).



107.7 Pulse FM @pulse1077 · Sep 1

Finances, Goals, Objectives: Review the City of White Rock's Annual Report!  
[pulsefm.ca/finances-goals...](http://pulsefm.ca/finances-goals...) #whiterock #2019 #pulsefm #2020 #community





**Surrey Now-Leader** @SurreyNowLeader · Aug 31  
City of #WhiteRockBC annual report available for review



City of White Rock annual report available for review - Surrey Now-Lea...  
Residents have 14 days to submit written comments, questions before  
Sept. 14 council meeting  
[surreynowleader.com](http://surreynowleader.com)



**CivicInfo News Feed** @BCHeadlines · Sep 1  
#WhiteRockBC - City of White Rock annual report available for review



City of White Rock annual report available for review - Cloverdale Repo...  
Residents have 14 days to submit written comments, questions before  
Sept. 14 council meeting  
[cloverdalereporter.com](http://cloverdalereporter.com)





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Home / Category : General / News



**WHITE ROCK**  
**2019 Annual Report available for review**

September 1, 2020

Back Twitter Facebook LinkedIn Send Save Print

The City of White Rock's 2019 Annual Report is available for public review, giving the public 14 days to provide submissions and comments or ask questions in time for the City Council meeting on Sept. 14.

Under B.C.'s *Community Charter*, municipalities are required to produce an annual report that states their goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives.

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**Submissions, Questions and Comments regarding the 2019 Annual Report**

The City of White Rock is committed to the health and safety of our community. In keeping with Ministerial Order No. M192 from the Province of British Columbia, City Council meetings will take place without the public in attendance at this time. For submissions, comments and/or questions related to White Rock's 2019 Annual Report:

- Please address submissions, comments and/or questions to Mayor and Council by **noon (12:00 p.m.) on Sept. 14, 2020**:
  - Email [clerksoffice@whiterockcity.ca](mailto:clerksoffice@whiterockcity.ca) with **2019 Annual Report** in the subject line; or
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  - Meeting Date:** Monday, Sept. 14, 2020
  - Time:** 7 p.m.
  - Location:** White Rock Community Centre, 15154 Russell Ave., White Rock, B.C.

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**Quotes**

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"It is my honor to present to you, on behalf of White Rock City Council, the City of White Rock's 2019 Annual Report and Financial Statements.

The City had many major accomplishments in 2019, including the reconstruction of the damaged White Rock Pier, the opening of the Water Treatment Plant and the opening of the West Beach Parkade and Memorial Park.

With a focus on engaging with the community, White Rock Council members have led committees and task forces considering everything from the environment to the needs of our Waterfront businesses. The community was invited to an unprecedented number of public engagement opportunities in 2019.

In 2019, White Rock attracted tens of thousands of people to the Waterfront to enjoy Canada Day by the Bay, Tour de White Rock and Concerts for the Pier. Semiahmoo Days was combined with the 70<sup>th</sup> Anniversary of the White Rock Sea Festival for one large and successful celebration.

I want to thank our community and business partners, our government partners, our friend and neighbour, the Semiahmoo First Nation, and the leadership team and all employees of the City of White Rock. Together, we have accomplished much in such a short time."

**For more information**



City of White Rock  
15322 Buena Vista Avenue  
White Rock British Columbia  
Canada V4B 1Y6  
[www.whiterockcity.ca](http://www.whiterockcity.ca)

From the same organization :

25 Press releases

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- September 3, 2020 newsletter
- Unread messages (0)

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TODAY'S MOST POPULAR NEWS +

**WELLAND**  
City appoints interim CAO

**KINGSVILLE**  
Town Welcomes new Chief Administrative Officer

**MUNICIPAL INFORMATION NETWORK**  
Reconfiguring Long-Term Care  
*By Gord Hume*

**WINNIPEG**  
City employee tests positive for COVID-19

**ONTARIO**  
Province Protecting Transit Riders and Workers as Province Reopens



**PREMIUM JOBS**

**ING** Manager of Revenue/Deputy Treasurer

**ING** Manager of Budget & Financial Reporting/Deputy Treasurer

**JASPER** Chief Administrative Officer

**LACOMBE** Manager of Planning and Development

EVENTS +

**WEBINAR SERIES: VISION ZERO - A TRAFFIC SAFETY INITIATIVE WITH PROVEN RESULTS**  
Region: Princeton, Ontario  
Date: September 16, 2020

**2020 TRANSPORTATION ASSOCIATION OF CANADA (TAC) CONFERENCE & EXHIBITION**  
Region: Ottawa, Ontario  
Date: September 21, 2020

**MFOA 2020 VIRTUAL ANNUAL CONFERENCE**  
Region: Online, N/A  
Date: September 22, 2020

**SECTION PS 3450 FINANCIAL INSTRUMENTS**  
Region: Kingston, Ontario  
Date: October 8, 2020

**SECTION PS 3450 FINANCIAL INSTRUMENTS**  
Region: London, Ontario  
Date: October 20, 2020

SHOW ALL EVENTS

SEND US A PRESS RELEASE



Peace Arch News @PeaceArchNews · Aug 31

City of #WhiteRockBC annual report available for review



City of White Rock annual report available for review - Peace Arch News  
Residents have 14 days to submit written comments, questions before Sept. 14 council meeting  
[peacearchnews.com](http://peacearchnews.com)



rch News

[www.peacearchnews.com](http://www.peacearchnews.com)

*Residents can submit written comments, questions by Sept. 14*

# City of White Rock annual report available for review

**Nick Greenizan**  
Staff reporter

The City of White Rock's 2019 annual report is now available for public review and local residents have two weeks to provide submissions, comments and questions on its contents.

The 86-page document can be found on the city's website – [www.whiterockcity.ca/annualreport](http://www.whiterockcity.ca/annualreport) – and includes a summary of 2019 milestones; a progress report on the 2018-2022 Council Strategic Priorities plan; financial reporting; and statements from both the mayor and CAO.

The annual report is a requirement under B.C.'s Community Charter.

"The City had many major accomplishments in 2019, including the reconstruction of the damaged White Rock Pier, the opening of the Water Treatment Plant and the opening of the West Beach Parkade and Memorial Park," said Mayor Darryl Walker in a news release.

"With a focus on engaging



**The City of White Rock's 2019 annual report is now online. (File photo)**

with the community, White Rock Council members have led committees and task forces considering everything from the environment to the needs of our Waterfront businesses. The community was invited to an unprecedented number of public engagement opportunities in 2019."

Written submissions on the report must be received by noon Sept. 14, in advance of that evening's council meeting. Submissions can be emailed to [clerksoffice@whiterockcity.ca](mailto:clerksoffice@whiterockcity.ca) with '2019 Annual Report' in

the subject line. Submissions can also be mailed to the city's corporate administration department at 15322 Buena Vista Ave., White Rock, B.C., V4B 1Y6.

In-person delivery is also an option via the City Hall Drop Box located outside the front door of city hall.

The public will also be able to ask questions or comment on the report during the Sept. 14 council meeting, which is set for 7 p.m. at the White Rock Community Centre (15154 Russell Ave.).

## Advertisement:

As per legislation, the following advert about the 2019 Annual Report was advertised in Peace Arch News XXX

**WHITE ROCK** *City News*

Pursuant to the *Community Charter*, City of White Rock Council invites the public to provide comment(s) or ask questions in person or by written submission regarding the 2019 Annual Report for the Corporation of the City of White Rock at the September 14, 2020 Regular Council Meeting.

For submissions, comments and/or questions related to White Rock's 2019 Annual Report:

1) Please address submissions, comments and/or questions to Mayor and Council by **noon (12:00 p.m.) on September 14, 2020:**

- Email [clerksoffice@whiterockcity.ca](mailto:clerksoffice@whiterockcity.ca) with **2019 Annual Report** in the subject line; or
- Drop off or send mail to the City of White Rock's Corporate Administration Department at 15322 Buena Vista Avenue, White Rock, B.C., V4B 1Y6

Drop off in person to the **City Hall Drop Box** outside the front door of 15322 Buena Vista Avenue, left side.

2) There is also an opportunity for the public to provide comments or ask questions in person at the Regular Council meeting.

**Meeting Date: Monday, September 14, 2020**  
**Time: 7:00 p.m.**  
**Location: White Rock Community Centre, 15154 Russell Avenue, White Rock, B.C.**

The City has put in place measures to support physical distancing while allowing interested members of the public to speak to Council, through the use of digital resources. The public may attend the White Rock Community Centre at 7 p.m. to register to speak during the meeting regarding the 2019 Annual Report. City Council will participate from City Hall where Council members will hear from the public, located at the Community Centre, through electronic means. The meeting will be streamed live and archived through the City's web-streaming service.

The 2019 Annual Report includes audited financial statements, a summary of 2019 milestones, a progress report on the 2018-2022 Council Strategic Priorities and statements from the Mayor and CAO.

Copies of the 2019 Annual Report are available for public inspection on the City website at [www.whiterockcity.ca](http://www.whiterockcity.ca) or at the White Rock Library, 15342 Buena Vista Avenue, and the White Rock Museum and Archives, 14970 Marine Drive (both facilities are open for limited hours) or please contact Corporate Administration staff at City Hall, located at 15322 Buena Vista Avenue at [clerksoffice@whiterockcity.ca](mailto:clerksoffice@whiterockcity.ca) or 604-541-2212 to arrange pick up of a hard copy of the document.

If you have any questions regarding the process please call 604-541-2212.

**WHITE ROCK**  
*City by the Sea!*

[WWW.WHITEROCKCITY.CA](http://WWW.WHITEROCKCITY.CA)

## Facebook Post: 2019 Annual Report Post

The City published the Annual Report on the City's Facebook page which linked to the news item on the City's website which notified the public of the opportunity to provide comments and questions about the 2019 Annual Report at the Sept. 14, 2020 Regular Council Meeting. The post was published on Sept. 2 and is still available on the City's Facebook page.

**City of White Rock**...

The City of White Rock's 2019 Annual Report is available online for public review, giving the public 14 days to provide submissions and comments or ask questions in time for the City Council meeting on Sept. 14. To submit, visit <http://ow.ly/izo950Bgk1y>

The 2019 Annual Report is an 86-page document that includes a summary of 2019 milestones, a progress report on the 2018-2022 Council Strategic Priorities, financial reporting, and statements from the Mayor and CAO.



**589**People Reached**23**Engagements**Boost Post**

5

LikeCommentShare...

## Twitter Post: 2019 Annual Report Post

The City published the Annual Report on the City's Twitter page which linked to the news item on the City's website which notified the public of the opportunity to provide comments and questions about the 2019 Annual Report at the Sept. 14, 2020 Regular Council Meeting. The post was published on Sept. 2 and is still available on the City's Twitter page.



**City of White Rock** @whiterockcity · Sep 2

The 2019 Annual Report is available online for review, giving 14 days to provide submissions, comments or ask questions. The report includes a summary of 2019 milestones, the 2018-2022 Council Strategic Priorities, financial reporting, and more. View here: [ow.ly/izo950Bgk1y](https://ow.ly/izo950Bgk1y)



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



**DATE:** September 14, 2020  
**TO:** Mayor and Council  
**FROM:** Colleen Ponzini, Director of Financial Services  
**SUBJECT:** 2019 Statement of Financial Information

---

**RECOMMENDATION**

THAT Council approve the 2019 Statement of Financial Information.

---

**EXECUTIVE SUMMARY**

Each year the City prepares a Statement of Financial Information (SOFI) in accordance with Section 2 of the Financial Information Act (FIA). The SOFI report includes a Schedule of Council Remuneration and Expenses prepared in accordance with Section 168 of the Community Charter.

FIA Regulation Schedule 1, Section 9(2) states the SOFI report must be approved by Council and the Financial Officer. The City's complete 2019 SOFI report is included in Appendix A.

**PREVIOUS COUNCIL DIRECTION**

N/A

**INTRODUCTION/BACKGROUND**

N/A

**FINANCIAL IMPLICATIONS**

N/A

**LEGAL IMPLICATIONS**

N/A

**COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

N/A

**INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

N/A

**CLIMATE CHANGE IMPLICATIONS**

N/A

**ALIGNMENT WITH STRATEGIC PRIORITIES**

N/A

**OPTIONS / RISKS / ALTERNATIVES**

N/A

**CONCLUSION**

In accordance with the financial Information Act and Community Charter, the City is required to prepare and approve the SOFI by June 30<sup>th</sup> each year. However, due to the COVID-19 pandemic, there was a Ministerial Order No. M159 which extended the deadline to August 31, 2020. Therefore it is recommended that Council approve the attached 2019 Statement of Financial Information.

Respectfully submitted,



Colleen Ponzini  
Director of Financial Services

**Comments from the Chief Administrative Officer**

I concur with the recommendation of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

Appendix A: 2019 Statement of Financial Information

**Price: \$5.00**

**The Corporation of the City of White Rock  
2019 Statement of Financial Information**

**In accordance with the Financial Information Act  
(RSBC 1996 Chapter 140)**

**Pending City Council Approval**

**The Corporation of the City of White Rock**  
**Statement of Financial Information Approval**  
**For the year ended December 31, 2019**

The undersigned, represents the Council of the Corporation of the City of White Rock and approves all the statements and schedules included in this Statement of Financial Information, prepared in accordance with the Financial Information Act.

---

Darryl Walker  
Mayor  
September 14, 2020

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, prepared in accordance with the Financial Information Act.



---

Colleen Ponzini, CPA, CGA  
Director of Financial Services  
August 26, 2020

# The Corporation of the City of White Rock 2019 Statement of Financial Information

## **Part 1**

2019 Audited Financial Statements

## **Part 2**

### ***Supplemental Information***

- (a) Schedule of Debts
- (b) Schedule of Guarantee and Indemnity Agreements
- (c) Schedule of Employee Remuneration and Expenses
- (d) Schedule of Payments to Suppliers of Goods and Services
- (e) Management Report

**The Corporation of the City of White Rock  
2019 Statement of Financial Information**

**Part 1**

**2019 Audited Financial Statements**

Financial Statements of

**THE CORPORATION OF THE  
CITY OF WHITE ROCK**

And Independent Auditors' Report thereon

Year ended December 31, 2019

## MAYOR AND COUNCIL

It is my pleasure to present The Corporation of the City of White Rock's Financial Statements for the fiscal year ended December 31, 2019 pursuant to Section 167 of the *Community Charter*. The statements have been prepared in accordance with the Canadian Public Sector Accounting Standards established by the Chartered Professional Accountants of Canada.

The preparation and presentation of the financial statements and related information are the responsibility of management of The Corporation of the City of White Rock. This involves the use of management's best estimates and careful judgement. The City maintains a system of internal accounting controls designed to provide reasonable assurances for the safeguarding of assets and the reliability of financial records.

The City's auditors, KPMG LLP, have given the City an unqualified audit opinion on the City's financial statements, stating in their opinion, that the statements present fairly, in all material respects, the financial position of the City as at December 31, 2019, the results of its operations, changes in net financial assets and its cash flows for the year then ended.

### Financial Summary

Operating activities during the year contributed a surplus of \$22,243,809. This is mainly comprised of an increase in the City's investment in tangible capital assets and of planned contributions to reserves. The total accumulated surplus was \$205,296,055 as of December 31, 2019. Like most local governments, the largest component of accumulated surplus is the City's investment in tangible capital assets, which amounted to \$133,066,940 at the end of 2019. The remainder of accumulated surplus includes reserves and other surplus funds.

Net financial assets increased by \$9,122,818 to \$47,879,729 as of December 31, 2019. This is a positive indicator of the City's financial position.

Debt, net of sinking funds, outstanding as of December 31, 2019 was \$23,328,618, compared to \$24,008,890 on December 31, 2018. It is comprised of long-term debenture debt mainly attributed to the purchase of property and assets of the local water utility and subsequent water system infrastructure improvements.

The City ended the year 2019 in a sound financial position.



Colleen Ponzini, CPA, CGA  
**Director of Financial Services**



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## INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of The Corporation of the City of White Rock

### ***Opinion***

We have audited the financial statements of The Corporation of the City of White Rock (the "City"), which comprise:

- the statement of financial position as at December 31, 2019;
- the statement of operations for the year then ended;
- the statement of changes in net financial assets for the year then ended;
- the statement of cash flows for the year then ended; and
- notes to the financial statements, including a summary of significant accounting policies (hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2019, and its results of operations, its changes in net debt and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### ***Basis for Opinion***

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### ***Other Information***

Management is responsible for the other information. Other information comprises the information, other than the financial statements and the auditors' report thereon, included in the 2019 Annual Financial Report.

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

We obtained the information, other than the financial statements and the auditors' report thereon, included in the 2019 Annual Financial Report as at the date of this auditors' report.

If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditors' report.

We have nothing to report in this regard.

### ***Responsibilities of Management and Those Charged with Governance for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

### ***Auditors' Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.



As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Vancouver, Canada  
July 9, 2020

# THE CORPORATION OF THE CITY OF WHITE ROCK

## Statement of Financial Position

December 31, 2019, with comparative information for 2018

	2019	2018
<b>Financial Assets</b>		
Cash and cash equivalents (note 2)	\$ 111,400,431	\$ 99,870,023
Accounts receivable (note 3)	12,173,302	13,455,091
Loans receivable (note 4)	10,500	14,000
	<u>123,584,233</u>	<u>113,339,114</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (note 5)	11,357,197	13,080,920
Refundable performance deposits (note 2(b))	12,584,597	13,220,076
Capital lease obligation	-	4,478
Debt (note 7)	23,328,618	24,008,890
Deferred revenue (note 8)	28,434,092	24,267,839
	<u>75,704,504</u>	<u>74,582,203</u>
Net Financial Assets	47,879,729	38,756,911
<b>Non-Financial Assets</b>		
Tangible capital assets (note 9)	156,440,877	143,474,439
Prepaid expenses	742,851	609,061
Inventories of supplies	232,598	211,835
	<u>157,416,326</u>	<u>144,295,335</u>
Accumulated surplus (note 10)	<u>\$ 205,296,055</u>	<u>\$ 183,052,246</u>

Commitments and contingencies (note 13)  
Subsequent event (note 19)

See accompanying notes to financial statements.



**COLLEEN PONZINI, CPA, CGA**  
Director of Financial Services

# THE CORPORATION OF THE CITY OF WHITE ROCK

## Statement of Operations

Year ended December 31, 2019, with comparative information for 2018

	2019 Budget (Note 1(b))	2019	2018
<b>Revenue:</b>			
Property taxes:			
General purposes	\$ 22,444,700	\$ 22,578,634	\$ 21,638,551
Regional library levy	958,066	963,402	934,205
Business improvement levy	356,500	356,190	346,379
	<u>23,759,266</u>	<u>23,898,226</u>	<u>22,919,135</u>
Receipts in lieu of taxes	25,600	25,564	27,551
Development cost charges (note 8(a))	495,000	598,562	3,014,745
Sanitary sewer fees and parcel tax	3,426,106	3,444,316	3,523,309
Drainage user fees	2,531,200	2,531,498	2,413,036
Water user fees	4,842,800	4,772,497	4,635,515
Sales of services and other revenue (note 16)	27,908,734	25,882,629	27,315,659
Government grants (note 17)	5,774,000	4,571,934	9,786,203
Developers' contributions of tangible capital assets (note 9(b))	-	212,917	933,635
	<u>68,762,706</u>	<u>65,938,143</u>	<u>74,568,788</u>
<b>Expenses:</b>			
General government	8,296,955	7,409,060	6,931,555
Protection services	12,114,976	11,116,870	10,959,542
Transportation, engineering and operations	7,302,818	6,438,768	6,676,647
Parks, recreation and cultural services	10,500,017	10,752,082	8,677,384
Solid waste services	1,076,100	866,587	874,855
Sanitary sewer system	2,974,063	2,499,576	2,507,967
Drainage system	879,300	808,161	991,529
Water system	4,195,700	3,803,230	3,274,807
	<u>47,339,929</u>	<u>43,694,334</u>	<u>40,894,286</u>
Annual surplus	21,422,777	22,243,809	33,674,502
Accumulated surplus, beginning of year	183,052,246	183,052,246	149,377,744
Accumulated surplus, end of year	<u>\$ 204,475,023</u>	<u>\$ 205,296,055</u>	<u>\$ 183,052,246</u>

See accompanying notes to financial statements.

# THE CORPORATION OF THE CITY OF WHITE ROCK

## Statement of Changes in Net Financial Assets

Year ended December 31, 2019, with comparative information for 2018

	2019 Budget (Note 1(b))	2019	2018
Annual surplus	\$ 21,422,777	\$ 22,243,809	\$ 33,674,502
Acquisition of tangible capital assets	(35,268,000)	(19,568,528)	(40,110,852)
Contribution of tangible capital assets	-	(212,917)	(933,635)
Amortization of tangible capital assets	6,090,200	6,751,247	4,644,186
Loss on disposal of tangible capital assets	-	23,850	526,121
Proceeds on disposal of tangible capital assets	-	39,910	74,636
	(7,755,023)	9,277,371	(2,125,042)
Acquisition of prepaid expenses	-	(742,851)	(609,061)
Acquisition of inventories of supplies	-	(232,598)	(211,835)
Use of prepaid expenses	-	609,061	584,347
Consumption of inventories of supplies	-	211,835	192,374
Change in net financial assets	(7,755,023)	9,122,818	(2,169,217)
Net financial assets, beginning of year	38,756,911	38,756,911	40,926,128
Net financial assets, end of year	\$ 31,001,888	\$ 47,879,729	\$ 38,756,911

See accompanying notes to financial statements.

# THE CORPORATION OF THE CITY OF WHITE ROCK

## Statement of Cash Flows

Year ended December 31, 2019, with comparative information for 2018

	2019	2018
Cash provided by (used in):		
Operating:		
Annual surplus	\$ 22,243,809	\$ 33,674,502
Items not involving cash:		
Amortization	6,751,247	4,644,186
Loss on disposal of tangible capital assets	23,850	526,121
Developers' contributions of tangible capital assets	(212,917)	(933,635)
Changes in non-cash operating working capital:		
Decrease (increase) in accounts receivable	1,281,789	(7,453,445)
Increase in prepaid expenses	(133,790)	(24,714)
Increase in inventories of supplies	(20,763)	(19,461)
Decrease in loans receivable	3,500	3,500
(Decrease) increase in accounts payable and accrued liabilities	(1,723,723)	4,547,352
(Decrease) increase in refundable performance deposits	(635,479)	1,931,470
Increase in deferred revenue	4,166,253	4,389,322
Net change in cash from operating activities	31,743,776	41,285,198
Capital activities:		
Cash used to acquire tangible capital assets	(19,568,528)	(40,110,852)
Proceeds on disposal of tangible capital assets	39,910	74,636
Net change in cash from capital activities	(19,528,618)	(40,036,216)
Financing activities:		
New debt issued	-	2,274,850
Principal payments on debt	(680,272)	(612,387)
Principal payments on capital leases	(4,478)	(15,704)
Net change in cash from financing activities	(684,750)	1,646,759
Investing activities:		
Change in temporary investments	-	7,472,842
Net change in cash and cash equivalents	11,530,408	10,368,583
Cash and cash equivalents, beginning of year	99,870,023	89,501,440
Cash and cash equivalents, end of year	\$ 111,400,431	\$ 99,870,023

See accompanying notes to financial statements.

# THE CORPORATION OF THE CITY OF WHITE ROCK

## Notes to Financial Statements

Year ended December 31, 2019

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The Corporation of the City of White Rock (the "City") is incorporated under the Local Government Act of British Columbia. The City's principal activities include the provision of local government services to residents, businesses and visitors of the incorporated area.

### 1. Significant accounting policies:

The City follows Canadian Public Sector Accounting Standards as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada, including the following significant policies:

(a) Basis of presentation:

The financial statements present the resources and operations including all accounts and funds of the City. All inter-fund transactions, assets and liabilities have been eliminated.

(b) Budget reporting:

The budget figures reported in the statement of operations represent the 2019 component of Financial Plan (2019-2023) Bylaw, 2019, No. 2297 adopted by the City Council on April 29, 2019.

(c) Cash and cash equivalents:

Cash and cash equivalents include short-term highly liquid investments with maturity dates within three months of acquisition that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value.

(d) Revenue:

Revenue is recorded on the accrual basis and is recognized when it is earned and measurable. Revenue relating to future periods, including prepaid property taxes, government grants and certain facility upgrade contributions, are reported as deferred revenue and recognized as revenue when earned.

(e) Development cost charges ("DCCs"):

DCCs collected under the City's Development Cost Charge Bylaw, plus interest earned thereon, are recorded as deferred revenue. DCCs are recognized as revenue when related tangible capital assets are acquired.

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

---

## 1. Significant accounting policies (continued):

(f) Expenses:

Expenses are recorded on the accrual basis and are recognized as they are incurred. This is upon the receipt of goods or services and/or the creation of a legal obligation. Interest expense on debt and capital lease obligations is accrued to December 31, 2019.

(g) Government transfers:

Restricted transfers from governments are deferred and recognized as revenue as the related expenditures are incurred or the stipulations in the related agreements are met. Unrestricted transfers are recognized as revenue when received or if the amount to be received can be reasonably estimated and collection is reasonably assured.

(h) Debt:

Debt is recorded net of repayments and actuarial adjustments.

(i) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, is amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful Life - Years
Land improvements	5 to 100
Buildings and facilities	2 to 50
Machinery and equipment	2 to 25
Roads and sidewalks	10 to 50
Sanitary sewer infrastructure	10 to 80
Storm sewer infrastructure	30 to 80
Water system infrastructure	4 to 80

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Leasehold improvements are amortized using the lesser of the remaining term of the lease, including all renewal terms, or the life of the asset.

Annual amortization is charged commencing when the asset is available for use. Assets under construction are not amortized until the asset is put into productive use.

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

---

## 1. Significant accounting policies (continued):

(i) Non-financial assets (continued):

(ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair market value at the date of receipt and also are recorded as revenue.

(iii) Works of art and cultural and historic assets:

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

(iv) Interest capitalization:

The City does not capitalize interest costs associated with the acquisition or construction of tangible capital assets.

(v) Leased tangible capital assets:

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(vi) Inventories of supplies:

Inventories of supplies held for consumption are recorded at the lower of cost and replacement cost.

(j) Employee future benefits:

(i) The City and its employees make contributions to the Municipal Pension Plan. The Municipal Pension Plan is a multi-employer defined benefit pension plan. The City's contributions are expensed as incurred.

(ii) Sick leave and post-employment benefits also accrue to the City's employees. The liability relating to these benefits is actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The liabilities under these benefit plans are accrued based on projected benefits prorated as employees render services necessary to earn the future benefits.

(k) Use of accounting estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates. Significant areas requiring the use of management estimates relate to the determination of the value of developer contributed assets, useful lives of tangible capital assets for amortization, valuation of receivables, accrued sick and other post-employment benefits and provision for contingencies. Adjustments, if any, will be reflected in the financial statements in the period of settlement or change in the amount of the estimate.

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 1. Significant accounting policies (continued):

(l) Segment disclosures:

A segment is defined as a distinguishable activity or group of activities of government for which it is appropriate to separately report financial information. The City has provided definitions of segments used by the City as well as presented financial information in segmented format (note 20).

(m) Contaminated sites:

Contaminated sites are a result of contamination being introduced into air, soil, water, or sediment of a chemical, organic or radioactive material, or live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when a site is not in productive use and the following criteria are met:

- (i) An environmental standard exists;
- (ii) Contamination exceeds the environmental standards;
- (iii) The City is directly responsible or accepts responsibility;
- (iv) It is expected that future economic benefits will be given up; and
- (v) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

## 2. Cash and cash equivalents:

	2019	2018
Cash balances	\$ 103,214,873	\$ 81,814,315
Cash equivalents:		
Money market securities and term deposits maturing within 90 days of inception	3,976,701	13,923,750
MFA Money Market Fund	4,208,857	4,131,958
	<u>\$ 111,400,431</u>	<u>\$ 99,870,023</u>

Cash equivalents including the MFA Money Market Fund, have annual yields that range from 1.86% to 2.35% (2018 - 1.64% to 2.40%).

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 2. Cash and cash equivalents (continued):

- (a) Included in cash and cash equivalents is an amount of \$8,416,789 (2018 - \$4,859,325) that can only be used for the acquisition of tangible capital assets as provided for by the DCC Bylaw.
- (b) Included in cash and cash equivalents is an amount of \$12,584,597 (2018 - \$13,220,076) which consists of refundable performance deposits.

## 3. Accounts receivable:

	2019	2018
Property taxes	\$ 1,768,832	\$ 2,278,679
Water user fees	1,293,864	1,233,318
Government grants	1,092,236	2,965,408
Amounts secured by letters of credit	4,625,743	4,674,175
Insurance proceeds	1,232,054	-
Other	2,160,573	2,303,511
	<u>\$ 12,173,302</u>	<u>\$ 13,455,091</u>

- (a) Included in accounts receivable are letters of credit of \$4,625,743 (2018 - \$4,674,175) that can only be used for the acquisition of tangible capital assets as provided for by the DCC Bylaw (note 8(a)).

## 4. Loans receivable:

The City has a loan receivable in the amount of \$10,500 (2018 - \$14,000) from The Peace Arch Curling Club to assist in financing the purchase and installation of kitchen equipment. The loan receivable bears a variable per annum interest rate which is the average annual rate of return the City has achieved on its investments in the twelve months preceding the anniversary date of the loan agreement. The remaining principal will be paid in three equal annual instalments of \$3,500 each. The interest is paid semi-annually.

## 5. Accounts payable and accrued liabilities:

	2019	2018
Trade accounts payable and other	\$ 5,707,845	\$ 9,357,948
Due to governments and agencies	2,979,080	1,451,965
Post-employment benefits (note 6)	1,605,503	1,531,450
Other payroll liabilities	1,064,769	739,557
	<u>\$ 11,357,197</u>	<u>\$ 13,080,920</u>

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 6. Post-employment benefits:

The City provides certain post-employment and sick leave benefits to its employees. These benefits include accumulated non-vested sick leave, post-employment gratuity and lieu time benefits, and certain vacation benefits.

	2019	2018
Accrued benefit obligation:		
Balance, beginning of year	\$ 1,582,900	\$ 1,756,000
Immediate recognition (settlement) of Work Safe BC benefits liability	-	(244,900)
Current service cost	138,600	139,100
Interest cost	53,000	46,700
Benefits paid	(113,285)	(18,900)
Actuarial loss (gain)	94,762	(95,100)
<b>Balance, end of year</b>	<b>\$ 1,755,977</b>	<b>\$ 1,582,900</b>

	2019	2018
Accrued benefit obligation, end of year	\$ 1,755,977	\$ 1,582,900
Unamortized net actuarial loss	(150,474)	(51,450)
<b>Accrued benefit liability, end of year</b>	<b>\$ 1,605,503</b>	<b>\$ 1,531,450</b>

Actuarial gains and losses for accumulating benefits are amortized over the expected average remaining service period of the related employee group, commencing the year after the gain or loss arises. In 2019 the expected average remaining service period of the related employee group is 11 years (2018 - 11 years). Post-employment liabilities are included in accounts payable and accrued liabilities.

The significant actuarial assumptions used to determine the City's accrued benefit obligation are as follows:

	2019	2018
Discount rates	2.60%	3.20%
Expected future inflation rates	2.50%	2.50%
Expected wage and salary increases	2.58% - 5.90%	2.58% - 4.63%

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 7. Debt:

	2019	2018
Debentures, net of repayments and actuarial adjustments	\$ 23,328,618	\$ 24,008,890

The City issues debt instruments through the Municipal Finance Authority (“MFA”) to finance certain capital acquisitions. Repayments and actuarial adjustments are netted against related long term debts. Details are as follows:

Bylaw Number	Purpose	Maturity date	Interest rate	Refinancing year*	Authorized amount	Sinking fund assets			
						2019	2018		
1667	Sanitary Sewers-Local Improvement	2023	5.95%	n/a	\$ 224,580	\$ 160,680	\$ 63,900	\$ 78,020	
2098	Water Utility Acquisition Advance Payment	2046	2.60%	2026	14,250,000	857,446	13,392,554	13,688,256	
2163	Water System Infrastructure Construction	2027	2.80%	n/a	440,000	77,914	362,086	401,619	
2163	Water System Infrastructure Construction	2047	2.80%	2027	5,779,000	246,584	5,532,416	5,657,530	
2178	Water System Infrastructure Construction	2027	3.15%	n/a	1,662,000	294,304	1,367,696	1,517,023	
2178	Water System Infrastructure Construction	2047	3.15%	2027	400,000	17,068	382,932	391,592	
2179	Water Treatment Facilities Construction	2048	3.15%	2028	2,274,850	47,816	2,227,034	2,274,850	
						\$ 25,030,430	\$ 1,701,812	\$ 23,328,618	\$ 24,008,890

\* During the refinancing year the City will have the option to retire part or all of the debt early, or refinance the borrowing at a new interest rate.

Total interest on the debenture debt for the year was \$694,606 (2018 - \$672,280).

As a condition of these borrowings, a portion of the debenture debt proceeds is withheld by the MFA in a Debt Reserve Fund. Amounts withheld for this purpose are as follows:

Bylaw number	Purpose	Debt reserve fund
1667	Sanitary Sewers – Local Improvement	\$ 2,246
2098	Water Utility Acquisition Advance Payment	142,500
2163	Water System Infrastructure Construction	62,190
2178	Water System Infrastructure Construction	20,620
2179	Water Treatment Facilities Construction	22,749
		\$ 250,305

These cash deposits are included as part of accounts receivable in the Statement of Financial Position.

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 7. Debt (continued):

Principal payments and actuarial adjustments on the outstanding debenture debt over the following five years and thereafter are as follows:

2020	\$ 702,441
2021	725,341
2022	748,996
2023	773,431
2024	780,652
Thereafter	19,597,757
	\$ 23,328,618

## 8. Deferred revenue:

	2019	2018
Property taxes	\$ 3,383,933	\$ 3,300,393
Contributions for future capital works	3,098,841	2,352,127
Development cost charges (a)	13,042,532	9,533,500
Utility service connections	1,434,950	1,169,950
Deferred revenue - facility upgrades	471,096	514,071
Deferred revenue - building permits	5,873,470	6,400,210
Other	1,129,270	997,588
	\$ 28,434,092	\$ 24,267,839

### (a) Development cost charges:

	Highways	Drainage	Parkland	Sanitary	Water	Total
Balance, beginning of year	\$ 2,033,790	\$ 2,037,624	\$ 4,346,578	\$ 470,778	\$ 644,730	\$ 9,533,500
Add:						
Amounts received	978,060	673,587	1,564,736	296,062	423,916	3,936,361
Investment income	37,342	39,546	75,992	7,910	10,443	171,233
Deduct:						
Acquisition of tangible capital assets	-	18,272	560,290	20,000	-	598,562
Balance, end of year	\$ 3,049,192	\$ 2,732,485	\$ 5,427,016	\$ 754,750	\$ 1,079,089	\$ 13,042,532

The balance as of December 31, 2019 includes \$4,625,743 (2018 - \$4,674,175) secured by letters of credit.

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 9. Tangible capital assets:

	Land	Land improvements	Buildings and facilities	Machinery and equipment	Roads and sidewalks	Sanitary sewer infrastructure	Storm sewer infrastructure	Water system infrastructure	Assets under construction	Total
<b>Cost:</b>										
Balance, beginning of year	\$ 15,680,285	\$ 10,348,923	\$ 30,873,371	\$14,065,638	\$ 45,105,840	\$ 20,936,917	\$ 23,380,339	\$ 21,512,459	\$ 26,667,063	\$208,570,835
Additions	1,631,900	9,866,198	4,021,366	750,804	440,638	2,428	-	2,181,127	886,984	19,781,445
Transfers	-	4,077,966	7,641,777	366,514	74,258	150,972	-	12,673,575	(24,985,062)	-
Disposals	-	(76,596)	(100,361)	(1,179,775)	(87,615)	-	-	(33,546)	-	(1,477,893)
<b>Balance, end of year</b>	<b>\$ 17,312,185</b>	<b>\$ 24,216,491</b>	<b>\$ 42,436,153</b>	<b>\$14,003,181</b>	<b>\$ 45,533,121</b>	<b>\$ 21,090,317</b>	<b>\$ 23,380,339</b>	<b>\$ 36,333,615</b>	<b>\$ 2,568,985</b>	<b>\$226,874,387</b>
<b>Accumulated Amortization:</b>										
Balance, beginning of year	\$ -	\$ 5,241,663	\$ 14,639,987	\$ 7,126,573	\$ 20,423,775	\$ 6,877,836	\$ 9,214,880	\$ 1,571,682	\$ -	\$ 65,096,396
Amortization expense	-	1,640,875	1,431,158	1,050,275	1,069,136	319,321	355,897	884,585	-	6,751,247
Disposals	-	(76,596)	(100,361)	(1,142,740)	(67,781)	-	-	(26,655)	-	(1,414,133)
<b>Balance, end of year</b>	<b>\$ -</b>	<b>\$ 6,805,942</b>	<b>\$ 15,970,784</b>	<b>\$ 7,034,108</b>	<b>\$ 21,425,130</b>	<b>\$ 7,197,157</b>	<b>\$ 9,570,777</b>	<b>\$ 2,429,612</b>	<b>\$ -</b>	<b>\$ 70,433,510</b>
<b>Net book value, end of year</b>	<b>\$ 17,312,185</b>	<b>\$ 17,410,549</b>	<b>\$ 26,465,369</b>	<b>\$ 6,969,073</b>	<b>\$ 24,107,991</b>	<b>\$ 13,893,160</b>	<b>\$ 13,809,562</b>	<b>\$ 33,904,003</b>	<b>\$ 2,568,985</b>	<b>\$156,440,877</b>
<b>Net book value, beginning of year</b>	<b>\$ 15,680,285</b>	<b>\$ 5,107,260</b>	<b>\$ 16,233,384</b>	<b>\$ 6,939,065</b>	<b>\$ 24,682,065</b>	<b>\$ 14,059,081</b>	<b>\$ 14,165,459</b>	<b>\$ 19,940,777</b>	<b>\$ 26,667,063</b>	<b>\$143,474,439</b>

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 9. Tangible capital assets (continued):

### (a) Assets under construction:

Assets under construction have not been amortized. Amortization of these assets will commence when the asset is put into productive use.

### (b) Contributed tangible capital assets:

Contributed tangible capital assets have been recognized at fair market value at the date of contribution. The value of contributed assets received during the year was comprised of:

	2019	2018
Roads and sidewalks	\$ 120,283	\$ 325,214
Sanitary sewers	-	250,844
Storm sewers	-	357,577
Water system	92,634	-
<b>Developers' contributions of tangible capital assets</b>	<b>\$ 212,917</b>	<b>\$ 933,635</b>

### (c) Tangible capital assets disclosed at nominal values:

Where an estimate of fair value could not be made, the tangible capital asset was recognized at a nominal value.

### (d) Works of art and historical treasures:

The City manages and controls various works of art and non-operational historical cultural assets including totem poles, sculptures and paintings located at City sites and public display areas. These assets are not reflected in the financial statements.

### (e) Write-down of tangible capital assets:

There were no write-downs of tangible capital assets during the year. The City disposed of assets as part of planned replacement capital projects in the year.

## 10. Accumulated surplus:

	Reserves established by bylaw (note 12(a))	Other reserves (note 12(b))	Other surplus funds	Investment in tangible capital assets (note 11)	Total
General Fund	\$ 20,804,694	\$ 17,604,724	\$ 5,497,635	\$ 92,344,500	\$ 136,251,553
Sanitary Sewer Fund	-	13,330,586	1,107,116	13,986,698	28,424,400
Drainage Fund	-	8,448,403	698,117	14,786,084	23,932,604
Water Fund	-	3,938,139	799,701	11,949,658	16,687,498
<b>Total for 2019</b>	<b>\$ 20,804,694</b>	<b>\$ 43,321,852</b>	<b>\$ 8,102,569</b>	<b>\$ 133,066,940</b>	<b>\$ 205,296,055</b>
<b>Total for 2018</b>	<b>\$ 17,460,992</b>	<b>\$ 37,671,463</b>	<b>\$ 7,600,521</b>	<b>\$ 120,319,270</b>	<b>\$ 183,052,246</b>

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 10. Accumulated surplus (continued):

Included in the water fund investment in tangible capital assets is an adjustment in the amount of \$425,777 (2018 - \$1,372,270) for unspent debt proceeds which have been earmarked for use in future years.

## 11. Investment in tangible capital assets:

	2019	2018
Tangible capital assets (note 9)	\$ 156,440,877	\$ 143,474,439
Deduct:		
Capital lease obligation	-	(4,478)
Debt (note 7)	(23,328,618)	(24,008,890)
Deferred revenue - facility upgrades (note 8)	(471,096)	(514,071)
Add:		
Unspent debt proceeds (note 10)	425,777	1,372,270
	<u>\$ 133,066,940</u>	<u>\$ 120,319,270</u>

## 12. Reserves:

(a) The following reserves were established, by bylaw, in accordance with BC municipal legislation:

	2019	2018
General Fund:		
Land sale reserve	\$ 101,846	\$ 424,393
Equipment replacement reserve	4,724,133	4,131,576
Capital works, machinery and equipment reserve	5,609,236	5,174,746
Local improvement reserve	33,110	32,353
Community amenity reserve	10,336,369	7,697,924
	<u>\$ 20,804,694</u>	<u>\$ 17,460,992</u>

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 12. Reserves (continued):

(b) The following additional reserve amounts are set aside for specific purposes:

	2019	2019
<b>General Fund:</b>		
Infrastructure reserve	\$ 4,209,679	\$ 4,248,791
Roadworks reserve	3,644,835	3,019,242
Secondary suite service fee reserve	909,601	918,545
Density bonus/amenity contribution reserve	236,483	261,177
Incomplete asset improvement projects	3,009,800	2,329,200
<u>Other reserves</u>	<u>5,594,326</u>	<u>4,804,374</u>
	17,604,724	15,581,329
<b>Sanitary Sewer Fund:</b>		
Infrastructure reserve	12,209,702	11,704,346
Terry Road local improvement reserve	52,184	64,918
<u>Incomplete asset improvement projects</u>	<u>1,068,700</u>	<u>536,500</u>
	13,330,586	12,305,764
<b>Drainage Fund:</b>		
Infrastructure reserve	5,905,003	5,069,971
Operating reserve	25,000	25,000
<u>Incomplete asset improvement projects</u>	<u>2,518,400</u>	<u>1,703,600</u>
	8,448,403	6,798,571
<b>Water Fund:</b>		
Infrastructure reserve	3,419,468	2,704,197
Debt retirement reserve	18,571	12,502
<u>Operating reserve</u>	<u>500,100</u>	<u>269,100</u>
	3,938,139	2,985,799
	<u>\$ 43,321,852</u>	<u>\$ 37,671,463</u>

## 13. Commitments and contingencies:

(a) Borrowing liability:

The City has a contingent liability with respect to debentures of the Greater Vancouver Sewerage and Drainage District and the Greater Vancouver Regional District, to the extent provided for in their respective Enabling Acts, Acts of Incorporation and Amending Acts. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued.

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 13. Commitments and contingencies (continued):

(b) Third party claims:

There are various lawsuits and claims pending by and against the City. The outcome of these claims is undeterminable and it is the opinion of management that final determination of these claims will not materially affect the financial statements of the City.

(c) Lease commitments:

The City entered into a five-year agreement, initially ending July 31, 2008, to lease certain parcels of real property from The Burlington Northern and Santa Fe Railway Company. Under the terms of this agreement, the City is committed to annual rent payments as well as the costs of all taxes, utilities, insurance, repairs and maintenance of the leased premises. This is accounted for as an operating lease. This agreement provides for renewal options consisting of three additional five-year terms. In April 2018, the City exercised its third option to renew this lease for the five-year term ending July 31, 2023. During this period the City is committed to annual base rent payments of \$450,000.

The City has entered into various leases for office and other operating equipment. Total annual commitments for the next five years, net of applicable taxes are approximately as follows:

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2020	\$	26,490
2021		18,192
2022		15,380
2023		14,721
2024		5,454
	\$	80,237

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# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 13. Commitments and contingencies (continued):

### (d) Agreements and contractual commitments:

In addition to the leases described above, the City has entered into various agreements and contracts for services and construction with periods ranging from one to five years, including the following:

	Total contractual commitment	Total contractual commitment remaining at year end
Oxford water facility security installation	\$ 251,460	\$ 95,499
Sewer CCTV inspection and smoke testing program	297,115	151,779
Sanitary and storm sewer rehabilitation	565,857	378,967
Roper inlet modifications	316,813	258,133
Pedestrian railway crossings	3,224,032	37,373
Janitorial services	1,240,481	620,240

The City records the capital costs incurred to the end of the year on incomplete projects as tangible capital assets under construction. The City's five year financial plan is amended as necessary to reflect the carryover of the required expenditure budgets and the financing of these obligations to the following year.

### (e) Debt agreement with the MFA:

The City issues debt instruments through the MFA. As a condition of these borrowings the City is required to execute demand notes in connection with each debenture whereby the City may be required to loan certain amounts to the MFA. The debt agreement with the MFA provides that if at any time the scheduled payments provided for in the agreement are not sufficient to meet the MFA's obligations in respect to such borrowing, the resulting deficiency becomes the joint and several liability of the City and all other participants to the agreement through the MFA. The City is similarly liable on a contingent basis for the debt of other municipalities secured through the MFA. Details of the contingent demand notes are as follows:

Bylaw number	Purpose	2019	2018
1667	Sanitary Sewers - Local Improvement	\$ 7,364	\$ 7,364
2098	Water Utility Acquisition Advance Payment	180,771	180,771
2163	Water System Infrastructure Construction	104,802	104,802
2178	Water System Infrastructure Construction	88,549	88,549
2179	Water Treatment Facilities Construction	36,988	36,988
		\$ 418,474	\$ 418,474

These contingent demand loans are not recorded in the City's financial statements as they are not likely to be paid.

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 13. Commitments and contingencies (continued):

- (f) E-Comm Emergency Communications for Southwest British Columbia Incorporated ("E-Comm"):

The City is a shareholder of the Emergency Communications for Southwest British Columbia Incorporated ("E-Comm"). The City receives services for the regional 9-1-1 call centre for Greater Vancouver Regional District and the Wide Area Radio network from E-Comm. The City has two Class A shares (of a total 34 Class A and 20 Class B shares issued and outstanding as at December 31, 2019). As a Class A shareholder, the City shares in both funding the future operations and capital obligations of E-Comm (in accordance with a cost sharing formula), including any lease obligations committed to by E-Comm up to the shareholder's withdrawal date. Class B shareholders are only obligated to share in funding of the ongoing operating costs. The City has recorded its proportionate obligations.

- (g) Municipal Insurance Association of British Columbia (the "Association"):

The City is a participant in the Association. Should the Association pay out claims in excess of premiums received, it is possible that the City, along with the other participants, would be required to contribute towards the deficit. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued.

## 14. Pension plan:

The City and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustee pension plan. The board of trustees, representing Plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. The Plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from local government and 150 contributors from the City.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation as at December 31, 2018 indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be at December 31, 2021 with results available in 2022. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The City paid \$1,224,200 (2018 - \$1,196,300) for employer contributions to the Plan in fiscal 2019.

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 15. Collections for other governments:

The City collects certain taxation revenue on behalf of other government bodies. These funds are excluded from the City's financial statements as they are not revenue of the City. Such taxes collected and remitted to other government bodies during the year are as follows:

	2019	2018
Province of British Columbia - school tax	\$ 12,644,936	\$ 12,089,695
South Coast BC Transportation Authority - Translink tax	2,418,125	2,243,642
Other regional bodies	864,395	857,923
	<u>\$ 15,927,456</u>	<u>\$ 15,191,260</u>

## 16. Sales of services and other revenue:

	2019	2018
Parking	\$ 2,590,243	\$ 3,001,058
Parks, recreation and cultural services	1,725,394	1,671,573
Licences and permits	2,441,300	2,033,426
Solid waste services	1,547,475	1,544,582
Utility service connection fees	567,315	773,129
Community amenity contributions	8,430,000	12,914,101
Interest and penalties	2,586,756	2,203,927
Contributions toward tangible capital asset improvements	4,254,141	1,202,672
Other	1,740,005	1,971,191
	<u>\$ 25,882,629</u>	<u>\$ 27,315,659</u>

## 17. Government transfers:

Government grant revenue is comprised of the following government transfers:

	2019	2018
Federal	\$ 2,453,684	\$ 5,815,527
Provincial	2,118,250	3,970,676
	<u>\$ 4,571,934</u>	<u>\$ 9,786,203</u>

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 18. Contractual rights:

The City's contractual rights arise from rights to receive payments under lease, license, rental, grant and other agreements. The City has contractual rights to receive the following amounts in the next five years and thereafter:

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2020	\$ 322,465
2021	299,329
2022	295,370
2023	259,426
2024	267,870
Thereafter	6,000
	<hr/> \$ 1,450,460 <hr/>

The City is entitled to receive revenue from certain other grants and agreements which is difficult to quantify. The contractual rights from these agreements have not been included in the amounts noted above.

## 19. Subsequent event:

Subsequent to December 31, 2019, the COVID-19 outbreak was declared a pandemic by the World Health Organization. This situation presents uncertainty over the City's future cash flows, and may have an impact on the City's future operations. Potential impacts on the City's business could include future decreases in revenue and expenses that coincide with the closure of parking, facilities, and programs. As the situation is dynamic and the ultimate duration and magnitude of the impact on the economy are not known, an estimate of the financial effect on the City is not practicable at this time.

## 20. Segmented information:

The City is a diversified municipal government institution that provides a wide range of services to its citizens, visitors and many others. In compliance with *PS2700, Segment Disclosures*, certain financial information is required to be reported for major activities involving these services. Each of these major activities is comprised of various City departments and/or divisions as noted below.

**General Government – Mayor and Council, Chief Administrative Officer, Corporate Administration, Communications, Financial Services, Human Resources, Planning and Development, and Information Services.** These departments are responsible for many legislative, operational and administrative support services including but not limited to City Council, bylaw and procedural matters, levying and collecting property taxes, hiring City staff, supporting the City's information technology infrastructure, preparing land use plans and approving new development in the City.

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 20. Segmented information (continued):

### **Protection Services – Police, Fire, Building and Bylaw Enforcement (non-parking related).**

These departments are responsible for ensuring public safety and security, preventing crimes as well as enforcing various laws.

**Transportation, Engineering and Municipal Operations – Public Works, Engineering and Parking.** These areas are responsible for providing and maintaining the systems that enable the community to use transportation facilities such as roads, sidewalks and parking lots. This category also includes management and administrative services of the City's Engineering and Municipal Operations Department.

**Parks, Recreation and Cultural Services** – These areas are responsible for providing, facilitating the development of, and maintaining high quality parks, recreation facilities and cultural services such as the public library.

**Solid Waste Services** – These services include the City's garbage collection, green waste collection and recycling programs.

**Sanitary Sewer System** – These services include the provision and maintenance of all systems related to the distribution and disposal of sanitary sewage.

**Drainage System** – These services include the provision and maintenance of all systems involving the distribution of storm water run-off in the City.

**Water System** – These services include the provision and treatment of water supply, as well as the provision and maintenance of all other systems involving the distribution of water.

# THE CORPORATION OF THE CITY OF WHITE ROCK

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 20. Segmented information (continued):

	General Government	Protection Services	Transportation, Engineering and Operations Services	Parks, Recreation and Cultural Services	Solid Waste Services	Sanitary Sewer System	Drainage System	Water System	Adjustments	2019	2018
<b>Revenue:</b>											
<b>Property taxes:</b>											
General purposes	\$ 22,578,634	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,578,634	\$ 21,638,551
Regional library levy	-	-	-	963,402	-	-	-	-	-	963,402	934,205
Business improvement levy	356,190	-	-	-	-	-	-	-	-	356,190	346,379
	22,934,824	-	-	963,402	-	-	-	-	-	23,898,226	22,919,135
Receipts in lieu of taxes	25,564	-	-	-	-	-	-	-	-	25,564	27,551
Development cost charges	-	-	-	560,290	-	20,000	18,272	-	-	598,562	3,014,745
Sanitary sewer fees and parcel tax	-	-	-	-	-	3,471,889	-	-	(27,573)	3,444,316	3,523,309
Drainage user fees	-	-	-	-	-	-	2,531,498	-	-	2,531,498	2,413,036
Water user fees	-	-	-	-	-	-	-	4,945,865	(173,368)	4,772,497	4,635,515
<b>Sales of services and other revenue:</b>											
Parking	-	-	2,590,243	-	-	-	-	-	-	2,590,243	3,001,058
Parks, recreation, and cultural services	-	-	-	1,725,394	-	-	-	-	-	1,725,394	1,671,573
Licences and permits	45,200	2,396,100	-	-	-	-	-	-	-	2,441,300	2,033,426
Solid waste services	-	-	-	-	1,547,475	-	-	-	-	1,547,475	1,544,582
Utility service connection fees	-	-	-	-	-	160,680	177,680	228,955	-	567,315	773,129
Community amenity contributions	8,430,000	-	-	-	-	-	-	-	-	8,430,000	12,914,101
Interest and penalties	2,481,155	-	-	-	-	52,214	20,000	33,387	-	2,586,756	2,203,927
Contributions toward tangible capital asset improvements	-	-	5,320	4,247,892	-	94	365	470	-	4,254,141	1,202,672
Other	2,690,032	132,139	562,395	42,975	30,610	7,328	46,896	85,399	(1,857,769)	1,740,005	1,971,191
Government grants	2,673,443	253,406	23,337	108,614	-	-	-	1,513,134	-	4,571,934	9,786,203
Developers' contributions of tangible capital assets	-	-	120,283	-	-	-	-	92,634	-	212,917	933,635
	39,280,218	2,781,645	3,301,578	7,648,567	1,578,085	3,712,205	2,794,711	6,899,844	(2,058,710)	65,938,143	74,568,788
<b>Expenses:</b>											
Salaries, wages and benefits	4,643,757	5,727,802	2,430,242	2,995,175	595,114	278,919	350,057	1,396,237	(997,636)	17,419,667	16,171,235
Contracted services	1,405,229	4,784,265	1,739,349	4,209,433	519,977	2,195,560	508,112	892,769	(532,644)	15,722,050	15,901,432
Supplies and other	1,126,036	285,297	589,738	936,904	149,159	82,678	87,360	377,961	(528,430)	3,106,703	3,504,629
Amortization	273,796	327,979	1,695,818	2,777,449	91,454	319,321	355,897	909,533	-	6,751,247	4,644,186
Interest on debt	61	-	-	-	-	13,363	-	681,243	-	694,667	672,804
	7,448,879	11,125,343	6,455,147	10,918,961	1,355,704	2,889,841	1,301,426	4,257,743	(2,058,710)	43,694,334	40,894,286
<b>Annual surplus (deficit)</b>	<b>\$ 31,831,339</b>	<b>\$ (8,343,698)</b>	<b>\$ (3,153,569)</b>	<b>\$ (3,270,394)</b>	<b>\$ 222,381</b>	<b>\$ 822,364</b>	<b>\$ 1,493,285</b>	<b>\$ 2,642,101</b>	<b>\$ -</b>	<b>\$ 22,243,809</b>	<b>\$ 33,674,502</b>

**The Corporation of the City of White Rock  
2019 Statement of Financial Information**

**Part 2**

**Supplemental Information**

**The Corporation of the City of White Rock**

**Schedule of Debts**

**For the year ended December 31, 2019**

For information on the long-term debt and all other debt owed by the Corporation of the City of White Rock as of December 31, 2019, refer to the 2019 Audited Financial Statements Note 7, "Debt", included in Part 1 of this 2019 Statement of Financial Information.

**The Corporation of the City of White Rock**  
**Schedule of Guarantee and Indemnity Agreements**  
**For the year ended December 31, 2019**

The Corporation of the City of White Rock has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

**THE CORPORATION OF THE CITY OF WHITE ROCK**

**SCHEDULE SHOWING THE REMUNERATION AND EXPENSES PAID TO OR ON BEHALF OF EACH EMPLOYEE**

**YEAR ENDED DECEMBER 31, 2019**

**1. Elected Officials**

Name	Position	Remuneration	Expenses
Chesney, David	Councillor	\$ 44,652	\$ 6,095
Fathers, Helen	Councillor	41,522	5,442
Johanson, Ramona	Councillor	44,653	10,972
Kristjanson, Scott	Councillor	44,652	6,531
Manning, Anthony	Councillor	44,708	2,593
Trevelyan, Christopher	Councillor	44,652	2,370
Walker, Darryl	Mayor	101,860	13,024
<b>Totals</b>		<b>\$ 366,699</b>	<b>\$ 47,027</b>

The above expense figures are based on the criteria defined in the Financial Information Act.

**2. Employees**

The schedule below shows:

- i) In respect to each employee earning more than \$75,000, the total remuneration paid to the employee and the total amount paid for his/her expenses and
- ii) A consolidated total of all remuneration paid to all other employees.

Remuneration includes gross salaries (including taxable benefits, vehicle allowances, retroactive pay, overtime, vacation and other banked time paid out, etc). The amounts noted with an " \* " below include unused vacation and other banked time paid out.

Expenses include travel, memberships, training, registration fees and other similar perquisites and amounts.

Name	Position	Remuneration	Expenses
Abt, Dustin William	Manager, Public Works	\$ 115,080	\$ 556
Agustin, Arturo	Water Operator	102,922 *	611
Almeida, Paulo	Labourer III	109,353 *	802
Armstrong, Michael	Firefighter	109,728	467
Arthur, Tracey	Director, Corporate Administration	138,763	7,146
Bancroft, Michael	Firefighter	118,728 *	1,479
Bindra, Raghbir	Firefighter	125,058 *	519
Bird, Evan	Firefighter	109,389 *	1,269
Booth, Scott	Firefighter	104,100 *	1,225
Bottrill, Daniel	Chief Administrative Officer	245,498 *	8,440
Brierley-Green, Janene	Manager, Revenue Services	123,062	4,213
Brown, Dean	Water Operator	88,553	1,133
Choy, Rosaline	Manager Engineering	127,776	3,867
Cram, Andrew	Firefighter	103,389	519
Dadivas, Joseph	Network Administrator	88,203 *	1,552
Dai, Weibo	Financial Analyst	87,126 *	1,962
Davison, James	Firefighter, Captain	136,779	2,434
Dhillon, Sandeep	Senior Bylaw Enforcement Officer	75,107 *	437
Diamantopoulos, Michael	Firefighter	90,532	467
continued on following page			

Name	Position	Remuneration	Expenses
continued from previous page			
Farrant, Paul	Firefighter	\$ 111,287	\$ 318
Fulton, Cordell	Firefighter, Captain	128,155 *	710
Gareau, Guy	Building Official I	94,562 *	1,151
Gilchrist, Sherry	Plan Examiner II	79,837 *	1,422
Gordon, James	Director, Planning & Development Serv.	180,444 *	4,767
Goulet, Thomas	Firefighter	105,933	489
Hamilton, Scott	Firefighter, Captain	132,577 *	2,142
Hockemeyer, Heiko	Water Operator	94,007 *	942
Isaak, Carl	Manager, Planning	128,888 *	2,083
Jasim, Saad	Manager, Utilities	140,951 *	16,270
Johannsen, Carl	Director, Planning & Development Services	124,258 *	1,291
Johnston, Shannon	Manager, Budgets & Accounting	135,833 *	3,734
Johnstone, Jacqueline	Director, Human Resources	139,213	1,787
Kameka, Eric	Firefighter	127,906 *	489
Keurvorst, Helen	Manager, Cultural Development	96,709	1,105
Kurylo, Sandra	Director, Financial Services	175,343 *	6,284
Lam, Stephanie	Deputy Corporate Officer	87,751	787
Lemire, Philip	Fire Chief	174,759 *	590
Lin, Ying	GIS Applications Developer	97,252	3,923
Lo, Hiep	Engineering Technologist	94,518 *	486
Madsen, Birk	Engineering Technologist	94,274 *	2,013
Magnus, Christina	Executive Assistant to Mayor & CAO	79,564	77
Mann, Richard	Firefighter	128,041 *	1,857
McKinnon, Cory	Firefighter	109,012 *	519
McMahon, Connor	Firefighter	111,134	489
Meneghin, Matthew	Firefighter	103,034	547
Miki, James	Foreman, Trades Mechanic	88,256 *	585
Milicevic, Jovo	Mechanic	83,797 *	2,468
Mollan, Kenneth	Firefighter	122,410 *	571
Mossop, David	Firefighter	113,800 *	519
Nono, Tiburcio	Water Operator	99,198	360
Nyhus, James	Manager, Building & Bylaw Enforcement	129,831 *	1,898
Overton, Kenneth	Manager, Property & Risk Management	80,771	1,017
Passas, Michael	Firefighter	115,287 *	2,219
Paterson, Daniell	HR Advisor	87,633	3,316
Pither, Simon	Leadhand Operator Water Distribution	129,329 *	544
Reimer, T. Lee	Site Supervisor - Arena & Special Events	79,354 *	1,136
Roffe, Candice	Health & Safety Advisor	90,049	2,907
Ryan, Patrick	Firefighter	111,468	1,421
Smith, Douglas	Firefighter, Captain	129,490	821
Stepura, Eric	Director, Recreation and Culture	162,865 *	2,456
Thomas, Michael	Facilities Maintenance Worker	81,281	403
Volkens, Ralph	Manager, Parking Services	83,389	3,218
Waddington, Jenine	Capital Asset Analyst	83,571 *	835
Whitton, Stephen	Manager, Parks	97,499	3,806
Wolfe, Edward	Deputy Fire Chief	176,685 *	4,055
Yee, Sylvia	Manager, Community Recreation	108,926 *	1,673
Zanic, Boris	GIS Specialist	93,320	554
Zota, Chris	Manager, Information Services	132,781 *	3,327
Consolidated total of all remuneration paid to other employees		5,913,421	63,639
Total Employees		\$ 13,668,799	\$ 199,118

### **3. Reconciliation**

Total remuneration - elected officials	\$ 366,699
Total remuneration - employees	13,668,799
Subtotal	14,035,498
Differences:	
There are differences due to inconsistent reporting formats and accounting treatments required by Canadian Public Sector Accounting Standards for the Financial Statements versus the Financial Information Act for the Statement of Financial Information. For example:	
a) This schedule is prepared on a cash basis of accounting versus the Salaries, Wages and Benefits from Note 20 in the Financial Statements which is prepared on an accrual accounting basis.	436,325
b) This schedule does not include the employer portion of contributions to Work Safe BC, registered pension plans, employer health tax, extended health, and dental plans and other employee benefits that are included in "Salaries, Wages and	2,306,222
	641,622
c) This schedule does not include the employer portion of Employment Insurance and Canada Pension Plan remittances paid to the Canada Revenue Agency that are included in "Salaries, Wages and Benefits" in the Financial Statement Note 20.	
Total per Financial Statements Note 20, Salaries, Wages & Benefits	\$ 17,419,667
Variance	\$ -

### **4. Statement of Severance Agreements**

There were no severance agreements in accordance with the Financial Information Act made between the City of White Rock and its non-unionized employees during fiscal year 2019.

**THE CORPORATION OF THE CITY OF WHITE ROCK**

**SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES  
FOR THE YEAR ENDED DECEMBER 31, 2019**

Schedule showing the aggregate of amounts paid to all suppliers of goods and services who received more than \$25,000 during the year ended December 31, 2019. This schedule also includes payments for the purposes of grants or contributions.

**1. Suppliers > \$25,000**

<b>SUPPLIER NAME</b>	<b>AMOUNT PAID</b>
ADCENTIVES ENTERPRISES LTD..	\$ 25,506
AON REED STENHOUSE	48,718
ASTROGRAPHIC INDUSTRIES LTD.	29,856
BC HYDRO	812,146
BC PLANT HEALTH CARE INC.	71,999
BLACK PRESS GROUP LTD.	93,425
BLACKRETE PAVING LTD.	339,993
BNSF RAILWAY COMPANY	493,562
BUCHANAN PRINTING & SIGNS	27,557
C3 MAINLINE INSPECTIONS INCORPORATED	114,389
CANADA REVENUE AGENCY	641,622
CANADIAN LANDSCAPE AND CIVIL SERVICES LTD.	562,446
CHUCK CAMERON HOMEYARDCARE	34,913
CITY OF SURREY	509,395
CLEARTECH INDUSTRIES INC.	30,308
CLOVERDALE FUEL LTD.	27,195
COLLIERS PROJECT LEADERS INC.	116,267
COMMERCIAL TRUCK EQUIPMENT CORP - SURREY	25,685
CONTROL SOLUTIONS LTD.	29,346
CORE CONCEPT CONSULTING LTD.	63,908
COREPM SERVICES LTD.	65,045
CRESCENT ELECTRICAL CONTRACTORS LTD.	755,662
CROWN CONTRACTING LIMITED	45,318
CUMMINS CANADA ULC	26,637
DAMS FORD LINCOLN SALES LTD.	286,966
DEAD LEVEL CONSTRUCTION LTD.	27,916
DEKRA-LITE INDUSTRIES INCORPORATED	151,205
DELL CANADA INC.	76,908
DIALOG BC ARCHITECTURE ENGINEERING INTERIOR	29,287
DILLON CONSULTING LIMITED	38,419
DOUGNESS HOLDING LTD.	43,442
E-COMM EMERGENCY COMMUNICATIONS FOR BC INC.	72,413
ELEMENT MATERIALS TECHNOLOGY CANADA INC.	72,473
EMCO CORPORATION	121,611
ESRI CANADA LTD.	34,720
EUROVIA BRITISH COLUMBIA INC.	577,901
FLOCOR INC.	40,880
FORTIS BC	87,948
FRANCES ANDREW SITE FURNISHINGS LTD.	55,291
FRASER HEALTH AUTHORITY	153,285
FRASER VALLEY FIRE PROTECTION LTD.	41,185
FRASER VALLEY REGIONAL LIBRARY	958,066
FRED SURRIDGE LTD.	100,086
FRICIA CONSTRUCTION INC.	2,832,602
FROGPARKING INC.	141,971
GEOWEST ENGINEERING LTD.	31,295
GFL ENVIRONMENTAL INC.	164,617
GHD LIMITED	97,301
continued on following page	

SUPPLIER NAME	AMOUNT PAID
continued from previous page	
GOODBYE GRAFFITI SURREY	\$ 60,564
GORANSON CONSTRUCTION LTD.	42,810
GRAVITY UNION SOLUTIONS LIMITED	28,744
GREATER VANCOUVER REGIONAL SEWERAGE & DRAINAGE DISTRICT	1,644,693
GREGG DISTRIBUTORS (B.C.) LTD.	68,281
GREYSTONE DESIGN MANAGEMENT LTD.	939,967
GUILLEVIN INTERNATIONAL CO.	74,272
HACH SALES AND SERVICE CANADA LP	29,640
HUI BECKY	37,265
HYLAND EXCAVATING LTD.	600,437
IMPARK	183,025
INSURANCE CORP OF BC	118,532
JACOB BROS CONSTRUCTION INC.	4,668,196
JET ENGINEERED TELECOMMUNICATION	50,523
JW RECYCLE IT INC DBA RECYCLE IT CANADA	26,428
KIAN CONCERT SOUND	26,642
KIKHOSROWKIAN, FEREDON	67,363
KONICA MINOLTA BUSINESS SOLUTIONS (CANADA) LTD.	41,527
KPMG LLP	28,560
LANDMARK PREMIERE PROPERTIES (CENTRAL	31,500
LEE'S TREES	68,886
LIDSTONE & COMPANY BARRISTERS & SOLICITORS	340,221
LUXTON CONSTRUCTION	151,893
MAINROAD CONTRACTING LTD.	28,366
MARATHON SURFACES INC.	179,797
MCELHANNEY CONSULTING SERVICES LTD.	76,409
METRO VANCOUVER	124,735
MICROSOFT LICENSING GP	51,488
MINISTER OF FINANCE	279,961
THE OWNERS, STRATA PLAN BCS 3236	36,990
MUNICIPAL INSURANCE ASSOCIATION OF BC	204,337
MUNICIPAL PENSION PLAN	1,224,162
MUSSON CATTELL MACKEY PARTNERSHIP	187,339
MVH URBAN PLANNING & DESIGN INC.	52,464
NORTH AMERICA CONSTRUCTION (1993) LTD.	3,851,338
NEXGEN TECHNOLOGIES INC.	91,074
NORTON ROSE FULBRIGHT CANADA LLP	27,430
NUTECH FACILITY SERVICES LTD.	494,840
OVERHEAD DOOR CO OF VANCOUVER	97,971
PACIFIC BLUE CROSS	506,836
PACIFIC DOOR CLOSER SERVICE LTD.	26,818
PALADIN TECHNOLOGIES	25,613
PARKLAND REFINING (BC) LTD.	77,554
POSTAGE BY PHONE - PITNEY BOWES	34,193
PPM CIVIL CONSTRUCTORS ULC	3,353,634
PW TRENCHLESS CONSTRUCTION INC.	226,118
R F BINNIE & ASSOCIATES LTD.	857,921
R&B MCLEAN CONSULTING INC.	41,649
RECEIVER GENERAL FOR CANADA	2,804,137
RIOT OF COLOUR BASKETS	32,004
ROCKY MOUNTAIN PHOENIX	34,357
RUSNAK GALLANT LTD.	66,150
SANDPIPER CONTRACTING LTD.	153,732
SOFTCHOICE CORPORATION	27,194
STAPLES ADVANTAGE	35,972
STEVESTON WATER TAXI	427,871
STREAMLINE FENCING LTD.	130,070
SUDDEN TECHNOLOGIES	46,351
SUNCOR ENERGY PRODUCTS PARTNERSHIP	119,518
continued on following page	

<b>SUPPLIER NAME</b>	<b>AMOUNT PAID</b>
continued from previous page	
SURREY DIGITAL 2009 LTD.	\$ 37,356
SUTTLE RECREATION INC.	155,131
T & S POWER DIGGING	71,286
TARGET LAND SURVEYING (SURLANG) LTD.	30,888
TELUS	80,784
TELUS MOBILITY	55,213
TEMPEST DEVELOPMENT GROUP	108,856
TOURISM WHITE ROCK ASSOCIATION	82,300
U-LINE CANADA CORPORATION	27,730
URBAN GROVE TREE CARE & CONSULTING	43,230
VADIM COMPUTER MANAGEMENT GROUP	63,915
VALLEY TRAFFIC SYSTEMS INC.	86,760
WASTE CONNECTIONS OF CANADA INC.	125,372
WEB EXPRESS	35,486
WESTMAR ADVISORS INC.	446,295
WHIELDON & SON LOGGING LTD.	42,270
WHITESTAR PROPERTY SERVICES LTD.	346,382
WILCO CIVIL INC.	3,154,084
WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS	132,835
WORK SAFE BC	299,786
WORK TRUCK WEST A DIVISION OF WEST COAST	27,853
WORLEY CANADA SERVICES LTD.	153,765
WSP CANADA GROUP LIMITED	321,977
YMCA OF GREATER VANCOUVER	35,020
<b>TOTAL AMOUNT</b>	<b>\$ 42,559,622</b>

## **2. Other Suppliers**

CONSOLIDATED TOTAL PAID TO SUPPLIERS WHO RECEIVED AGGREGATE PAYMENTS OF \$25,000 OR LESS	\$ 3,085,394
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## **3. Payments of Grants and Contributions**

<b>SUPPLIER NAME</b>	<b>AMOUNT PAID</b>
WHITE ROCK BUSINESS IMPROVEMENT ASSOCIATION	\$ 330,000
WHITE ROCK MUSEUM & ARCHIVES SOCIETY (EXCLUDES GRANTS IN AID)	120,300
AGGREGATE GRANT AND CONTRIBUTION PAYMENTS OF \$25,000 OR LESS:	
FUNDING ASSISTANCE	22,500
GRANTS IN AID	48,052
<b>TOTAL GRANTS AND CONTRIBUTIONS</b>	<b>\$ 520,852</b>

**4. Reconciliation**

Total of payments exceeding \$25,000 paid to suppliers	\$	42,559,622
Total of payments of \$25,000 or less paid to suppliers		3,085,394
Total of grants and contributions		520,852
Subtotal	\$	46,165,868
Differences:		
There are differences due to inconsistent reporting formats and accounting treatments required by Canadian Public Sector Accounting Standards for the Financial Statements versus the Financial Information Act for the Statement of Financial Information. For example:		
a) This schedule includes the employer portion of contributions to Work Safe BC, registered pension plans, extended health, and dental plans and other employee benefits that are not included in "Contracted Services, and Supplies and Other" in the Financial Statements Note 20.		(2,306,222)
b) This schedule includes the employer portion of Employment Insurance and Canada Pension Plan remittances paid to the Canada Revenue Agency that are not included in "Contracted Services, and Supplies and Other" in the Financial Statements Note 20.		(641,622)
c) This schedule does not include the items categorized as employee expenses and shown on the Statement of Remuneration. These items are included in "Contracted Services, and Supplies and Other" in the Financial Statements Note 20.		246,145
d) This schedule does not include the loss on disposal of tangible capital assets that is included in "Contracted Service, and Supplies and Other" in the Financial Statements Note 20.		23,850
e) This schedule is prepared on a cash basis versus the "Contracted Services, and Supplies and Other" amount from Note 20 in the Financial Statements which is prepared on an accrual accounting basis. This schedule also includes payments for the acquisition of tangible capital assets that are not included in "Contracted Services, and Supplies and Other" in the Financial Statements Note 20. There are also different accounting treatments for other items such as GST.		(24,659,266)
Total per Financial Statements Note 20, Contracted Services, and Supplies and Other	\$	18,828,753
Variance	\$	-

# The Corporation of the City of White Rock

## Management Report

For the year ended December 31, 2019

The consolidated financial statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles. The integrity and objectivity of the consolidated financial statements is management's responsibility. Management is also responsible for all the schedules prepared for the Statement of Financial Information, and for ensuring that the schedules are consistent, where appropriate, with the information contained in the consolidated financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control.

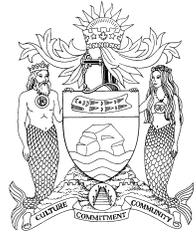
The external auditors, KPMG LLP, conducted an independent examination, in accordance with generally accepted auditing standards, and expressed their opinion on the financial statements. Their examination did not relate to the other schedules and statements required by the Act. Their examination included a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly.



Colleen Ponzini, CPA, CGA  
Director of Financial Services

August 26, 2020

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



**DATE:** September 14, 2020

**TO:** Mayor and Council

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

**SUBJECT:** West Beach Tree Canopy Lights Replacements

**RECOMMENDATIONS**

THAT Council:

1. Direct staff to remove the damaged lights from the tree canopies between the Museum and Bay Street; prune the trees and install newer style low voltage lights; and
2. Approve reallocating \$175K within the 2020 capital program to complete the work.

**EXECUTIVE SUMMARY**

The decorative lights in the Promenade tree canopies between the Museum and Bay Street were badly damaged during the winter storms of 2018/2019. Although repairs were made, these lights subsequently required extensive efforts to maintain. It was hoped that the lights could last one more season; however, this no longer feasible.

It is proposed to remove the damaged lights from the tree canopies, prune the trees so they do not encroach over the railway tracks and install the newer style low voltage lights that are currently performing well on East Beach and Johnston Road. It is proposed that this work be funded through reallocation of existing funds in the 2020 capital program.

**PREVIOUS COUNCIL DIRECTION**

On February 10, 2020, Council directed staff to continue with the implementation of expanding lit trees along Marine Drive and the Promenade which were part of the storm repair strategies outlined in Corporate Report “Pier and East Beach Storm Repair Schedule and Repair Strategies” that Council endorsed on January 28, 2020.

<b>Motion # &amp; Meeting Date</b>	<b>Motion Details</b>
2019-037 January 28, 2020	<i>Endorse the repair strategies and schedules outlined in this report.</i>
2020-059 February 10, 2020	<i>That Council directs staff continue with the implementation of expanding lit trees along Marine Drive and the Promenade, and investigate the feasibility of expanding to the median at East Beach; and further there will be consultation with the neighbours regarding the aspects of the lighting. Note: It was clarified the lights on West Beach are currently under review to improve.</i>

## **INTRODUCTION/BACKGROUND**

The decorative lights in the Promenade tree canopies between the White Rock Museum and Archives and Bay Street provide an amenity to the Waterfront consistent with the Marine Drive Task Force and Economic Development strategies outlined in Council's Strategic Priorities.

These canopy lights were damaged by wind and salt water intrusion during the winter storms of 2018/2019 and subsequently repaired as best as possible; however, they are no longer feasible to maintain. The newer style low voltage lights recently installed on the tree trunks in this area are in good condition and not in need of replacement.

It is proposed to remove the damaged lights from the tree canopies, prune the trees so they do not encroach over the railway tracks and install the newer style low voltage lights that are currently performing well on East Beach and Johnston Road.

Upon review of the service requests, when the lights are malfunctioning, it appears that this is an amenity appreciated and supported by residents and businesses. Failure to replace the lights will likely lead to community and business dissatisfaction responses and numerous requests for service.

## **FINANCIAL IMPLICATIONS**

The estimated costs for electrical improvements, tree pruning, and the supply and installation of new tree lights are \$175K. There are currently no funds in the budget for this project.

Staff have reviewed existing projects and propose that funds can be reallocated from two existing projects:

- Centennial Park Baseball Warning Track (\$75K), and
- Marine Drive Vegetation Replacement (\$100K).

The purpose of the Centennial Park Baseball Warning Track project was to rubberize the warning track. This project could be removed, as Parks Operations staff can continue to maintain the warning track using traditional methods.

The Marine Drive Vegetation Replacement project has a total project budget of \$250K. At the July 22, 2020 Regular Council Meeting, Council endorsed an amended Marine Drive "Hump" Vegetation Management Plan which included annual mowing of the blackberries and removal of tree suckers every three years. Due to slope stability issues, there are no plans to replace the vegetation on the Marine Drive "Hump" currently. Therefore, \$100K of this project's budget can be reallocated to the Marine Drive tree lights.

## **LEGAL IMPLICATIONS**

There are no legal or safety issues if the lights are replaced or not replaced; however, the trees do need pruning away from the BNSF railway tracks.

## **COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS**

Based upon feedback from the public and businesses, the community appears to be very engaged with respect to tree lighting. The recently installed tree lights on Johnston Road elicited many positive responses.

## **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

Not applicable.

### **CLIMATE CHANGE IMPLICATIONS**

The new low voltage lights will use less electrical energy.

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

The Council Strategic Priorities of the Marine Drive and Economic Development Task Forces align with the continuation of decorative lighting along the Waterfront. The Marine Drive Task Force recommended and Council approved expanding the implementation of lit trees along Marine Drive.

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

The following options are available for Council's consideration:

1. Remove the damaged lights from the tree canopies, prune the trees so they do not encroach over the railway tracks and install the newer style low voltage lights that are currently performing well on East Beach and Johnston Road.
2. Leave the situation as is noting that this will not address tree encroachment towards the railway tracks and leaves the tree canopies west of the Museum unlit. Additionally, trees will eventually grow into the abandoned lights and suffer as a result.
3. Remove the lights. This addresses tree health but not the encroachment towards the railway tracks or desired existence and expansion of tree lighting along the waterfront.
4. Remove the lights and prune the trees. This addresses tree health and encroachment over the railway, but not the desired existence and expansion tree lighting along the waterfront.

### **CONCLUSION**

The Marine Drive Task force recommendation to continue with the implementation of lit trees along Marine Drive and the Promenade was approved by Council. The existing canopy lights between the White Rock Museum and Archives and Bay Street need to be removed and replaced along with pruning of the trees to prevent encroachment on the BNSF railway.

Option 1, noted above, is consistent with the recommendations of the Marine Drive Task Force and Council.

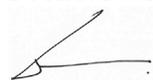
Respectfully submitted,



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

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

I concur with the recommendations of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

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



**DATE:** September 14, 2020  
**TO:** Mayor and Council  
**FROM:** Colleen Ponzini, Director of Financial Services  
**SUBJECT:** 2020 Financial Projections with COVID-19 Impacts

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**RECOMMENDATION**

THAT Council receive for information the September 14, 2020 corporate report from the Director of Financial Services, titled “2020 Financial Projections with COVID-19 Impacts”.

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**EXECUTIVE SUMMARY**

This report provides Council with an update on the 2020 financial projections to year end that includes the financial impacts of the COVID-19 pandemic. The \$1.8M net loss in operations that was projected in the April “2020 – 2024 Financial Plan Amendment” has been reduced to \$1.1M. The differences from the previous report are not material enough to warrant amending the Financial Plan at this time, as such, this report is provided for information purposes only.

**PREVIOUS COUNCIL DIRECTION**

On April 27, 2020 Council approved the “White Rock Financial Plan (2020 – 2024), Bylaw. 2020, No. 2330 Amendment No. 1, 2020, No.2340” that included a net change of \$1.8M that was made to address a projected net loss in operations due to the COVID-19 pandemic.

**INTRODUCTION/BACKGROUND**

***Operating Impacts***

As we move through the phases of the global COVID-19 pandemic, the City’s direction has continued to evolve as has the expected impact on the City’s finances. When originally reported in April, 2020, it was projected that the City would experience a net loss in operations of \$1.8M that would be funded through the Accumulated Surplus Reserve. The projections had been made under the assumption that the impacts of the pandemic would be most severe to the end of August 2020.

At that time, the revenues were expected to decrease as a result of shutting down parking at the waterfront, providing free hospital business parking, reducing recreational programs, and decreased investment income. Expenses were also expected to decrease, mainly through labour costs that were tied to service delivery as temporary and casual staff were laid off and vacancies were left open.

Since then, the necessary response to the pandemic has changed as has the City’s direction. Parking has slowly reopened at the waterfront, staff have been redirected to provide essential services, recreational programs have been further reduced, and some of the vacant positions have been filled such as the parks foreman, recreational attendants, a facility maintenance worker, a part time payroll clerk and a purchasing specialist, the latter of which is currently in progress.

Staff were asked to update their projections to year end based on these and other known changes. The result is summarized in the following table which identifies where the changes are expected compared to the original 2020 operating budget. The net loss in operations is now projected to be in the range of \$1.1M.

<b>Estimated Net Loss to December, 2020</b>	
<b>Decreased Revenues</b>	
Parking Services	\$ 742,000
Recreation and Culture	1,017,400
Investment Interest	341,000
Miscellaneous Income	80,200
<b>Total Decreased Revenues</b>	<b>2,180,600</b>
<b>Decreased (Increased) Expenses</b>	
Parking Services	47,600
Recreation and Culture	810,800
Parks and Facilities	(217,200)
General Government	191,000
Miscellaneous Expenses	154,100
<b>Total Decreased Expenses</b>	<b>986,300</b>
<b>Recoveries</b>	
Provincial Government (EMBC)	<b>67,000</b>
<b>Total Estimated Net Loss to December, 2020</b>	<b>\$ 1,127,300</b>

***Provincial Government Recoveries – Emergency Management BC (EMBC)***

The City has been submitting claims for financial assistance under the Provincial Emergency Management Program throughout the pandemic. While staff continue to track expenses they deem to have been incurred as a direct result of the pandemic, EMBC has recently approved only \$67K of the \$200K recorded to date. The majority of the \$67K reimbursement relates to expenses incurred prior to the mid May phase 3 reopening. This includes cleaning supplies, personal protective equipment for first responders, signage, and some of the fence rentals costs incurred to limit gatherings at the waterfront. Further reimbursements are not expected.

## ***2020 Capital Program***

The City's \$46M capital program is expected to be largely underspent. The main issue stems from the COVID-19 pandemic which has introduced constraints on time and resources, both internal and external.

A few projects have advanced such as the Marine Drive Hump Micropile Installation; replacement of some major vehicles; and some water main upgrades. Staff have also continued with some of the planning and study projects such as the Strategic Transportation Plan Update.

Note that \$11.5M of the total capital program relates to work on the White Rock Pier that was tied to a grant that the City was not successful in receiving.

### **FINANCIAL IMPLICATIONS**

The City is expected to have a net loss in operations of approximately \$1.1M for 2020 due to the Covid-19 pandemic that is to be funded through the Accumulated Surplus Reserve which will reduce that reserve by roughly 20%.

### **LEGAL IMPLICATIONS**

N/A

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

N/A

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

All departments were involved with providing updated projections for this report.

### **CLIMATE CHANGE IMPLICATIONS**

N/A

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

N/A

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

N/A

### **CONCLUSION**

Assuming that the Provincial Health Authority's direction is to continue to operate under phase 3 conditions in this global COVID-19 pandemic, it is anticipated that the City will experience a loss in the range of \$1.1M in 2020 that will be funded from the Accumulated Surplus Reserve. The net loss has already been included in the Financial Plan Amendment Bylaw that was adopted on April, 2020.

As staff continue to take direction from the Provincial Health Authority, they will monitor the situation and financial impacts in the event that additional changes are required to mitigate the impacts on the community.

Respectfully submitted,



Colleen Ponzini  
Director of Financial Services

**Comments from the Chief Administrative Officer**

I concur with the recommendation of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer

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



**DATE:** September 14, 2020

**TO:** Mayor and Council

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

**SUBJECT:** Dogs on the Promenade Task Force Written Comments and Recommendations

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**RECOMMENDATION**

THAT Council provide direction to staff regarding allowing Dogs on the Promenade between October 1 and March 31, noting that staff's recommended approach as identified in this corporate report would be implemented by draft bylaws ("Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 4, 2020, No. 2359" and "Ticketing for Bylaw Offences Bylaw, 2011, No. 1929, Amendment Bylaw, 2020, No. 2360") that are included for consideration later in this Council agenda.

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**EXECUTIVE SUMMARY**

The Dogs on the Promenade pilot/trial program allowed leashed dogs to be walked on the City's waterfront promenade between October 1, 2019 and March 31, 2020. On June 24, 2019, Council created a Dogs on the Promenade Task Force (DOTPTF), chaired by Councillor Kristjanson, to determine the approach to be used to assess the relative success or failure of allowing dogs on the promenade prior to the trial period, which would be used to determine if dogs should be allowed on the promenade beyond the pilot/trial period (on a seasonal basis).

As the DOTPTF been unable to meet since February 19, 2020 due to the COVID-19 pandemic, staff recommended that the results of the online community and business surveys related to the trial be given to the DOTPTF members for their consideration and to provide written summary of their overall observations on continuing or modifying the regulations for dogs on the promenade. This corporate report provides Council with the written submissions from the Task Force members, and offers a recommended course of action as well as several alternatives for Council's consideration. Four out of the five written submissions from the Task Force recommend continuing with allowing dogs on the Promenade between October 1 and March 31. As the Animal Control Bylaw would need to be amended prior to October 1, 2020 in order to make any changes to the regulations, staff recommend Council provide three readings to any related bylaw amendments on September 14, 2020, and consider final adoption of the amendment bylaws on September 28, 2020. Regardless of the direction provided, there will be some time required to update the regulatory signage accordingly.

Staff consider that a primary challenge in achieving compliance with the City's regulations regarding dogs on the promenade before and after the trial was inconsistent/unclear signage (partly due to vandalism of signage) and public education, particularly for visitors from other communities outside of White Rock and South Surrey. Moving forward, it is recommended that clearer signage be placed regarding these regulations, preferably in locations that would be prominent for visitors (e.g. parking meters) before they have paid for parking.

After considering the feedback received and reflecting on the compliance/enforcement experience during the trial period, staff’s recommendation is that dogs be permitted on-leash (2 metres, matching the requirement for dogs on the beach), throughout the year, but be restricted to the 400+ metre section of the Promenade in the West Beach area from the Oxford Comfort Station to Bayview Park). While it is expected that this arrangement would not satisfy the passionate advocates at either end of the opinion spectrum on this issue, staff believes that it is a fair compromise in providing access to dog owners to one of the City’s prime natural assets and recreational opportunities, while preserving a significant section that is to be dog-free year round for walkers who are uncomfortable around dogs. Dog owners who chose to walk their dog in this area could extend their walk by going up into the walking trail network in Duprez Ravine (which connects to the off-leash park in Centennial Park), by going on the sidewalk or waterfront parking lots, or by crossing at Bay Street onto the foreshore (keeping a 2 metre leash on the dog at all times). Limiting the area geographically also would allow for clearer signage opportunities (i.e. No Dogs Beyond This Point) and more consistent enforcement than the current situation which allows for dogs in Memorial Park year-round, the Promenade for part of the year, and not at all on the Pier. Finally, by shifting the area where dogs are permitted to be on the promenade to West Beach, this is expected to help reduce the amount of dogs near Semiahmoo First Nation, which has previously indicated they do not support the presence of dogs in the foreshore/beach area of Semiahmoo Bay.

The draft amendment bylaws attached to this corporate report would allow dogs to be on the promenade from Oxford Street Comfort Station and further west, restrict them from Memorial Park (as it is adjacent to the Pier and promenade), and require that any dog owners crossing over the railway tracks at locations along the Promenade east of the Museum have their dog(s) on a 2 metre leash and proceed directly to the beach from the Finlay Street or Cypress Street railway crossings. Additional signage for these regulations, including regarding dog etiquette on the foreshore/beach (picking up after your dog and keeping them on a 2 metre leash) would also be recommended, in support of the Wildlife Management Area regulations and reducing the environmental impact of dogs on Semiahmoo Bay.

Other options Council may consider include: continuing the off-season permission for dogs along the entire Promenade, returning to not allowing dogs on the promenade at any time of year, and allowing dogs on the promenade year round.

**PREVIOUS COUNCIL DIRECTION**

<b>Resolution # and Date</b>	<b>Resolution Details</b>
September 30, 2019	THAT Council endorses extending the Dogs on the Promenade Task Force term as noted in their Terms of Reference to April 30, 2020.
September 30, 2019 2019-414	THAT Council directs staff to work with the Task Force to develop a survey for White Rock businesses to determine their feelings with respect to the impact on their business during the trial period.
December 2, 2019 2019-571	THAT Council directs staff to develop a short online survey, to take place the first two weeks of March 2020, to measure public opinion on their experience with the dogs on the promenade trial period.
May 11, 2020 2020-273	THAT Council directs the province be requested to have officers monitor the wildlife area (foreshore) in regard to dogs and social distancing.

## **INTRODUCTION/BACKGROUND**

The purpose of this corporate report is to provide Council with the written comments and recommendations of individuals on the DOTPTF, and to provide Council with staff's recommendations on this topic to allow an opportunity for any desired bylaw changes to be adopted before the automatic resumption of dogs on the promenade occurs in October 1, 2021.

### **Task Force Members Written Comments and Recommendations**

While these written comments from the members are not the resolution of the Task Force as a whole, since its term concluded during the COVID-19 pandemic lockdown, the members were provided with the results of the resident/visitor and business surveys and were able to deliberate on the discussion previously held in Task Force meetings. Five of the six voting members of the Task Force submitted a written statement, which are attached to this corporate report as Appendix A, with four of the five commenters recommending a continuation of allowing dogs on the promenade in the off-season (October 1 – March 31). Several of the comments in favour of the continuation also included recommendations for additional signage and/or enforcement to address concerns that were raised regarding dogs on the promenade, and one suggested also allowing dogs on the pier in the off-season.

As the primary reason for the Task Force was to help with assessing the relative success or failure of allowing dogs on the promenade prior to the trial period, Council may consider the written input of the Task Force members, along with the online surveys and any other input received, and decide whether or not to continue allowing dogs on the promenade in the same timeframe/location as occurred during the trial period.

### **Staff Recommendation for Council Consideration**

It is clear that while over half of survey respondents have been in favour of allowing dogs on the promenade in the off-season, there are many in the community who did not appreciate or support the presence of dogs for a variety of reasons. In the interest of allowing access for dog owners to bring their dogs, while also preserving a safe space on the waterfront promenade for those bothered by dogs, a compromise could be made which allows dogs to be walked only in a specific section of the promenade, and limiting this area to where the promenade is wider (from Oxford Comfort Station to Bayview Park), and therefore less likely to result in conflict between dogs and their leashes and pedestrians. This proposed area, which is also outside of the area used for the Artists Walk, is shown for illustrative purposes in the figure below.

Figure 1: Proposed Limits for Allowing Dogs on the Promenade



The proposed area where dogs would be permitted on the Promenade is also in convenient proximity to the walking trail network in Ruth Johnson Park (which leads to the off-leash dog park in Centennial Park), and dog owners would have the option of walking their leashed dog on the foreshore by crossing at Bay Street, or continuing to walk their dog in the parking lots or sidewalk.

By drawing a clear geographic boundary that is further away from the Pier, it may also be easier to install permanent signage diverting dog owners from walking on the Pier, as the current signage at the foot of the Pier is frequently blocked by groups of people walking past. Allowing dogs on this West Beach section of the promenade may also discourage dog owners from bringing their dogs to the East Beach area and crossing over to the foreshore area of Semiahmoo First Nation, who have indicated they do not support allowing dogs on the foreshore area due to the environmental impact associated with dogs.

Further amendments recommended by staff include requiring that any dog owners crossing over the railway tracks at locations along the Promenade east of the Museum have their dog(s) on a 2 metre leash, and proceed directly to the beach from the Finlay Street and Cypress Street railway crossings. Additional signage regarding dog etiquette on the foreshore/beach (picking up after your dog and keeping them on a 2 metre leash) would also be recommended, in support of the Wildlife Management Area regulations and reducing the environmental impact of dogs on Semiahmoo Bay.

### **FINANCIAL IMPLICATIONS**

If Council decides to proceed with allowing dogs on the promenade in future years, permanent signs will be required on the Promenade to provide notice of the applicable regulations, and other expenses such as dog waste bags and parks maintenance budget should be considered as part of the Financial Plan process. Based on the experience during the Pilot Project period, these signs may need to be replaced on a semi-regular basis due to vandalism and deterioration.

### **LEGAL IMPLICATIONS**

The Animal Control Bylaw No. 1959 currently allows dogs on the promenade (on a two-metre leash) between October 1 and April 30. If Council does not amend the bylaw before October 1, dogs will again be allowed on the promenade.

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

An online survey, the results of which were provided to Council on June 29, 2020, was one of the methods of public engagement to obtain feedback regarding the Dogs on the Promenade Pilot Program. Participation of over 1,000 residents and visitors and 18 businesses is considered a significant response and reflects the high profile nature of the pilot program. Other methods of public input included direct emails to [dogs@whiterockcity.ca](mailto:dogs@whiterockcity.ca) and communication with the Bylaw Enforcement and Parks teams, a summary of which has been provided on a regular basis to the DOTPTF.

The DOTPTF is an advisory body that consists of members of the community who volunteered to participate on the Task Force and provide their input to Council.

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

During the pilot program, enforcement of the regulations (e.g. leash requirements, no dogs allowed on the Pier) was conducted by Bylaw Enforcement Officers in the Planning and Development Services department, and park/promenade maintenance including the removal of dog feces was conducted by the Parks crews in the Engineering and Municipal Operations department.

### **CLIMATE CHANGE IMPLICATIONS**

N/A.

## **ALIGNMENT WITH STRATEGIC PRIORITIES**

This pilot program is not directly related to any of Council's 2018-2022 Strategic Priorities, and was initiated by a delegation from a resident on December 10, 2018.

## **OPTIONS / RISKS / ALTERNATIVES**

As alternatives to the staff recommendations incorporated in this report, Council can choose to:

1. Carry on with allowing dogs on the entire Promenade between October 1 and March 31 each year, which would not require any bylaw amendments as this is already in place as part of the Dogs on the Promenade Pilot Project. While permanent signage and education/communication can be undertaken to increase compliance (i.e. 2 metre leashes and dog waste pick up during the off-season, and staying off the Promenade during the high season), this option will likely result in similar complaints that were received in the 2019-2020 trial and require significant reminders/outreach at the end of each off-season to advise visitors and residents not to bring their dog on the Promenade.
2. Add the Pier to the areas permitted for dogs during the October 1 – March 31 period. The Pier frequently has a higher level of pedestrian traffic than the rest of the Promenade, and while it is generally wider than the Promenade this would likely result in more conflicts between user groups. The Pier is also a wooden heritage structure and if regular cleaning of the structure is required to mitigate dog impacts this may affect the appearance of the structure. This option does have the benefit of being easier to communicate to the public than allowing dogs on the Promenade but not the Pier.
3. Return to the practice of not allowing dogs on the Promenade or Pier at any time of the year. This option has the benefit of being clear to communicate and enforce, and would likely be welcomed by members of the public who have not enjoyed the trial period, but will also be viewed negatively by the dog owners who were able to enjoy access to the Promenade in the last off-season.
4. Allow dogs on the Promenade (and/or Pier) throughout the year. This option has the benefit of being clear to communicate and regulate, and may be seen as more welcoming to visitors with dogs, but has the highest negative impact on those opposed to the presence of dogs on the Promenade (and dogs in the beach/foreshore area generally). During the high season where there are often crowds this may also result in tripping and other conflicts with walkers/other dogs.

Staff's recommendation is provided in the Analysis section above and is to reduce the area of the promenade where dogs are permitted to the space from Oxford Comfort Station to Bayview Park, but to allow this on a year-round basis, and also to prohibit dogs from Memorial Park due to its proximity to the pier, the potential damage to the grassy area, and for the safety of the public in the water spray park area in the plaza. The draft bylaws to implement the staff recommendation are attached to this corporate report as Appendix B and Appendix C.

## **CONCLUSION**

On June 29, 2020, Council requested that the results of an online opinion survey of residents visitors and businesses be forwarded to the Dogs on the Promenade Task Force members with a request that they individually send in written observations and recommendations regarding matters that relate to allowing, or not allowing, dogs on the promenade in the "off-season" (October 1 to April 30) on a permanent basis. This written input is attached to this corporate report for Council's consideration. Four out of the five written submissions recommend continuing allowing dogs on the Promenade between October 1 and March 31.

Staff have considered the results of the survey and other public input, the enforcement experience during the past year, and the comments of the Task Force members, and are recommending that a compromise be considered which would restrict dogs to a certain section of the Promenade on West Beach, on a year-round basis.

Council may consider the recommendations of staff and the Task Force members, and direct staff to make amendments to the related bylaws or to carry on with the existing bylaws, prior to the automatic resumption of dogs being permitted on the entire promenade on October 1, 2020.

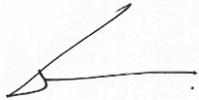
Respectfully submitted,



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

**Comments from the Chief Administrative Officer:**

I concur with the recommendations of this report.



Guillermo Ferrero  
Chief Administrative Officer

- Appendix A: Written Comments from Dogs on the Promenade Task Force Members
- Appendix B: Animal Control and Licensing Bylaw, 2012, No. 1959,  
Amendment 4, 2020, No. 2359
- Appendix C: Ticketing for Bylaw Offences Bylaw, 2011, No. 1929, Amendment Bylaw,  
2020, No. 2360

## **APPENDIX A**

### **Written Comments from Dogs on the Promenade Task Force Members**

#### **1. Dr. Jane Thrall, OD**

To start off, I want to say that being on the Dogs on the Promenade Task Force (DPTF) has been challenging. Volunteering my time and skills to help evaluate the trial period should have been simple and rewarding. Instead I've been told that myself and others on the committee are "anti-science" and too biased to evaluate the trial. I've heard that the task force is not composed of a balanced representation of views, despite the fact that this imbalance was created by the very people who feel they aren't being represented.

I want to briefly address one issue. After much debate task members defeated the motion "THAT the Dogs on the Promenade Task Force adopts the scientific method as the guiding principle to determine the approach to assess the relative success or failure of allowing dogs on the promenade prior to trial period".

According to Wikipedia, "The process of the scientific method involves making conjectures (hypotheses), deriving predictions from them as logical consequences, and then carrying out experiments or empirical observations based on those predictions."

I personally felt that

1. The Task Force did not need to adopt a guiding principle
2. Following the guidelines of the scientific method can be very time consuming, costly and restrictive
3. Doing so may restrict the Task Force's ability to use information gathered through other sources such as public opinion, complaints and bylaw enforcement data

At no time did any member suggest that science was not a welcome part of the process.

#### **Determining the Success/Failure of the DOTP Pilot Project**

The following metrics were used to measure the success/failure of the pilot project:

##### **1. E. coli levels in Semiahmoo Bay**

Fraser Health uses E. coli as the indicator for both marine and freshwater beaches. Regular water samples are collected on a weekly basis during the spring and summer months. (May 15- Sept 1)

Conditions are deemed satisfactory (safe for swimming) when there is a geometric mean of less than or equal to 200 E.coli bacteria / 100ml

These were the measurements taken shortly after Fraser Health began measuring in 2020 and continue to remain low (July 31: East 10, West 20)



Date Results Posted: May 29, 2020

Name of Beach	Single Sample (<400 E.coli/100mls)	Geometric Mean (<200 E.coli/100mls)	Unsatisfactory Based on Another Condition:
<b>Abbotsford, Mission, Chilliwack, Hope Areas</b>			
Camp Luther Beach (Hatzic Lake)	50		
Harrison Lake Beach - Left Of The Lagoon	5		
Harrison Lake Lagoon - Centre	850		
Harrison Lake Lagoon - East	40		
Harrison Lake Lagoon - West	495		
Hope Public Beach - Kawkawa Lake	30		
Lake Errock Beach-Errock Place Rd.	5		
Lake Of The Woods Beach - Highway Stop	5		
Sasquatch Provincial Park - Deer Lake - Lakeside Dock	15		
Sasquatch Provincial Park - Green Point - Picnic Area - Harrison Lake	90		
Sasquatch Provincial Park - Hicks Lake Day Use Beach	15		
<b>Burnaby, Belcarra, Anmore, Port Moody, Maple Ridge Areas</b>			
Barnet Marine Park	10	12	
Bedwell Bay	10	10	
Belcarra - Picnic Area	10	17	
Buntzen Lake - North Beach - End Of Dock	5		
Buntzen Lake - South Beach - Centre	5		
Buntzen Lake - South Beach - Dog Area	5		
Buntzen Lake - South Beach - East End	5		
Buntzen Lake - South Beach - Floating Bridge	5		
Buntzen Lake - South Beach - West	5		
Davidson Pool Beach	90		
Golden Ears Provincial Park -Beach Campground North	5		
Golden Ears Provincial Park - Beach Campground South	5		
Golden Ears Provincial Park - Day Beach North	9		
Golden Ears Provincial Park - Day Beach South	5		
Old Orchard Park	30	13	
White Pine Beach North	52	17	
White Pine Beach South	10	14	
Sasamat Lake, Float Walk	10	10	
Sasamat Lake, Outdoor Centre	10	12	
Whonnock Lake Beach - Beach	5		
Whonnock Lake - Dock	5		
<b>Centennial Beach</b>			
Centennial Beach	10	16	
Crescent Beach	10	10	
Crescent Beach-North	52	13	
White Rock Beach-East	20	15	
White Rock Beach-West	10	14	

## **2. Bylaw Violations**

Two types of bylaw info collected:

### Via Phone & Email

Estimated number of unique persons:

Positive: ~113

Negative: ~75

Neutral: ~24

The negative comments were primarily about defecation (84) dogs on pier (26) and dogs off leash (42)

### Via Bylaw Enforcement Officers

Number of complaints made to BEOs: 93

The complaints were primarily split between defecation (44) and dogs off leash (43).

There was one complaint about aggressive behavior and two complaints about accidental injury by leash.

## **3. Survey of BIA and Marine Drive businesses**

This was done as a part of a survey near the end of the trial. Of businesses responding 78% support DOTP during off season.

## **4. Resident and Visitor Survey**

Also done near the end of the pilot project, 1001 people responded to an online survey.

Highlights:

- Overall 67% of respondents were supportive of the trial (666)
- 30% did not support the trial (300)
- 2% were unsure (23)
- Of those with WR postal codes 61% were supportive (336)
- 36% did not support the trial (201)
- 2% were unsure (13)

These results are consistent with those of the original survey done prior to the trial and at the open forum at which members of the public were able to speak directly to the City Council and Mayor. It seems that support continues to be approximately two to one in favor.

## 5. Comments from the survey

There were a number of comments in the survey both positive and negative. I pulled out a few of particular interest to me:

### ***Dogs being in the way:***

Dog owners think they own the promenade.

Dog people and dogs standing in a group and trying to get by them.

I don't want dogs sniffing me, touching me, looking at me or getting in my way. Some dog walkers took up the whole width of the promenade, making navigating around them very difficult.

As I approach I am forced to step aside as there is no room for me to pass especially on West beach where the promenade is more narrow. Even though it's obvious that I'm a senior, they don't seem to notice, much less apologize.

a couple walking aided by side with a dog next to them takes up nearly the entire width of the promenade

Way to (sic) many seniors trying to dodge the dogs of the owners who feel it is their right to let their dog have the right of way.

Why do dogs take priority over Seniors, wheelchairs, walkers & parents with strollers?

Groups of people often stop walking unexpectedly in front of you to bend down to acknowledge someone's dog, or young children dart unexpectedly to see a dog.

The City has been allowing dog owners to overrun the boardwalk and take up space. (I have been) thwarted by dogs and handlers who must congregate to discuss one another at length.

*These comments demonstrate that there are people who do not believe that dogs are also part of our families and community.*

### ***Scowlers:***

The only negative was that ...on more than one occasion...we had the odd miserable looking person scowling at us

I found it extremely positive albeit frustrating when people would scowl at me and my dog or tell me about their negative opinion towards the dogs.

Some people did not like it and did harass people with dogs

White Rock is fill with sour old complainers who don't want to see dogs on the promenade and so interactions with these people is never pleasant

The only negativity I experient (sic) was the odd dirty look by those who don't like dogs.

The only negative where (sic) the looks from people who didn't like dogs on the promenade.

*Again, these comments demonstrate that there are people who do not believe that dogs are also part of our community. Some are so adamant that dogs be kept from the promenade that they willfully chastise visitors that have dogs.*

***Dogs being a positive influence:***

Much more friendly and many more people using the promenade now than ever during the trial period.

The waterfront area seemed much more vibrant and friendly.

I think the presence of dogs has improved the level of interaction and sense of community.

People seem to love having the dogs along the promenade and seem more relaxed and friendly with their presence.

We felt more included in the community and found ourselves watching more sunsets and taking time to appreciate our beautiful city.

*Many people commented on their positive experiences with dogs on the promenade.*

***Conclusion:***

Primary concerns are leash length, feces, off leash dogs and dogs on the pier. Many of the concerns voiced in the comments section were also noted by the task force in our meetings.

**6. Number of City of White Rock licenses sold**

Dog license purchases continue to trend upwards year over year but in my view it would be wrong to make assumptions about any links between the pilot project and increased license purchases.

### **Study by Ron Kistritz**

First I want to acknowledge Ron's efforts in providing his own "study" on the dogs of East beach promenade. Unfortunately there are a number of issues with his conclusions.

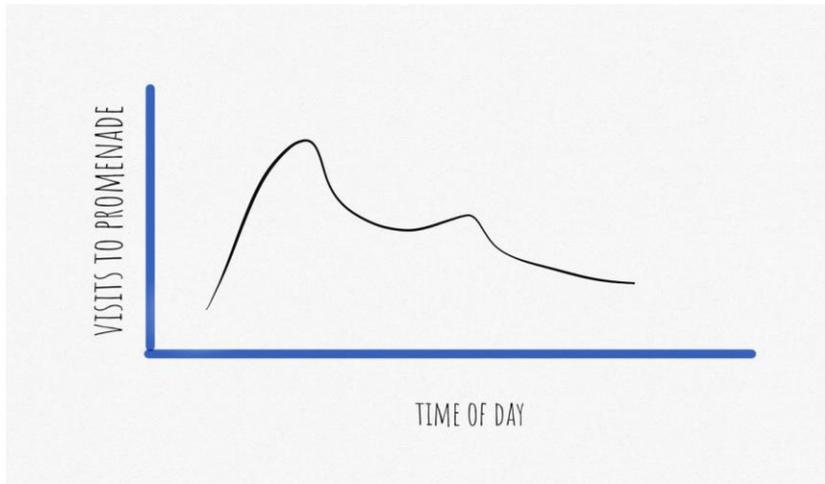
Mr. Kistritz says that he made his counts as he walked from one end of the promenade at Findlay Street to the pier (or vice versa). He did not count when walking in the other direction. This walk took him approximately 13 minutes and he then extrapolated his numbers based on an estimated 8 hour day of promenade usage. He also uses the assumption that a dog walker on east promenade would walk the full length before returning to where they began, and that the average dog would be on the promenade for ½ hour.

I believe that Ron was attempting to take a "snapshot" of the promenade at various times of the day.

If promenade users had stopped moving while he did his count then he would have had an accurate snapshot at any given time. Alternately had he stood in one spot and counted the dogs that passed him in one direction (eastbound or westbound) for 13 minutes this would have given an accurate picture of usage over that 13 minute period, but because Mr. Kistritz *was moving* while counting he unwittingly overestimated the number of dogs, people and offenses. And that's if he *only* counted the ones moving towards him. If he counted anyone that he passed *going in the same direction* or anyone who was *stationery* then the numbers would have been further inaccurate. He essentially took a snapshot + all people who entered the promenade coming towards him in a 13 minute period.

If he walked at various times of day, from dawn until dusk, then his numbers may be a representation of promenade usage. Unfortunately he did not provide information regarding the time of day his observations were made.

In order to accurately extrapolate his data, he would have had to have been at the promenade an equal number of times throughout the day (ie, the line in the graph below would have to be straight). I suspect his visits were more likely skewed in some manner as indicated on the following graph.



It would be important to account for this, particularly if certain times of day have more dog users than others. He could have made adjustments for that, because he had the data.

His assumption that the promenade refreshes every half hour may be true insofar as people, but dogs don't refresh as rapidly as people. As a dog owner I can assure you that I cannot walk from Findlay to the pier and back in 26 minutes, there are far too many lampposts to sniff. This error also overestimates the number of dog interactions.

But let's look at some of his conclusions.

Ron observed that 1/20 persons on the promenade during his study were walking a dog. He then concludes that because this represents 5.6% of users that there must be only a small number of people who support the initiative. This would be akin to suggesting that if only one in ten people have a child with them then only a small special interest group approve of children on the promenade.

He also spotted 309 feces (or 1.68 feces per day) over the period he walked. But Mr. Kistriz would have you believe that if 6581 dogs used the promenade and 309 poops were seen, then 1/21 dogs left a poop. He doesn't account for the fact that most abandoned poops likely occur when there are no other people on the walkway (evenings and early mornings presumably). Adding to this is the fact that poops don't refresh every half hour as the dogs supposedly do.

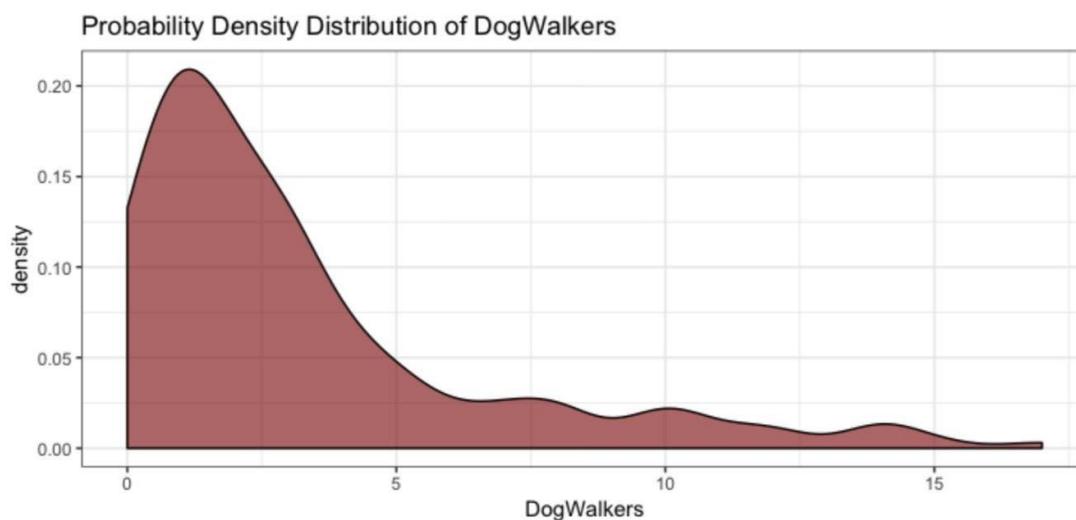
What he's not able to show is how many feces per day were observed during the previous winter over the same months. If letters to the editor of PAN are any indication, feces on the prom have always been an issue, and there is nothing to indicate that they are any worse, in fact they may have been better.

“I would say that I’ve encountered at least four or five days per week when I see poop left by irresponsible dog owners”. -JK April 2019 Peace Arch News

It seems that Mr. Kistritz would count a poop as a bylaw infraction when in fact it’s not. A poop is evidence that a bylaw infraction occurred but cannot be counted when saying “the probability of seeing a bylaw infraction was one in three” on any visit and then concluding that one in four dogs is guilty of a bylaw infraction.

I’ve tried to determine how he came up with 1 in 4 dogs being in violation of the bylaws but I can’t find any math that would support this.

One very interesting statistic did come from his study; the graph below shows that as promenade density increases the number of dog walkers decreases. In other words, dog walkers respect that on busy days it’s best to stay clear of the promenade. It would also be interesting to note whether the relative density of dog walkers increased on rainy days when many people would stay home. This info was not provided.



**Recommendations:**

Having reviewed all of the above information my recommendations are as follow:

Whereas before, during and after the pilot project the number of persons in favor of allowing dogs on the promenade was consistently ~2 to 1 in favor (whether including or not including surrounding communities).

And businesses in White Rock which completed the survey felt that the pilot project was favorable.

And there were a minimal number of complaints with respect to aggressive dogs or injuries as a result of dogs.

I recommend

1. That dogs continue to be allowed on the promenade from October 1- March 31
2. That the City of White Rock improve signage with regards to bylaw regulations and work with the Province of BC to improve signage with respect to the Wildlife Management Area
3. That the City of White Rock direct BEOs to write more tickets for offenses involving dogs on the promenade

And because one of the primary complaints was regarding the amount of time bylaw officers spent educating and redirecting people from accessing the pier with their dogs

4. That the City of White Rock remove the restriction on dogs being on the pier during the off season

## **2. Annabelle MacDonald**

Having had the opportunity to serve on the Dogs on the Promenade Committee and discuss this issue with my fellow committee members, and having read the results of the surveys completed by residents and business people, I am satisfied that this task force has considered various aspects of this issue. Based on the evidence we have gathered, I would like to see dogs allowed on the promenade every year through the fall and winter months as was the case during the pilot project.

My first reason is that dogs are good for humans. They help make people be more sociable, more physically active, reduce stress and depression, and give meaning and purpose to peoples' lives. [https://www.huffpost.com/entry/the-10-health-benefits-of-dogs-and-one-health-risk\\_n\\_57dad1b8e4b04a1497b2f5a0](https://www.huffpost.com/entry/the-10-health-benefits-of-dogs-and-one-health-risk_n_57dad1b8e4b04a1497b2f5a0)

Another reason I am in favour of this is that most of the cities and suburbs in BC allow dogs in their parks, beaches and lakes. If not in the central area, dogs are allowed at least in part of the area, or during part of the year. Not allowing dogs on the promenade at any time during the year makes us look unwelcoming.

Finally, the results of the two surveys designed and distributed by the White Rock City Hall staff reveals that the majority of our citizens and business people agree that we should allow dogs on the promenade from October 1st to March 31st every year.

A major reason many people do not agree with dogs on the promenade is dog feces. Personally, I didn't see much of this during the trial period, but I know we still have a few people who do not pick up their dogs pooh. I agree that we have to keep working on ways to lessen the number of dog owners who don't follow the rules. I recommend new eye-catching signage which includes a fine significant enough to deter dog owners from abdicating their responsibilities.

### 3. Diane Scott

Thank you for giving me the opportunity to comment on the future of dogs on the Promenade. Full disclosure, I have a 13-year-old dog. I do not live close to the Promenade and I brought my dog there only three times over the trial period. I went to the promenade several times without a dog to walk the Promenade and look for possible bylaw infractions, check the signage that was being displayed (there was an issue with someone removing the tape covering the no dogs allowed), check to see if there were bags in the dog waste bag dispensers (they were empty some of the time), trash bins (waste bags were falling out) and to see for myself if dog owners were being compliant.

My recommendation is to continue to allow dogs on the Promenade during the period of October 1 to March 31. I can see no reason to end this format. There have been more positive comments than complaints sent into White Rock city. The majority of the survey results were supportive of having dogs in the Promenade.

As a member of the Task Force, I brought up the issue that only the negative aspects of the dogs activities were being recorded by the Bylaw officers, therefore, not giving a complete picture of what was happening on the Promenade. I was told there was too much activity for them to record bylaw compliant dogs. As a result Annabelle MacDonald and myself were tasked with going to the Promenade to record both compliant and non-compliant dogs on the Promenade. On Wednesday, February 26, between 12:00 – 1:00 p.m., with good weather, there were very few people on the Promenade with and without dogs and we counted only five dogs and they all were complying with the Bylaws. On Sunday, March 1, between 3:00 – 4:00 p.m., with the weather being fair to raining, there were many people on the Promenade. We counted 10 dogs and all were complying with the bylaws. We also checked for dog waste and dogs on the Pier and found none.

I think that having the dog waste dispensers on the Promenade was helpful. I am supportive of having the free waste bags with advertising in the dispensers in order to save the City money.

On the negative side, it is unfortunate that not all of the dog complaints given to the City were substantiated. E.g., Bylaw officer went to pick up poop due to a complaint and found none. The Task Force was also told about dog poop collection, but it is possible that some of the poop recorded as dog poop may have been from other species. I believe that there are people who deliberately allow their dogs to poop and do not clean up after them. I have seen this in other parts of the City so I am sure it also happens on the Promenade. I feel that most pet owners are responsible and should not be penalized due to the few negligent owners. Signage continues to be important for the success and to educate the many residents and visitors that use the Promenade. Bylaw officers should continue to monitor the Promenade and issue Bylaw tickets as necessary.

Goose poop can carry parasites. It can be found everywhere in White Rock. There was definitely less goose poop on the Promenade during the trial period.

I am sure that there were many people who came to the Promenade to walk their dog and also support some of the local businesses. It would not be possible for the businesses to know in all cases whether or not someone was there because of the trial.

#### 4. **Kim Sanderson**

Many thanks for the opportunity to sit on the committee and be part of this process.

I have reviewed a lot of material, comments and feedback and I believe attended every session. As I started the Dogs in White Rock Facebook page, I heard from hundreds of people how much they enjoy including their dog on the prom, and I've been a target from those opposed and got my share of emails opposing it and wanting to argue their side. From what I understand, it remains that 60+% of people are in support of dogs on the promenade and 40% are opposed - that was what it was when we started and what it was from the survey. Nothing much has changed and I don't think it will.

I can argue until I'm blue in the face, why I think dogs should be permitted: how they improve people's life and our community as a whole. How they've reduced the geese poop substantially - something that surprised me - and how they support the health, both mental and physical of people by getting out with our dog on the best piece of real estate. How living in White Rock means we often live on steep hills, without sidewalks and street lights and most of us live within a few blocks of the promenade, but we've been denied for years. The "anti-dog" people will always bark much louder than any pro-person and in doing so I believe it greatly reduces the sense of community, and damages relationships. Continuing this debate will only further divide the community.

So what do I think should happen and why. Keep it 50/50 (60 of the year allow dogs / 40% ban dogs is probably more reflective of the feedback). However instead of siding completely with one group completely, make it fair and divide up the time 50/50 - SHARE the prom. We will never satisfy everyone, but as we all pay taxes and we all have a stake in this, make it fair and reflective of the feedback.

## 5. Garry Wolgemuth

I will not be supporting DOTP to proceed as a permanent bylaw for the following reasons:

1. The proponents are not satisfied with the 6 month period they now want 12 months plus extending it to the pier. This includes some committee members who are quite vocal about expanding the DOTP to all areas all year round.
2. I am not pleased that three Committee members were basically bullied into resigning from the DOTP Committee while trying to state their concerns and positions while the proponents on the Committee were given ample Free Expression. A committee member actually was offensive, after a meeting was adjourned, to some public members attending the meetings as observers. The three members who resigned were repeatedly cut off, ignored, and not recognized by the chair.
3. Frustration with getting simple requests such as sandwich boards to announce no dogs are allowed on the pier at any time and those announcing no DOTP during the on-season.
4. The inability of staff to provide adequate supplies of Dog waste bags during the Xmas holiday season.
5. Broken promise to provide power washing for the promenade during the DOTP trial period.
6. Inability to provide proper signage with contact numbers for BC Conservation Officers when off-leash dogs are on the beach. (Yes I realize WR has no jurisdiction but bylaw officers can phone in complaints about off-leash dogs chasing waterfowl).
7. The Promenade is just too narrow. It is about half the width of the Crescent Beach walkway.
8. Residents and visitors continue to disregard the no dog bylaws after the trial period was over.
9. Lastly, I have a problem when the chair of the DOTP Committee will go to these lengths to discredit opponents of the trial period.

<https://www.peacearchnews.com/news/white-rock-dog-poop-conspiracy-gains-steam/>

For me, it is all about a respectful process which in this case has been an absolute Circus Show.

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
**BYLAW No. 2359**



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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 and Licensing 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 23 (5) in its entirety and replacing it with the following:
  - (5) Be on the pier or in Memorial Park at any time;
2. By deleting 23 (6) in its entirety and replacing it with the following:
  - (6) Be on the Promenade east of the Oxford Comfort Station, unless crossing directly to the Boundary Bay Wildlife Management Area at the Finlay Street and Cypress Street railway crossings and the dog is kept on a leash not exceeding two metres in length and is under the immediate control of a competent person;
3. By deleting 23 (7) in its entirety and replacing it with the following:
  - (7) Be on the Promenade west of the Oxford Comfort Station unless the dog is kept on a leash not exceeding two metres in length and is under the immediate control of a competent person who is controlling a maximum of three dogs.
4. This Bylaw may be cited for all purposes as the "Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 4, 2020, No. 2359";

RECEIVED FIRST READING on the        day of ,        2020

RECEIVED SECOND READING on the    day of        , 2020

RECEIVED THIRD READING on the    day of        , 2020

ADOPTED on the        day of        , 2020

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MAYOR

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DIRECTOR OF CORPORATE ADMINISTRATION

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
**BYLAW No. 2360**



A Bylaw to amend the  
 Ticketing for Bylaw Offences Bylaw, 2011, No. 1929

WHEREAS it is expedient to amend certain provisions of the Ticketing for Bylaw Offences Bylaw, 2011, No. 1929;

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

1. Deleting Schedule B3 in its entirety and replacing it with a new Schedule B3 as follows:

**Schedule B3**

White Rock Animal Control and Licensing Bylaw, 2012, No. 1959 (as amended)

<b>Designated Offense</b>	<b>Section</b>	<b>Penalty</b>
Operating a kennel	Sec. 5	\$500.00
Keeping an exotic animal	Sec. 7	\$150.00 1 <sup>st</sup>
Keeping livestock or poultry	Sec 45	\$250.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Failure to license a dog	Sec. 8	\$300.00
No licence tag on dog	Sec. 11	\$150.00
Howling or barking dog causing a disturbance	Sec. 22	\$200.00 1 <sup>st</sup> \$350.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Dog off leash in a public place	Sec. 23 (4)	\$200.00
Dog on pier or in Memorial Park	Sec. 23 (5)	\$200.00
Dog on promenade east of the Oxford Comfort Station, unless directly crossing to Boundary Bay Wildlife Management Area at the Finlay Street or Cypress Street railway crossings and dog is on two metre leash under control of a person	Sec. 23 (6)	\$200.00

More than three dogs under the control of a person on promenade	Sec. 23 (7)	\$200.00
Dog running at large	Sec. 23 (1)	\$150.00 1 <sup>st</sup> \$250.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Failure to secure a dog in estrus	Sec. 25	\$150.00
Failure to confine an aggressive dog	Sec. 29 (1)	\$500.00
Failure to keep an aggressive dog on leash	Sec. 29 (2)(a)	\$500.00
Failure to muzzle an aggressive dog	Sec. 29 (2)(c)	\$250.00
Failure to comply with an order for an aggressive dog	Sec. 29	\$500.00
Dog excrement left on public property or private property other than the residence of the dog owner	Sec. 38	\$200.00
No suitable means to remove feces	Sec. 37	\$200.00
Dog enclosed in confined space without sufficient ventilation.	Sec. 42	\$300.00
Feeding, attracting or enticing wildlife	Section 45 (2)	\$150.00
Interfere with Animal Control Officer or Peace Officer	Sec. 48	\$500.00

2. This Bylaw may be cited for all purposes as the “Ticketing for Bylaw Offences Bylaw, 2011, No. 1929, Amendment Bylaw, 2020, No. 2360”.

RECEIVED FIRST READING on the        day of , 2020

RECEIVED SECOND READING on the    day of , 2020

RECEIVED THIRD READING on the     day of , 2020

RECONSIDERED AND FINALLY ADOPTED on the    day of        , 2020

\_\_\_\_\_  
MAYOR



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



**DATE:** September 14, 2020

**TO:** Mayor and Council

**FROM:** Tracey Arthur, Director of Corporate Administration

**SUBJECT:** Advisory Bodies of Council (Committees) during the COVID-19 Global Pandemic

**RECOMMENDATIONS**

That Council endorse:

1. The Advisory Bodies of Council commence meeting through electronic means only during the global pandemic; and
2. The City committees begin meeting on a staggered schedule (outlined within Appendix A attached to and forming part of the corporate report) to consider the outstanding tasks assigned to the committee by City Council.

**EXECUTIVE SUMMARY**

At the July 27, 2020 Governance and Legislation Committee meeting it was requested that staff report back with recommendations on how and when the advisory bodies (committees) could resume meeting. Meetings were put on hold at the start of the COVID-19 pandemic in March 2020. Since then, there have been some electronic meetings conducted for the COVID-19 Recovery Task Force (established during the pandemic with the intent they only meet electronically), as well as the Board of Variance and the Advisory Design Panel. The Board of Variance and Advisory Design Panel are both advisory bodies operating through the Planning and Development Services Department.

**PREVIOUS COUNCIL DIRECTION**

<b>Motion # &amp; Meeting Date</b>	<b>Motion Details</b>
<p>2020-G/L-043  <i>March 17, 2020</i></p>	<p>THAT the Governance and Legislation Committee postpones all Council Advisory Bodies / Committee meetings until the end of May 2020.</p>
	<p>Committees were discussed again at the following meetings where no further direction was given:</p> <p><b>March 23, 30, April 6 &amp; 20, 2020 Regular Council:</b></p> <ul style="list-style-type: none"> <li>o Council and Committee Procedure Bylaw (amendments enabling Council and Standing Committee meetings to be conducted electronically)</li> </ul>

<p>2020-247 April 27, 2020</p>	<p><b>April 27, 2020 Regular Council:</b> <i>THAT Council authorizes the Mayor to respond to inquiries from those wanting to resume City Committee meetings including the Chairperson of the Water Community Advisory Panel thanking them for their commitment and advising that Committee meetings will remain on hold.</i></p> <p><b>May 25, 2020, Regular Council:</b> Corporate Report titled “Phased Re opening of City Facilities” It is suggested that Council discuss and consider the advisory body meetings resume following the first initial meetings of the COVID-19 Recovery Task Force.</p> <p><b>July 9, 2020 Governance and Legislation Committee:</b> Councillor Manning requested for the next Governance and Legislation Committee meeting that the topic of Council Committees / Advisory Bodies be placed on the agenda for discussion purposes including the following aspects:</p> <ul style="list-style-type: none"><li>○ When meetings can resume</li><li>○ Discuss if certain Committee meetings should resume while others remain on hold</li><li>○ How Committee meetings are to take place (i.e. electronically or in person)</li><li>○ Consideration of current Committee Terms of Reference</li></ul> <p><b>July 27, 2020 Governance and Legislation Committee:</b></p> <ul style="list-style-type: none"><li>○ Environmental Advisory Committee and Dogs on the Promenade Task Force were verbally noted as priority Advisory Bodies</li><li>○ A review of the work of the Committees/Task Forces to be summarized in a format that shows where each are and what is outstanding</li><li>○ The review would come forward along with the Council member assigned to the Committee/Task Force so they are ready to discuss at the first meeting in September.</li></ul>
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## **INTRODUCTION/BACKGROUND**

Council has established 12 committees which are overseen administratively by the Corporate Administration Department. There are 108 persons appointed to these various committees. Attachment A includes a full list of all committees, the number of members, staff liaisons and frequency of their meetings. Pre-COVID-19, the majority of committees met monthly, two (2) met bi-weekly. Should a sub-committee be formed from an existing committee, additional meetings would be required. Due to staffing considerations at this time, it is not advised the committees establish any further sub-committees.

City Hall is unable to meet the physical distancing requirements in order to safely allow the public to observe in person. To address this component, all committee meetings are to be live-streamed on the City’s website.

## **Electronic Meetings**

Electronic meetings require a second staff person in order to provide technical support. Meetings are conducted through the Zoom platform; staff are responsible for monitoring when voting members enter and exit the meeting (ensuring there is quorum). In addition this person also monitors the “chat” feature allowing participants to comment/ask questions during the meeting.

Electronic meetings require two (2) software applications that run concurrently. It is important to have a designated staff person operating the applications in the back end so that the Committee’s administrative clerk can focus on procedural operations and minute taking. This includes monitoring the audio/visual of the meeting and troubleshooting when issues arise.

To date, electronic meetings have been successful. On August 11, 2020, there were technical issues with the COVID-19 Recovery Task Force meeting that could not be resolved while the meeting was taking place; however, staff were able to address the sound quality issue and re-broadcast a recording of the meeting the following day.

Staff have reviewed and tested the best practices to conduct electronic meetings and the following requirements will be outlined for the City’s committee members. These requirements must be adhered to by the committee members in the City’s best effort to have the meetings run smoothly, allow active participation, help alleviate technical difficulties and provide assurance that they are available in a clear manner for the website. These are the requirements:

- Electronic committee meetings will be conducted utilizing the Zoom platform (downloading the Zoom application would not be mandatory as members would be able to access the meeting by clicking the link in the meeting invitation);
- Meeting participation requires access to a computer/tablet or smartphone;
- Participants must use the video conferencing feature (requires either an external webcam or a built-in camera);
- Ear-bud headphones with a microphone are preferred to ensure a clear sound is broadcast through the feed;
- Strong Wi-Fi or data signal.

Training for Committee members would be required to ensure all participants have the same understanding on how to attend. This also provides time to address troubleshooting errors (testing meeting software, etc.).

At this time, it is recommended that the Council liaison only attend meetings in-person at City Hall. This would allow for the Committee Clerk to have direct support throughout the duration of the meeting should there be a need to interject (e.g. for procedural or technical matters).

Should Council approve the proposed staggered meeting schedule (Appendix B attached to and forming part of this corporate report) and as it will now take two (2) Committee staff to work each meeting, the already approved Temporary Full Time (TFT) Committee Clerk position should then be filled as soon as possible to allow for training and to help out with additional workload.

The City’s committees when aligned with Council’s Strategic Priorities are a valuable tool for Council to receive additional input on matters, they have referred.

The staff liaisons to each of the City’s committees are a valuable resource, who can explain the City’s practice and past information in order to enhance discussion.

A full review of the current City’s committees and how they relate to the current Council’s Strategic Priorities will ensure that Council’s, 108 appointed committee members and key staff

(many Department Directors) have a clear understanding of what is expected, where time should be spent and Council are considering matters that will help enable them to achieve success with their agreed vision for the Community.

It is proposed that the committees commence meeting on a staggered schedule following consideration of Council's need and review of outstanding committee items that must be addressed. Appendix B outlines each committee, their mandate, outstanding items (following review of their previous minutes) and a proposed date to commence meeting electronically.

The City's internal COVID-19 Reopening Committee reviewed a proposed Safety Plan as to how the committee would meet through electronic means; the following approval was given:

*"The Reopening Committee has reviewed your plan to resume committee meetings virtually and have no concerns. The Committee noted that they are in agreement with your recommendation that the meetings be held virtually, and it is the proper approach in the current phase of COVID-19".*

### **FINANCIAL IMPLICATIONS**

There is no further financial impact at this time as there has already been approval for a TFT Committee Clerk until March 31, 2021. This position is currently vacant as most committees have paused. If Council resumes committees, this position would need to be filled, as soon as possible, in order to be able to meet the current operational needs of the meetings.

If it is determined that all current committees will continue to operate following the City's Committee Review (the City may retain a consultant to conduct this review), then consideration of an extension to the time of the third Committee Clerk or consideration of reclassifying the position as a permanent full-time position would need to be considered.

Electronic meetings require two (2) Committee Clerk staff to operate the meeting logistics which includes technical support and recording minutes / ensuring meetings are held in accordance with procedures and legislation.

### **LEGAL IMPLICATIONS**

N/A

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

Due to constraints of the City's meeting facilities (space) and out of caution to protect the 108 committee members, Council and staff from possible exposure to the virus, the public will not be able to attend the City's committee meetings. The meetings will be conducted only through electronic means and will be available to the public via live streaming.

### **INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS**

N/A

### **CLIMATE CHANGE IMPLICATIONS**

N/A

### **ALIGNMENT WITH STRATEGIC PRIORITIES**

See Appendix B (City Advisory Body / Committees / Outstanding Work / Correlation to Strategic Priority / Proposed Dates to commence meeting (same amount of monthly meetings that were occurring prior to COVID-19).

**OPTIONS / RISKS / ALTERNATIVES**

N/A

**CONCLUSION**

During the global pandemic, conversation amongst committee members on the subject matter where they have a connection and exchange of ideas can be achieved through electronic means. Staff have reviewed and tested the best practices to conduct electronic meetings. It has been determined that the full electronic meetings have worked well. There are areas around electronic meetings that do require becoming accustomed to, but may be remedied with training and patience. Training would ensure all participants have the same understanding on how to attend / participate.

Having committee members attend City Hall would expose each Committee member, Council and staff to more unknown public persons (who may or may not be choosing to adhere to physical distancing or Health/Safety protocols) for an extended period of time within a confined spaced and increasing the risk of viral exposure. It also would require further attention by individuals on site to adhere to safe practices, as well as cleaning upkeep to be conducted.

As the pandemic continues, electronically held committee meetings are the safest way to proceed with the Council initiatives. Due to the additional work required to conduct meetings electronically, it will be important to carry out a review of the current committees so that committee member discussions and recommendations are aligned with Council's current strategic priorities and optimal results achieved.

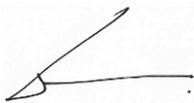
Respectfully submitted,



Tracey Arthur, Director of Corporate Administration

**Comments from the Chief Administrative Officer**

I concur with the recommendations of this corporate report.



Guillermo Ferrero, Chief Administrative Officer

Appendix A: City Advisory Body / Committee Matrix

Appendix B: City Advisory Body / Committees / Mandate / Outstanding Work / Proposed Dates to Commence Meeting

**APPENDIX A**

**City Advisory Body / Committee Matrix**

**APPENDIX B**

**City Advisory Body / Committees / Mandate / Outstanding Work / Proposed Dates to  
Commence Meeting**

Appendix A

<b>Advisory Body Name</b>	<b>Number of Members</b>	<b>Number of staff/ Council members*</b>	<b>Frequency of Meetings</b>
<b>Arts and Cultural Advisory Committee</b>	12	4	Monthly
<b>COVID-19 Recovery Task Force**</b>	11	5	Twice per month through the summer/ scheduled only once per month starting September
<b>Dogs on the Promenade Task Force</b>	6	4	Monthly
<b>Economic Development Advisory Committee</b>	16	4	Monthly
<b>Environmental Advisory Committee</b>	7	3	Twice per month
<b>History and Heritage Advisory Committee</b>	8	4	Monthly
<b>Housing Advisory Committee</b>	5	5	Monthly
<b>Public Art Advisory Committee</b>	6	4	Monthly
<b>Seniors Advisory Committee</b>	10	4	Monthly
<b>Tour de White Rock Committee</b>	10	4	Not scheduled to meet until 2021
<b>Water Community Advisory Panel</b>	7	4	Monthly
<b>White Rock Sea Festival Committee</b>	10	5	Not scheduled to meet until 2021

\*Note: The number of staff/ Council members must be increased by one (1) to run the meeting electronically.

\*\*Covid-19 Recovery Task Force has been meeting electronically since July, 2020

# City of White Rock Committee Structure

Committees	City of White Rock									
Standing Committees	Governance & Legislation Committee		Land Use & Planning Committee		Finance & Audit Committee		Grants & Aid Committee			
Select Committees	<b>ACAC</b> Arts & Cultural Advisory Committee	<b>EAC</b> Environmental Advisory Committee	<b>EDAC</b> Economic Development Advisory Committee	<b>HAC</b> Housing Advisory Committee	<b>HCPC</b> Healthier Community Partnership Committee	<b>HHAC</b> History & Heritage Advisory Committee	<b>PAAC</b> Public Art Advisory Committee	<b>SAC</b> Seniors Advisory Committee	<b>TOUR</b> Tour de White Rock Committee	<b>WCAP</b> Water Community Advisory Panel
	<b>WRSFC</b> White Rock Sea Festival Committee									
Task Forces	<b>DOGS</b> Dogs on the Promenade Task Force	<b>CRTF</b> COVID-19 Recovery Task Force								

City of White Rock Staff / Titles	<b>Guillermo Ferrero</b> Chief Administrative Officer	<b>Jim Gordon</b> Director of Engineering and Municipal Operations	<b>Carl Isaak</b> Director of Planning and Development Services	<b>Eric Stepura</b> Director of Recreation and Culture
	<b>Collen Ponzini</b> Director of Financial Services	<b>Elizabeth Keurvorst</b> Manager of Cultural Development	<b>Sylvia Yee</b> Manager of Community Recreation	<b>Greg Newman</b> Manager of Planning
	<b>John Stech</b> Recreation Programmer	<b>Saad Jassim</b> Manager of Utilities		

City of White Rock Committee / Task Force Outstanding Items Appendix B

COMMITTEE / TASK FORCE	MANDATE	OUTSTANDING ITEMS	PROPOSED DATE TO COMMENCE ELECTRONIC MEETINGS AND ADDITIONAL SCHEDULED MEETINGS FOR 2020
Arts & Cultural Advisory Committee	Collaborate with stakeholders in the community to develop and implement a Cultural Strategic Plan which will make the arts a mainstay of the City's economic base and advance arts and culture in White Rock.	<ul style="list-style-type: none"> <li>• 2020-2024 Cultural Strategic Plan</li> <li>• Mural project</li> </ul>	Oct 27, Nov 24, 2020
COVID-19 Recovery Task Force	Assist local businesses and social services during the COVID-19 pandemic and to prepare for the City's reopening.		Sept. 22, Oct 20 and Nov 17
Dogs on the Promenade Task Force Meeting	<p>To determine the approach that will be used to assess the relative success or failure of allowing dogs on the promenade prior to the trial period. The outcomes of this assessment are expected to be used to determine if dogs should be allowed on the promenade beyond the trial period (on a seasonal basis).</p> <p>The Task Force will establish criteria and benchmarks/evaluation process for the pilot project in relation to dogs on the promenade prior to it commencing with further reporting to occur following conclusion of the pilot project.</p>	<ul style="list-style-type: none"> <li>• Trial period evaluation</li> <li>• Evaluation questions sent out to task force members via email (with response directed to Carl)</li> </ul>	<p>The Chairperson noted one (1) further meeting was required for evaluation discussion.</p> <p>Sept 21, 2020</p> <p><b><i>Note: There is a corporate report on the September 14, 2020 Regular Agenda titled "Dogs on the Promenade Task Force Written Comments and Recommendations" – discussion on this may result in a further meeting not being required.</i></b></p>

City of White Rock Committee / Task Force Outstanding Items Appendix B

	<p>Note: Council adopted the following resolution at their June 29, 2020 meeting:  <i>THAT Council:</i></p> <ol style="list-style-type: none"> <li>1. <i>Directs staff to distribute the corporate report, titled "Dogs on the Promenade Pilot Project Survey Results" to the Dogs on the Promenade Task Force for their consideration at a future Task Force meeting; and</i></li> <li>2. <i>Authorizes staff to request individual written comments from the members of the Dogs on the Promenade Task Force with their observations and recommendations regarding the future of the dogs on the promenade, to be submitted prior to August 31, 2020.</i></li> </ol>		
<p>Economic Development Advisory Committee</p>	<p>Advise City Council on matters regarding economic investment in the City.</p>	<p>Sister City Policy review  <b>Note:</b> City is in the process of hiring an Economic Development Officer</p>	<p>Oct 14, Nov 18</p>

City of White Rock Committee / Task Force Outstanding Items Appendix B

COMMITTEE / TASK FORCE	MANDATE	OUTSTANDING ITEMS	PROPOSED DATE TO COMMENCE MEETINGS
Environmental Advisory Committee	Advise City Council and staff on environmental issues in the City. The Environmental Advisory Committee will also review the City's Integrated Storm-Water Management Plan and the Environmental Strategic Plan. The Committee may make representations to Council on environmental matters.	<ul style="list-style-type: none"> <li>• Review of Tree Management Bylaw 1831 and Tree Management on City Lands Policy 611</li> <li>• Feedback on environmental considerations re: White Rock Pier/ Options for South West Floating Facility</li> <li>• Feedback for the Official Community Plan re Climate Change</li> </ul> Waiting to have presentation from the Province on Semiahmoo Bay Water Quality	Sept 24, Oct 8 & 22, Nov 5 & 19  <b>Note:</b> Meetings would be bi-weekly until the Committee completes work on the Tree Bylaw and Policy, then meetings would go back to being held monthly
Healthier Community Partnership Committee	Terms of Reference to be established  City is Co-Chairing this Committee and will be responsible for meeting set up, minutes and logistics		Jan 2021
History & Heritage Advisory Committee	Act as an advisory body to Council on matters relating to White Rock's built, natural, and cultural heritage resources.	Working group established to work with the Museum for the White Rock Heritage Presentation Series	Nov 4

City of White Rock Committee / Task Force Outstanding Items Appendix B

<i>COMMITTEE / TASK FORCE</i>	<i>MANDATE</i>	<i>OUTSTANDING ITEMS</i>	<i>PROPOSED DATE TO COMMENCE MEETINGS</i>
Housing Advisory Committee	Provide advice to Council regarding potential housing and affordable housing policies, tools, incentives and partnerships that support a range of housing options and affordability levels in the City of White Rock. The Committee will also assist the Planning and Development Services Department in completing the Official Community Plan Review, Zoning Bylaw Update and preparing a Housing Needs Report.	White Rock Housing Needs Report	Oct 28, Nov 25
Public Art Advisory Committee	Advise Council on the implementation of public art policies and projects for the City of White Rock	<ul style="list-style-type: none"> <li>• Banner project – Council has directed Committee to come up with a plan on how to reuse banners after they come down.</li> <li>• Looking at crosswalks as potential art project for 2020</li> <li>• Waiting on information re public art piece on corner of Thrift and Johnston Street</li> </ul>	Oct 29, Nov 26

City of White Rock Committee / Task Force Outstanding Items Appendix B

COMMITTEE / TASK FORCE	MANDATE	OUTSTANDING ITEMS	PROPOSED DATE TO COMMENCE MEETINGS
Seniors Advisory Committee	To consider and evaluate issues referred to it from City Council. It will also initiate research on matters deemed to be of concern to local seniors and will submit recommendations to Council.	<ul style="list-style-type: none"> <li>• Working group established to come back with list of work plan items for 2020</li> <li>• Reviewing other communities seniors' plans</li> <li>• Presentation from Hidden Mobility Disabilities Alliance</li> </ul> <p>Note: The COVID-19 Recovery Task Force will be reviewing social matters</p>	<p>Jan 2021</p> <p>Note: The later start was thought for this committee as the COVID-19 Recovery Task Force will be reviewing social matters</p>
Tour de White Rock Committee	To organize, promote, and host a high profile elite caliber cycling event called the Tour de White Rock.	<ul style="list-style-type: none"> <li>• Event cancelled for 2020</li> </ul>	<p>Early 2021</p>
Water Community Advisory Panel	<p>To advise City Council on White Rock water issues such as:</p> <ul style="list-style-type: none"> <li>• Water quality (source and treated)</li> <li>• Distribution system</li> <li>• Rate structure proposals</li> <li>• Infrastructure improvement proposals</li> <li>• Communication with the community</li> </ul>	<ul style="list-style-type: none"> <li>• Discussions to evaluate water rates – looking into a consumption based model</li> <li>• Developing communication plan around water – rates/ quality etc.</li> </ul>	<p>Oct 13, Nov 10</p>

City of White Rock Committee / Task Force Outstanding Items Appendix B

<i>COMMITTEE / TASK FORCE</i>	<i>MANDATE</i>	<i>OUTSTANDING ITEMS</i>	<i>PROPOSED DATE TO COMMENCE MEETINGS</i>
White Rock Sea Festival Committee	To organize, promote, and host a high profile elite caliber summer festival called the White Rock Sea Festival.	<ul style="list-style-type: none"> <li>Event cancelled for 2020</li> </ul>	Early 2021

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

**ABSENT:** Councillor Fathers

**STAFF:** G. Ferrero, Chief Administrative Officer  
T. Arthur, Director of Corporate Administration  
J. Gordon, Director of Engineering and Municipal Operations  
E. Stepura, Director of Recreation and Culture  
G. Neuman, Manager of Planning  
S. Lam, Deputy Corporate Officer

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

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***Councillor Manning, Chairperson***

**1. CALL TO ORDER**

The meeting was called to order at 5:00 p.m.

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

2020-G/L-051

**It was MOVED and SECONDED**

WHEREAS COVID-19 has been declared a global pandemic;

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

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

WHEREAS Ministerial Order No. 192 requires an adopted motion in order to hold public meetings electronically, without members of the public present in person at the meeting;

THEREFORE BE IT RESOLVED THAT the Governance and Legislation Committee Committee (including all members of Council) authorizes the July 27<sup>th</sup> meeting to be video streamed and available on the City's website, and without the public present in the Council Chambers.

**CARRIED**

**2. ADOPTION OF AGENDA**

2020-G/L-052 **It was MOVED and SECONDED**

THAT the Governance and Legislation Committee amends the agenda for July 27, 2020 by removing Item 7. Official Community Plan (OCP) Review as the topic is also included in the upcoming Land Use and Planning Committee meeting agenda.

**CARRIED**

2020-G/L-053 **It was MOVED and SECONDED**

THAT the Governance and Legislation Committee amends the agenda for July 27, 2020 by removing Item 8. Encroachments on City Land as not all members of the Committee are in attendance.

**CARRIED**

Question called to Adopt the Agenda as amended and it was

**CARRIED**

**3. ADOPTION OF MINUTES**

- a) June 29, 2020 Governance and Legislatin Committee
- b) July 9, 2020 Governance and Legislation Committee

2020-G/L-054 **It was MOVED and SECONDED**

THAT the Governance and Legislation Committee adopts the following meeting minutes as circulated:

- a) June 29, 2020 Governance and Legislatin Committee; and
- b) July 9, 2020 Governance and Legislation Committee.

**CARRIED**

**4. POLICY REVIEW**

**4.1. CITY POLICY REVIEW (CONTINUED IN RELATION TO COUNCIL'S STRATEGIC PRIORITES)**

As part of the ongoing City Policy review, the following policies were reviewed by the relative departments and are presented for discussion / consideration.

The Governance and Legislation Committee recommends that Council endorse the following policies as circulated:

- 107 – Correspondence received by the City; and
- 128 - Sub-Committees/Committees composed of Council members only.

2020-G/L-056

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee recommends Council Policy 107 - Correspondence received by the City include the following element in relation to receipt of email:

- There should be an acknowledgement sent within one (1) business day; if the answer cannot be provided at that time than the acknowledgement is to include an estimate as to when it can be expected.

**CARRIED**

2020-G/L-057

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee recommends Council Policy 107 - Correspondence received by the City include information in regard to assurance that staff have placed an “auto reply” on their email account when they are to be away from the office.

**DEFEATED**

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

Question called to on the Main Motion as amended and it was

**CARRIED**

2020-G/L-057

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee recommends Council endorse Policy 128 - Sub-Committees/Committees composed of Council members as circulated.

**CARRIED**

5.

**COUNCIL COMMITTEES/ ADVISORY BODIES**

Councillor Manning requested that this item be added for discussion including:

- When meetings can resume
- Discuss if certain Committee meetings should resume while others remain on hold
- How Committee meetings are to take place (i.e. electronically or in person)
- Consideration of current Committee Terms of Reference

It was noted that staff will take the August break to review the City’s Committees and bring forward recommendations to Council as how to reinstate the committees / ensure they coincide with Council’s Strategic Priorities. This information will be on the agenda early in September, 2020.

The Committee noted they would like to see the following elements included when the information is brought back:

- Environmental Advisory Committee will need to meet at least twice to complete some unfinished work - near completion on it
- Dogs on the Promenade Task Force would like to see they meet in September so they can complete their mandate / task prior to October

- A review of the work of the Committees/Task Forces to be summarized in a format that clearly shows where each are and what is outstanding
- The review would come forward along with the Council member assigned to the Committee/Task Force so they are ready to discuss at the first meeting in September.

6. **WHITE ROCK'S HEALTHY COMMUNITY COMMITTEE PARTICIPATION**  
Corporate report dated July 27, 2020 from the Director of Recreation and Culture titled "White Rock's Healthy Community Committee Participation".

Council, at the June 29, 2020 Governance and Legislation Committee meeting, requested that additional information be brought forward regarding existing Healthy Community Committees.

Staff clarified that it has been further confirmed the committee would require City staff to help facilitate the committee (agendas, minutes meeting scheduling etc.). There would be some budget implications with this. The committee is anticipated to meet quarterly.

2020-G/L-058

**It was MOVED and SECONDED**

THAT the Governance and Legislative Committee recommend Council appoint to the Healthier Community Partnership Committee for the remainder of the current Council term:

- Councillor Kristjanson as the Co-Chair; and
- Councillor Johanson as the alternate Co-Chair.

**CARRIED**

**Note:** *Items 7 and 8 were removed from the agenda until the next meeting as per motions 2020-G/L-052 & 053.*

7. **OFFICIAL COMMUNITY PLAN (OCP) REVIEW**  
*Councillor Manning requested that the topic of the City's OCP Review and consultation process be placed on the agenda for discussion.*

8. **ENCROACHMENTS ON CITY LAND**  
*Councillor Manning requested that the topic of encroachments be included on the agenda for discussion. Relative documentation has been included for reference purposes.*

**NOTE:** *A corporate report dated November 18, 2019 titled "Preserving Road Right of Ways for a Sustainable City" is attached for reference purposes.*

*At that meeting the following resolutions were adopted by Council:*

*#1) THAT Council Directs staff to continue to administer the Street and Traffic Bylaw with respect to new encroachments as well as at the time of property redevelopment.*

*#2) THAT Council directs staff to provide a corporate report outlining the high priority sidewalks that require the removal of infrastructure due to encroachments by private property owners (following the Master Transportation Plan).*

9.

**CONCLUSION OF THE JULY 27, 2020 GOVERNANCE AND LEGISLATION COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 5:35 p.m.

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Councillor Manning  
Chairperson



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Tracey Arthur, Director of  
Corporate Administration

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

**ABSENT:** Councillor Fathers

**STAFF:** G. Ferrero, Chief Administrative Officer  
T. Arthur, Director of Corporate Administration  
C. Isaak, Director of Planning and Development Services  
G. Neumann, Manager of Engineering  
S. Lam, Deputy Corporate Officer

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

Please note you can watch the meeting, as well as previous meetings, online [www.whiterockcity.ca/councilmeetings](http://www.whiterockcity.ca/councilmeetings).

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***Councillor Johanson, Chairperson***

**1. CALL MEETING TO ORDER**

The meeting was called to order at 6:15 p.m.

**1.1 MOTION TO CONDUCT LAND USE AND PLANNING COMMITTEE MEETING WITHOUT THE PUBLIC IN ATTENDANCE**

2020-LU/P-014 **It was MOVED and SECONDED**

THAT Council: WHEREAS COVID-19 has been declared a global pandemic;

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

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

WHEREAS Ministerial Order No. 192 requires an adopted motion in order to hold public meetings electronically, without members of the public present in person at the meeting;

THEREFORE BE IT RESOLVED THAT the Land Use and Planning Committee (including all members of Council) authorizes the City of White Rock to hold the July 27, 2020 meeting to be video streamed and available on the City’s website, and without the public present in the Council Chambers.

**CARRIED**

**2. ADOPTION OF AGENDA**

2020-LU/P-015

**It was MOVED and SECONDED**

THAT the Land Use and Planning Committee adopts the agenda for July 27, 2020 as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

a) May 4, 2020 – Land Use and Planning Committee Meeting

2020-LU/P-016

**It was MOVED and SECONDED**

THAT the Land Use and Planning Committee adopts the minutes of the May 4, 2020 meeting as circulated.

**CARRIED**

**4. DRAFT ZONING AMENDMENT BYLAW, HOUSING AGREEMENT BYLAW, AND MAJOR DEVELOPMENT PERMIT FOR ‘BEACHWAY’ APPLICATION – 15654/64/74 NORTH BLUFF ROAD / 1570/80 MAPLE STREET AND 1593 LEE STREET (ZON/MJP 19-002)**

Corporate report dated July 27, 2020 from the Director of Planning and Development Services titled “Draft Zoning Amendment Bylaw, Housing Agreement Bylaw, and Major Development Permit for ‘Beachway’ Application – 15654/64/74 North Bluff Road / 1570/80 Maple Street and 1593 Lee Street (ZON/MJP 19-002)”.

The following discussion points were noted:

- Previously noted parking concerns were addressed: 22 visitor spots that are available on the additional level of the parkade
- Concerned with density and six (6) storey height the area lends itself to sub-division / townhomes for families

2020-LU/P-017

**It was MOVED and SECONDED**

THAT the Land Use and Planning Committee recommends that Council give first and second readings to “*White Rock Zoning Bylaw, 2012, No. 2000, Amendment (CD-63 - 15654/64/74 North Bluff Road / 1570/80 Maple Street and 1593 Lee Street) Bylaw, 2020, No. 2351*” as presented, and directs staff to schedule the required Public Hearing.

**DEFEATED**

Councillors Johanson, Kristjanson and Trevelyan voted in the negative

***Due to motion 2020-LU/P-017 no further discussion on this topic was required.***

1. *Recommend that Council direct staff to resolve the following issues prior to final adoption, if Bylaw No. 2351 is given Third Reading after the Public Hearing;*
  - a. *Ensure that all engineering requirements and issues, including registration of a 2.0 metre by 2.0 metre statutory right of way on each corner of the site at Maple Street and North Bluff Road and Lee Street and North Bluff Road, a 2.65 metre dedication to achieve a 15 metre road width from the centreline along the North Bluff Road property frontage, and completion of a servicing agreement, are addressed to the satisfaction of the Director of Engineering and Municipal Operations;*
  - b. *Preparation of an Affordable Home Ownership Program Memorandum of Understanding with the British Columbia Housing Management Commission generally as provided in Appendix G to Appendix A and the execution of a Project Partnering Agreement with the British Columbia Housing Management Commission and Bridgewater Development Corporation; and*
2. *Recommend that, pending adoption of “White Rock Zoning Bylaw, 2012, No. 2000, Amendment (CD-63 - 15654/64/74 North Bluff Road / 1570/80 Maple Street and 1593 Lee Street) Bylaw, 2020, No. 2351, Council consider issuance of Development Permit No. 428 for 15654/64/74 North Bluff Road / 1570/80 Maple Street and 1593 Lee Street.*

5. **OFFICIAL COMMUNITY PLAN REVIEW – SUMMARY OF TOWN CENTRE URBAN DESIGN & PUBLIC REALM REVIEW PHASE 2 PUBLIC ENGAGEMENT AND RECOMMENDATIONS**

Corporate report dated July 27, 2020 from the Director of Planning and Development Services titled “Official Community Plan Review – Summary of Town Centre Urban Design & Public Realm Review Phase 2 Public Engagement and Recommendations”.

The following discussion points were noted:

- Concern with heading west on North Bluff Road to Martin Street and it being noted as 18 stories, would like to have further discussion on transitioning of building heights,
- Go through each recommendation of dialogue to understand the repercussions are

2020-LU/P-017

**It was MOVED and SECONDED**

THAT Land Use and Planning Committee defers further discussion and consideration regarding the Official Community Plan Review – Summary of Town Centre Urban Design & Public Realm Review Phase 2 Public Engagement to the next Land Use and Planning Committee meeting.

**CARRIED**

**MEETING ADJOURNED / RECONVENED**

The Chairperson adjourned the July 27, 2020 Land Use and Planning Committee meeting at 6:56 p.m. to be reconvened following the conclusion of the Regular Council meeting.

The Chairperson reconvened the meeting at 9:49 p.m. and stated the outstanding items from the agenda at this time would be rescheduled to the next Land Use and Planning Committee meeting.

***Note: The following Item will be brought forward to the next Land Use and Planning Committee meeting.***

6. **CONSIDERATION OF POLICY FOR PURCHASE OF MUNICIPAL PROPERTY**  
*Corporate report dated July 27, 2020 from the Director of Planning and Development Services titled “Consideration of Policy for Purchase of Municipal Property”.*

**RECOMMENDATION**

*THAT Council direct staff to prepare a Council Policy regarding the Sale of Municipal Property.*

7. **CONCLUSION OF THE JULY 27, 2020 LAND USE AND PLANNING COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 9:50 p.m.



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Councillor Johanson  
Chairperson

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Tracey Arthur, Director of  
Corporate Administration

**PRESENT:** S. Crozier, Community Member (arrived at 4:08 p.m.)  
T.J. Dhillon, Community Member (arrived at 4:46 p.m.)  
B. Hagerman, Community Member  
E. Klassen, Community Member  
K. Bjerke-Lisle, Representative from White Rock Museum and Archives  
A. Chew, Representative from White Rock Tourism/ Explore White Rock  
E. Daly, Representative from Fraser Health Authority (arrived at 4:08 p.m.)  
A. Nixon, Representative from White Rock Business Improvement Association (left at 5:20 p.m.)  
D. Young, Representative from Sources Community Resource Society

**COUNCIL:** Councillor E. Johanson (Chairperson)  
Councillor C. Trevelyan (Vice-Chairperson) (left at 5:20 p.m.)

**ABSENT:** D. Northam, Community Member  
R. Khanna, Representative from SS/WR Chamber of Commerce

**STAFF:** G. Ferrero, Chief Administrative Officer  
C. Isaak, Director of Planning and Development Services  
D. Johnstone, Committee Clerk  
E. Tuson, Committee Clerk  
K. Sidhu, Committee Clerk

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

2. **ADOPTION OF AGENDA**

2020-CRTF-08 **It was MOVED and SECONDED**  
THAT the COVID-19 Recovery Task Force adopts the July 28, 2020 agenda as circulated.

**CARRIED**

3. **ADOPTION OF MINUTES**  
a) June 30, 2020

2020-CRTF-09 **It was MOVED and SECONDED**  
THAT the COVID-19 Recovery Task Force adopts the meeting minutes for July 28, 2020 as circulated.

**CARRIED**

**Note:** E. Daly and S. Crozier entered the meeting at 4:08 p.m.

4. **UPDATE ON RECOMMENDATIONS TO COUNCIL**  
Chairperson Johanson provided the following update:

- Staff will look at ways to reopen the parkade in a safe and responsible manner as quickly as possible.

- Council endorsed providing temporary dividing markings on the pier and promenade to encourage physical distancing.
- Council will advocate to the senior levels of government by sending a letter that requests extension of the Canada Emergency Commercial Rent Assistance (CECRA) program, and that the eligibility requirements be amended to allow for businesses to apply. The letter will also request that the funding delivery method be improved.
- Council endorsed ways to enhance and expand guidance to residents and visitors using the waterfront so that they maintain their physical distancing utilizing further visual cues.

5. **WINTER PARKING ON MARINE DRIVE**

Vice-Chairperson Trevelyan requested that this item be added to the agenda for information. It was noted that the current Fees and Charges Bylaw includes free weekday parking on the waterfront for the months of December, January and February. This could be of help to local businesses who may be suffering due to the pandemic.

6. **DISCUSSION OF ITEMS FROM PREVIOUS MEETING**

Discussion ensued on the list of items previously identified by the Task Force as priority items in relation to COVID-19.

**Racism:**

- Identified as an important aspect of social recovery during/ following the COVID-19 pandemic.
- In looking at the economic and social recovery for White Rock it was noted that people of colour may be feeling the most vulnerable. These feelings have been exacerbated by COVID-19 as well as events occurring around the world.
- Demographics in White Rock were discussed, and how this may make racism look differently than it does in other areas.
- It was debated how best to reach out to those feeling most vulnerable in the community to share their experiences with the Task Force.
- Racism could be discussed/ addressed within the organization of the City of White Rock as an initial step.
- Staff noted the City currently has a Respectful Workplace Policy, and is working on an internal policy to address racism.

**Note:** T.J. Dhillon entered the meeting at 4:46 p.m.

2020-CRTF-10 **It was MOVED and SECONDED**

THAT the COVID-19 Recovery Task Force recommends that Council directs staff to explore an approach of outreach for the community in relation to racism and to ensure that all people feel comfortable and valued in White Rock.

**CARRIED**

**Action Item:** Staff to provide to the Task force census data for White Rock, the City's Respectful Workplace Policy and the policy regarding Racism that the City is working on.

- People in the community are going to be feeling more vulnerable and less welcome. As part of social recovery mental wellness in the community should be explored.
- It is important to consider the level of comfort and safety that tourists, of a visible minority group(s), may experience when visiting White Rock. Improving that experience will have a positive economic and tourism impact.

**Mental health, isolation, depression, economic factors:**

- In order to look into this further a collaboration with other agencies (Sources and Fraser Health) was encouraged. The City could hold a role of convening these types of conversations to ensure that there is a joint effort.
- A SWOT analysis could be considered to determine where there are current gaps.

**Visible and non-visible disabilities:**

- All similar social issues that focus on the most vulnerable in the community. Want to try to facilitate outreach to these groups within the recovery process

**Note:** Further discussion on this item took place following Item 7

7. **OTHER BUSINESS**

The Task Force discussed an "On Table" item from resident P. Petrala regarding walking tours in White Rock. It was noted that this could be a way to bring attention to local businesses as well as encourage people to get outdoors.

**Note:** A. Nixon and Councillor Trevelyan exited the meeting at 5:20 p.m.

**Note:** Agenda Item 6 was revisited by the Task Force.

6. **DISCUSSION OF ITEMS FROM PREVIOUS MEETING**

Discussion ensued regarding the elderly population in White Rock and the increased isolation that many residents are feeling due to the COVID-19 pandemic. It was suggested that this be discussed further at a future meeting.

**Action Item:** Assisting isolated seniors to be added as an agenda item on the next scheduled meeting.

8. **INFORMATION**

The Task Force received the following items for information:

- Action Tracking
- Correspondence dated July 3, 2020 forwarded to the Task Force by Mayor Walker.

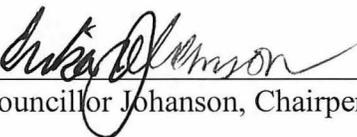
9. **2020 MEETING SCHEDULE**

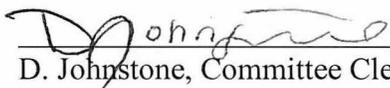
The following meeting dates were approved at the July 14 task force meeting, and are provided for information purposes.

- August 11;
- August 25;
- September 22;
- October 20; and,
- November 17.

10. **CONCLUSION OF THE JULY 28, 2020 MEETING**

The Chairperson declared the meeting concluded at 5:30 p.m.

  
Councillor Johanson, Chairperson

  
D. Johnstone, Committee Clerk

**PRESENT:** S. Crozier, Community Member  
B. Hagerman, Community Member  
E. Klassen, Community Member (arrived at 4:26 p.m.) (left at 4:55 p.m.)  
D. Northam, Community Member  
K. Bjerke-Lisle, Representative from White Rock Museum and Archives  
A. Chew, Representative from White Rock Tourism/ Explore White Rock  
E. Daly, Representative from Fraser Health Authority (arrived at 4:04 p.m.)  
A. Nixon, Representative from White Rock Business Improvement Association  
R. Khanna, Representative from South Surrey /White Rock Chamber of Commerce

**COUNCIL:** Councillor E. Johanson (Chairperson)  
Councillor C. Trevelyan (Vice-Chairperson)

**ABSENT:** T.J. Dhillon, Community Member  
D. Young, Representative from Sources Community Resource Society

**STAFF:** G. Ferrero, Chief Administrative Officer  
C. Isaak, Director of Planning and Development Services  
E. Stepura, Director of Recreation and Culture  
D. Johnstone, Committee Clerk  
K. Sidhu, Committee Clerk

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1. **CALL TO ORDER**  
The meeting was called to order at 4:01 p.m.

2. **ADOPTION OF AGENDA**

2020-CRTF-10 **It was MOVED and SECONDED**  
THAT the COVID-19 Recovery Task Force adopts the August 11, 2020 agenda as circulated.

**CARRIED**

3. **ADOPTION OF MINUTES**  
a) July 28, 2020

2020-CRTF-11 **It was MOVED and SECONDED**  
THAT the COVID-19 Recovery Task Force adopt the meeting minutes for July 28, 2020 as circulated.

**CARRIED**

4. **DISCUSSION OF ITEMS FROM PREVIOUS MEETING**

Mental health, isolation, depression, economic factors

The Director of Recreation and Culture provided an overview of events and activities the City is currently offering for the community during the COVID-19 pandemic.

The following discussion points were noted:

- Typically a large amount of seniors programming operates through the Kent Street Activity Centre; however, due to its small size it could be challenging to reopen. It was noted that if the Kent Street Activity Centre were to reopen there would be limitations on the amount of people permitted in classes and the types of exercises that could be done. Staff are looking into operating such classes at the White Rock Community Centre.
- Utilizing gym space from local schools was discussed. It was noted that the City works with White Rock schools to schedule time for community use in their facilities.
- Online events, similar to the Canada Day Celebration, could be considered for seniors.
- It was suggested that the West Beach Parkade could be used as a covered outdoor activity area. Staff noted that while there has been discussion on this there are some challenges with the site (i.e. noise for surrounding buildings, slope etc.).

**Note:** E. Klassen entered the meeting at 4:26 p.m.

- Outdoor activities (buskers, small concerts etc.) could be considered granted they follow COVID-19 protocols. This could also be beneficial for local businesses.

**Action Item:** Staff to keep the Task Force updated on upcoming events/ activities for the community.

- Interactive online games/ trivia were discussed. This could be a good way to connect with seniors and the community as a whole.

2020-CRTF-12

**It was MOVED and SECONDED**

THAT the COVID-19 Recovery Task Force recommends that staff look into hosting interactive online games (i.e. bingo) for members of the public.

**CARRIED**

B. Hagerman voted in the negative.

**Action Item:** Staff to provide an update on this recommendation when available.

K. Bjerke-Lisle, Representative from White Rock Museum and Archives, updated the Task Force on activities being offered by the Museum during the pandemic. Staff have created an online history quiz (<https://www.youtube.com/watch?v=WFAyw4vPG24>) with two (2) more quizzes in the works. Discussions are also underway to develop an online historical walking tour of White Rock.

**Note:** E. Klassen left the meeting at 4:55 p.m.

**Action Item:** Staff to work with communications to develop a one-page document listing online events offered by the City and the Museum.

Visible and Non-Visible Disabilities

No discussion on this item.

**5. OTHER BUSINESS**

Chairperson Johanson requested that Task Force members bring forward additional items for discussion.

R. Khanna, Representative for the South Surrey/ White Rock Chamber of Commerce, encouraged the Task Force to continue to address items with a focus on assisting local businesses during the pandemic.

The Task Force discussed parking rates for the waterfront. The following comments were provided:

- It was confirmed that the current Fees and Charges Bylaw allows for free weekday parking on the waterfront for the months of November, December and January.
- Revenue loss for the City due to COVID-19 was discussed. It was clarified that exact numbers for 2020 summer parking revenue would be provided to Council in the fall.
- When looking at parking revenue a variety of factors (Burlington North Santa Fe (BNSF) lease payments, Translink tax, GST etc.) need to be considered. Any shortfall in revenue for the City needs to be made up through additional funding sources (i.e. property taxes).
- Free parking for businesses on the waterfront during what would typically be their slower months is a good trade off considering November to January typically do not bring in a lot of parking revenue for the City.

The Task Force discussed options such as allocating specific parking spots for restaurant pick-up (free for a set period of time – 20 to 30 minutes) or offering an additional month of free weekday parking in the winter. It was determined that any recommendation to Council regarding parking should take place following a review of the 2020 summer parking revenue numbers.

**Action Item:** Staff to provide Task Force with a link to the 2018-2019 Parking Task Force minutes for their review/ information. (Note: Numbers reflected in the minutes and supporting documents would be realistic up to 2018 and would not be reflective of the impact of COVID-19).

**6. INFORMATION**

- Action Tracking  
This item was provided for information purposes.

**7. 2020 MEETING SCHEDULE**

The following meeting schedule was approved by the Task Force and is provided for information purposes:

- August 25;
- September 22;
- October 20; and,
- November 17.

**8. CONCLUSION OF THE AUGUST 11, 2020 MEETING**

The Chairperson declared the meeting concluded at 5:45 p.m.



Councillor Johanson, Chairperson



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D. Johnstone, Committee Clerk

- PRESENT:** S. Crozier, Community Member  
T.J. Dhillon, Community Member (left at 5:02 p.m.)  
B. Hagerman, Community Member  
E. Klassen, Community Member  
K. Bjerke-Lisle, Representative from White Rock Museum and Archives  
A. Chew, Representative from White Rock Tourism/ Explore White Rock (arrived at 4:03 p.m.) (left at 4:49 p.m.)  
E. Daly, Representative from Fraser Health Authority  
A. Nixon, Representative from White Rock Business Improvement Association (arrived at 4:03 p.m.)  
D. Young, Representative from Sources Community Resource Society
- COUNCIL:** Councillor E. Johanson (Chairperson)  
Councillor C. Trevelyan (Vice-Chairperson)
- ABSENT:** D. Northam, Community Member  
R. Khanna, Representative from SS/WR Chamber of Commerce
- GUESTS:** Mayor D. Walker
- STAFF:** C. Isaak, Director of Planning and Development Services  
E. Keurvorst, Manager of Cultural Development  
C. Westwood, Special Events Coordinator  
S. Lam, Deputy Corporate Officer  
D. Johnstone, Committee Clerk  
K. Sidhu, Committee Clerk

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

**2. ADOPTION OF AGENDA**

2020-CRTF-13 **It was MOVED and SECONDED**  
THAT the COVID-19 Recovery Task Force adopts the August 25, 2020 agenda as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**  
a) August 11, 2020

2020-CRTF-14 **It was MOVED and SECONDED**  
THAT the COVID-19 Recovery Task Force adopt the meeting minutes for August 11, 2020 as circulated.

**CARRIED**

**Note:** A. Nixon and A. Chew entered the meeting at 4:03 p.m.

**4. COMMUNITY CONNECTION IDEAS**

Elizabeth Keurvorst, Manager of Cultural Development, provided a PowerPoint presentation regarding gamification (applying game-playing elements to other areas of activity to engage people in the community).

Platforms such as Scavity and Goosechase were discussed as well as in-house opportunities such as White Rock Bingo.

The Task Force expressed an interest in finding a platform that would resonate for White Rock residents while also encouraging tourism and assisting local businesses. It was suggested that the City could work with local art groups, the White Rock Business Improvement Association (BIA) and the White Rock Museum to develop content for the platform.

In response to questions from the Task Force, staff provided the following information:

- Data could be acquired to see which platform would best serve a smaller community such as White Rock.
- A project scope would need to be determined.
- Discussions with the Director of Finance and the Chief Administrative Officer would take place regarding funding.

2020-CRTF-15

**It was MOVED and SECONDED**

THAT the COVID-19 Recovery Task Force recommend that Council direct staff to research and develop a gamification program, including low tech options to ensure inclusion, for implementation in the fall of 2020. This would include researching the best options, weigh criteria such as purpose, participation levels, prizes, partners, price, return on investment, budget considerations etc.

**CARRIED**

**5. IMPACT ON YOUTH REGARDING THEIR PLANS AND LIVES**

Chairperson Johanson discussed concerns from local youth in relation to the COVID-19 pandemic. It was noted that members of the community have developed an information package to provide to seniors, and that youth members have volunteered to distribute this information.

**Action Item:** Chairperson Johanson to provide the seniors information package to the Task Force.

**6. FESTIVAL OF LIGHTS**

Councillor Treveylan requested that this item be discussed by the Task Force. The following information was provided:

- The Festival of Lights was put on by the Festival of Light Society (the society) in 2019.
- An interest has been expressed by the society to have the event run for a longer duration (November 2020 to February 2021) and to change the event name to the Season of Lights.

- Additional ideas for the 2020 festival were discussed, such as a temporary outdoor skating ring and additional lighting features.
- The society applied for and received funding through the 2020 Grants-in-Aid process.

**Note:** A. Chew left the meeting at 4:49 p.m.

Discussion ensued and the following comments were noted:

- It was suggested that the event open in phases to ensure that there are new elements to keep visitors coming back to the event should it run for a longer duration
- The event could run alongside with other events, such as Taste White Rock
- Bringing people down to the waterfront in the winter months would help local businesses
- It was suggested that a portion of Marine Drive could be closed to allow for additional room for pedestrians.
- With COVID-19 the City needs to be mindful of large crowds. Appropriate physical distancing measures would need to be enforced and masks could be provided.

**Action Item:** E. Daly to provide the BC Centre for Disease Control (CDC) COVID-19 Street Rebalancing Guide to the Task Force for information.

**Note:** T.J Dhillon left the meeting at 5:02 p.m.

The Task Force expressed an interest in discussing the Festival of Lights/ Season of Lights at the next scheduled meeting. It was suggested that a member of the Recreation and Culture Department also be included in this discussion.

2020-CRTF-16

**It was MOVED and SECONDED**

THAT the COVID-19 Recovery Task Force recommend that Council direct the Recreation and Culture Department to look into the possibility of working with the Festival of Lights Society for a 2020 winter festival, keeping in mind physical distancing protocols due to COVID-19.

**CARRIED**

**7. OTHER BUSINESS**

The Task Force asked for information regarding potential assistance from the Federal Government for Municipalities due to the COVID-19 pandemic.

Staff reported that the City would be applying for Emergency Response Funding through the province for items such as the fencing to close the promenade. With respect to budget shortfalls, the City is waiting for additional details from the province but would have an interest in applying.

The Task Force discussed potential agenda items for the next scheduled meeting, including:

- A member from the City's Re-Opening Committee to attend the meeting to discuss the potential re-opening of City facilities, planning for a second wave of COVID-19 etc.
- Discussion on the intent of the Task Force to refocus priorities.

**8. INFORMATION**

The following items were provided for information:

- Information tracking
- 2018-2019 Parking Task Force Minutes

**9. 2020 MEETING SCHEDULE**

- September 22;
- October 20; and,
- November 17.

**10. CONCLUSION OF THE AUGUST 25, 2020 MEETING**

The Chairperson declared the meeting concluded at 5:12 p.m.

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Councillor Johanson, Chairperson

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D. Johnstone, Committee Clerk

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



**POLICY TITLE: CORRESPONDENCE RECEIVED BY THE CITY**

**POLICY NUMBER: COUNCIL - 107**

<i>Date of Council Adoption:</i> January 2004	<i>Date of Last Amendment:</i> February 6, 2017
<i>Council Resolution Number:</i> 2004-11, 2009-477, 2010-418, 2012-054, 2013-082, 2015-214, 2016-151, 2017-063	
<i>Originating Department:</i> Administration	<i>Date last reviewed by the Governance and Legislation Committee:</i> <a href="#">January 30, 2017</a> <a href="#">July 27, 2020</a>

**Policy:**

The underlying principles for handling [correspondence, which include submissions containing inquiries, compliments and complaints](#) are:

1. All inquiries, compliments and complaints are important and are to be acknowledged.

1.1 Email

City staff will respond to emails in a timely manner. [An acknowledgment of receipt will be sent within one \(1\) business day. If the information is not available to respond with the acknowledgement email an estimate as to when a full response can be expected will be included.](#)

~~T~~-taking into consideration ~~staff~~~~their~~ workload and project deadlines ~~with~~ a [final](#) response time ~~of~~ ~~will be not more than~~ ten (10) business days.

1.1a Email

[City staff, when expected to be away from the office, will place an out of office message on their Email with an alternate contact and expected time of return.](#)

1.2 Letters

Letters sent by mail or dropped off at City Hall will be acknowledged within thirty (30) days.

1.3 Telephone Voicemail

[City staff will respond to voicemail messages by the following business day. If there is further information to be retrieved, then \[staff will give an estimate of time by which the information will be provided.\]\(#\)](#)

1.3a Telephone Voicemail

City staff, when expected to be away from the office, will amend their telephone voicemail message with an alternate means of contact and expected time of return.

Policy 107 Correspondence Received by the City

Page 2

2. Responses to inquiries and complaints must be factual and complete. It is necessary for staff in the organization who has first-hand knowledge about the issue to review and draft the response.
3. The inquirer should be given an estimate by which they can expect a response.
4. Staff will strive to meet the deadlines outlined in this policy however, due to volume of correspondence submitted to the City, at the discretion of the Senior Manager who either the correspondence was addressed to or if the matter falls under their jurisdiction they will determine when the responses will be completed, following an acknowledgement to the writer, with consideration given to work volume and staff resources.

Once the Senior Manager is satisfied the inquiry has been fully answered no further response is necessary.

5. When correspondence is deemed by the Chief Administrative Officer to be derogatory or accusatory the Chief Administrative Officer will correspond back to the writer to inform that this will not be tolerated.

The writer will be informed that they may resubmit their comments; concerns or questions without the derogatory or accusatory statements and following that staff will acknowledge and / or answer queries.

There will be no further action taken until the writer, after being contacted by the Chief Administrative Officer, re-submits the correspondence.

6. All City ~~s~~Staff are public servants who maintain political neutrality. City ~~s~~Staff will not respond to correspondence that is deemed to be partisan and political in nature.

**Rationale:**

In order that the City of White Rock consistently projects a professional image and provides a timely, accurate response to inquiries and complaints, which are received through a variety of sources (telephone, email, courier, by hand, fax and Canada Post).

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



**POLICY TITLE: SUB-COMMITTEES/COMMITTEES  
COMPOSED OF COUNCIL MEMBERS ONLY**

**POLICY NUMBER: COUNCIL - 128**

<i>Date of Council Adoption:</i> February 21, 2011	<i>Date of Last Amendment:</i> June 15, 2015
<i>Council Resolution Number:</i> 2011-075, 2013-082, 2015-214	
<i>Originating Department:</i> Administration	<i>Date last reviewed by the Governance and Legislation Committee:</i> <u>May 25, 2015</u> <u>July 27, 2020</u>

**Policy:**

1. All meetings of sub-committee(s)/committee(s), that are composed of only members of Council (standing committee), are open to the public unless designated as closed to the public (in accordance with the *Community Charter*) by the sub-committee/committee.
2. Meetings are to be at the call of the chairperson.
3. The chairperson shall notify staff at the Corporate Administration ~~ity Clerk's~~ office requesting a meeting be scheduled.
4. The office of Corporate Administration ~~the City Clerk~~ will ~~schedule~~ notify of the upcoming meeting:

When the meeting agenda is ready: ~~Notice shall consist of the following:~~

- ~~A copy will be posted~~ posting a copy of the notice/agenda on the notice board at City Hall
  - ~~leaving~~ A copy of the ~~notice~~ notice/agenda for all sub-committee/committee members will be placed in their mailbox and/or electronic dropbox
  - a notification e-mail will be sent to sub-committee members
  - ~~posting~~ Will be posted to ~~notice/agenda~~ to the City website
  - if time permitting, notice will be placed in the local newspaper ~~on the City News page~~
5. The office of Corporate Administration ~~the City Clerk~~ will be responsible for preparing Committee agendas, minutes and administrative support to sub-committees/committees.
  6. Agendas and approved minutes will be posted on the City's website.

**Rationale:**

To ensure the meetings of the City are conducted with the highest level of transparency.

**The Corporation of the  
CITY OF WHITE ROCK  
BYLAW 2357**



A Bylaw to amend the  
"City of White Rock Planning Procedures Bylaw, 2017, No. 2234" as amended

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

1. That the text of the "City of White Rock Planning Procedures Bylaw, 2017, No. 2234" be amended:
  - (1) by deleting the existing section 16 in its entirety and replacing it with the following new section 16:
    - 16) The City may authorize refunds in accordance with the amounts outlined in Schedule B as they existed at the time of application;
  - (2) by deleting the existing section 28 in its entirety and replacing it with the following new section 28:
    - 28) Despite Section 27, every application from an Applicant for an Official Community Plan or Zoning Bylaw amendment shall be forwarded with an initial application information report from staff to a Council meeting, prior to the advertisement of a Public Information Meeting for the application. Council may direct staff to proceed with consultation on the Zoning Bylaw amendment, or in the case of an Official Community Plan amendment, in accordance with the Council Policy 512 on Official Community Plan Consultation, as amended or replaced by the City Council from time to time, or to refuse the application;
  - (3) by deleting the existing item 4 of Schedule B "Refundable Amounts" in its entirety and replacing it with the following new item 4:
    4. Fees for applications that include Official Community Plan or Zoning Bylaw amendments and are rejected by Council following the receipt of an Information Report at the Land Use and Planning Committee, are eligible for refund minus 30% for administration; and

- (4) by deleting the existing Schedule H Zoning Bylaw Amendment Application Procedures and replacing it with the following new Schedule H:

**Schedule H Zoning Bylaw Amendment Application Procedures**

- (a) Applicant may request a pre-application meeting with staff to review the proposal and gather early input on issues to inform application preparation.
- (b) Complete Initial Application materials as indicated in the minimum submission requirements table below submitted by the owner/Applicant.
- (c) Staff review Initial Application and advise Applicant of any outstanding or incomplete submission requirements.
- (d) Staff may prepare an Information Report on Initial Application for Council. Council may forward the application to Public Information Meeting, or refuse the application.
- (e) Applicant may make minor revisions to the application following receipt of Information Report by Land Use and Planning Committee (LUPC).
- (f) All required Complete Application materials as indicated in the minimum submission requirements table below shall be submitted by the owner/Applicant.
- (g) Staff prepare information package and distribute for circulation.
- (h) Owner/Applicant shall install a Public Notification Sign on the property, as outlined in Section 36 of the Planning Procedures Bylaw.
- (i) Applicant conducts Public Information Meeting according to requirements of Schedule "E" of the Planning Procedures Bylaw.
- (j) At any time during the preceding, staff may, depending on the application, prepare written correspondence to the Applicant based on initial comments from the referral and public feedback, advising the Applicant of revisions required to gain the support of the Director for recommendation of approval.
- (k) Staff prepares report and report package with recommendations, and draft bylaw if recommended for 1<sup>st</sup> and 2<sup>nd</sup> readings, and presents to LUPC.
- (l) LUPC recommendations proceed to Council, including consideration of 1<sup>st</sup> and 2<sup>nd</sup> readings of draft bylaw if recommended.
- (m) Public Hearing notification in accordance with Section 466 of the *Local Government Act*, including notice in newspapers, plus distribution mailed to adjacent property owners within 100 metres (should Public Hearing be waived, notice to adjacent property owners still required).
- (n) Public Hearing held in Council chambers or an appropriate public venue (when applicable).
- (o) Bylaw proceeds to a subsequent Council meeting for consideration of 3<sup>rd</sup> reading with deferral of adoption pending resolution of development prerequisites, when applicable.
- (p) Completion of the development prerequisites.
- (q) Zoning amendment presented to Council for adoption following completion of development prerequisites, when applicable.
- (r) Staff notify Applicants of Council decision and include copies of approved bylaw.
- (s) Staff update Zoning Bylaw for consolidated amendments.

<b>Initial Application</b>	<b>Complete Application</b>
<ul style="list-style-type: none"> <li>• Completed Application Form</li> <li>• Application Fees</li> <li>• Title Search</li> <li>• Letter of Authorization (if applicable)</li> <li>• Survey (with topography and tree locations, sizes, and elevations)</li> <li>• Site Profile</li> <li>• Site Plan*, including the following statistics:                             <ul style="list-style-type: none"> <li>○ Floor Area Ratio (Gross and Residential)</li> <li>○ Setbacks (buildings and encroachments)</li> <li>○ Height</li> <li>○ Lot Coverage</li> <li>○ Unit Count</li> <li>○ Gross Site Area</li> <li>○ Floor Areas (by use/common/amenity)</li> <li>○ Parking</li> <li>○ Details on any requested variances</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Tree Assessment Report*</li> <li>• Architectural Plans*</li> <li>• Parking Plan*</li> <li>• Landscape Plan*, including the following:                             <ul style="list-style-type: none"> <li>○ Existing tree locations</li> <li>○ Proposed plant list using graphic keys</li> <li>○ Proposed grades</li> <li>○ Proposed garbage/recycling enclosures</li> <li>○ Details on proposed outdoor amenity</li> <li>○ Proposed paving and lighting details</li> </ul> </li> <li>• Colour renderings with adjacent buildings*</li> <li>• Photographs of Site and Surrounding Area*</li> <li>• Street Profile*</li> <li>• View Analysis*</li> <li>• Shadow Study*</li> <li>• Colour and Materials Board*</li> <li>• Design Rationale*</li> <li>• Development Permit Guidelines Response*</li> <li>• Precedent Photos*</li> <li>• Digital or physical 3D massing model*</li> <li>• Community Amenity Contribution Report*</li> <li>• Environmental Impact Assessment*</li> <li>• Traffic Study*</li> <li>• Parking Study*</li> <li>• Geotechnical Report*</li> </ul>
<p><i>Additional studies/information may be required based on specifics of an application *if applicable</i></p>	

2. This Bylaw may be cited for all purposes as the "City of White Rock Planning Procedures Bylaw, 2017, No. 2234, Amendment (Initial Information Reports for Zoning Amendments) Bylaw, 2020, No. 2357".

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. 2359**



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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 and Licensing 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 23 (5) in its entirety and replacing it with the following:
  - (5) Be on the pier or in Memorial Park at any time;
2. By deleting 23 (6) in its entirety and replacing it with the following:
  - (6) Be on the Promenade east of the Oxford Comfort Station, unless crossing directly to the Boundary Bay Wildlife Management Area at the Finlay Street and Cypress Street railway crossings and the dog is kept on a leash not exceeding two metres in length and is under the immediate control of a competent person;
3. By deleting 23 (7) in its entirety and replacing it with the following:
  - (7) Be on the Promenade west of the Oxford Comfort Station unless the dog is kept on a leash not exceeding two metres in length and is under the immediate control of a competent person who is controlling a maximum of three dogs.
4. This Bylaw may be cited for all purposes as the "Animal Control and Licensing Bylaw, 2012, No. 1959, Amendment 4, 2020, No. 2359";

RECEIVED FIRST READING on the        day of ,        2020

RECEIVED SECOND READING on the    day of        , 2020

RECEIVED THIRD READING on the    day of        , 2020

ADOPTED on the        day of        , 2020

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MAYOR

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DIRECTOR OF CORPORATE ADMINISTRATION

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
**BYLAW No. 2360**



A Bylaw to amend the  
 Ticketing for Bylaw Offences Bylaw, 2011, No. 1929

WHEREAS it is expedient to amend certain provisions of the Ticketing for Bylaw Offences Bylaw, 2011, No. 1929;

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

1. Deleting Schedule B3 in its entirety and replacing it with a new Schedule B3 as follows:

**Schedule B3**

White Rock Animal Control and Licensing Bylaw, 2012, No. 1959 (as amended)

<b>Designated Offense</b>	<b>Section</b>	<b>Penalty</b>
Operating a kennel	Sec. 5	\$500.00
Keeping an exotic animal	Sec. 7	\$150.00 1 <sup>st</sup>
Keeping livestock or poultry	Sec 45	\$250.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Failure to license a dog	Sec. 8	\$300.00
No licence tag on dog	Sec. 11	\$150.00
Howling or barking dog causing a disturbance	Sec. 22	\$200.00 1 <sup>st</sup> \$350.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Dog off leash in a public place	Sec. 23 (4)	\$200.00
Dog on pier or in Memorial Park	Sec. 23 (5)	\$200.00
Dog on promenade east of the Oxford Comfort Station, unless directly crossing to Boundary Bay Wildlife Management Area at the Finlay Street or Cypress Street railway crossings and dog is on two metre leash under control of a person	Sec. 23 (6)	\$200.00

More than three dogs under the control of a person on promenade	Sec. 23 (7)	\$200.00
Dog running at large	Sec. 23 (1)	\$150.00 1 <sup>st</sup> \$250.00 2 <sup>nd</sup> \$500.00 3 <sup>rd</sup> and Subsequent offences
Failure to secure a dog in estrus	Sec. 25	\$150.00
Failure to confine an aggressive dog	Sec. 29 (1)	\$500.00
Failure to keep an aggressive dog on leash	Sec. 29 (2)(a)	\$500.00
Failure to muzzle an aggressive dog	Sec. 29 (2)(c)	\$250.00
Failure to comply with an order for an aggressive dog	Sec. 29	\$500.00
Dog excrement left on public property or private property other than the residence of the dog owner	Sec. 38	\$200.00
No suitable means to remove feces	Sec. 37	\$200.00
Dog enclosed in confined space without sufficient ventilation.	Sec. 42	\$300.00
Feeding, attracting or enticing wildlife	Section 45 (2)	\$150.00
Interfere with Animal Control Officer or Peace Officer	Sec. 48	\$500.00

2. This Bylaw may be cited for all purposes as the “Ticketing for Bylaw Offences Bylaw, 2011, No. 1929, Amendment Bylaw, 2020, No. 2360”.

RECEIVED FIRST READING on the        day of , 2020

RECEIVED SECOND READING on the    day of , 2020

RECEIVED THIRD READING on the     day of , 2020

RECONSIDERED AND FINALLY ADOPTED on the    day of        , 2020

\_\_\_\_\_  
MAYOR



Minister of Infrastructure  
and Communities



Ministre de l'Infrastructure  
et des Collectivités

Ottawa, Canada KIP OB6

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

Dear Mr. Mayor:

Thank you for your letter of May 19, 2020, regarding federal support for the White Rock Pier repair in the City of White Rock, British Columbia. Please accept my apologies for the delay in responding.

The Government of Canada is focused on overcoming the greatest health crisis of our time. It is taking strong and quick action to stabilize our economy and support communities across Canada, while protecting the health and safety of all Canadians.

Infrastructure Canada is working with federal, provincial and territorial counterparts, Indigenous leaders and municipalities to move forward on meeting immediate infrastructure needs, what can be rolled out in the short term to support jobs, and how we will restart our economy as quickly as possible while respecting public safety guidelines. The Department is also continuing to accelerate project funding approvals that create jobs and improve the quality of life for Canadians across the country, and is working diligently to process reimbursement of claims received from its partners so that they will have the funds they need to continue moving projects forward and employing Canadians.

The Government of Canada's *Investing in Canada* plan is providing over \$4.1 billion in federal funding dedicated to infrastructure projects in British Columbia. This funding will see the Government of Canada and the province make unprecedented investments in public transit, green infrastructure, communities, recreational and cultural infrastructure, as well as rural and northern communities.

...2

Canada

Under the Integrated Bilateral Agreement with British Columbia, proposed projects must first be prioritized by the province before they are submitted to Infrastructure Canada for consideration. I would encourage the City of White Rock to submit its proposals to the British Columbia's Ministry of Municipal Affairs and Housing so that it may determine whether the projects should be prioritized for funding consideration. I understand that you were unsuccessful in the first provincial intake, but I expect there will be other intakes from the province that the City will be able to apply to.

The proposals may also be eligible under the federal Gas Tax Fund, provided that the municipalities involved, as the ultimate recipients under the program, choose to apply their allocation to these projects. As you may know, on June 1, 2020, we announced that federal funding for the 2020-21 fiscal year would flow in one payment, thus ensuring a rapid transfer of money to local governments in order to allow them to undertake, as fast as possible this year, infrastructure projects that are important in their communities.

I have also taken the liberty of sharing your correspondence with the Honourable Mélanie Joly, in her capacity as Minister responsible for both Tourism and Regional Development. She may be able to provide details on other funding opportunities that could be of interest to the City of White Rock for the reconstruction of the White Rock Pier.

Together, we will work to ensure that infrastructure plays a vital role in promoting economic growth, job creation and improving our quality of life in the coming months and years.

Please accept my best regards.

Sincerely,

The Honourable Catherine McKenna, P.C., M.P.  
Minister of Infrastructure and Communities

c.c. The Honourable Mélanie Joly, P.C., M.P.  
Minister of Economic Development and Official Languages



MAYOR DARRYL WALKER  
OFFICE OF THE MAYOR  
WHITE ROCK, BC CANADA

May 19, 2020  
File No. 0220-20-04

Transmitted by Fax: [infc.minister-ministre.infc@canada.ca](mailto:infc.minister-ministre.infc@canada.ca)

The Honourable Catherine McKenna  
Minister of Infrastructure and Communities  
Suite 1100 - 180 Kent Street  
Ottawa, Ontario, K1P 0B6

Dear Minister:

**Re: Investing in Canada Infrastructure Program (ICIP) – Project #IC0132 – White Rock Pier**

On behalf of White Rock Council, I would like to share with you a copy of our letter dated May 12, 2020, to the Honourable Selena Robinson, Minister of Municipal Affairs and Housing for the Province of British Columbia, with enclosed letter advising that our provincial grant application for funding to assist in the repair of the White Rock Pier under the “ICIP – Community, Culture and Recreation Program” was unsuccessful.

As a brief summary, White Rock’s iconic Pier and Wharf, referred to as “Canada’s Longest Wooden Pier,” suffered extensive damage following a severe windstorm in December 2018. The damage included a large, 100m mid-section of the Pier being swept away. The Pier is a great source of pride for the community and for many in our region and in addition, this landmark also holds historic and memorable value. Importantly, the Pier, a location for many community events and recreational activities, is a main attraction that draws thousands of visitors to the City that helps to drive our local economy. This is especially important, as we try to emerge from the significant financial losses that has impacted our community as a result of the current pandemic.

The mid-section of the Pier was reconstructed, however, the remaining sections are nearing the end of their service life and require significant repairs or full replacement to maintain safe access to the public. Given the economic and social significance of this infrastructure to the community and the Greater Vancouver Region, these repairs, which can also be phased, are necessary and based on engineering assessments, estimated to be \$13.6M. This does not include wharf construction. We are attaching a draft Report prepared by Westmar Advisory for the City of White Rock related to White Rock Pier Phase 2 Reconstruction – Project Readiness, for additional information.

You can appreciate we were hopeful to receive some funding under this program to help with the necessary cost of Pier repairs, but were disappointed to learn that our application was not successful.

City Hall, 15322 Buena Vista Avenue, White Rock, British Columbia, Canada V4B 1Y6  
Tel: (604) 541-2131 Fax: (604) 541-9348 Email: [dwalker@whiterockcity.ca](mailto:dwalker@whiterockcity.ca) Website: [www.whiterockcity.ca](http://www.whiterockcity.ca)

The cost in 2019 to repair and replace only the mid-section of the Pier was approximately \$4.1M. These repairs were funded from \$3.5M received through Insurance proceeds, \$200,000 from a \$1M grant from the Province of BC (the balance of which was applied toward the cost to repair East Beach storm damage), and \$400,000 from City Reserves. The City recently received \$400,000 from the "Friends of the Pier," a community based fundraising committee along with the Rotary Club of Semiahmoo, dedicated to help restore and rebuild the Pier, estimated to be an additional cost of \$13.6M.

It would be appreciated if you would advise us of any other grants that may be currently available or any upcoming economic stimulus opportunities for "shovel ready" projects such as needed repair and replacement of "Canada's Longest Wooden" Pier.

We appreciate your attention and consideration in this matter and we look forward to your reply.

Yours truly,

  
Mayor Darryl Walker

cc: White Rock Council  
cc: Liam Edwards, Executive Director, Local Government Infrastructure & Engineering,  
Ministry of Municipal Affairs and Housing  
cc: Tracy Redies, MLA Surrey-White Rock  
cc: Kerry-Lynne Findlay, MP South Surrey – White Rock



MAYOR DARRYL WALKER  
OFFICE OF THE MAYOR  
WHITE ROCK, BC CANADA

May 12, 2020  
File No. 0220-20-04

Transmitted by Fax: [MAH.Minister@gov.bc.ca](mailto:MAH.Minister@gov.bc.ca)

The Honourable Selena Robinson, M.L.A.  
Minister of Municipal Affairs and Housing  
Room 310 Parliament Buildings  
Victoria, BC VV 1X4

Dear Minister Robinson:

**Re: Investing in Canada Infrastructure Program (ICIP) – Project #IC0132 – White Rock Pier**

On behalf of White Rock Council, I acknowledge receiving a letter from Liam Edwards, Executive Director, Local Government Infrastructure and Engineering for the Ministry of Municipal Affairs and Housing dated March 18, 2020. The letter advised that our grant application for funding to assist in the repair of the White Rock Pier under the ICIP – Community, Culture and Recreation Program, was unsuccessful. A copy of the letter is attached. You can appreciate that this was extremely disappointing.

You may recall having toured the damaged Pier following the severe wind storm in December 2018, which resulted in a large mid section of the structure being destroyed. We were hopeful to receive some funding under this program to help the community with the cost for the necessary Pier repairs. The Pier is a significant landmark for many in our region and holds historic and memorable value. In addition, the Pier is a main attraction for the City and draws many visitors, helping to drive our local economy. This is especially important, as we try to emerge from the significant financial losses that has impacted our community as a result of the current pandemic.

It would be appreciated if you would advise us of any other grants that may be currently available or any upcoming economic stimulus opportunities for “shovel ready” projects such as the Pier.

We thank you for your attention to this matter and we look forward to your reply.

Yours truly,

Mayor Darryl Walker

- cc: White Rock Council
- cc: Liam Edwards, Executive Director, Local Government Infrastructure & Engineering,  
Ministry of Municipal Affairs and Housing
- cc: Tracy Redies, MLA Surrey-White Rock
- cc: Kerry-Lynne Findlay, MP South Surrey – White Rock

City Hall, 15322 Buena Vista Avenue, White Rock, British Columbia, Canada V4B 1Y6  
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March 18, 2020

Ref: 252252

Rosaline Choy  
Manager of Engineering  
City of White Rock  
15322 Buena Vista Ave  
White Rock BC V4B 1Y6

Dear Rosaline Choy:

**Re: Investing in Canada Infrastructure Program (ICIP) – Community, Culture and Recreation  
Project # IC0132 - White Rock Pier**

Thank you for your application for funding under the ICIP – Community, Culture and Recreation Program.

We would like to advise that, after careful consideration, the above-noted project was not selected for funding under the ICIP – Community, Culture and Recreation Program.

The program received significantly more applications than could be funded. This decision does not reflect on the importance of this project for your community, but rather the degree by which the program has been oversubscribed. All applications were equitably reviewed and given consideration for funding. If you have any questions, please contact Laird McLachlin, Community, Culture and Recreation Program Lead, by email at: [Laird.McLachlin@gov.bc.ca](mailto:Laird.McLachlin@gov.bc.ca).

Additional program information can be found at the Investing in Canada Infrastructure Program website: [www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program](http://www.gov.bc.ca/Investing-in-Canada-Infrastructure-Program). Should future funding become available, staff are pleased to provide advice on preparing an application.

.../2

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Ministry of Municipal Affairs  
and Housing

Local Government Infrastructure  
and Finance Branch

Mailing Address:  
PO Box 9838 Stn Prov Govt  
Victoria, BC V8W 9T1  
Phone: 250 387-4060  
Fax: 250 387-7972

Location:  
4th Floor - 800 Johnson Street  
Victoria BC V8W 1N3

[www2.gov.bc.ca/mah](http://www2.gov.bc.ca/mah)

Rosaline Choy

Page 2

Thank you for your interest in the ICIP-Community, Culture and Recreation Program. We wish you every success with your community project.

Best regards,



Liam Edwards, Executive Director  
Local Government Infrastructure and Finance  
Ministry of Municipal Affairs and Housing

pc: Brian Bedford, Director  
Local Government Infrastructure & Engineering  
Ministry of Municipal Affairs and Housing

Dan Bottrill, Chief Administrative Officer  
City of White Rock

---

**Ministry of Municipal Affairs  
and Housing**

Local Government Infrastructure  
and Finance Branch

Mailing Address:  
PO Box 9838 Stn Prov Govt  
Victoria, BC V8W 9T1  
Phone: 250 387-4060  
Fax: 250 387-7972

Location:  
4th Floor - 800 Johnson Street  
Victoria BC V8W 1N3

[www2.gov.bc.ca/mah](http://www2.gov.bc.ca/mah)

April 23, 2020

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

Project No.: 1190060  
1190060-00-MEM-001\_RA

**Attention:** Rosaline Choy, P.Eng. Manager of Engineering

**Reference:** White Rock Pier Phase 2 Reconstruction – Project Readiness

## 1 Introduction

---

An approximately 100 m section of the White Rock Pier (the Pier) was damaged during the December 20, 2018 storm event. The damaged section of the Pier was reconstructed in 2019 and the Pier was reopened to the public in the summer of 2019. The remaining sections of the Pier, while not damaged, are nearing the end of their service life and require significant repairs or full replacement to maintain safe access to the public. The City of White Rock (City) would like to reconstruct the older sections to extend their service life and increase their robustness to match that of the recently reconstructed section.

It is Westmar Advisors Inc (Westmar)'s understanding that the City would like to better understand the readiness of the White Rock Pier Phase 2 Reconstruction project to proceed to construction should funding become available. This memorandum presents regulatory, design and construction considerations associated with reconstruction of the older sections of the Pier to the north and south of the 100 m section that was reconstructed in 2019. Also discussed are estimated timelines for construction commencement and substantial completion.

## 2 Existing Structure

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The Pier is located on the north side of Semaimoo Bay along the White Rock Beach Promenade and Marine Drive. The Pier was originally constructed in 1914/1915 and underwent a significant repair and restoration program in 1977. Minor repairs and timber replacement have been implemented since then as part of the City's ongoing inspection and maintenance program. With the exception of the 100 m section of the Pier reconstructed in 2019, the rest of the Pier is nearing the end of its service life.

The Pier is primarily of timber construction with 38 mm thick timber deck planks, supported on 100 mm by 300 mm timber stringers and 150 mm by 300 mm edge stringers that span between pile bents. The pile bents, spaced at approximately 4.6 m, consist of 200 mm by 250 mm pilecaps and 305 diameter timber piles. Photograph No. 1 shows a typical cross section of the timber sections of the Pier.



**Photograph No. 1 – Typical cross section of timber section of the White Rock Pier.**

### **3 Selection of Replacement Structural System**

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As part of the Pier reconstruction project, Westmar evaluated five structural systems. Detailed findings from Westmar’s evaluation are provided in *Westmar Document No.1180031-REP-001 Rev. 0, “Structural System Study for reconstruction of White Rock Pier” dated 14 January 2019*. A summary of the evaluation is presented below.

The five structural systems were evaluated based on their relative performance under the following key design considerations:

- Seismic performance criteria;
- Design deck elevation;
- Permitting considerations;
- Geotechnical conditions;

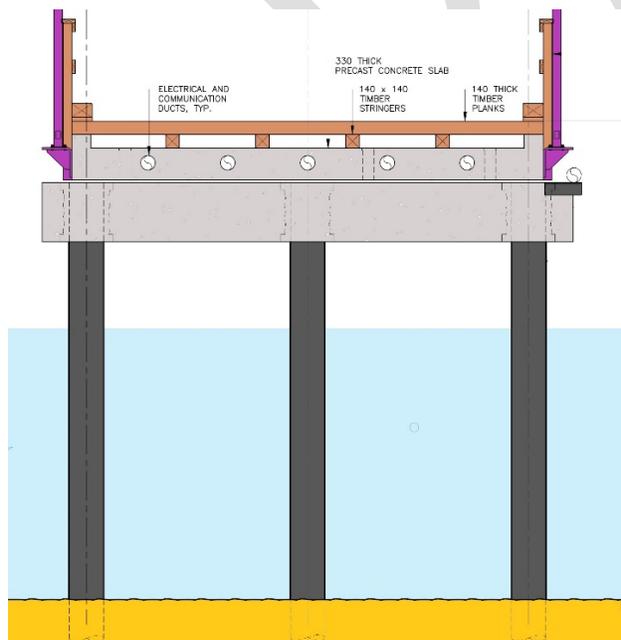
- Durability and maintenance;
- Construction and procurement schedule; and
- Live loads on the pier

A traffic light evaluation was carried out and the steel pile and concrete deck system was selected as the preferred system for replacement of the damaged section of the pier.

## 4 Proposed New Structure

A steel pile and concrete deck structure was used to replace the damaged section of the Pier and it is proposed that replacement of the remaining sections of the Pier adopt the same structural system.

The structure consists of 356 mm diameter coated steel pile piles supporting precast concrete pilecaps. Moment connection between pile and pile cap is achieved by fully embedding the pipe pile into the concrete pilecap and grouting the annulus between the pile and pilecap. Precast concrete slabs, approximately 300 mm thick, span between the pilecaps and support timber stringers, decking and handrails. The slabs have encased conduits for running electrical and utility lines along the Pier. A typical cross section of the replacement structure is presented in Figure 1.



**Figure 1 – Typical cross section of proposed new structure**

## 5 Key Considerations

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Key considerations in assessing project readiness and estimating timelines for start and completion of construction include:

- **Environmental permitting:** Environmental approvals generally need to be in place prior to commencement of construction and often determine start dates for construction. Furthermore, restrictions on construction timings and mandated mitigation measures can impact construction schedule and duration. Based on recent experience with reconstruction of the damaged section of the Pier, a sound understanding of permitting requirements for construction in the area exists. A detailed discussion on permitting considerations for the project is presented in Section 6.
- **Heritage permitting:** Permitting from the Archaeology Branch of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development and the Semiahmoo First Nation (SFN) and others will be required prior to project commencement. Monitoring during construction may also be required. Similar to environmental permitting, heritage considerations can affect construction commencement and schedule. Heritage management and permitting is presented in Section 7.
- **Design development:** Design development impacts construction commencement as it feeds into permit applications and tendering for contractor selection. It is proposed that a steel pile and concrete deck design similar to that used for the 2019 Pier reconstruction be adopted for the Phase 2 reconstruction. The Phase 2 reconstruction project can be fast tracked because the 2019 design is modular and can be repeated for the remaining sections of the Pier. Design modifications to account for larger water depths and varying geotechnical conditions along the length of the Pier can be quickly accommodated. Design development is discussed in Section 8.
- **Procurement of long lead items:** Experience with the 2019 Pier reconstruction has demonstrated that procurement of steel pipe piles, treatment of timber and casting of precast concrete elements tend to influence construction schedule. Suitable allowance for lead times for these items should be made while scheduling construction. Long lead items are presented in Section 9.

## 6 Environmental Permitting

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The Phase 2 Pier reconstruction will involve installation of an access ramp from the upper intertidal beach to the north end of the pier, expansion of the pier landing at the northern end and reconstruction of all existing original sections of the pier. As with the 2019 reconstruction project, the proposed construction work will likely involve grounding of barges in the upper intertidal zone to the west of the Pier. These works will result in disturbance to the intertidal

beach, above and below the high-water line and it is anticipated that the following tasks will be required as part of permitting:

- Preparation of a Request for Review application to DFO including providing mitigation measures to avoid death of fish and the harmful alteration, disruption, or destruction of fish habitat (HADD). Given that the pier will only be widened at the northern end and the rest of the structure will be a direct replacement of the current footprint, it is anticipated that the project will not cause death of fish or HADD. Further, construction activities can take place to avoid HADD. Therefore, it is expected that a Fisheries Act authorization will likely not be required.

A field survey of the beach around the west side of the pier, including mudflat infauna surveys and eelgrass bed characterization, has already been completed. Data collected during the survey will be analyzed and included in support of the Request for Review application.

- Information to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) to secure Wildlife Management Area (WMA) permission and updates to the existing Land Tenure Agreement Management Plan to support the existing Crown Land Lease and WMA Authorization under the Wildlife Act.
- Submission of notification of no interference and publishing public notice under the Canadian Navigable Waters Act (CNWA).

Based on recent experience with environmental permitting for the 2019 Pier reconstruction and repairs to East beach, it is anticipated that environmental permitting can be secured in approximately 10 weeks.

Memorandum prepared by Hatfield Consultants Ltd outlining the permitting scope of work is included in Appendix 1.

## **7 Heritage Permitting**

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The proposed Phase 2 reconstruction is located in a Provincially protected archaeological site in White Rock. Archaeological sites in British Columbia are protected by the Heritage Conservation Act and under the act, any alterations to the site requires a permit from the Archaeology Branch (Ministry of Forests, Lands, Natural Resource Operations and Rural Development).

As per recent Archaeology Branch policy directives, both a Section 12(2) *Heritage Inspection Permit* and a Section 12(4) *Site Alteration Permit* will be required to allow for the recommended systematic data recovery and monitoring at sites potentially affected by the Project. Early

engagement with the Semiahmoo First Nation (SFN) is also required to identify scope and heritage concerns of the Project.

The timeline for permit issuance by the Archaeology Branch typically ranges between 12 and 16 weeks and the First Nations typically issue permits four to six weeks after submission. First Nation permits will be required from the Stó:lō Research and Resource Management Centre, Tsawwassen First Nation, and Tseil-Waututh Nation.

An overview of the Heritage Management Plan for the Phase 2 reconstruction is presented in Wood Environmental and Infrastructure Solutions' letter dated April 14, 2020. This is included in Appendix 2.

## 8 Design Development

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As discussed in Section 3, Westmar previously carried out a study to evaluate various structural systems for reconstruction of the damaged section of the Pier in 2019. Based on the evaluation, a steel pile and concrete deck structural system was identified as the preferred system, and this was used for reconstruction of the Pier in 2019. This structural system will be adopted for the Phase 2 Pier reconstruction with modifications to account for the following:

- Inclusion of a retaining structure at the shore end to serve as abutment. To retain the foreshore slope, support the shore end of the Pier and to house electrical and utility lines, it is proposed that a concrete caisson structure be installed. The abutment will be founded on shallow foundation. At this time, it is not envisioned that ground improvement will be required for the area around the abutment.
- Allow for wider Pier footprint at the shore end. To allow sufficient curvature and space for emergency vehicles to access the Pier, it is proposed that the shore end of the Pier be made wider than the typical Pier width of 4572 mm (15 ft).
- Accommodate pier sections at the offshore locations. The 2019 Pier reconstruction was carried out between Pile Bent Nos 32 to 54 where the seabed is shallower in comparison with the South end of the Pier that is located in the marina dredge basin. To account for deeper water depths and longer freestanding pile lengths, piles with greater wall thickness than that used for the 2019 Pier reconstruction will likely be required.
- Account for varying ground conditions along the length of the Pier. The Pier is over 450 m long and the geotechnical conditions vary over this length. Geotechnical recommendations for the 2019 Pier reconstruction were based on a CPT test program carried out at the location of the 2018 storm damage and geotechnical data from the memorial park upgrades project. For the Phase 2 reconstruction, additional geotechnical investigation along the shore

and offshore ends of the Pier will be required. EXP's memorandum discussing geotechnical considerations related to Phase 2 reconstruction is presented in Appendix 3.

In general, design has to be developed to a sufficient degree to allow submission of permitting applications. Regulators require that submitted designs do not undergo substantial changes after permitting has been granted. Significant changes to design after permitting could trigger the need to resubmit permit applications and delay construction.

A modular design was developed for the 2019 Pier reconstruction based on the underlying assumption that the design would eventually be extended to Phase 2 of the Pier reconstruction. As such, design of the Phase 2 reconstruction is already well developed. By reusing relevant components from the 2019 Pier reconstruction work, design can be quickly progressed to a degree that will allow permitting to proceed. Similarly, modifications to the existing design to account for variations discussed above are also not expected to require substantial design time. Based on engineering work completed to date, it is expected that development of a design package to allow tendering of the project and possibly, procuring long lead items can also be realized without delay.

## 9 Long Lead Items

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Based on recent experience with the 2019 Pier construction project, it is recommended that long lead items of construction be procured in advance of construction contract award and directly by the City to improve project schedule. The following long lead items have been identified for early procurement:

- **Steel Pile Piles:** Using piles with diameter comparable to that of the existing timber piles was a user requirement and accordingly, 356 mm diameter steel pipe piles were chosen for reconstruction of the Pier in 2019. To maintain uniformity along the entire Pier, 356 mm diameter piles will continue to be used for the Phase 2 reconstruction. Due to time constraints and limited pile availability, 356 mm diameter by 13 mm thick piles filled with concrete were used for the 2019 Pier reconstruction. For the Phase 2 reconstruction, it is proposed that 356 mm diameter by 25 mm thick piles be used to avoid filling piles with concrete and to reduce construction time. Lead times associated with these thicker walled piles tend to be longer and hence, early procurement of piles is recommended.
- **Treated Timber:** Treated timber has a long lead time and greatly impacted the construction schedule of the 2019 Pier reconstruction. While it was originally proposed that a modular construction methodology be adopted for the 2019 Pier reconstruction, this approach could not be realized owing to delays with procurement of treated timber. To adopt a modular construction approach, improve project schedule and to minimize time on site, early procurement of treated timber is recommended.

- **Precast Concrete:** While early procurement of concrete elements may not be possible, it is recommended that fabrication of precast concrete elements be planned well in advance to closely align with pile driving activities such that no delays in construction occur.

## 10 Project Schedule

Based on the key considerations discussed in Sections 5 to 9 and their associated timelines, an overall schedule for the White Rock Pier Phase 2 reconstruction project has been developed.

Two schedules have been presented:

- Schedule showing activities leading to commencement of construction works. This defines the time required from project approval to award of construction contract. This is estimated to be 22 weeks or 5 months and is presented in Figure 2;
- Schedule showing duration from “breaking ground” to substantial completion of construction. This is estimated to be 18 months and is presented in Figure 3.

Description	Weeks																					
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Design to Allow Permitting	█	█	█																			
Environmental Permitting				█	█	█	█	█	█	█	█	█	█									
Heritage Permitting				█	█	█	█	█	█	█	█	█	█	█	█	█	█					
Tender Design				█	█	█	█	█	█													
City Review/Approval							█	█	█													
Pile Procurement							█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█
Tendering										█	█	█	█	█	█							
City Review																█	█	█				
Contract Award																				█		
Building Permits																				█	█	
Construction Package																					█	█

Figure No. 2 – Schedule from Project Approval to Construction Contract Award

Description	Weeks																				Months												
	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	10	11	12	13	14	15	16	17	18	19	20	21	22	23	
Mobilization	█	█	█	█																													
Pile Fabrication	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█
Demolition				█	█	█	█	█																									
Concrete Fabrication				█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█
Timber Procurement	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█
Pile Installation (6 Bents)									█	█																							
Placement of Deck (6 Bents)											█	█																					
Pile Installation (6 Bents)													█	█																			
Placement of Deck (6 Bents)																																	
Installation of Timber (12 Bents)																																	
Installation of remaining 70 bents																																	
Installation of Utilities																																	
Project Completion																																	

Figure No. 3 – Schedule from commencement of construction to project completion

In reviewing the project schedule, it is important to note the following:

- Durations for obtaining regulatory approvals are based on previous experience with permitting for the 2019 Pier reconstruction. Actual permitting times may vary;
- In-water works were permitted outside Fisheries windows during the 2019 Pier reconstruction project and it has been assumed that this will continue to be the case for the Phase 2 reconstruction;
- It has been assumed that there will be downtime due to inclement weather during the construction period. A downtime of 2 to 3 months has been assumed;
- It has been assumed that construction will be carried out by two marine plants and crews;
- Estimated production times during construction are based on observed production rates during the 2019 Pier reconstruction.

Based on the above assumptions, it is estimated that the total duration of the White Rock Pier Phase 2 reconstruction project would range from 20 to 23 months with start of construction 5 months after project approval.

## 11 Scalability

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An Order of magnitude cost for reconstruction of the original timber sections of the White Rock Pier is estimated as 13.6 Million Dollars. This is based on scaling pricing received from contractors for reconstruction of the section of the Pier damaged during the 2018 storm event. While it is preferred that reconstruction of the original timber sections be carried out in a single phase, it is noted that phased reconstruction of the Pier could be implemented to align with budget availability. However, a phased approach to reconstruction would incur multiple mobilization and demobilization costs and require multiple permit applications.

## 12 Conclusion

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The 100 m section of the White Rock Pier that was damaged during the 2018 winter storm event was reconstructed using steel pipe piles and a concrete deck. The remaining timber sections of the Pier are nearing the end of their service life and the City would like to replace these sections with a similar steel pile and concrete deck arrangement to extend service life and maintain safe public access. In anticipation of potential funding opportunities, the City would like to better understand the readiness of the project to proceed into construction, key considerations and associated timelines.



## **Appendix 1 – Hatfield Memorandum – Permitting**

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DRAFT

**Date:** April 21, 2020  
**From:** Stewart Wright, Hatfield Consultants LLP  
**To:** Daniel Leonard, Westmar  
**Subject:** White Rock Pier Reconstruction Phase 2, Permitting

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HCP Ref No.: MWAR10460

Hatfield Consultants LLP (Hatfield) is pleased to provide this proposal to Westmar for permitting support for the reconstruction of White Rock Pier within the City of White Rock. This proposal is an update to the scope of work and budget provided in 2019. It defines the scope of work, budget, and revised timelines to complete the key permitting and land tenure requirements. Updates from our previous proposal are in response to changes in legislation and the expected design, and revised timeline for the reconstruction of the pier.

It is Hatfield's understanding that the Project consists of:

- Construction of an access ramp from the upper intertidal beach to the north end of the pier;
- Expansion of the pier landing at the northern end;
- Reconstruction of all existing original sections of the pier; and
- Construction work will involve grounding a barge in the upper intertidal just west of the pier.

These works will result in disturbance to the intertidal beach, above and below the high-water line.

To date, Hatfield has completed a field survey of the beach around the west side of the pier (August 2019), including mudflat infauna surveys and eelgrass bed characterization. These data have not yet been compiled and analyzed.

The scope of work includes:

- Preparation of a Request for Review application for DFO and provide mitigation measures to avoid death of fish and the harmful alteration, disruption, or destruction of fish habitat (HADD). Given that the pier will only be widened at the northern end and the rest of the structure will be a direct replacement of the current footprint, Hatfield anticipates that the project will not cause death of fish or HADD. Further, construction activities can take place to avoid HADD. Therefore, it is assumed that a *Fisheries Act* authorization will not be required.
- Analysis and reporting for the habitat assessment carried out in 2019, in support of barge grounding activities for the Request for Review.
- Provide updates to the existing Land Tenure Agreement Management Plan for construction works, if required.
- Permissions for activities within the Wildlife Management Area (WMA) under the *Wildlife Act*.
- Submit a notification of no interference and publish public notice under the *Canadian Navigable Waters Act* (CNWA).

Hatfield will deliver the following:

- Management Plan updates as required to support the existing Crown Land Lease and WMA Authorization.
- Information to FLNRORD to secure WMA permission.
- DFO Request for Review including habitat assessment report and updated mapping for barge grounding locations and eelgrass distribution.

The following assumptions have been made in preparing this proposal:

- A DFO Fisheries Act Authorization is not anticipated, assuming that the Project will be contained within the existing footprint and construction can occur without HADD.
- The cost estimate is exclusive of any onsite monitoring and weekly reporting requirements. A separate estimate will be provided for this scope once project duration is better understood.
- The above assumes no changes to the existing pier footprint at the south end. Changes to the existing southern footprint will require additional permitting of lease boundaries incurring additional cost. Minor changes to the north end approach are anticipated but this is within the BNSF lands and not subject to a *Land Act* lease.
- Changes to pier footprint may require additional foot-based or boat-based survey and the latter will incur a boat fee.
- Timelines are approximate and may vary due to the COVID-19 pandemic.
- Costs are exclusive of GST.

The scope of work described will be undertaken for a total of \$18,856. The estimated budget by task is provided in Table 1.

**Table 1 Budget for Pier Replacement Permitting.**

<b>Task</b>	<b>Hours</b>	<b>Budget (\$ CAD)</b>
FLNRORD land tenure management plan and WMA permission	26	3,412
Habitat assessment report	44	5,788
DFO Request for Review	25	3,389
CNWA notice of works	13	1,787
Environmental management and inter-agency liaison	29	4,480
<b>Total</b>	<b>137</b>	<b>18,856</b>

The expected timelines to secure permits and approvals are provided in Table 2.

**Table 2 Schedule and deliverables for the Project.**

Task or deliverable	Weeks after Project design and construction details provided to Hatfield:									
	1	2	3	4	5	6	7	8	9	10
FLNRORD land tenure management plan & WMA updates										
Habitat Assessment Report										
DFO Request for Review										
CNWA notice of no interference										

Darker bars = Hatfield time; lighter bars = regulator time

We look forward to discussing this with you further.



Stewart Wright, MSc, EP  
 Senior Manager, Marine Resources  
**HATFIELD CONSULTANTS LLP**

## **Appendix 2 – Wood Letter – Heritage Management Overview**

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DRAFT



April 14, 2020

Jim Gordon,  
City of White Rock  
15322 Buena Vista Avenue  
White Rock, BC V4B 1Y6

Wood Environment & Infrastructure Solutions  
Suite 4445 - 600 Lougheed Highway  
Burnaby, BC V5C 0E4  
T: 604-294-3811  
[www.woodplc.com](http://www.woodplc.com)

Dear Mr. Gordon,

### **White Rock Pier Reconstruction Phase 2 Heritage Overview**

That you for inviting Wood to provide input on heritage management for Phase 2 of the White Rock Pier Reconstruction Project (the Project). Our understanding is that the Project consists of expansion of the pier landing, construction of an access ramp to the beach, and reconstruction of all remaining original sections of the pier, resulting in ground disturbance on the waterfront above and below the high-tide line.

The proposed activities will occur near or within the recorded boundaries of DgRq-153, a Provincially protected archaeological site at the White Rock Pier crossing and the reported location of the Contact-era Semiahmoo village of *pqá.l's*. The area southwest of the Burlington Northern-Santa Fe right-of-way has not been subjected to archaeological investigation and DgRq-153's extent within the Project area is unknown. Additionally, to our knowledge neither the riprapped shoreline nor the intertidal zone beneath the pier has been subject to archaeological assessment.

Archaeological sites in British Columbia are protected by the *Heritage Conservation Act*. The *Act* states that no site, nor any part of a site, on public or private land may be altered or disturbed in any way without a permit issued by the Archaeology Branch (Ministry of Forests, Lands, Natural Resource Operations and Rural Development). DgRq-153 and any other precontact archaeological sites in the Project area are protected under Section 12(1) of the *Act* by predating or likely predating AD 1846.

Based on recent changes, the permits required to conduct the recommended archaeological studies for the Project will be issued under Section 12 of the *Act*. Additionally, as per recent Archaeology Branch policy directives, both a Section 12(2) *Heritage Inspection Permit* and a Section 12(4) *Site Alteration Permit* will be required to allow for the recommended systematic data recovery and monitoring at sites potentially affected by the Project.

We recommend the archaeological work begin with a kick-off meeting with the City, Semiahmoo First Nation (SFN), and representatives from Westmar, Hatfield, and Wood, to identify the scope and heritage concerns of the Project. Following this meeting, Wood will work with SFN and others to prepare the required Provincial and First Nation heritage permits. The timeline for permit issuance is not in Wood's control, but the Archaeology Branch typically issues Provincial permits 12 to 16 weeks after submission, while First Nations typically issue permits four to six weeks after submission. First Nation permits will be required from the Stó:lō Research and Resource Management Centre, Tsawwassen First Nation, and Tsleil-Waututh Nation.

The archaeological assessment will need to consist of an archaeological impact assessment (AIA) and archaeological mitigation. The AIA will serve to define the boundaries of DgRq-153 in the Project area, determine whether any other archaeological resources are also present, assess potential impacts to DgRq-153 and any other sites, and provide recommendations for managing impacts to these sites. Archaeological mitigation will serve to implement acceptable measures for mitigating adverse impacts and compensating for resources losses, report the results of impact management, and report the need for any follow-up surveillance or monitoring.

Field investigations may begin as soon as all permit are in place. Preconstruction testing is favoured as it allows for site avoidance, the preferred mitigation strategy. This would consist likely consist of shovel, auger, or mechanical testing prior to construction. However, where preconstruction testing is not feasible, archaeological assessment may consist of concurrent monitoring of construction activities. Concurrent monitoring may, for example, be the only viable strategy for assessing the ripped shoreline. Identification of DgRq-153 site deposits or additional archaeological resources may result in recommendations of avoidance by redesign. Where redesign cannot be avoided, a mitigation strategy will be crafted in collaboration with First Nations and the Archaeology Branch to compensate for impacts to the site. Common mitigation strategies include systematic data recovery (i.e., hand excavation), screening, and monitoring.

Archaeological materials that are recovered will be analyzed by recognized specialists and curated by a Provincially approved facility (typically the Laboratory of Archaeology at the University of British Columbia). Specialized analyses that cannot be conducted in-house will be conducted by a recognized laboratory. The results of the field investigations will be documented in a site form update and final report, in partial fulfillment of Provincial permitting obligations, and in regular communications to the City and relevant First Nations. A draft of the final report will be provided to the City for comment, before going on to relevant First Nations for comment. A finalized draft will be submitted to the Client and Archaeology Branch.

We appreciate the opportunity to present this submission and trust that its contents will assist in your selection. If you have any questions regarding our company, staff, or this proposal, please do not hesitate to contact Patrick Dolan.



Patrick Dolan, Archaeologist  
Phone: 604-340-5547  
Email: patrick.dolan@woodplc.com

## **Appendix 3 – EXP Memorandum – Geotechnical Considerations**

---

DRAFT



## Memorandum

**Date:** October 1, 2019  
**To:** Daniel Leonard, P. Eng. [dleonard@westmaradvisors.com](mailto:dleonard@westmaradvisors.com)  
**Cc:** Vignesh Ramadhas, P.Eng. [vramadhas@westmaradvisors.com](mailto:vramadhas@westmaradvisors.com)  
**From:** Ujjal Chakraborty, M.A.Sc., P.Eng [ujjal.chakraborty@exp.com](mailto:ujjal.chakraborty@exp.com)  
**Project Name:** White Rock Pier Reconstruction  
**Subject:** Preliminary Geotechnical Design Recommendations for Reconstruction of Pier and Retaining Structure (Conceptual Design)

---

### 1.0 INTRODUCTION

The objective of this memorandum was to review the available information at the site (i.e. on the shore and marine areas) in order to develop preliminary geotechnical recommendations for design of the proposed retaining structure on the shoreline and reconstruction of the White Rock Pier.

This preliminary geotechnical assessment memo is based on the following reference items:

- EXP geotechnical field investigation conducted in January 2019;
- Provided report to EXP: Bathymetry, sub-bottom acoustic profiling and seismic refraction survey, conducted by Frontier Geosciences Inc.;
- Provided report to EXP: Geotechnical Assessment Report for Memorial Park Upgrades, White Rock, BC;
- Provided Cross Section for the proposed Chamber and Retaining Structure at the shore end of the pier (Westmar's email dated Sep 3, 2019)
- Desktop study of aerial photographs, maps and relevant documents of the site;
- City of White Rock on-line mapping system (GIS Map: WROMS)

A detail design report will be provided at a later date when refined structural drawings, loads and additional subsurface information become available. Also, recommendations for construction of the proposed structures will be provided at a later date.

### 2.0 SITE DESCRIPTION AND PROPOSED DEVELOPMENT

An approximately 100 m section of the White Rock Pier was damaged during the December 20, 2018 storm event and is currently being reconstructed. It is understood that the remaining sections of the Pier, while not damaged, are nearing the end of their service life and the City of White Rock (City) would like to reconstruct these sections within the next 2 to 5 years. The current memo provides preliminary geotechnical recommendations for conceptual design for reconstruction of the old sections of the White Rock Pier (the Pier) to the north and the south of the 100 m section that is currently being built.

The conceptual design for the reconstruction of the Pier will include the following components:

- Replacement of the existing timber sections of the Pier to the north and south of the 100 m section that is currently being reconstructed;
- Construction of a wider pier section at the shore end. This section would include a cast-in-place concrete chamber to facilitate the utilities from the HDD crossings under the existing railway tracks up into the conduits in the deck;
- Construction of a new beach access ramp at the shore end of the Pier.

From the provided Bathymetry report, it is recognized that the seabed in general slopes toward the south at about 5-7%. The sea level fluctuates between about EL.+1m (CD: Chart Datum) to about +4.5m(CD) (Reference: Government of Canada website).

A preliminary cross section of the proposed retaining structure (chamber) was provided to EXP. According to this cross section, the chamber will be located at the shore end of the pier and will carry the structural load of the last segment of the deck, see attached Figure 1. As at the time of this report, no precise structural drawings and topography were available, our analyses are conducted based on the following assumptions and considerations:

- Chamber dimensions (in section) are 3.7m Width X 2.2m High (length as required);
- Top elevation of the chamber is considered at EL. 6.7m (CD);
- The chamber would be placed at 5m spacing to the south of the existing railway track;
- Top elevation of the railway assumed to be at EL. 7.5m (CD).
- 180kN/m, liner load, will be transferred to the chamber from the last span of the deck;
- Rip-rap will be constructed on the sea side of the chamber at slope 1.5H:1V (Horizontal:Vertical).

It should be noted that further analysis would be required when refined structural drawings and loads become available.

### **3.0 FILED EXPLORATION AND SUBSURFACE COMNDITIONS:**

The geotechnical subsurface exploration was conducted on January 23, 2019 at the location shown on the attached Test Hole Location Plan Figure 2. ConeTec Investigation Ltd. was sub-contacted by EXP to advance one static Cone Penetration Tests (CPT), designated CPT19-01, which were advanced to refusal, depth of 38.1m (i.e. below seabed). The CPT was completed on the bench during low tide, using a 500-bar capacity compression type cone with a 60° blunt tip and an area of 10 cm<sup>2</sup>. Soil resistance on the cone, soil friction on the friction sleeve (located behind the cone), and pore water pressure near the tip of the cone were continuously measured using electronic transducers and stored on a computer as the cone is advanced into the ground. The CPT results was used to utilize the general soil stratigraphy of shoreline on the sea area. The CPT19-01 result is presented in Appendix A.

In general, the test hole information (i.e. CPT19-01) indicates the following subsurface soil conditions on the sea, in the order of increasing depth:

*Table 1: Summary of Soil Stratigraphy on the marine (sea) area of the subject site*

Soil Unit	Depth to Top of Layer	Thickness	Description
A1	Surface	2 to 3m	Loose to Compact Sand, trace silt
A2	2 to 3m	6.5m	Compact Sand, trace silt
B1	6.5m	8.5	<b><u>Silty Clay/Clayey Silt</u></b> Undrained shear strength varied from about 25 to 45 kPa
B2	15m	23	<b><u>Silty Clay/Clayey Silt, thin occasional sand layer</u></b> Undrained shear strength varied from about 60 to 85 kPa
C	38.1		<b><u>Possible Till-Like</u></b>

Note that depth and thickness of the soil layers may vary closer to the shoreline.

A geotechnical assessment report for the upgrading of the existing Memorial Park in White Rock, was provided to EXP. The report was included six shallow boreholes. Three of these test holes are located near the proposed retaining structure (BH16-03, BH16-04 and BH16-05) and were used to utilize the general soil stratigraphy of the land area.

Based on our review of the available subsurface information in the land area, a generalized stratigraphy of the site on the land areas is expected to be as presented in the table below, in the order of increasing depth:

*Table 2: Summary of Soil Stratigraphy on the land area of the subject site*

Soil Unit	Depth to Top of Layer	Thickness	Description
A	Surface	3 to 5m	<b>Fill (Sand and Gravel to Gravelly Sand)</b> Compact to very dense Sand, trace cobble, trace silt, moist
B	3m to 6m	2.5 to 4m	<b>Gravel and Sand</b> Dense to very dense, some silt, trace to some cobbles, moist
C	7m to 12m		<b><u>Possible Till-Like</u></b>

At the time of the memo, no test hole information is available at location of the proposed chamber. So, for the geotechnical assessment at location of the proposed chamber (i.e. shoreline), the subsurface ground profile is interposed using the above subsurface information from the land and the marine area.

It is expected that subsurface soils, at vicinity of the proposed chamber, consisted of compact to dense Fill material (sand and gravel) underlain by dense to very dense native gravel and sand in the land area, and compact sand on the shoreline. It is assumed that the native gravel and sand layer inclined toward the sea, and is expected to be disappeared within a distance from the shoreline. The native gravel and sand layer underlain by till-like material which is anticipated that sloping down toward the sea to the south.

On the marine area, the subsurface soil consisted of upper loose sand underlain by compact sand. A silty clay/clayey silt layer is located under the sand layer, and underlain by a till-like layer. The till-like layer is anticipated to slope down toward the south.

It should be noted that, if the subsurface conditions at location of the retaining structure are different than what was assumed above, the geotechnical recommendations in this report should be re-evaluated accordingly by EXP.

## 4.0 DISCUSSION AND DESIGN RECOMMENDATIONS

### 4.1 General

As discussed above, subsurface soils in the vicinity of the proposed retaining structure (i.e. concrete chamber) generally expected to be compact to dense Fill material, sand and gravel, underlain by dense to very dense native gravel and sand in the land area, and compact sand on the shoreline. It is anticipated that the foundation of the proposed concrete chamber would be located within the compact to dense Fill sand and gravel. So, strip footing or pad footing with grade beams in both directions is recommended.

The pier will be founded on the deep foundation.

The sections below provide geotechnical recommendations for foundation design, slope stability, liquefaction assessment and seismic considerations.

### 4.2 Foundation:

As discussed above, it is anticipated that the foundation of the chamber will consist of raft. The following foundation values may be used for the design of raft footings:

*Table 3: Shallow foundation bearing capacity*

Foundation Material	Factored Ultimate Bearing Resistance	Allowable Bearing Pressure
Fill, dense to very dense Sand and Gravel to Gravely Sand	225 kPa	150 kPa

The strip or pad footings should be founded on at least 600mm of granular soil.

The above bearing capacity can be used for foundation design of the proposed beach access ramp at the shore end of the Pier.

Based on the provided drawing to EXP during Phase 1 of the project, it is understood that open-ended steel pipe pile with 356mm diameter and 12.7mm wall thickness is proposed for pier reconstruction. Following ULS loads were previously provided and are used in this memo:

- ULS static = 302.5 kN
- ULS seismic = 352.5 kN

If the same pile, as above, is used for the rest of the pier reconstruction, the unfactored ultimate geotechnical demand on the proposed pile would be 756kN and 391kN, respectively, resulting in pile length in the range of 23m to 25m (i.e. from the seabed).

Geotechnical resistance factors as shown in the table below should be used in the foundation design.

*Table 4: Geotechnical Resistance Factors*

Pile Testing	Static Conditions		Seismic Conditions	
	Compression	Tension	Compression	Tension
With PDA Testing	0.55	0.45	0.75	0.65
No PDA Testing	0.4	0.3	0.6	0.6

It should be noted that the pile foundation recommendations are provided based on the same soil stratigraphy as encountered in CPT19-01, considering no liquefaction in the upper sand deposit with no densification. This assumption will be confirmed during the detail design stage by conducting new site investigation.

The Geotechnical Engineer should review the pile installation as required by building code.

Construction related recommendations will be provided at a later date when the structural drawings and loads, and additional surface information are available.

### 4.3 Slope Stability

Soil strength parameters were interpreted following the Canadian Engineering Manual - 4th Edition (CFEM), available CPT and provided test holes data and past experience with similar materials. With the interpreted soil parameters and design geometries (as per Section 1), slope stability analyses were completed by "limit equilibrium" method using the commercially available computer software SLOPE/W, Version 9.02. The proposed retaining structure for static, seismic (2475-yr EQ) and post-seismic/post-liquefaction conditions.

As mentioned in Section 1, at the time of this report, no precise structural drawings and topography was available, our slope stability analyses are conducted based on the following assumptions for the geometry:

- Chamber dimensions (in section) are 3.7m Width X2.2m Hight, and the length as required;
- Top elevation is considered at EL. 6.7m (CD: Chart Datum);
- The chamber would be placed 5m to the south of the existing railway track;
- Top elevation of the railway assumed to be at EL. 7.5m (CD).
- 180kN/m, liner load, will transfer to the chamber from the last span of the deck;
- Rip-rap will be constructed on the sea side of the chamber at slope 1.5H:1V (Horizontal:Vertical).

The analyses showed that the proposed retaining structure with the above geometry would have Factor of Safety (FOS) greater than 1.5 against instability for static loading condition and greater than 1.1 for pseudo-static seismic analysis under 2475-yr earthquake event. Post-liquefaction slope stability analysis showed

that if liquefaction layer is not extended below footprint of the proposed chamber, the FOS would be greater than 1.3 following 2475-yr earthquake event. As mentioned in Section 5, additional subsurface investigation is required to assess extent of the liquefiable layer on the shoreline. Results of slope stability analyses are presented in Appendix A.

Slope stability assessment indicated that 25mm seismic displacement is expected following the design earthquake.

It should be noted that stability of the slope to the north of the existing railway track (existing stairs in Memorial Park) is out of scope of this study.

A temporary cut with 3m Hight is considered for construction of the proposed chamber. Slope stability assessment of the temporary cut indicated that temporary anchored shotcrete shoring is required to minimize the cut impact on the railway track operation. It should be noted this recommendation should be revised when precise drawing and topography are available.

#### **4. 4 Seismic Consideration**

The values of Peak Ground Acceleration ("PGA") and Uniform Hazard Response Spectrum values (for 5% damping factor) at the hypothetical "outcropping firm ground" for the site can be obtained from the Natural Resources Canada Website.

For preliminary planning and design purposes, the subject site on the shoreline area may be classified as Site Class "C" in accordance with British Columbia Building Code 2018 (BCBC 2018), Table 4.1.8.4.A. Based on the available subsurface information, the subsurface soils are not considered susceptible to liquefaction during the design earthquake event. According to BCBC 2018, the design earthquake motion has a 2 % probability of exceedance in 50 years or has a 2475-year return period. The Natural Resources Canada website provides site specific interpolated seismic hazard values and indicates a peak horizontal firm ground acceleration of 0.379g corresponds to the 1 in 2475-year event in the vicinity of the subject site.

#### **4. 5 Liquefaction Assessment**

Water saturated loose sand and non-plastic silt may lose their shear strength and behave like a heavy liquid when subjected to strong shaking. Some of the consequences of liquefaction are: liquefaction induced settlement of the ground, potential buoyancy induced uplift of buried structures, lateral spreading of the ground and overlying structures, tilting and/or shear failure of foundations; loss of foundation bearing capacity; affecting pile behaviour and pile capacity; reduction in axial capacity of piles, and/or potential breakage of piles.

Liquefaction susceptibility of the subsoils was assessed using the peak ground acceleration of 0.379g, corresponds to the 1 in 2475-yr earthquake event, and the procedures given in Boulanger and Idriss (2014). Data from Cone Penetration Testing (CPT19-01) was used in the assessment to obtain cyclic shear resistance of the soils. Results of the assessment for 2475-yr earthquakes are shown graphically as profiles of Factor of Safety (FOS) against liquefaction in Appendix A.

Based on the results of this assessment, on the marine area under 2475-yr earthquake event, minor interlayer liquefaction is anticipated between 0 to 7.5m below the existing seabed. However, based on the

interpreted subsoil profile under the proposed chamber, no densification is expected at this location, subject to additional test hole at this location.

Dissipation of the excess pore water pressure developed during shaking and liquefaction would cause settlement of the ground. Method developed by Zhang et al. (2002) was used to estimate the post-liquefaction settlement, assuming no ground densification. Post-liquefaction settlement, including strain softening settlements from silty soils, is estimated to be less than 100mm after 2475-yr earthquake event.

#### **4. 6 Lateral Earth Pressure**

The recommended lateral earth pressure diagrams for active pressure behind the retaining structure (i.e. land side), and the passive pressure in front of the retaining structure (i.e. sea side) are presented in the attached Figure 3 and Figure 4, respectively. The lateral earth pressure diagrams are provided considering transferred load during 2475-yr earthquake event.

The lateral earth pressure recommendations are provided assume that the backfill against the proposed retaining structure (on both sides) consists of Structural Fill placed and compacted. It is assumed that a rip-rap will be constructed on the sea side of the retaining structure no steeper than 1.5H:1V.

It should be noted that the provided active earth pressure diagrams are based on the assumption that the walls can rotate in the order of 0.005H and 0.001H, where H is the total height of the wall, to mobilize active earth pressure.

#### **5.0 FURTHER ASSESSMENT**

As mentioned above no subsurface soil information is available at the end shore and head of the pier. Therefore, additional field exploration would be required to confirm the depth and extend of sandy gravelly layer and possible till-like. It is recommended that minimum two borehole and CPT test to be conducted to the end shore and head of the pier. Subsequently, geotechnical analyses were revised if required.

Work with the design team to optimize the design to reduce cost and off-site impacts should be undertaken.

#### **6.0 CLOSURE**

It should be understood that this preliminary geotechnical memo was prepared based on the information provided by the Client and EXP's understanding of project as described in Section 2 above. Also note that this report was prepared for the exclusive use of our client, Westmar Advisors Inc., and their designated agents, and may not be used by any other parties without the written consent of EXP. Geotechnical recommendations will need to be reviewed once refined structural loads and design drawings, and additional subsurface information become available. Any use of the materials contained in this memo for other than its intended purpose or by any other party must first be verified in writing by EXP Services Inc. EXP does not accept any responsibility or damages as a result of any other party relying on or using the information and recommendations contained in this report.

Attached is our "Interpretation & Use of Study and Report". These instructions form an integral part of this report and must be included with any copies of this report.

We trust this report meets your present requirements. Please contact the undersigned if you have any questions or require further assistance.

Sincerely,

EXP Services Inc.

Reviewed by:

Mahdi Hosseyni, PhD, P.Eng.

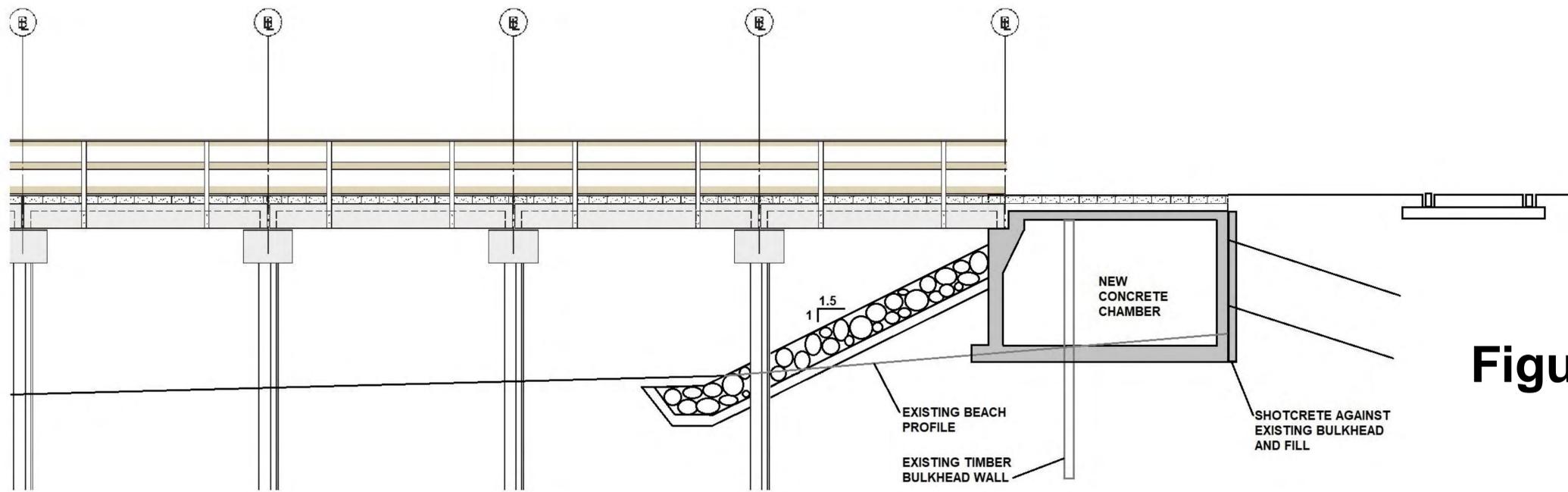
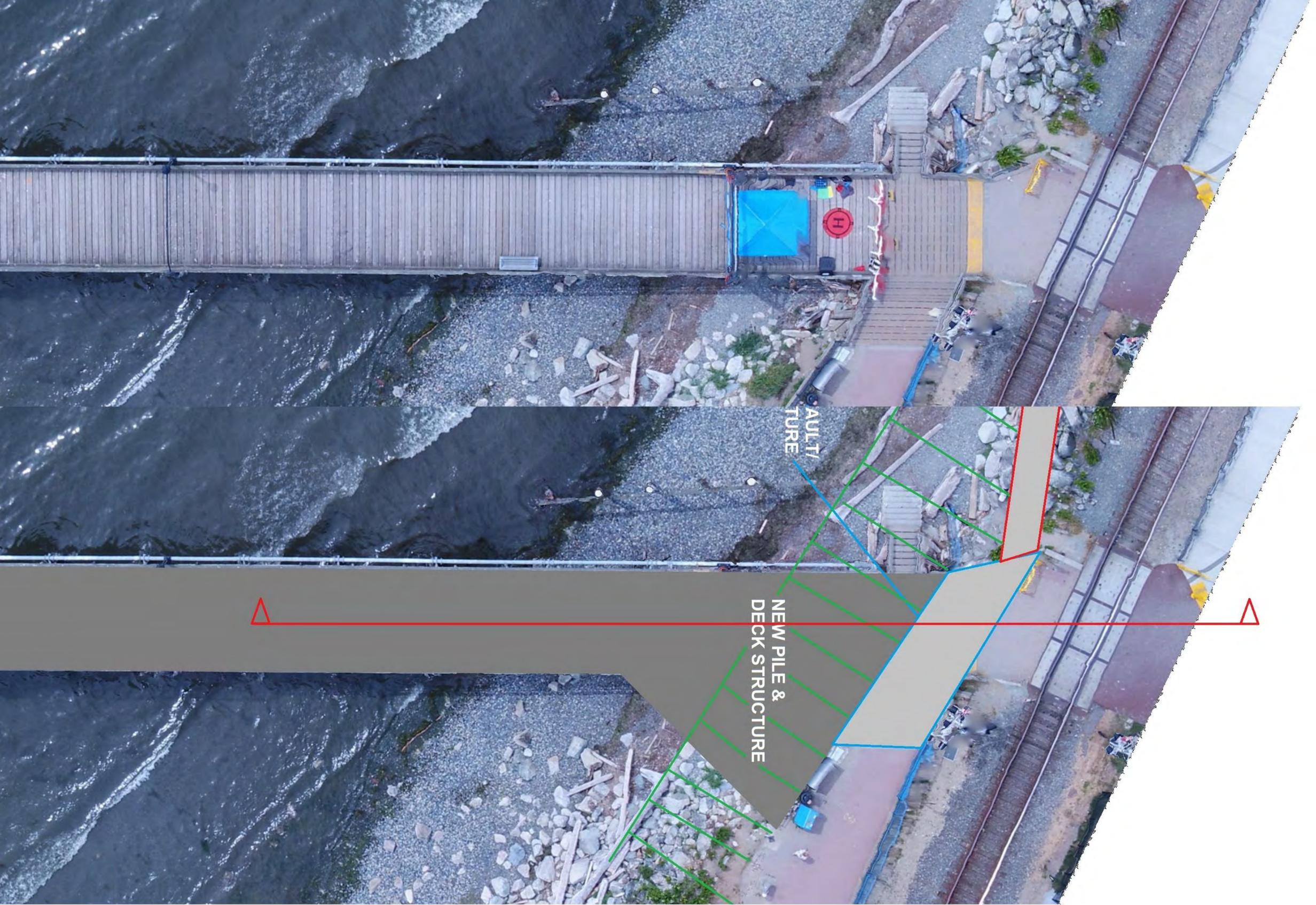
Ujjal Chakraborty, M.A.Sc., P.Eng

Geotechnical Engineer

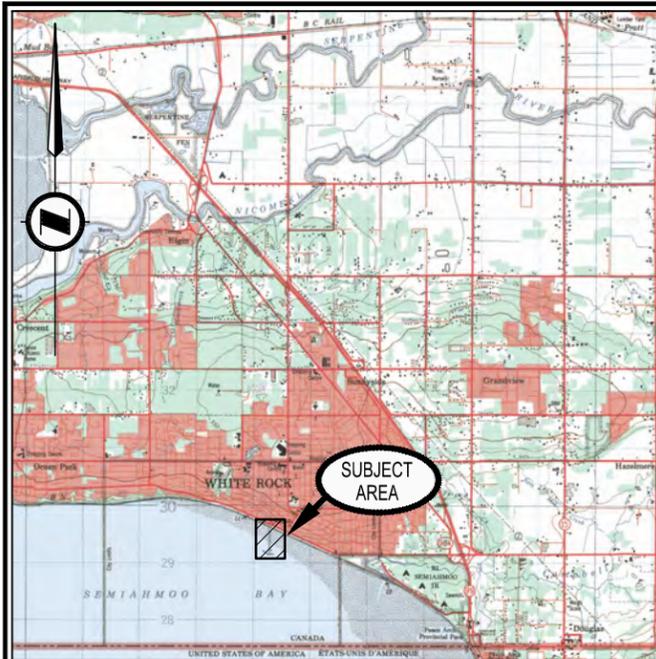
Geotechnical Lead.

Enclosures: Interpretation & Use of Study and Report  
Figure 1 – Cross Section of Proposed Retaining Structure  
Figure 2 – Testhole Location Plan  
Figure 3 – Lateral Earth Pressure Diagrams for Active Pressure  
Figure 4 – Lateral Earth Pressure Diagrams for Passive Pressure

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**Figure 1**



**KEY MAP**

N.T.S. MAP No.: 92G/02 SCALE: N.T.S.



Feb 04, 2019 - 2:35pm  
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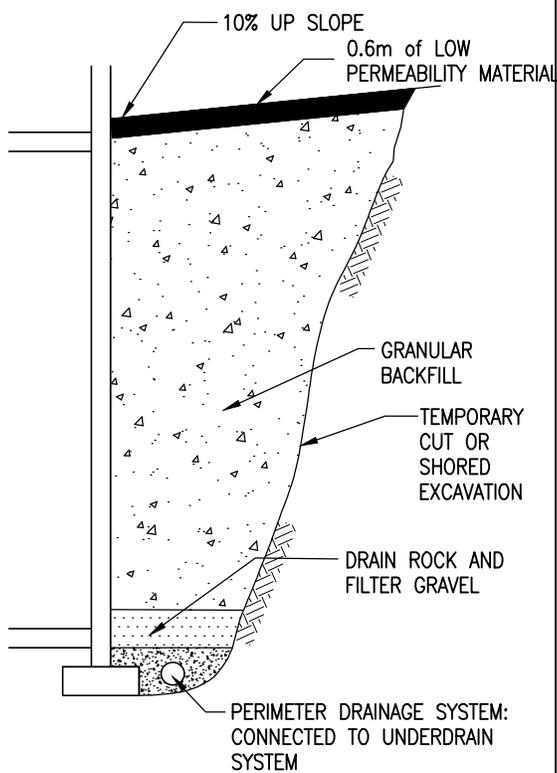
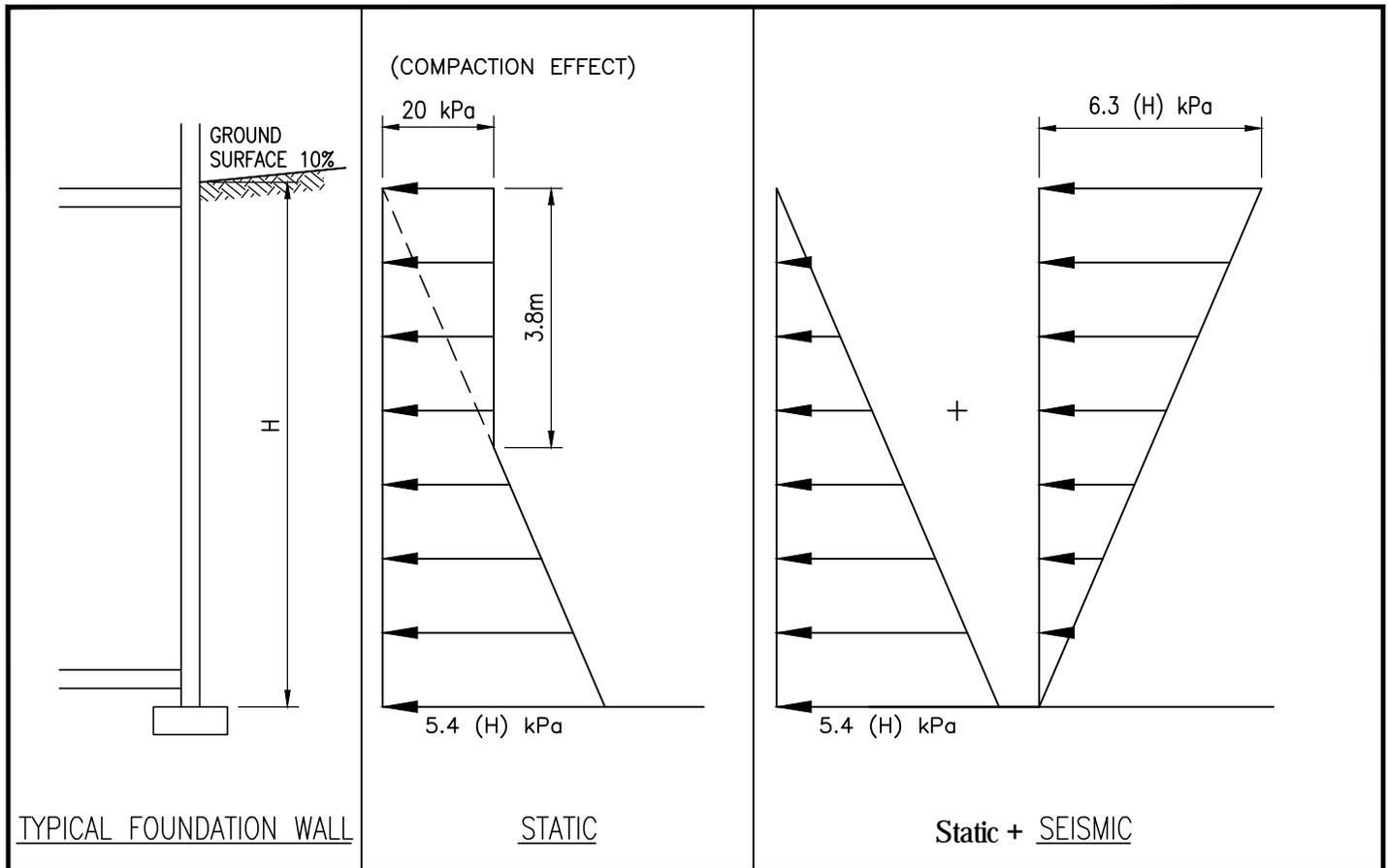
**EXP Services Inc.**  
 275-3001 Wayburne Drive  
 Burnaby, BC V5G 4W3  
 Telephone: 604-874-1245  
 Fax: 604-874-2358  
 www.exp.com

DFTR.	REVISIONS		
	No.	DESCRIPTION	DATE
PDL			
DSGN.			
CHK.			
UC			

Page 314 of 408

CLIENT	WESTMAR ADVISORS INC.
PROJECT	WHITE ROCK PIER - EMERGENCY INSPECTION WHITE ROCK, B.C.
PROJECT NO.	VAN-00251161-A0

TITLE: TESTHOLE LOCATION PLAN		
DATE	SCALE:	DWG NO.
2019-02-04	1:2000	FIGURE 2



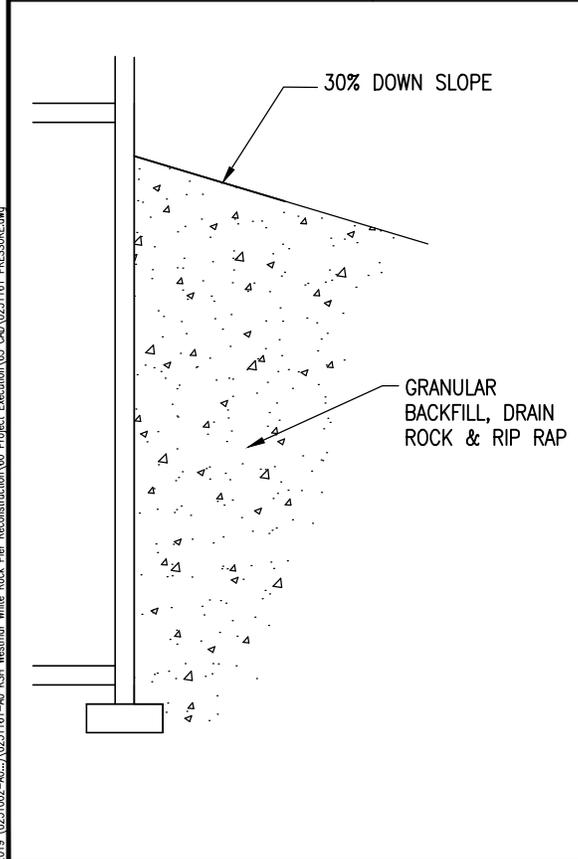
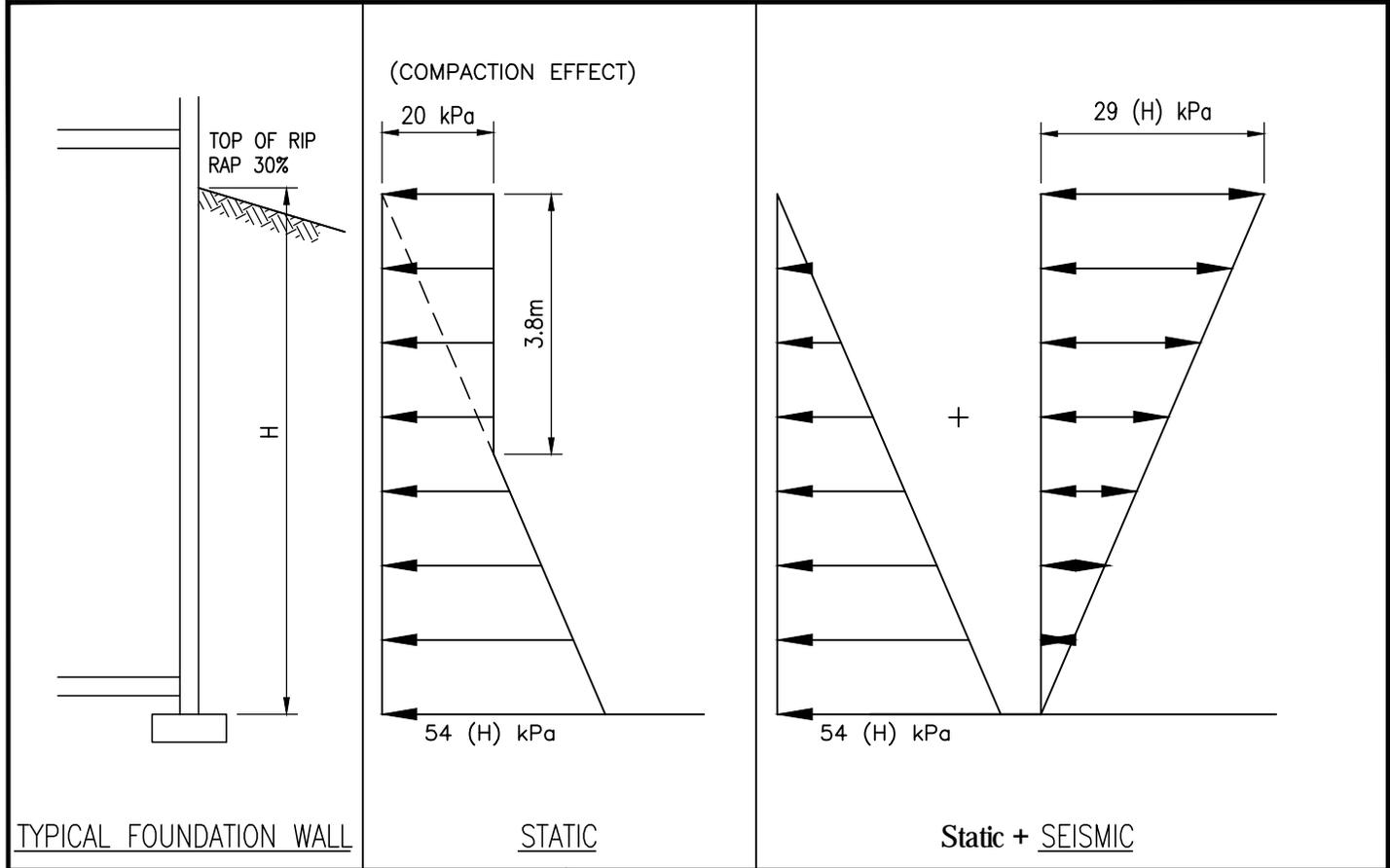
NOTES:

- ALL METRIC UNITS IN (m) AND (kPa)
- LATERAL PRESSURE IS CALCULATED BASED ON  $\phi=33$  DEGREE AND  $\gamma = 18\text{kN/m}^3$
- LATERAL EARTH PRESSURE  $K_a = 0.3$
- THE PRESSURES GIVEN IN THIS DIAGRAM ARE UNFACTORED.
- SEISMIC COMPONENT BASED ON:  
 $K_h = \frac{3}{4} \times \text{PGA} = 0.283$  (PGA = 0.378g)
- IT IS ASSUMED THAT WALLS CAN ROTATE IN THE ORDER OF 0.005H TO 0.01H TO MOBILIZE ACTIVE EARTH PRESSURE
- No Hydraulic Pressure is considered behind the wall

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 Sep 10, 2019 - 8:20am



CLIENT Westmar Advisors Inc.				TITLE: Lateral Earth Pressure Yielding Walls, 2475 EQ (Active Pressure Behind Chamber)		
PROJECT White Rock Pier Reconstruction White Rock, BC						
PROJECT NO. VAN-00251161-A0	DFTR. PDL	DSGN. MH	CHK. UC	DATE 2019-09-09	SCALE: NTS	DWG NO. FIGURE 3



**NOTES:**

- ALL METRIC UNITS IN (m) AND (kPa)
- LATERAL PRESSURE IS CALCULATED BASED ON  $\phi=33$  DEGREE AND  $\gamma = 18\text{kN/m}^3$
- LATERAL EARTH PRESSURE  $K_p = 3.1$
- THE PRESSURES GIVEN IN THIS DIAGRAM ARE UNFACTORED.
- SEISMIC COMPONENT BASED ON:  
 $K_h = \frac{3}{4} \times \text{PGA} = 0.283$  (PGA = 0.378g)
- IT IS ASSUMED THAT WALLS CAN ROTATE IN THE ORDER OF 0.005H TO 0.01H TO MOBILIZE ACTIVE EARTH PRESSURE
- No Hydraulic Pressure is considered behind the wall

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 Sep 10, 2019 - 9:15am



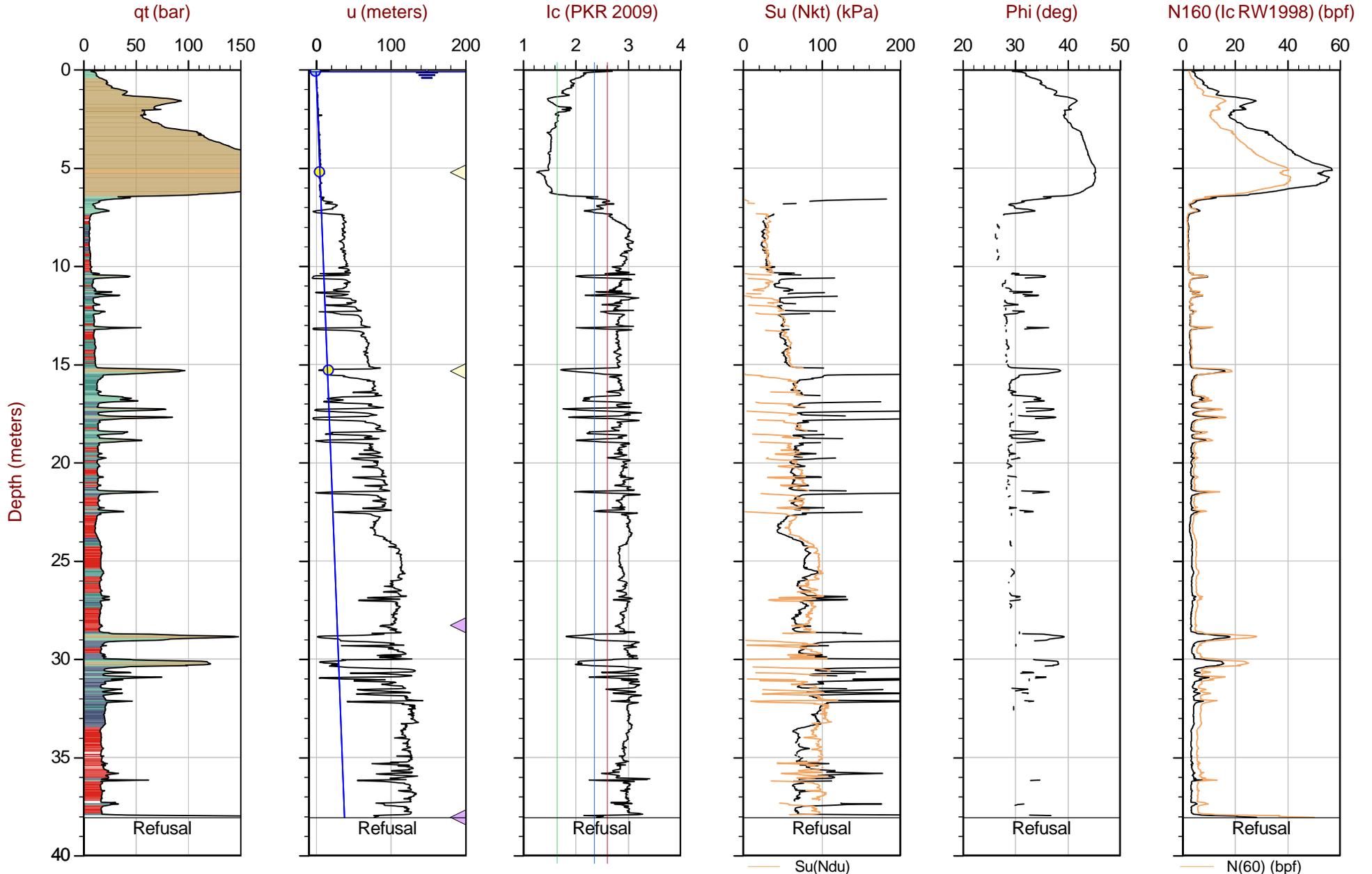
CLIENT Westmar Advisors Inc.				TITLE: Lateral Earth Pressure Yielding Walls, 2475 EQ (Passive Pressure Infront of Chamber)			
PROJECT White Rock Pier Reconstruction White Rock, BC							
PROJECT NO. VAN-00251161-A0	DFTR. PDL	DSGN. MH	CHK. UC	DATE 2019-09-09	SCALE: NTS	DWG NO. FIGURE 4	

## Appendix A

- **Cone Penetration Test Results (CPT19-01)**
- **Results of Slope Stability Analyses**
- **Results of Liquefaction Assessment**

DRAFT





Max Depth: 38.075 m / 124.92 ft  
Depth Inc: 0.025 m / 0.082 ft  
Avg Int: EveryPoint

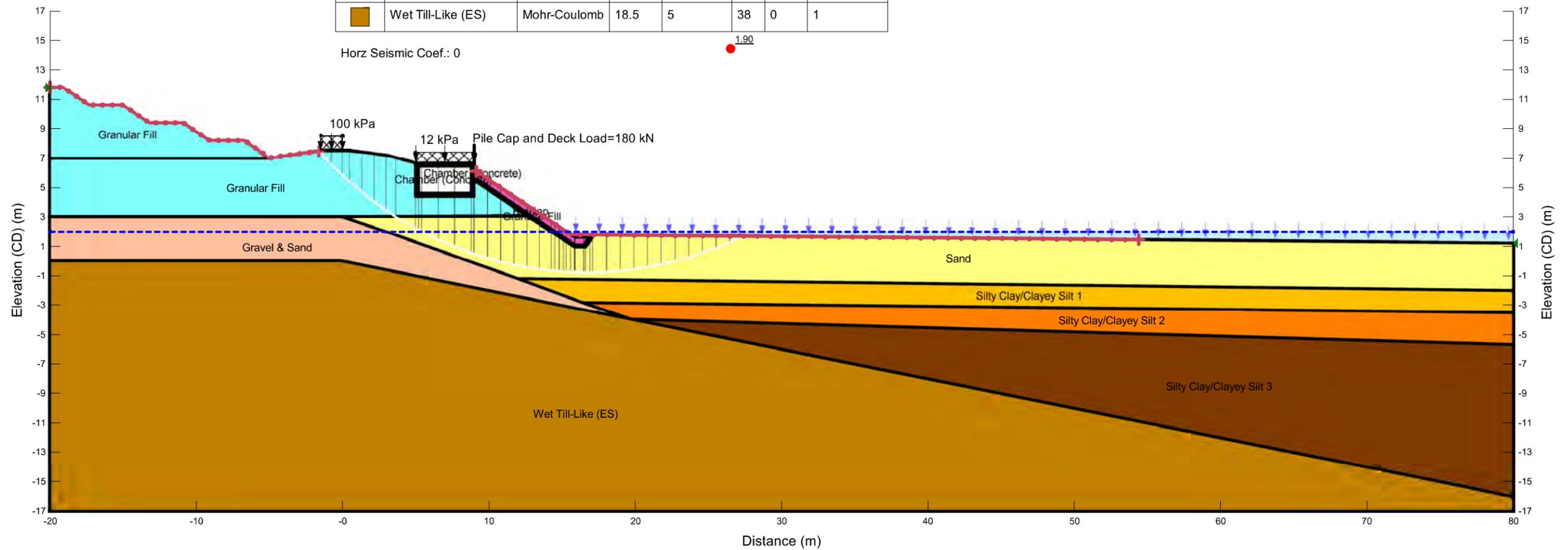
File: 19-02006\_CP01.COR  
Unit Wt: SBTQtn(PKR2009)  
Su Nkt/Ndu: 15.0 / 9.0

SBT: Robertson, 2009 and 2010  
Coords: UTM 10NN: 5429608m E: 514207m  
Sheet No: 1 of 1

Overplot Item: ● Ueq   ● Assumed Ueq   ▲ Dissipation, Ueq achieved   ▲ Dissipation, Ueq not achieved   ▲ Dissipation, Ueq assumed   — Hydrostatic Line

The reported coordinates were acquired from consumer grade GPS equipment and are only approximate locations. The coordinates should not be used for design purposes.

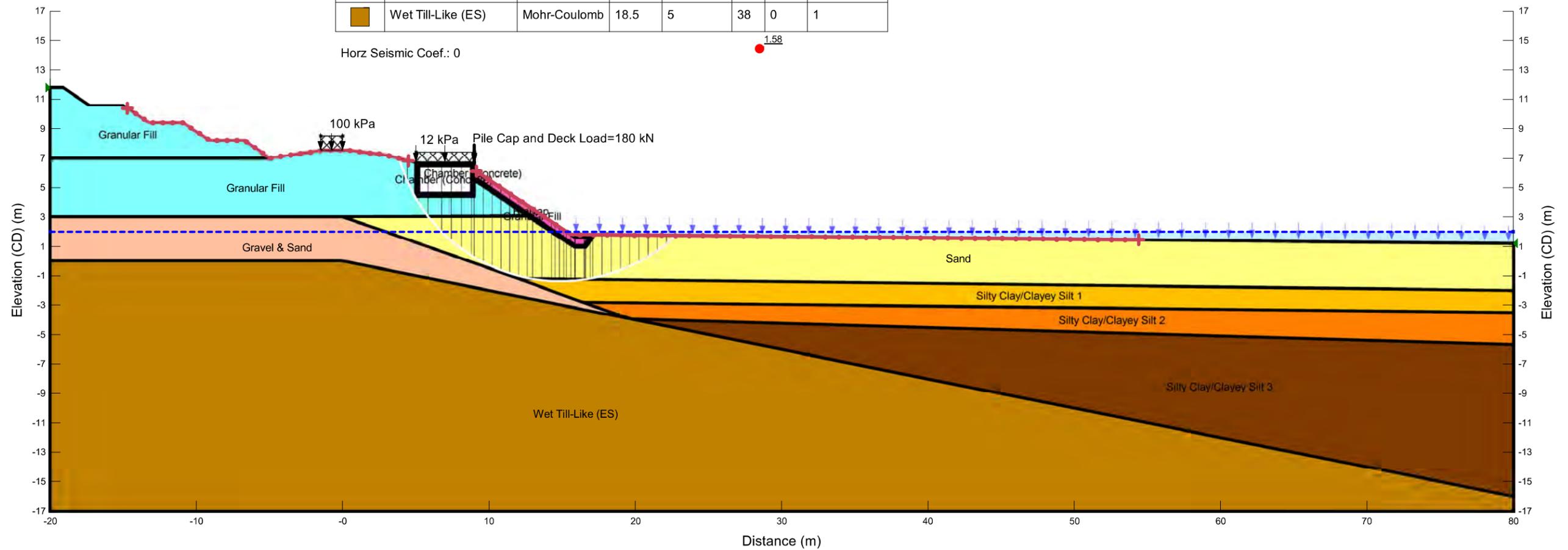
Color	Name	Model	Unit Weight (kN/m <sup>3</sup> )	Cohesion' (kPa)	Phi' (°)	Phi-B (°)	Piezometric Line
Red	Chamber (Concrete)	Mohr-Coulomb	24	1,000	0	0	1
Cyan	Granular Fill	Mohr-Coulomb	19	0	35	0	1
Light Orange	Gravel & Sand	Mohr-Coulomb	18.5	0	38	0	1
Pink	RipRap	Mohr-Coulomb	23.5	0	39	0	1
Yellow	Sand	Mohr-Coulomb	18.5	0	33	0	1
Light Yellow	Silty Clay/Clayey Silt 1	Mohr-Coulomb	17.5	25	0	0	1
Orange	Silty Clay/Clayey Silt 2	Mohr-Coulomb	17.5	45	0	0	1
Brown	Silty Clay/Clayey Silt 3	Mohr-Coulomb	17.5	55	0	0	1
Dark Brown	Wet Till-Like (ES)	Mohr-Coulomb	18.5	5	38	0	1



\* Method: Morgenstern-Price Interslice force function option: Half-Sine

<p><b>exp Services Inc.</b> 275-3001 Wayburne Drive Burnaby, BC V5G 4W3 Canada T: 604.874.1245 www.exp.com</p>	CLIENT: WESTMAR ADVISORS INC.	TITLE: <b>STABILITY ANALYSIS - WHITE ROCK EAST BEACH</b>		
	PROJECT: WHITE ROCK PIER EMERGENCY INSPECTION	01 - Global Stability - Long Term Analysis		
	PROJECT NO.: VAN-00251161-A0	ANLYS: Mahdi Hosseyni	FIGURE:	
		CHK: U.C. P.ENG.	DATE: 2019-09-04	SCALE: 1:300

Color	Name	Model	Unit Weight (kN/m <sup>3</sup> )	Cohesion' (kPa)	Phi' (°)	Phi-B (°)	Piezometric Line
Red	Chamber (Concrete)	Mohr-Coulomb	24	1,000	0	0	1
Cyan	Granular Fill	Mohr-Coulomb	19	0	35	0	1
Light Orange	Gravel & Sand	Mohr-Coulomb	18.5	0	38	0	1
Pink	RipRap	Mohr-Coulomb	23.5	0	39	0	1
Yellow	Sand	Mohr-Coulomb	18.5	0	33	0	1
Light Yellow	Silty Clay/Clayey Silt 1	Mohr-Coulomb	17.5	25	0	0	1
Orange	Silty Clay/Clayey Silt 2	Mohr-Coulomb	17.5	45	0	0	1
Brown	Silty Clay/Clayey Silt 3	Mohr-Coulomb	17.5	55	0	0	1
Dark Brown	Wet Till-Like (ES)	Mohr-Coulomb	18.5	5	38	0	1



\* Method: Morgenstern-Price Interslice force function option: Half-Sine



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 Canada  
 T: 604.874.1245  
 www.exp.com

CLIENT: WESTMAR ADVISORS INC.

PROJECT: WHITE ROCK PIER  
 EMERGENCY INSPECTION

PROJECT NO.: VAN-00251161-A0

TITLE: **STABILITY ANALYSIS - WHITE ROCK EAST BEACH**

02 - Local Slope Stability - Long Term Analysis

ANLYS: Mahdi Hosseyni

FIGURE:

CHK: U.C. P.ENG.

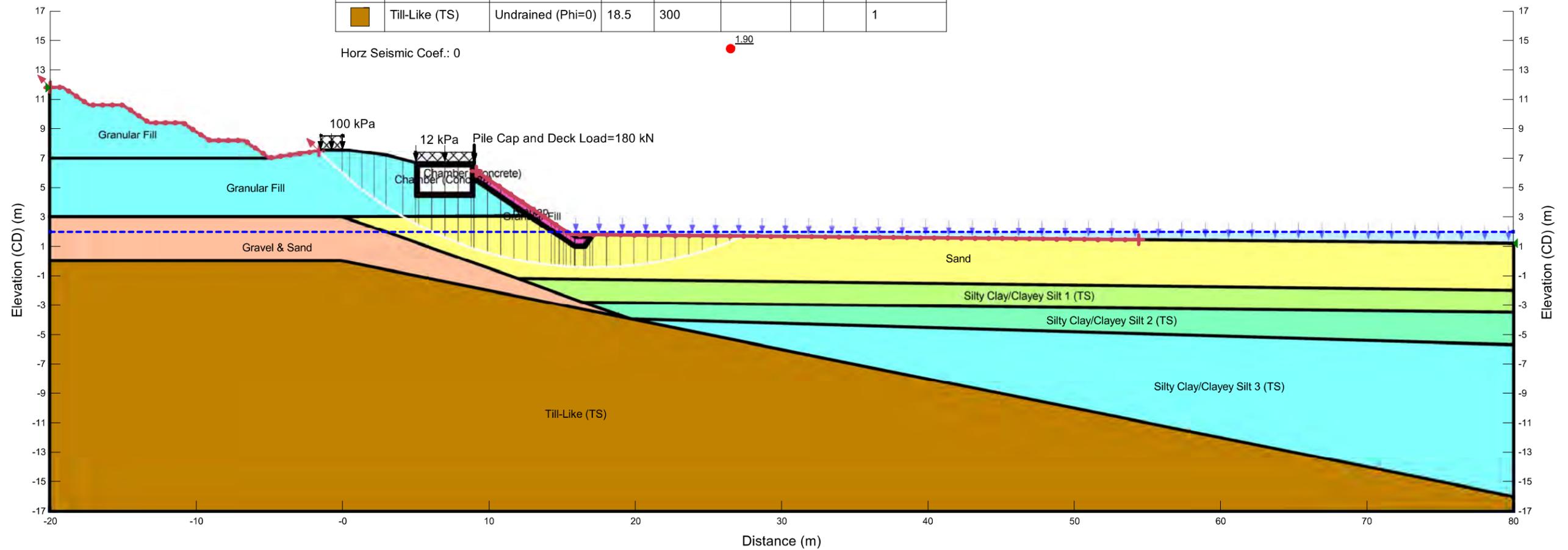
DATE: 2019-09-04

SCALE: 1:300

Color	Name	Model	Unit Weight (kN/m <sup>3</sup> )	Cohesion (kPa)	Cohesion' (kPa)	Phi' (°)	Phi-B (°)	Piezometric Line
Red	Chamber (Concrete)	Mohr-Coulomb	24		1,000	0	0	1
Cyan	Granular Fill	Mohr-Coulomb	19		0	35	0	1
Orange	Gravel & Sand	Mohr-Coulomb	18.5		0	38	0	1
Pink	RipRap	Mohr-Coulomb	23.5		0	39	0	1
Yellow	Sand	Mohr-Coulomb	18.5		0	33	0	1
Light Green	Silty Clay/Clayey Silt 1 (TS)	Undrained (Phi=0)	17.5	25				1
Green	Silty Clay/Clayey Silt 2 (TS)	Undrained (Phi=0)	17.5	45				1
Light Blue	Silty Clay/Clayey Silt 3 (TS)	Undrained (Phi=0)	17.5	55				1
Brown	Till-Like (TS)	Undrained (Phi=0)	18.5	300				1

Horz Seismic Coef.: 0

1.90



\* Method: Morgenstern-Price Interslice force function option: Half-Sine



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CLIENT: WESTMAR ADVISORS INC.

PROJECT: WHITE ROCK PIER  
 EMERGENCY INSPECTION

PROJECT NO.: VAN-00251161-A0

TITLE: **STABILITY ANALYSIS - WHITE ROCK EAST BEACH**

03 - Global Stability - Short Term Analysis

ANLYS: Mahdi Hosseyni

FIGURE:

CHK: U.C. P.ENG.

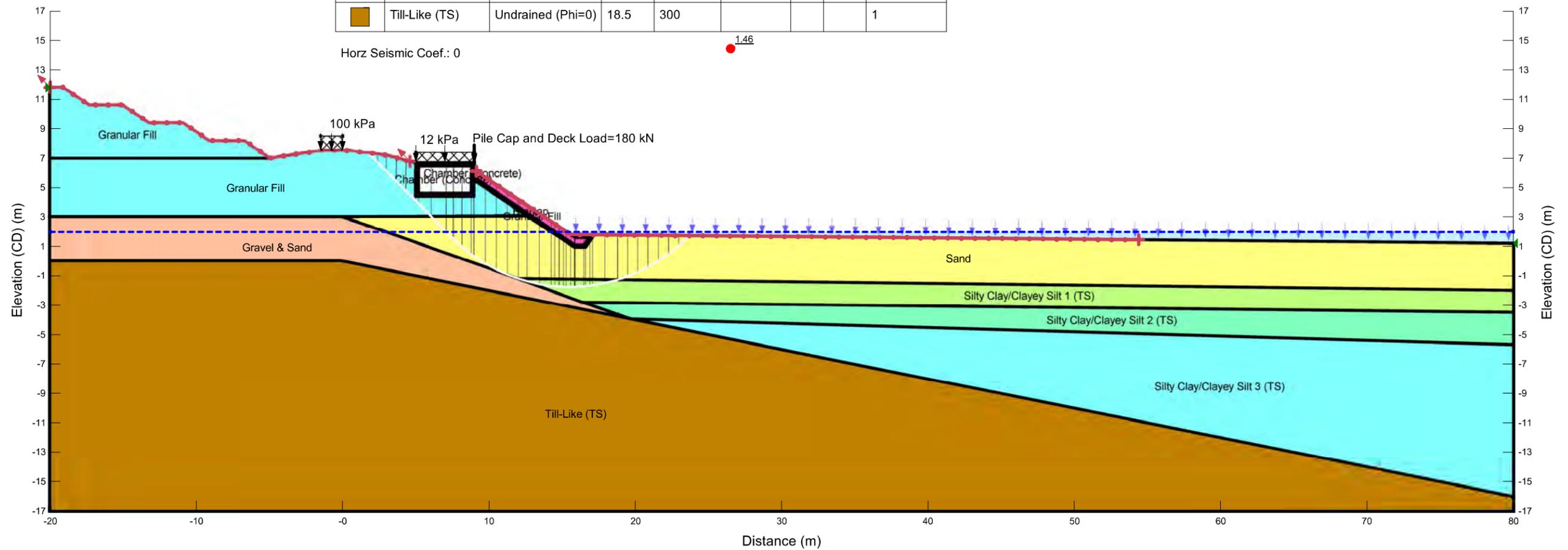
DATE: 2019-09-04

SCALE: 1:300

Color	Name	Model	Unit Weight (kN/m <sup>3</sup> )	Cohesion (kPa)	Cohesion' (kPa)	Phi' (°)	Phi-B (°)	Piezometric Line
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Cyan	Granular Fill	Mohr-Coulomb	19		0	35	0	1
Orange	Gravel & Sand	Mohr-Coulomb	18.5		0	38	0	1
Pink	RipRap	Mohr-Coulomb	23.5		0	39	0	1
Yellow	Sand	Mohr-Coulomb	18.5		0	33	0	1
Light Green	Silty Clay/Clayey Silt 1 (TS)	Undrained (Phi=0)	17.5	25				1
Green	Silty Clay/Clayey Silt 2 (TS)	Undrained (Phi=0)	17.5	45				1
Light Blue	Silty Clay/Clayey Silt 3 (TS)	Undrained (Phi=0)	17.5	55				1
Brown	Till-Like (TS)	Undrained (Phi=0)	18.5	300				1

Horz Seismic Coef.: 0

1.46



\* Method: Morgenstern-Price Interslice force function option: Half-Sine



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CLIENT: WESTMAR ADVISORS INC.

PROJECT: WHITE ROCK PIER  
 EMERGENCY INSPECTION

PROJECT NO.: VAN-00251161-A0

TITLE: **STABILITY ANALYSIS - WHITE ROCK EAST BEACH**

04 - Local Stability - Short Term Analysis

ANLYS: Mahdi Hosseyni

FIGURE:

CHK: U.C. P.ENG.

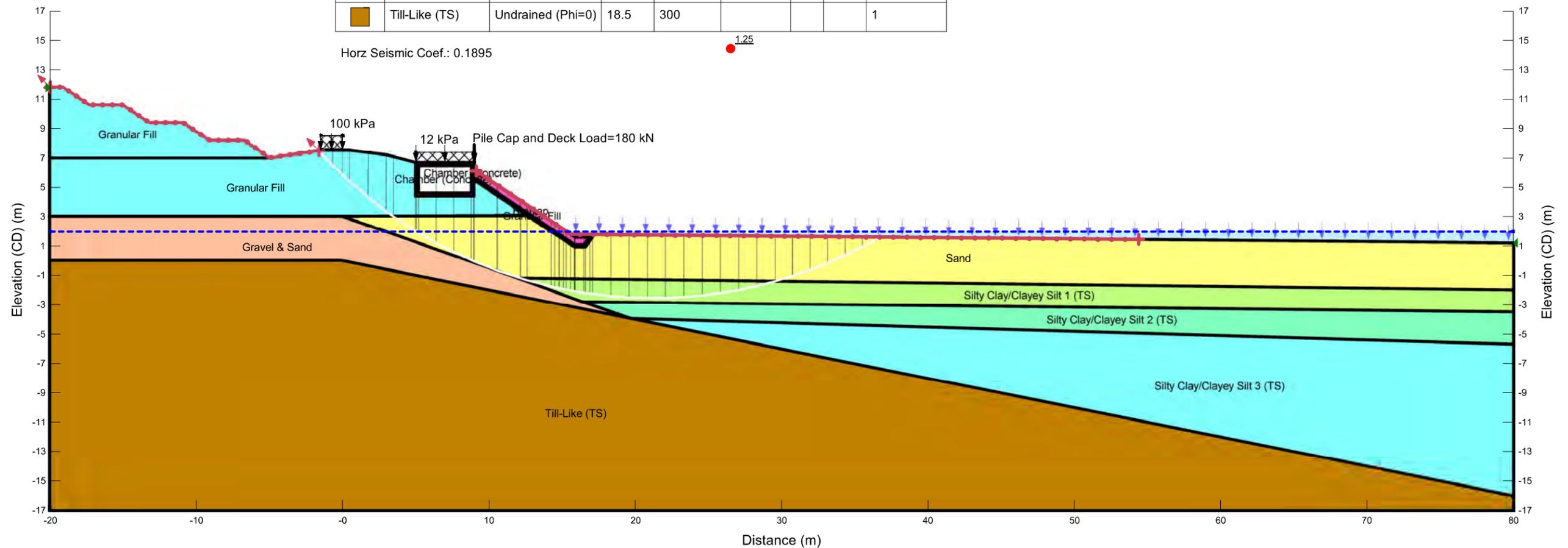
DATE: 2019-09-04

SCALE: 1:300

Color	Name	Model	Unit Weight (kN/m <sup>3</sup> )	Cohesion (kPa)	Cohesion' (kPa)	Phi' (°)	Phi-B (°)	Piezometric Line
Red	Chamber (Concrete)	Mohr-Coulomb	24		1,000	0	0	1
Cyan	Granular Fill	Mohr-Coulomb	19		0	35	0	1
Orange	Gravel & Sand	Mohr-Coulomb	18.5		0	38	0	1
Pink	RipRap	Mohr-Coulomb	23.5		0	39	0	1
Yellow	Sand	Mohr-Coulomb	18.5		0	33	0	1
Light Green	Silty Clay/Clayey Silt 1 (TS)	Undrained (Phi=0)	17.5	25				1
Green	Silty Clay/Clayey Silt 2 (TS)	Undrained (Phi=0)	17.5	45				1
Light Blue	Silty Clay/Clayey Silt 3 (TS)	Undrained (Phi=0)	17.5	55				1
Brown	Till-Like (TS)	Undrained (Phi=0)	18.5	300				1

Horz Seismic Coef.: 0.1895

1.25



\* Method: Morgenstern-Price Interslice force function option: Half-Sine



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CLIENT: WESTMAR ADVISORS INC.

PROJECT: WHITE ROCK PIER  
 EMERGENCY INSPECTION

PROJECT NO.: VAN-00251161-A0

TITLE: **STABILITY ANALYSIS - WHITE ROCK EAST BEACH**

05 - Global Stability - Seismic Analysis

ANLYS: Mahdi Hosseyni

FIGURE:

CHK: U.C. P.ENG.

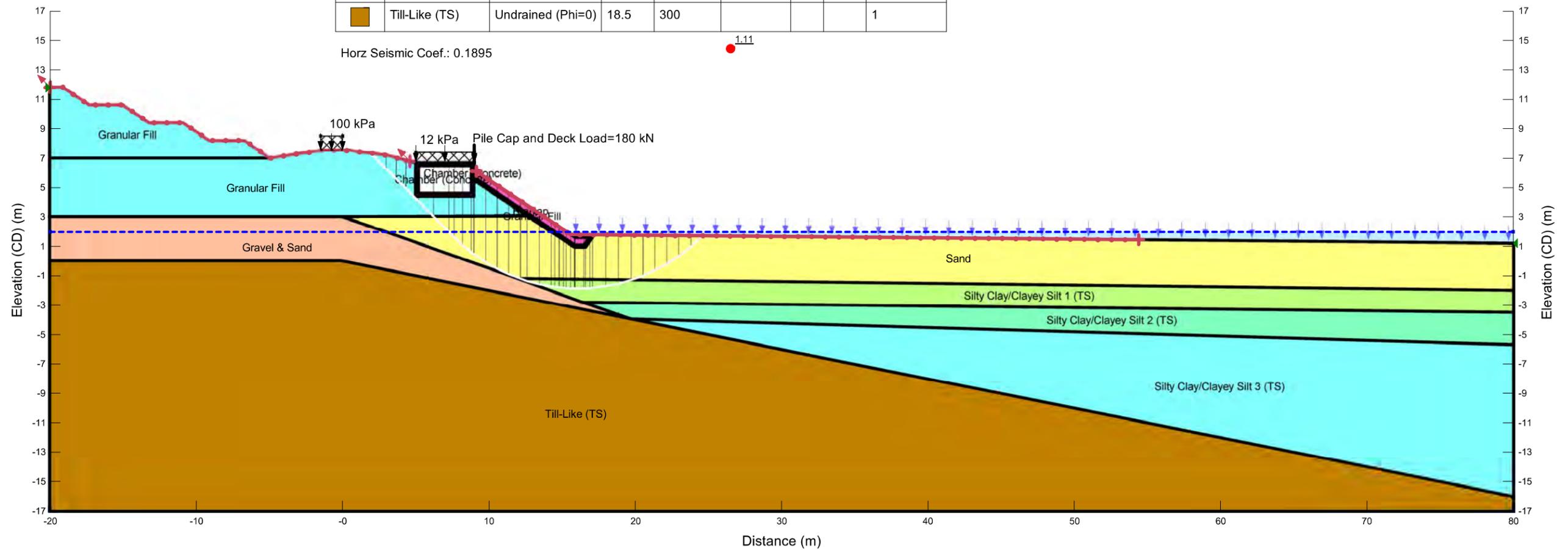
DATE: 2019-09-04

SCALE: 1:300

Color	Name	Model	Unit Weight (kN/m <sup>3</sup> )	Cohesion (kPa)	Cohesion' (kPa)	Phi' (°)	Phi-B (°)	Piezometric Line
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Orange	Gravel & Sand	Mohr-Coulomb	18.5		0	38	0	1
Pink	RipRap	Mohr-Coulomb	23.5		0	39	0	1
Yellow	Sand	Mohr-Coulomb	18.5		0	33	0	1
Light Green	Silty Clay/Clayey Silt 1 (TS)	Undrained (Phi=0)	17.5	25				1
Green	Silty Clay/Clayey Silt 2 (TS)	Undrained (Phi=0)	17.5	45				1
Light Blue	Silty Clay/Clayey Silt 3 (TS)	Undrained (Phi=0)	17.5	55				1
Brown	Till-Like (TS)	Undrained (Phi=0)	18.5	300				1

Horz Seismic Coef.: 0.1895

1.11



\* Method: Morgenstern-Price Interslice force function option: Half-Sine

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CLIENT: WESTMAR ADVISORS INC.

PROJECT: WHITE ROCK PIER  
 EMERGENCY INSPECTION

PROJECT NO.: VAN-00251161-A0

TITLE: **STABILITY ANALYSIS - WHITE ROCK EAST BEACH**

06 - Local Slope Stability - Seismic Analysis

ANLYS: Mahdi Hosseyni

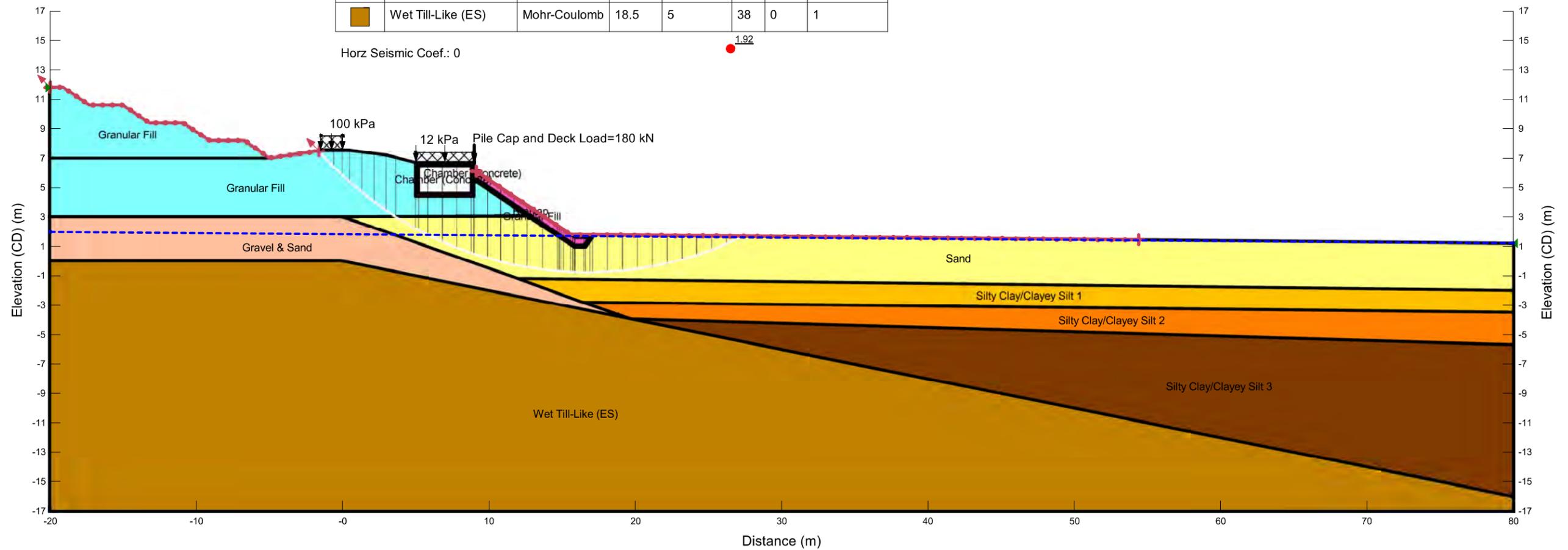
FIGURE:

CHK: U.C. P.ENG.

DATE: 2019-09-04

SCALE: 1:300

Color	Name	Model	Unit Weight (kN/m <sup>3</sup> )	Cohesion' (kPa)	Phi' (°)	Phi-B (°)	Piezometric Line
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Cyan	Granular Fill	Mohr-Coulomb	19	0	35	0	1
Light Orange	Gravel & Sand	Mohr-Coulomb	18.5	0	38	0	1
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Brown	Silty Clay/Clayey Silt 3	Mohr-Coulomb	17.5	55	0	0	1
Dark Brown	Wet Till-Like (ES)	Mohr-Coulomb	18.5	5	38	0	1



\* Method: Morgenstern-Price Interslice force function option: Half-Sine



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CLIENT: WESTMAR ADVISORS INC.

PROJECT: WHITE ROCK PIER  
 EMERGENCY INSPECTION

PROJECT NO.: VAN-00251161-A0

TITLE: **STABILITY ANALYSIS - WHITE ROCK EAST BEACH**

09 - Global Stability - Low Water Level

ANLYS: Mahdi Hosseyni

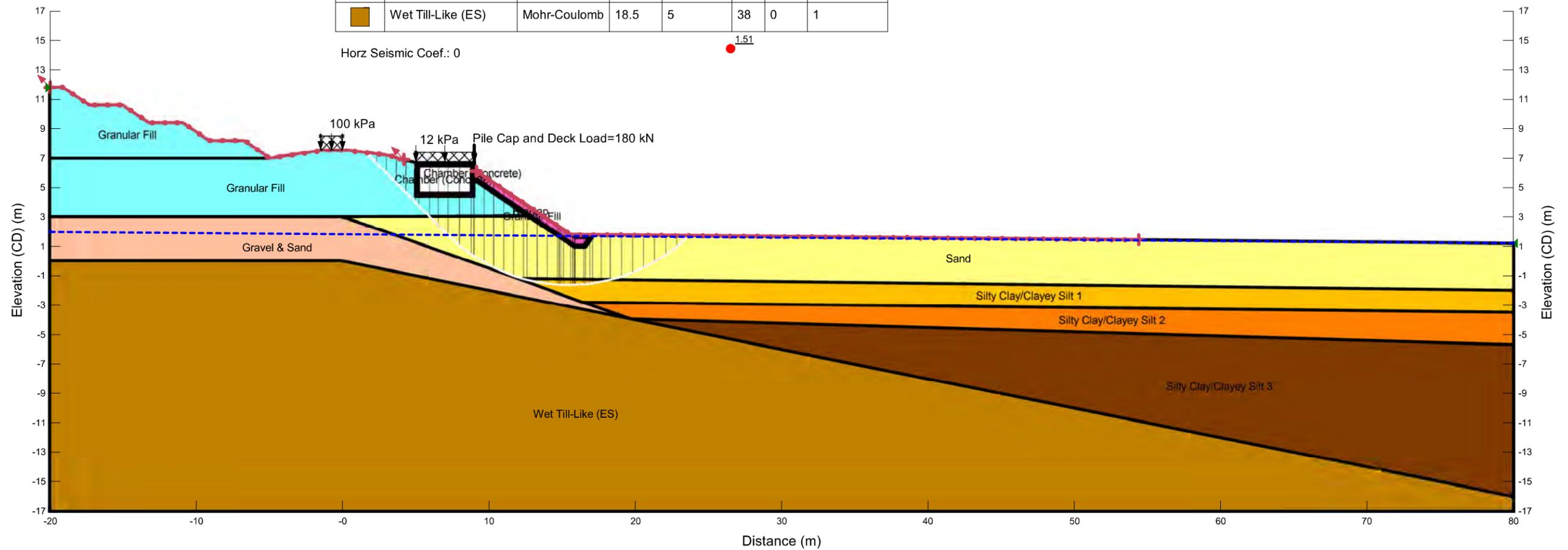
FIGURE:

CHK: U.C. P.ENG.

DATE: 2019-09-04

SCALE: 1:300

Color	Name	Model	Unit Weight (kN/m <sup>3</sup> )	Cohesion' (kPa)	Phi' (°)	Phi-B (°)	Piezometric Line
Red	Chamber (Concrete)	Mohr-Coulomb	24	1,000	0	0	1
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Yellow	Sand	Mohr-Coulomb	18.5	0	33	0	1
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Orange	Silty Clay/Clayey Silt 2	Mohr-Coulomb	17.5	45	0	0	1
Brown	Silty Clay/Clayey Silt 3	Mohr-Coulomb	17.5	55	0	0	1
Dark Brown	Wet Till-Like (ES)	Mohr-Coulomb	18.5	5	38	0	1



\* Method: Morgenstern-Price Interslice force function option: Half-Sine



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CLIENT: WESTMAR ADVISORS INC.

PROJECT: WHITE ROCK PIER  
 EMERGENCY INSPECTION

PROJECT NO.: VAN-00251161-A0

TITLE: **STABILITY ANALYSIS - WHITE ROCK EAST BEACH**

10 - Local Slope Stability - Low Water Level

ANLYS: Mahdi Hosseyni

FIGURE:

CHK: U.C. P.ENG.

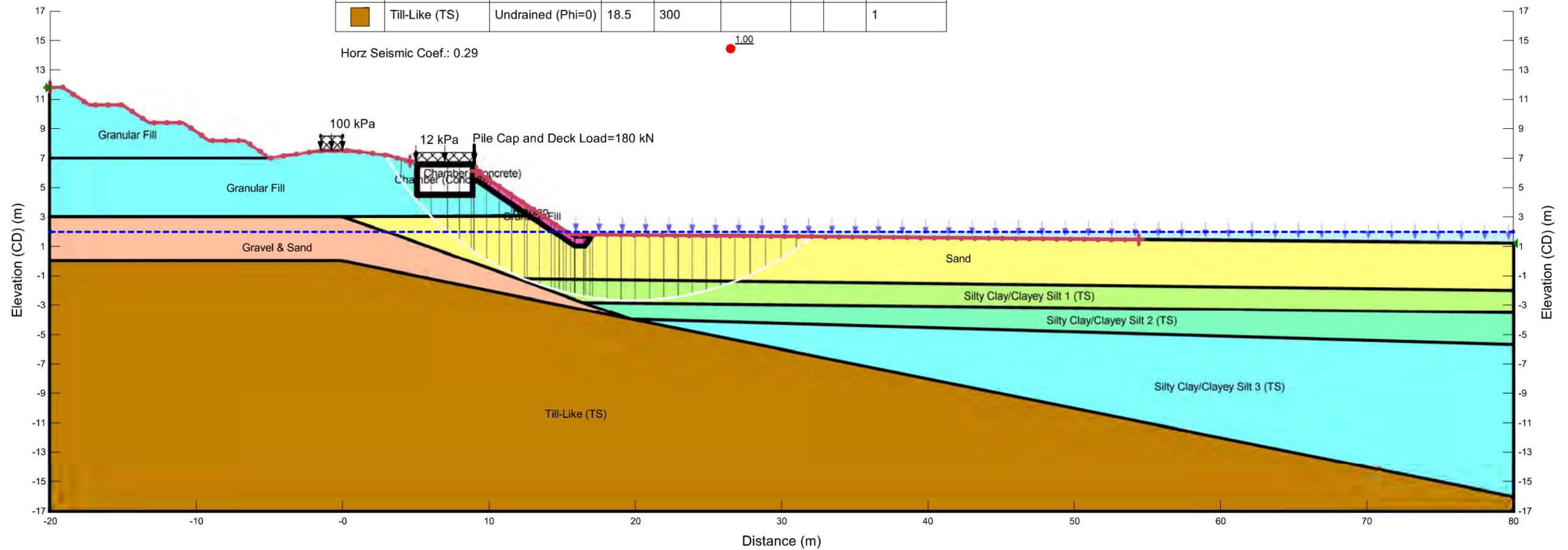
DATE: 2019-09-04

SCALE: 1:300

Color	Name	Model	Unit Weight (kN/m <sup>3</sup> )	Cohesion (kPa)	Cohesion' (kPa)	Phi' (°)	Phi-B (°)	Piezometric Line
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Pink	RipRap	Mohr-Coulomb	23.5		0	39	0	1
Yellow	Sand	Mohr-Coulomb	18.5		0	33	0	1
Light Green	Silty Clay/Clayey Silt 1 (TS)	Undrained (Phi=0)	17.5	25				1
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Light Blue	Silty Clay/Clayey Silt 3 (TS)	Undrained (Phi=0)	17.5	55				1
Brown	Till-Like (TS)	Undrained (Phi=0)	18.5	300				1

Horz Seismic Coef.: 0.29

1.00



\* Method: Morgenstern-Price Interslice force function option: Half-Sine



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CLIENT: WESTMAR ADVISORS INC.

PROJECT: WHITE ROCK PIER  
 EMERGENCY INSPECTION

PROJECT NO.: VAN-00251161-A0

TITLE: **STABILITY ANALYSIS - WHITE ROCK EAST BEACH**

11 - Yield Analysis

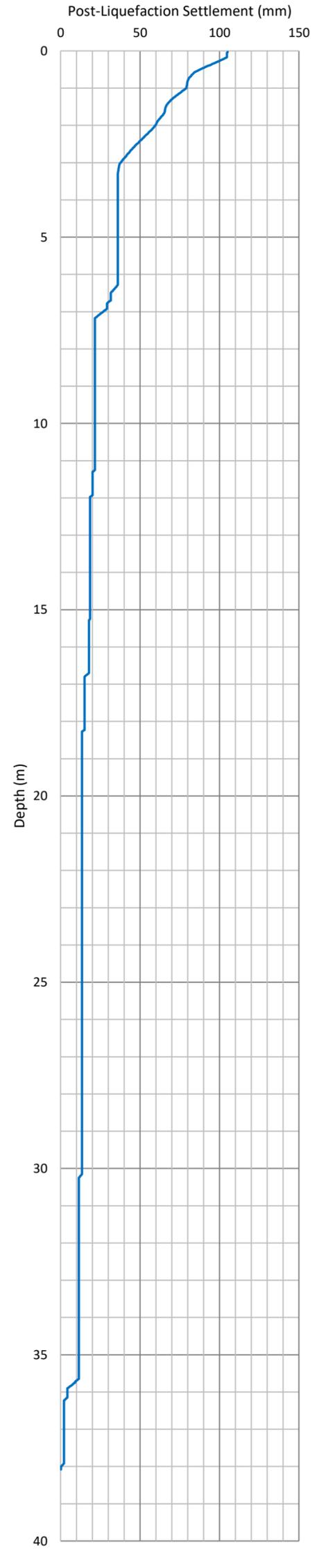
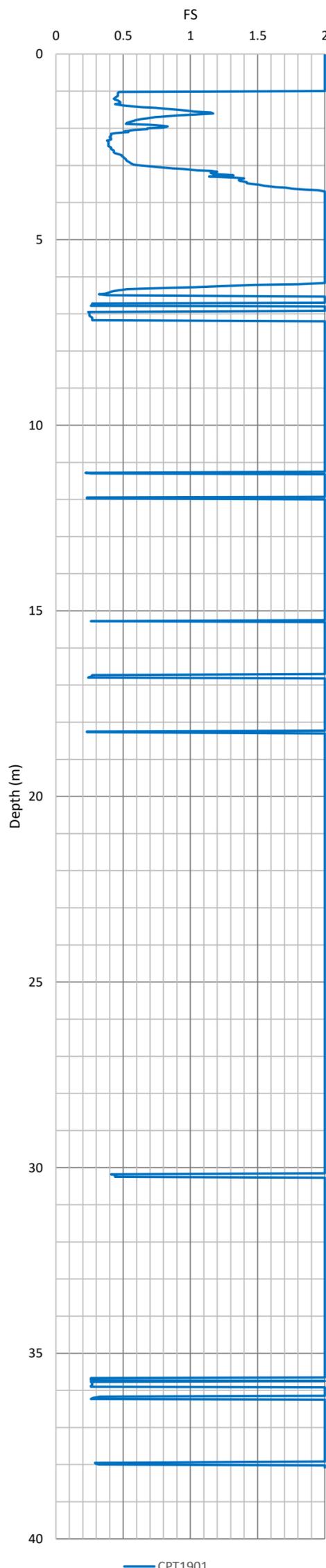
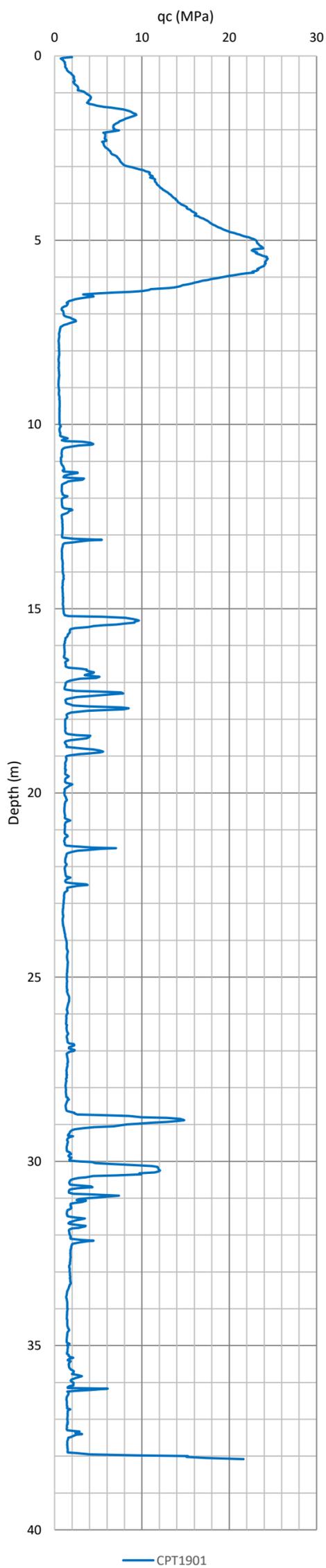
ANLYS: Mahdi Hosseyni

CHK: U.C. P.ENG.

FIGURE:

DATE: 2019-09-04

SCALE: 1:300



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 275-3001 Wayburne Drive  
 Burnaby, BC V5A 1X7  
 Tel: 604-874-1245  
 Fax: 604-420-7723  
 exp.com

CLIENT: Westmar Advisors Inc.			
PROJECT White Rock Pier Reconstruction			
PROJECT NO. VAN-00251161-A0	DFTR. MH	DSGN. MH	CHK. UC

TITLE: Liquefaction Assessment for at location CPT19-01 for 2475EQ	
DATE: 9/9/2019	FIGURE:

\\pvanfsg001\projects\from2007\2019 (0251002-A0...)\0251161-A0 KSH Westmar White Rock Pier Reconstruction\60 Project Execution\64 Analysis\Seismic\CLiq MH\LiQ\_Summary CPT19-01.xlsx

July 30, 2020

File: CR-12-01  
Ref: RD 2020 Jul 3

RECEIVED

AUG 05 2020

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

CITY OF WHITE ROCK  
ADMINISTRATION

Dear Mayor Walker and Council:

**Approved Metro Vancouver Regional Industrial Lands Strategy**

In response to the challenges facing industrial lands and the interests of stakeholders in the region, Metro Vancouver, with the support of the Industrial Lands Strategy Task Force, prepared the *Regional Industrial Lands Strategy*. Over the past two years, this work has been informed by significant research and engagement.

At its July 3, 2020 regular meeting, the Board of Directors of the Metro Vancouver Regional District (Metro Vancouver) adopted the following resolutions:

*That the MVRD Board:*

- a) *approve the Metro Vancouver Regional Industrial Lands Strategy as presented in the report dated May 22, 2020, titled "Metro Vancouver Regional Industrial Lands Strategy – Revised for Approval", and as revised by the Industrial Lands Strategy Task Force at its June 11, 2020 meeting;*
- b) *forward the Regional Industrial Lands Strategy to member jurisdictions and non-voting Industrial Lands Strategy Task Force member agencies requesting endorsement and implementation of actions attributed to each specific organization; and*
- c) *forward the Regional Industrial Lands Strategy to the Squamish-Lillooet Regional District, Fraser Valley Regional District, Vancouver Airport Authority, and Commercial Real Estate Development Association requesting endorsement, and seeking implementation collaboration opportunities.*

The *Regional Industrial Lands Strategy* seeks to ensure sufficient industrial lands to meet the needs of a growing and evolving regional economy to the year 2050. This vision speaks to both the timeframe for the Strategy and acknowledges the changing nature of work within and beyond our region. The approved Strategy identifies 34 recommendations with 10 priority actions for early implementation (enclosed). Taken together, these actions will help ensure that Metro Vancouver's industrial lands

39890469

continue to provide attractive and viable locations for industrial businesses to locate, grow, and prosper.

As stated in the Strategy, “successfully achieving the vision of the *Regional Industrial Lands Strategy* will require a collaborative approach and sustained effort on the part of various governing bodies and stakeholders with overlapping, yet distinct areas of business and jurisdictions in the region.” No single interest can achieve the strategy’s vision alone. As a result, the Metro Vancouver Board requests that your organization endorse the *Regional Industrial Lands Strategy*, and work collaboratively to implement the actions attributed to your specific mandate and jurisdiction. Metro Vancouver will monitor endorsements and implementation, and the Strategy will be periodically reviewed for effectiveness.

As a separate motion, at its July 3, 2020, regular meeting the Metro Vancouver Board of Directors also adopted the following resolution:

*That staff be directed to continue to explore the feasibility of an Industrial Land Reserve, and other potential policy measures and initiatives, and report back the findings to a future Board meeting.*

Further work on the above resolution and the recommendations of the Strategy is forthcoming. Staff look forward to collaborating and would be pleased to meet with you and your organization as we move forward in supporting industrial opportunities within our region. More information about the *Regional Industrial Lands Strategy* and associated background materials can be found on the Metro Vancouver website: [www.metrovancouver.org](http://www.metrovancouver.org) (search “Industrial Lands”).

If you have any questions, please contact Eric Aderneck, Senior Planner, Regional Planning and Housing Services, by phone at 604-436-6991 or by email at [Eric.Aderneck@metrovancouver.org](mailto:Eric.Aderneck@metrovancouver.org).

Yours sincerely,



Sav Dhaliwal  
Chair, Metro Vancouver Board

SD/JWD/HM/ea

cc: Carl Isaak, Manager of Planning, Planning and Development Services, City of White Rock

Encl: Plan dated June 2020, titled “Metro Vancouver Regional Industrial Lands Strategy” (Doc #39834697)

39890469

July 3, 2020

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

**RECEIVED**

**AUG 27 2020**

**CITY OF WHITE ROCK  
ADMINISTRATION**

Dear Mayor Walker:

**Re: 2020 Resolution(s)**

UBCM confirms receipt of the attached resolution(s) endorsed by your Council and submitted directly to UBCM by the June 30 deadline.

The resolution(s) will be included in UBCM Resolutions Book for the 2020 UBCM Convention in September.

If you have any questions, please contact Jamee Justason, Resolutions and Policy Analyst at 604.270.8226 ext. 100 or [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca).

Yours truly,



Maja Tait  
UBCM President

*Enclosure*

## **Vacancy Tax**

## **White Rock**

Whereas the City of Vancouver has authority through the *Vancouver Charter* to implement an Annual Vacancy Tax;

Whereas the City of White Rock is governed through the *Community Charter* where there is no current authority to implement a Vacancy Tax and it is believed that there are a number of vacant residential and commercial properties in the City of White Rock:

Therefore be it resolved that UBCM work with the Province of British Columbia to amend the authority given to Local Governments through the *Community Charter* permitting municipalities the authority to impose, by bylaw, an annual vacancy tax on taxable residential and commercial properties, and that the criteria and administrative requirements be similar to those of the *Vancouver Charter*.

**Convention Decision:**

**Farmers' Markets as Essential Services during  
Emergencies**

**Comox Valley RD, White  
Rock**

Whereas farmers' markets are a key resource in addressing food security during an emergency by providing access to food quickly and efficiently;

And whereas farmers' markets have not been consistently permitted to operate across the province during the COVID-19 pandemic:

Therefore be it resolved that UBCM request that the Province take the necessary steps to ensure farmers' markets are identified as an essential service during all provincial and local states of emergency.

**Convention Decision:**

**From:** [Darryl Walker](#)  
**To:** [Tracey Arthur](#); [Stephanie Lam](#)  
**Subject:** Correspondence for Council Agenda Package - September | Motion from July 13, 2020 Saanich Council Meeting  
**Date:** July 24, 2020 1:43:11 PM  
**Attachments:** [SaanichCouncilMeeting-Motion-July 13 2020.pdf](#)  
[image001.jpg](#)

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Council Agenda in September.

**CHRIS MAGNUS**

**Executive Assistant to Mayor and CAO, City of White Rock**

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

Tel: 604.541.2124 | [www.whiterockcity.ca](http://www.whiterockcity.ca)

Email signature logo



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---

**From:** Rachel Mattiuz <[Rachel.Mattiuz@saanich.ca](mailto:Rachel.Mattiuz@saanich.ca)>  
**Sent:** July 22, 2020 2:17 PM  
**Subject:** Motion from July 13, 2020 Saanich Council Meeting

*CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.*

Good Afternoon Mayors,

Per a motion of the July 13, 2020 Saanich Council meeting, please find attached to this email the report to Council, "Anticoagulant Rodenticides in the District of Saanich."

Kind Regards,

**Rachel Mattiuz**

Administrative Assistant to the Mayor  
Administration Department  
District of Saanich  
770 Vernon Ave.  
Victoria BC V8X 2W7

t. [250-475-5510](tel:250-475-5510)

f. [250-475-5440](tel:250-475-5440)

[rachel.mattiuz@saanich.ca](mailto:rachel.mattiuz@saanich.ca)

[www.saanich.ca](http://www.saanich.ca)

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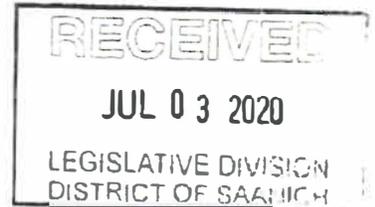
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# Notice of Motion

**To:** Mayor and Council  
**From:** Councillor Ned Taylor, Councillor Colin Plant  
**Date:** July 3, 2020  
**Subject:** Anticoagulant Rodenticides in the District of Saanich



## RECOMMENDATION

1. That Council provide direction to staff to implement a ban of anticoagulant rodenticides in the District of Saanich.
2. That Council request that the Mayor write, on behalf of council, to the Premier of British Columbia, appropriate ministers, copying MLAs in the Capital Region, requesting that the Province of British Columbia ban anticoagulant rodenticides.
3. That Council direct staff to communicate to residents and businesses in the District of Saanich council's direction on this matter, the harmful impacts of anticoagulant rodenticides, and better alternatives that are available.
4. That Council share this report with all other local governments in the Province of British Columbia.

## BACKGROUND

### **What are anticoagulant rodenticides?**

Often referred to as "rat poison", anticoagulant rodenticides are used for rodent control. They are intended to kill rodent pests, such as rats and mice. Once consumed, they cause death through internal bleeding.

### **What are the harmful impacts of anticoagulant rodenticides?**

It has been well-documented for over a decade that these products poison non-target wildlife on all levels of the food chain, in large numbers. Examples include owls, hawks, small birds, earthworms, coyotes, and even cougars. It is not uncommon for pets and children to be poisoned as well.

Non-target species can be impacted by direct (primary) and indirect (secondary) poisoning:

- Primary poisoning: anticoagulant rodenticides are provided in a small box. Rats feed on bait blocks containing the poison inside these boxes. Any animal the same size or smaller than a rat, can directly access the poison in this same manner. Many non-target species such as small birds are directly poisoned and killed in this way.
- Secondary poisoning: even if it is only small animals that can consume the poison directly, impacts on other wildlife are wide-ranging. Once a rat or other small non-target animal consumes a lethal dose of the poison, they don't die immediately. In fact, they can continue to live for several days. During this time they will continue to feed on the poison (mistaking it to be a food source), which increases the overall toxicity within their bodies. They will become slower and more vulnerable to predators. They make for an easy meal for predators such as owls - this is how secondary poisoning can occur.

Death from both primary and secondary poisoning is slow and painful for all animals.

Owls, for example, are not only a treasured species in our community, they are in fact natural predators to rats and other rodents. A single owl eats around 3 rats per night, approximately 1000 per year. By allowing the use of anticoagulant rodenticides to control rats, we are killing off their natural predators through secondary poisoning and helping the rat population to grow overall. It is entirely counter-productive.

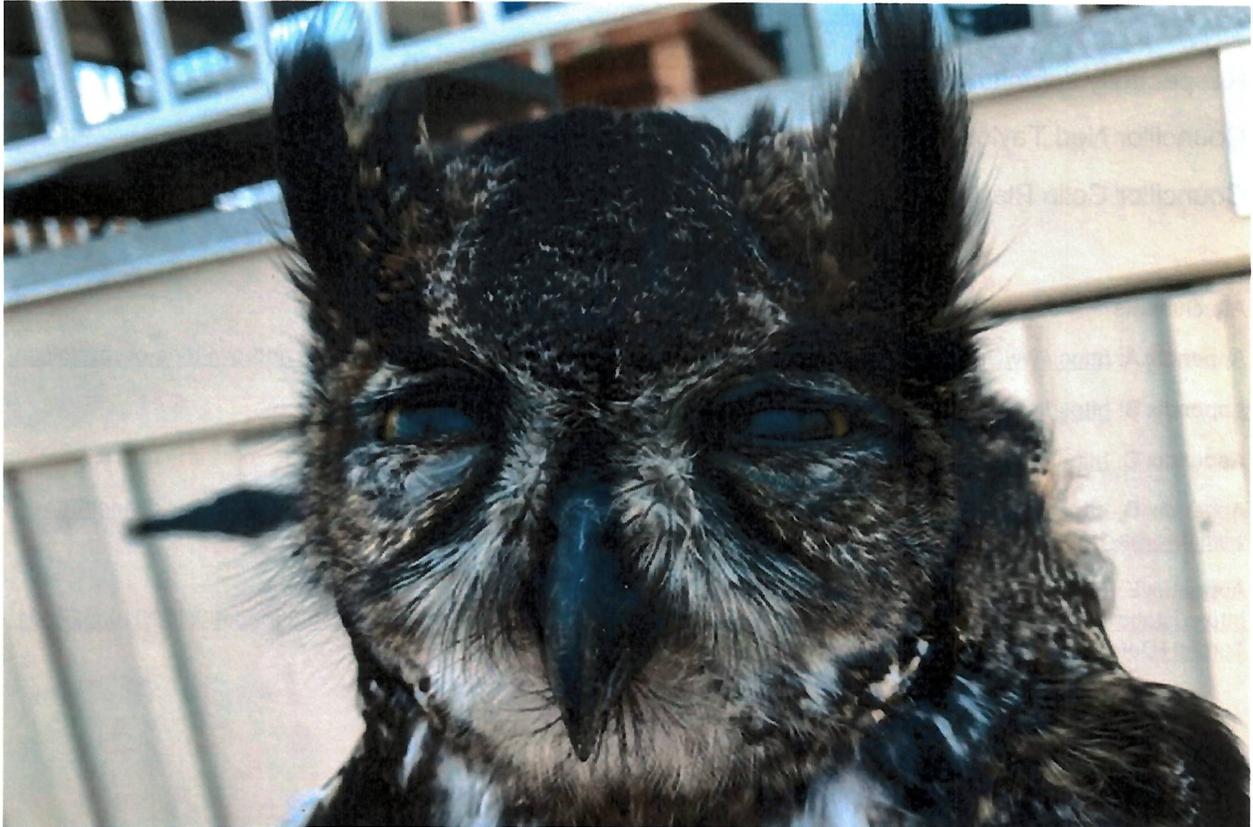
### **What are others saying?**

On February 28, 2020, the BC SPCA released a news story on their website, outlining the harmful impacts of anticoagulant rodenticides, and encouraging their readers to “push our municipalities in the right direction to reduce the use of rodenticides in parks and near greenbelts and areas that are home to B.C. wildlife”. This can be found in its entirety in Appendix B of this report.

Marie Turcott, a UBC law Student has researched this topic and written a fulsome report on the harmful impacts of anticoagulant rodenticides and critique of the provincial and federal government's current approach to regulating these products. It can be found in Appendix E of this report.

### **Why Saanich, why now?**

In recent weeks, there have been specific instances of owls dying due to anticoagulant rodenticides in the District of Saanich. On May 29, 2020, the Saanich News published an article (Attached as Appendix A): “Saanich residents sound alarm after second owl dies of rat poison”.



*A Great Horned Owl, found dead in the Saanich-owned property on Kings Rd, was killed by anticoagulant rodenticides just a number of weeks ago.*

*(Picture courtesy of Robert Vanzella)*

On June 15, 2020, the District of North Vancouver Council voted unanimously to ban the use of anticoagulant rodenticides (see Appendix C & D).

Momentum is building to stop using this harmful, unnecessary and ineffective method of rodent control. There are specific instances in the District of Saanich, which have highlighted its harmful impacts.

## **CONCLUSION**

Anticoagulant rodenticides are a harmful and ineffective method of rodent control, which kill a wide range of other valuable wildlife in our community, including the very species that naturally hunt and control the rodent population. Continuing to allow this method of rodent control is entirely illogical. There are more effective, less harmful and less cruel alternatives that exist.

Respectfully submitted by,

Councillor Ned Taylor

Councillor Colin Plant

Attachments

Appendix A: <https://www.saanichnews.com/news/saanich-residents-sound-alarm-after-second-owl-dies-of-rat-poison/>

Appendix B: <https://spca.bc.ca/news/rat-poison-wildlife/>

Appendix C: <https://app.dnv.org/OpenDocument/Default.aspx?docNum=4399436>

Appendix D: <https://www.cbc.ca/news/canada/british-columbia/rat-poison-rodenticide-north-vancouver-district-ban-wildlife-owls-1.5611892>

Appendix E:

<https://static1.squarespace.com/static/5a766a60bce176c268d99786/t/5ec70e48e553460f8682ce60/1590103627704/Turcott+Defending+Nature+Against+Rodenticides.pdf>

July 31, 2020

The Honourable John Horgan  
Premier of British Columbia  
PO BOX 9041, STN PROV GOV  
Victoria BC V8W 9E1

The Honourable Carole James  
Minister of Finance and Deputy Premier  
Room 153, Parliament Buildings  
Victoria, BC V8V 1X4

Dear Premier Horgan and Minister James:

**Re: UBCM Response to *Building BC's Recovery, Together***

On behalf of BC local governments, please find attached the Union of BC Municipalities submission to the Province's *Building BC's Recovery, Together* consultation document.

Our submission reflects the results of member outreach undertaken over the March – May period, as well as more recent local government engagement on specific policy files such as public transit.

As well, I am pleased to advise that at our July 17<sup>th</sup> meeting, the Executive formally constituted a Special Committee on Economic Recovery, comprising members of the Presidents Committee. We would welcome the opportunity to work collaboratively with you to share the perspectives of local government as we continue to move forward with the Restart Plan.

I also wish to take this opportunity to thank you for your leadership as we continue to navigate our province through this challenging and unprecedented time.

Yours truly,



Mayor Maja Tait  
UBCM President

Cc: Hon. Selina Robinson, Minister of Municipal Affairs and Housing

*Attachment: UBCM Submission to the Province's Building BC's Recovery, Together*

## Union of BC Municipalities Submission to the Province's *Building BC's Recovery, Together* Consultation Paper

### 1. Introduction

The Union of British Columbia Municipalities (UBCM) represents 100% of the local governments in British Columbia (BC), as well as eight First Nations members, and has advocated for policy and programs that support its membership's needs since 1905.

BC local governments are recognized as orders of government in their respective jurisdictions under the Community Charter and Local Government Act. As the order of government closest to its citizens, local government leaders know the significant impact that this pandemic has had on BC residents; small and large businesses; non-profit groups and other community-based organizations.

As the recognized, collective voice of BC local government, UBCM is pleased to provide this submission to the Province's *Building BC's Recovery, Together* consultation process.

### 2. *Building BC's Recovery, Together* Consultation Process

The Province's *Building BC's Recovery, Together* consultation process offers British Columbians an opportunity to provide their feedback either through the consultation paper, on line survey or one of the virtual town halls. Due to the personal focus of the Province's consultation, UBCM was unsure if this was the appropriate avenue for us to make our views known. However, at our July board meeting Executive members directed that we prepare a submission to ensure that the local government voice was heard as part of the Province's recovery process. As a result, our submission does not respond directly to the questions posed within the Province's consultation paper (*page 12*) but instead provides an overview of the feedback we have heard from our members after undertaking our own member engagement.

So while our submission may not fit within the Province's template for response, we note that many of the elements covered within our submission do align with the provincial priorities identified on page 11 of the consultation paper as follows:

- *STRENGTHENING OUR HEALTH CARE SYSTEM*
- *CREATING AND RESTORING GOOD-PAYING AND SUSTAINABLE JOBS*
- *BECOMING MORE SELF-SUFFICIENT*
- *IMPROVING EDUCATION, TRAINING AND APPRENTICESHIP OPPORTUNITIES*
- *TAKING ADVANTAGE OF BC'S ABUNDANT CLEAN ENERGY*
- *MOVING FORWARD ON MEANINGFUL RECONCILIATION WITH INDIGENOUS PEOPLES*
- *BUILDING THE CRITICAL INFRASTRUCTURE AND SERVICES THAT ALL COMMUNITIES NEED TO THRIVE*
- *ENSURING THAT BC IS ON A STRONG FISCAL FOOTING*

And while our submission may not directly reference all of the identified provincial priorities, UBCM does have a repository of resolutions and policy positions that would indicate broad member support for all of the priorities that have been identified.

In the Province's consultation paper, it states: *"As conversations across the province move from restart to recovery, it is clear recovery means more than returning to the past. This is an opportunity for businesses, organizations and non-profit agencies to help us generate solutions to address the challenges they face."*

UBCM concurs with this statement. By identifying the challenges facing local governments, as well as possible solutions, we hope our submission helps to generate new and creative opportunities for BC local government. We view our submission as a first step to help inform the Province's recovery process and look forward to further engagement in the coming months.

### **3. UBCM Perspectives on Recovery**

#### **Local Government and Financial Recovery**

In late March 2020, UBCM reached out to a wide of range of local governments to gather information on the immediate and projected long-term financial pressures facing local governments, their residents, and local businesses as a result of the pandemic. Many local governments identified a loss of variable revenue, the shelving of capital projects, a re-evaluation of property taxes, new costs of supporting vulnerable populations, and concerns over reserve restrictions and looming financial deadlines. In response to these concerns, UBCM raised potential relief measures with the Province that focused on property taxes, legislated financial timelines, restrictions on reserves, capital project timelines, grants, and infrastructure stimulus funding.

In early April, the Province introduced a financial relief framework that initiated temporary changes to B.C.'s property tax framework to provide financial support for businesses and local governments. Among the changes introduced, local governments were given the ability to borrow, interest-free, from their capital reserve funds and municipalities will be able to access school tax revenue collected for the Province until the end of the year. UBCM committed to monitoring the impact of the measures on local government finances, and working with the Province to ensure that local governments had the necessary resources to sustain their communities.

After a second round of outreach, many of our members acknowledged the provincial measures were a modest first step in attempting to address the pandemic-related financial challenges for communities. The measures provided local governments with some flexibility, enhanced cash flow, and short-term certainty that assisted them in financial decision-making. These provincial measures were viewed as a tool for governments to use in the interim, as well as support for local businesses. Even with these provincial measures, many local governments had to re-evaluate their budgets and make extremely difficult decisions and adjustments on capital spending, service levels, staffing, and proposed property tax increases, to ensure continued operation and delivery of critical services. Many local governments also engaged in layoffs of casual, temporary and facility related staff in early April, with the continued uncertainty of the pandemic impacting potential future layoffs.

While there was a general feeling that local governments might be able to financially weather the next several months, our members expressed particular concern about their finances in coming year(s). The risk of delinquencies amongst residential and commercial property taxpayers remains high as the economic fallout from the pandemic mounts. Local governments are concerned that the continued loss of non-taxation revenue, coupled with the uncertainty of tax delinquencies, will hinder the ability of local governments to advance capital projects, maintain existing essential services, and pay back reserves without significant property tax increases in the years ahead.

Upon receiving this feedback, UBCM called for additional provincial support measures in May to address local government funding shortfalls, mitigate the risk of tax delinquencies, and facilitate a revival of local economies. In particular, UBCM called for financial support for transit to aid local economic recoveries; an infrastructure stimulus framework to generate economic returns for communities; and an expansion of the property tax deferral program to all residents to reduce the risk of tax delinquencies. A copy of our May 8<sup>th</sup> letter to Minister Robinson is attached to this submission.

In addition, UBCM supported the Federation of Canadian Municipalities' request for a minimum of \$10 billion in emergency operating funding, with an additional \$2.4 billion for communities with transit systems, to be provided through a direct federal allocation to local governments.

Recently the federal government announced a \$19 billion funding program to support provinces with their recovery efforts, with specific funding to be targeted to local governments, specifically transit services. On July 22<sup>nd</sup> the Province announced it would target up to \$1 billion of additional spending to address COVID-19 impacts and restart plans of local governments and public transit services, conditional on matching federal contributions under a 50/50 cost-sharing criteria. UBCM welcomes this announcement and looks forward to working with the Province to identify how best to support local governments with their recovery efforts.

### **Local Government and Public Transit**

As noted above, in the early days of the pandemic, UBCM reached out to local governments to identify their financial challenges. And while we heard predictably about property taxes, and the loss of other revenue sources (i.e. casinos, parking and recreation fees) we also heard very specific concerns around transit, and the significant impact on local government budgets.

UBCM then followed up with officials from BC Transit, TransLink and the Mayors' Council on Regional Transportation to get a better understanding of the impacts on transit communities across BC. The financial impact is, and continues to be devastating.<sup>1</sup> In May, the UBCM Executive directed that we offer our support to BC Transit and TransLink communities to address the problem in a collective way. On June 16<sup>th</sup>, UBCM hosted a Public Transit Forum for all BC Transit and TransLink communities. What we found most interesting was, despite facing major financial challenges, mayors from transit communities commented on how important it was to remain on track; how they wanted to be part of the conversation to make transit more nimble and better able to adapt to these crisis situations.

During the Forum a document outlining draft principles and recommendations was shared with participants. The document specifically asked the Province to work with all transit / community partners on the development of a transit recovery strategy to address the financial impacts; and a rebuilding strategy that would

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<sup>1</sup> For example: Kelowna - \$3M losses predicted over next 12 months; Nanaimo RD - \$2.5 - \$3 million in 2020; Nelson - \$100,000 in revenue losses to date; Prince George - \$100,000-\$200,000 in revenue losses to date.

focus on how to sustain, grow and identify alternative funding models to support public transit.

UBCM recognizes that the Mayors' Council is working with Minister Robinson to address TransLink community concerns, however there is no comparable collective for BC Transit communities. As a result, UBCM wrote to the Minister of Transportation and Infrastructure on behalf of BC Transit communities offering to assist. We indicated our interest in working with the Province to coordinate a consultation process with affected communities to identify how best to support them to deliver transit at this critical time, and into the future. A copy of our June 29<sup>th</sup> letter to Minister Trevena is attached.

As noted earlier, UBCM was pleased to learn of the July 22<sup>nd</sup> announcement by the Minister of Finance to earmark up to \$1 billion to fund the Province's portion of municipal and transit services assistance, depending on the outcome of further federal cost-sharing discussions. We look forward to learning more about how this funding will be allocated to support transit communities recover from fare losses and rebuild the system to be more resilient. UBCM remains committed to working with the Province to identify other funding models to ensure transit can remain sustainable not only at this critical time, but through the recovery process into the future.

### **Local Government and Infrastructure**

As the Province turns its attention to the recovery phase of the pandemic, Infrastructure stimulus has historically generated significant economic returns for local communities, through increased employment, the flow through of dollars to local businesses, and the creation of much needed community assets.

When UBCM reached out to its members this past spring about recovery, members expressed broad support for securing an infrastructure stimulus framework that:

- maximizes flexibility on project category, eligible costs, procurement and timelines;
- provides 100% funding for any recovery program and/or current infrastructure program; and
- ensures administrative ease and efficiency in recognition of local staff capacity.

In addition, members noted that any infrastructure stimulus framework should support "shovel worthy" projects over shovel ready projects, expedite BC announcements in the Investing in Canada Infrastructure Program (ICIP), and remove existing federal stacking rules. UBCM believes that the current Gas Tax funding model is the appropriate model for any infrastructure stimulus framework,

as it maximizes local choice and flexibility to ensure funds are invested in the areas with the greatest need and economic return.

An ancillary issue that has surfaced repeatedly in our discussion of infrastructure stimulus relates to procurement. While we understand existing trade agreements prescribe specific procurement obligations, our members have expressed a desire to procure locally, where possible, as means to support local economic recovery. Local governments have expressed frustration with the BC Bid process, as it does not permit local governments to hire/buy local due to specified procurement thresholds. Adjustments to procurement thresholds or processes may provide an opportunity for economic stimulus, at a time when local economic development is critical to the overall provincial recovery effort.

### **Local Government and Broadband Connectivity**

Improved and expanded broadband internet connectivity has been, and continues to be a key priority for UBCM. Its importance has been underscored in 2020 by the move to work and conduct business remotely during the COVID-19 pandemic. In the early days of the pandemic local governments with limited connectivity struggled to conduct normal council/board business in a virtual format. While most local governments found ways to adapt, there are still many regions of our province that continue to struggle daily due to the lack of, or inadequate connectivity. The pandemic has revealed how vulnerable these communities are when disasters happen, and highlight how important it is to remedy the current situation.

We applaud the Province for expanding the Connecting British Columbia program in response to the COVID-19 pandemic to help internet service providers (ISPs) undertake immediate network equipment upgrades to rapidly improve capacity and internet speeds in underserved areas, but unfortunately it is still not enough. None of the current funding programs address the issue of existing, dormant backbone and last-mile infrastructure that either lacks an ISP to make use of it, or is owned by an existing Internet service provider that declines to activate and use it. Consequently, action needs to be taken to require ISPs or the owners of network infrastructure to activate and make use of existing, dormant network infrastructure to help achieve universal broadband Internet access.

Addressing the broadband connectivity gap is critical to the recovery effort. Communities need reliable adequate broadband connectivity to conduct the day to day business of local government; attract and retain business; support distance education / learning opportunities; access online health support/services; and ensure that their citizens are able to engage fully in a virtual environment.

## Local Government and Societal Impacts of COVID-19

While much of our submission has focused on economic recovery, our Executive and broader membership have identified the significant social impacts associated with the pandemic. As noted in the Province's consultation paper, hundreds of thousands of individuals have lost their jobs with those most impacted coming from the service sectors, notably retail, restaurants, hotels and tourism.

An example of this impact is very clearly evident on a community such as Whistler, a tourist destination, dominated by service sector employment. The following account was shared by Councillor Jen Ford, UBCM Third Vice-President:

*The Whistler Food Bank saw an immediate and alarming uptick in need for food security. Prior to Covid, the food bank handed out bags to roughly 45 households each week (one day per week it was open). In the first week, we saw 100, in the next week we were up to 200, and the peak was just before the CERB cheques started, there was 600 bags in a week. We moved to the conference centre with 5 day per week service. The service has remained strong with an average of 200 bags per week, and will remain at the conference centre through September. This move made sense to allow for adequate spacing and processing of the food donations. There are also outreach services available on site for support navigating CERB applications, financial support, and multicultural outreach. Prior to Covid, the majority of people would talk about insecure and unstable housing as the biggest issue. That has changed substantially, and it is now job insecurity and mental health.*

*As far as the tourism impact, Whistler generates 25% of the provincial tourism export revenue. The closure of hotels and reduced capacity of restaurants will be felt for many, many months ahead. Many of the local restaurants have reopened, and all the hotels have reopened, but we're seeing an entirely different kind of guest who is spending less and staying for shorter stays, unlike our typical visitor. Every business in town is being challenged by far fewer workers and few applicants, so service levels are difficult.*

The societal impacts of the pandemic cannot be underestimated. Additional and ongoing support is needed to assist vulnerable populations that have been significantly affected. Whether its unemployment, homelessness, substance abuse/addictions, mental health or other situations requiring social support services, communities are on the front line working with the Province, local organizations and volunteers to do what they can to help their residents.

#### 4. UBCM Role in the Provincial Recovery Effort

In order to effectively respond to, and recover from, the current pandemic, it is imperative that federal, provincial, local and aboriginal governments work collaboratively to address the devastating health, safety, social and economic impacts that have impacted every resident, in every region of our province and country.

At the July 2020 UBCM Executive meeting, board members directed that a Special Committee on Economic Recovery be established to serve as a contact point for provincial and federal governments to support recovery efforts. The newly established Special Committee is comprised of the following Executive members:

- Mayor Maja Tait, President
- Councillor Brian Frenkel, 1<sup>st</sup> VP
- Councillor Laurey-Anne Roodenburg, 2<sup>nd</sup> VP
- Councillor Jen Ford, 3<sup>rd</sup> VP
- Councillor Arjun Singh, Past President
- Councillor Craig Hodge, GVRD/Metro Rep.

Members of the Special Committee would welcome the opportunity to meet with the Province to discuss our submission or any other matters as they pertain to local governments and pandemic recovery.

#### 5. Concluding Remarks

On behalf of local governments across BC, UBCM thanks the Province for undertaking the ***Building BC's Recovery, Together*** consultation process. We appreciate the opportunity to share what we have heard from our members since the state of emergency was declared in March 2020.

While this submission is not exhaustive of the issues and challenges facing our members, we consider it to be an accurate portrayal of the key concerns facing BC local government. As the collective voice of local government, UBCM stands ready to work with the Province and offer our assistance as BC moves forward through the recovery phase.

*Attachments:*

- *May 8, 2020 letter to Minister Robinson*
- *June 29, 2020 letter to Minister Trevena*

May 8, 2020

The Honorable Selina Robinson  
Minister of Municipal Affairs and Housing  
PO Box 9056 Stn Prov Govt  
Victoria, BC V8W 9E2  
Via Email: MAH.minister@gov.bc.ca

Dear Minister Robinson,

On behalf of the Union of British Columbia Municipalities (UBCM), I wish to thank you for listening to the range of financial pressures facing local governments that were raised in our discussions with you and your staff in April. The Province's willingness to move quickly and develop measures seeking to address those financial challenges was welcomed by UBCM and its members.

The measures announced on April 16<sup>th</sup> were an important first step in supporting our members and their local economies, as they provided additional relief to small business and gave some flexibility to help local governments maintain operations. At the time of their announcement, UBCM committed to monitoring the impact of the measures on local government finances, and working with the Province to ensure that local governments had the necessary resources to sustain their communities.

We have since reached out to our membership to gauge the impact of the provincial financial relief framework, and to identify a stimulus approach that would assist a post-pandemic recovery in our communities. Outlined below you will find a summary of our outreach findings, coupled with a request for additional measures that would address local government funding shortfalls, mitigate the risk of tax delinquencies, and facilitate a revival of local economies.

### **Provincial Financial Relief Measures**

Many of our members acknowledge the April 16<sup>th</sup> measures as a modest first step in attempting to address the pandemic-related financial challenges of communities. The measures provided local governments with some flexibility, enhanced cash flow, and short-term certainty that assisted local governments in their financial decision making. They were viewed as a tool for governments to use in the interim, as well as financial support for local businesses. It should be

noted that many local governments had to re-evaluate their budgets and make extremely difficult decisions and adjustments on capital spending, service levels, staffing, and proposed property tax increases, to ensure continued operation and delivery of critical services. Many local governments also engaged in layoffs of casual, temporary and facility related staff in early April, with the continued uncertainty of the pandemic impacting potential future layoffs.

While there is a general feeling that local governments might be able to financially weather the next several months, our members are particularly concerned about their finances for the following year(s). The risk of delinquencies amongst residential and commercial property taxpayers remains high as the economic fallout from the pandemic mounts. Local governments are concerned that the continued loss of non-taxation revenue, coupled with the uncertainty of tax delinquencies, will hinder the ability of local governments to advance capital projects, maintain existing essential services, and pay back reserves without significant property tax increases in the years ahead.

### **Expanded Property Tax Deferral Program**

Given the risk of property tax delinquencies, local governments are seeking an expansion of the existing Property Tax Deferral Program to cover all residential tax payers at a minimum. While the program's eligibility covers a significant number of residents, there remains a sizeable number of ineligible residents that require support. An expanded program would mitigate the risk of delinquencies, and provide a greater degree of certainty for budgeting and long-term financial planning.

### **Transit Financial Support**

The need for financial support for transit has also emerged as an issue amongst transit dependent communities throughout the province. Not only has the loss of fare revenue significantly impacted many local government budgets, but the decreased ridership arising from physical distancing requirements threatens the financial sustainability of existing services levels. Transit is a service critical to supporting local economic recoveries, and UBCM's members are looking for provincial funding assistance to support the sustainability of transit in their communities.

### **Economic Recovery Stimulus Funding**

UBCM's members are seeking economic recovery stimulus funding once the Province fully turns its attention to the recovery phase of the pandemic. Infrastructure stimulus has historically generated significant economic returns for local communities, through increased employment, the flow through of dollars to local businesses, and the creation of much needed community assets.

To that effect, UBCM's members are broadly supportive of securing an infrastructure stimulus framework which maximizes flexibility on project category, eligible costs, procurement and timelines; provides 100% funding for any recovery program and/or current infrastructure program; and which ensures administrative ease and efficiency in recognition of local staff capacity. In addition, any infrastructure stimulus framework should support shovel worthy projects over shovel ready projects, expedite BC announcements in the Investing in Canada Infrastructure Program (ICIP), and remove existing federal stacking rules. UBCM believes that the current Gas Tax funding model is the appropriate model for any infrastructure stimulus framework, as it maximizes local choice and flexibility to ensure funds are invested in the areas with the greatest need and economic return.

I wish to thank you for your leadership and collaboration on combating the impact of the pandemic in BC's communities. I look forward to working with the Province on these proposed measures to ensure that local governments have the resources necessary to sustain their operations and services while stimulating their local economies.

Sincerely,

A handwritten signature in black ink, appearing to read 'Maja Tait', written in a cursive style.

Mayor Maja Tait  
UBCM President

June 29, 2020

The Honourable Claire Trevena  
Minister of Transportation and Infrastructure  
Room 306 Parliament Buildings  
Victoria, BC V8V 1X4

Dear Minister Trevena:

**Re: Public Transit in BC**

On behalf of UBCM I wanted to take the opportunity to update you on work that we have undertaken to support transit communities in BC. While all BC communities have been financially impacted by COVID-19, UBCM has found that transit communities are struggling even more so. I shared some initial findings when we connected a few months ago, and now have additional feedback that I felt was important to convey.

In response to member concerns, UBCM hosted a Transit Forum on June 16<sup>th</sup> for both TransLink and BC Transit communities. The session was well attended with over 90 participants and was planned in coordination with the TransLink Mayors' Council. The Forum opened with a joint presentation by Erinn Pinkerton, President and CEO, BC Transit and Kevin Desmond, CEO, TransLink on the state of public transit in BC. Both presenters noted that the next two years will bring continued uncertainty and the need to be nimble and responsive.

Mayors from both TransLink and BC Transit communities shared the financial and operational challenges they have faced over the past four months and how they have tried to adapt. Discussion focused on a draft set of principles and recommendations that reflected on how to recover from current losses and what is needed to rebuild public transit. This document, attached, received overwhelming support.

And, despite the significant financial losses faced by many transit communities, it was heartening to learn that over 90% of participants indicated that their community remains committed to the same growth, transportation and other local/regional plans and objectives that they had in place prior to COVID-19. Interestingly, the Mayors commented on how important it was to remain on track; the importance of continued transit growth and the need to make transit more nimble and adaptive to respond to these crisis situations.

And finally, over 98% of Forum participants supported being part of a collaborative approach (UBCM, BC Transit and TransLink communities) going forward that would advance the recommendations for rebuilding transit in BC to the provincial and federal government.

UBCM and its local government members recognize that transit is an essential service that is key to the Province's Restart Plan. Based on what we heard from Forum participants, there is an opportunity for transit communities to help identify what recovery and rebuilding might look like and to ensure public transit remains sustainable into the future as the Province continues to re-open the economy.

We recognize that the Mayors' Council is already working collaboratively with Minister Robinson's office and would offer our organization as a body that could assist your Ministry in establishing an ongoing working relationship with BC Transit communities.

In closing, we would welcome an opportunity to meet with you to discuss how we can work in partnership to develop a recovery and rebuild strategy for BC public transit.

Yours truly,



Mayor Maja Tait  
UBCM President

**Att: *Principles and Recommendations to the Province for Rebuilding Transit in BC***

cc: Hon. Selina Robinson, Minister of Municipal Affairs and Housing (Responsible for TransLink)  
Mayor Jonathon Cote, City of New Westminster and Chair, Mayors' Council  
Mayor Colin Basran, City of Kelowna  
Mayor Jack Crompton, Resort Municipality of Whistler  
Kevin Desmond, CEO, TransLink  
Erinn Pinkerton, CEO and President, BC Transit  
Mike Buda, Executive Director, Mayors' Council on Regional Transportation



[Date]

Ref: 256384

Honourable John Horgan  
Premier  
PO Box 9041 Stn Prov Govt  
Victoria BC V8W 9E1

Honourable Carole James  
Minister of Finance  
PO Box 1234 Stn Prov Govt  
Victoria BC V1A 2BC

Dear Premier and Minister James:

During the month of July, I held 10 consultation sessions about COVID-19 and economic recovery with municipal mayors and regional district chairs or their representatives across the province. The sessions provided an opportunity for local governments to contribute directly to British Columbia's recovery conversation. The Ministry of Municipal Affairs and Housing invited representatives from 189 local governments including 21 regional districts and 14 resort communities to the conversations. The discussion and ideas that were generated helped inform this letter and I am pleased to share them with you.

Overwhelmingly, local government representatives were most concerned about connectivity, infrastructure, transit and food security. The ministry also heard that people want more than economic recovery, they want to make things better for everyone and COVID-19 provides the opportunity to do that as we restart the economy towards recovery.

The consultation sessions were guided by the principles, values and measures outlined in the government's discussion paper, Building B.C.'s Recovery, Together. They focused on the importance of getting people back to work quickly, the value of equity, leaving no one behind, restoring the Province of British Columbia's revenue base, supporting climate commitments, and having an immediate and demonstrable impact on economic recovery.

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Local governments put forward a variety of practical, innovative and valuable ideas in the consultation sessions. The following priority themes (common topics or subject areas for recovery investment) were identified:

- **Connectivity/Broadband**
- **Investment in Infrastructure**
- **Transit/Transportation**
- **Agriculture/Food Security**
- **Child Care**
- **Low Wage Workers/Employment**
- **Health Care, Mental Health and Social Services**
- **Tourism/Recreation**
- **Education/Training**
- **Clean Energy and Technology**
- **Affordable Housing**
- **Industry/Business Development**
- **Reconciliation**

These priority themes (described further in **Appendix 1**) cut across all local governments, independent of size and location. They also reflect a strong sense of “building back better” – an idea that has been widely expressed by many who say that with the hard economic impact of COVID-19 comes an opportunity to diversify, innovate, collaborate and partner to make things better for people and communities as we work towards economic recovery.

The priority themes and ideas expressed by local government leaders were primarily focused on what could be done to help various sectors in their communities rather than on the needs of the local governments themselves. At the same time, the importance of local governments having enough supports and capacity to restart operations was also noted.

A number of local governments have laid off workers, experienced real revenue losses (e.g. transit, user fees) and faced significant new costs (e.g. adapting local government facilities and services to a COVID-19 environment). Some local governments also noted the opportunity to rethink local government financing to ensure that their financial tools are sufficiently robust and sustainable to meet the increased and changing demands on local governments and their services.

I would like to take this opportunity to recognize the dedication, hard work and leadership local governments are providing to their communities, each with unique needs, during a challenging and ever-evolving time. As B.C. has moved into restart and now recovery planning, local governments have not only been working hard to get themselves back to full operation in a safe way, they have also been supporting the businesses, non-profits and other interests in their communities. This includes patio expansions for restaurants, shop local campaigns, virtual community events, business information tools, local economic recovery task forces and direct contributions in dedicated time and resources.

.../3

Honourable John Horgan  
Honourable Carole James  
Page 3

Most importantly, local governments have been doing this work in collaboration with other local governments across their regions, First Nation neighbours, all sectors in their communities and the Province. The commitment to come together in response to the unprecedented COVID-19 emergency persisted as we worked together to get restarted and now continues in rebuilding together as local governments work with the Province to plan for recovery.

I appreciate the time that everyone took out of their busy lives to participate in the consultation sessions and the recommendations they provided from their unique positions on the front lines of the pandemic.

It gives me great pleasure to provide this input from my calls with local government leaders to the economic recovery engagement process. I expect that some local governments will also be submitting ideas into that process directly. The Union of BC Municipalities has also prepared a letter for submission and I am very pleased to include it here.

Sincerely,

A handwritten signature in black ink, appearing to read 'Selina Robinson', written in a cursive style.

Selina Robinson  
Minister

pc: Her Worship Mayor Maja Tait, President, Union of BC Municipalities  
Local Governments in British Columbia

## **Appendix 1 – Description of Priority Themes**

### **Connectivity/Broadband**

Digital connectivity is the number one opportunity that emerged in almost every engagement session, especially for rural and remote communities. To fully participate in the new economy, communities need digital access through broadband, cellular mobility, and capacity development to effectively use these technologies. Reliable and affordable high-speed internet is critical to removing barriers to growth and community well-being to enable working from home, remote schooling, moving traditional businesses to an online format and developing new types of businesses. Improving connectivity generates opportunities for everyone to learn new skills and access essential services and it will make it easier for communities to attract new residents and business investment that creates jobs for the long-term.

### **Investment in Infrastructure**

Local governments recognize that continued investment in critical infrastructure projects that facilitate the delivery of public services, such as drinking water, sewage collection and treatment, cultural and recreational facilities, parks and transportation are good investments for everyone and creates primary and secondary jobs in their communities. Investment in infrastructure addresses environmental, economic and social dimensions, and is seen as having general economic benefits for all industry sectors. Several communities have also noted that they have “shovel-ready” projects.

### **Transit/Transportation**

Effective transit and transportation networks are vital for economic recovery as they help bring people back to work and allow businesses to distribute their products and get the supplies they need. Local leaders identified a need for transit funding to make up for revenue losses and to enable the service frequency and safety that will get riders “back on board”. Other transportation infrastructure needs identified include expansion of highways, increased ferry services and investment in railway and municipal airports.

### **Agriculture/Food Security**

During the pandemic, it became even more apparent that food security is an essential need. The ability for small producers to increase their capacity and structural support is needed to ensure food is marketed, produced, processed, packaged, distributed and sold locally. Local leaders acknowledged that our reliance on foreign agricultural workers impacts food security and identified an opportunity to create a skilled domestic agricultural workforce in order to reduce reliance on workers from outside B.C.

### **Child Care**

The provision of childcare is essential for enabling workers to return to work and speed up economic recovery. Many communities identified a lack of adequate childcare in their communities. Local leaders recognize that investments in safe, reliable and affordable childcare is vital to economic recovery.

### **Low Wage Workers/Employment**

The disproportionate impact of COVID-19 on low wage workers especially in certain sectors (e.g. tourism, retail and food services, agriculture and non-profits), and particularly women and youth, highlights the need for support for these workers. Local leaders talked about supplementing wages as a way to stimulate recovery that would also make it easier to recruit for often hard-to-fill jobs. Some local governments noted that their communities would benefit if they could hire students and others for temporary positions in the short term, until the economy picked up.

### **Health Care, Mental Health and Social Services**

The pandemic and emergency measures have strongly impacted vulnerable populations. Isolation from services and support networks has had a profound impact on the homeless population, families living in poverty, and individuals struggling with pre-existing mental health and substance use issues. Local governments and non-profit organizations have been at the forefront of mitigating these impacts during the pandemic. Support from the Province and collaboration with local governments and non-profit organizations is essential in post-pandemic planning as this provides an opportunity to not just “pick up where we left off” but re-shape and strengthen B.C.’s health care, mental health and social services.

### **Tourism/Recreation**

Some local governments with great natural assets, noted the challenge of diversifying their tourism economies to be more resilient over the long term. Investments to support local governments in enhancing natural assets through the development of trails, parks and facilities such as campsites and washrooms will help create new jobs, especially for youth, expand tourism and improve outcomes for people and communities.

### **Education/Training**

A number of local governments identified the need for training programs to attract young people that can participate in the economy and some others noted that resource-based workers were also going through a separate economic downturn (i.e. mill closures) and that sector could also benefit from retraining and education programs.

### **Clean Energy and Technology**

Communities have asked for consistent investment to help them transition to a low carbon future and support green technology aligned with CleanBC goals. These investments will ensure that communities and local businesses are ready to seize economic opportunities coming from clean energy and technology and create more and higher-value jobs. Additionally, local governments noted that investments in climate change adaptation and mitigation activities and studies would have long-term benefits.

## **Affordable Housing**

There is still a shortage of affordable housing in the province. Investment in affordable housing will reduce chronic homelessness and support vulnerable populations by providing those most in need with a safe place to call home. Affordable and workforce housing will allow people to return to work quickly and give them the security they need to fully participate in the economy. Building affordable housing not only provides much needed housing but employs hundreds of skilled workers and can provide new workers with opportunities to learn new skills.

## **Industry/Business Development**

Innovation and investment in traditional resource industries such as forestry is a critical component of economic recovery as these industries support and create jobs in many of B.C.'s rural communities. Communities and businesses need support to capitalize on innovative and emerging opportunities. Local governments recognize the need to assist businesses in developing an online presence and the need to work in collaboration with their local business community on an ongoing basis to promote economic recovery.

## **Reconciliation**

The pandemic has highlighted the need to work together across communities and regions. Investing in ways to foster partnerships with Indigenous neighbours that not only support reconciliation but also builds community economic resilience is a real opportunity before us. There is strong willingness among local governments to work in collaboration with neighbouring Indigenous communities (as many have done in COVID-19 response); it was noted that some smaller and rural/remote local governments as well as First Nations lack resources and capacity for the level of engagement needed to achieve real economic progress.

## Stephanie Lam

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**Subject:** Light up in Blue for Prostate Cancer

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**From:** Shelley Werk <Shelley@prostatecancerbc.ca>

**Sent:** August 6, 2020 11:15 AM

**To:** Clerk's Office <ClerksOffice@whiterockcity.ca>; Operations <operations@whiterockcity.ca>

**Subject:** Light up in Blue for Prostate Cancer

*CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.*

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Good morning

September is Prostate Cancer Awareness month and we are holding our Westcoast Motorcycle Ride to Live as well. We would like to ask the City of White Rock to Light up in Blue for 1 or more days in September. If you take requests for the White Rock Pier or any other wonderful city landmarks that would be amazing!

Our Ride event is Sunday, September 13<sup>th</sup> so that would be the ideal day to Light up in Blue but any other days in September is great as well.

Please let me know if there are any forms I need to fill out for a request. Thank you very much for this opportunity to spread awareness for Prostate Cancer.

Sincerely,

**Shelley Werk**, *Donor Relations*

#4 17918 55th Ave.

Surrey, BC V3S 6C8

p: 604-574-4012

shelley@prostatecancerbc.ca

p: 1-877-840-9173

www.prostatecancerbc.ca





August 26, 2020

VIA EMAIL

Your Worship and Council:

***REQUEST FOR SUPPORT FOR EXPANDED PATIO PERMISSIONS***

On behalf of the BC Restaurant and Foodservices Association, the Alliance of Beverage Licensees, and the BC Craft Brewers Guild, we are writing to thank you for expanding outdoor dining in your municipality and to request that you consider:

1. Expediting applications for businesses to winterize patios in public and private spaces to provide operators with the opportunity to capitalize on the confidence of outdoor space
2. Approving temporary patios for Summer 2021 now so operators are able to plan ahead; and
3. Creating a program for designated pick up zones so that businesses can enhance contactless curbside pick up in the fall and winter months.

Outside dining has been a significant benefit to operators and customers. It has helped build confidence in dining out and activated streets in new ways that have helped keep patrons and employees safe amid this global pandemic. We hope that we can work with you to build on this positive messaging going forward.

**The financial pressures felt by British Columbia's hospitality industry as a result of the COVID-19 pandemic continue to be substantial.**

British Columbia's 14,000 restaurants and pubs employ over 190,000 people and contribute \$13 billion dollars to the economy annually. Our craft beer and wine industries also play significant roles in the vibrancy, innovation, and economic impact of our industry and the province. At this point in the crisis, 15% of hospitality businesses have already closed. With the end of summer approaching combined with the end of temporary layoff and CERB as well as the extended closure of the border, the potential for additional businesses closing is significant.

The COVID-19 crisis has driven devastating declines in both sales and guest-count in the hospitality industry.

- 51% of British Columbians surveyed by Leger Marketing at the end of July felt that just leaving the house was stressful. 64% remain afraid of contacting the virus.

- Datassential survey of August 7 reports that the number of people concerned about eating out is rising: 47% are definitely avoiding eating out and 34% are nervous but will still eat out.

**In face of real threats of business closures across the province,** we ask you to consider extending your permissive licensing for restaurant, pub, bar, and brewery businesses around outdoor spaces. Extensions of the incredible support and creativity you have already offered would make a significant difference to the hospitality businesses that operate and employ people in your community:

- Extend approvals for short-term patios in public and private spaces to provide operators with the opportunity to capitalize on the confidence of outdoor space and expand the businesses ability to create physical distancing between tables.
- Support expedited applications for businesses to winterize temporary spaces, including by preapproving styles of canopies and heater units that meet your jurisdictions needs.
- Renew the extended patio program for 2021 now. This will ensure that operators plan to keep materials and generates cost savings.
- Create a program for businesses to apply for curbside pick up zones. We suggest that these include standardized signage that lists the businesses using the pick up stop and phone number for curbside pick up.
- Ensure coordinated communication and reduced red tape to make these changes possible.
- Support expanded permissions in discussions with the Provincial Government.
- Practice Sympathetic Administration and set new ways of doing streamlined business.

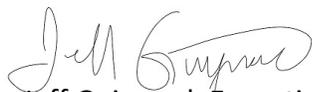
Our industry has never faced a crisis of this magnitude. It is our sincere hope that we can work with your council to find material and hard-hitting measures to ensure this industry survives. It will require bold and quick moves to help industry restore itself. We are working with the LCLB to extend their liquor service regulations in conjunction with this request.

Thank you in advance. We remain at your disposal to offer advice and perspective on these issues. Please do not hesitate to contact the undersigned at any time.

Sincerely,



Ian Tostenson, President and CEO cell: 604.986.1429  
British Columbia Restaurant and Foodservices Association



Jeff Guignard, Executive Director cell: 604-499-2566  
Alliance of Beverage Licensees



Ken Beattie, Executive Director cell: 604.306.1500  
BC Craft Brewers Guild

## **For Metro Vancouver meetings on Friday, July 31, 2020**

*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](mailto:Greg.Valou@metrovancouver.org).

## **Metro Vancouver Regional District**

### **E 1.1 Derby Reach Brae Island Parks Association Contribution Agreement**

**APPROVED**

The 2020-2024 Metro Vancouver Regional Parks 5-year financial plan includes annual allocations in 2021 for seven park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

The Board approved the Contribution Agreement between MVRD and the Derby Reach Brae Island Parks Association for a three-year term in the amount of \$45,000 (\$15,000 in 2021, \$15,000 in 2022 and \$15,000 in 2023), commencing January 1, 2021 and ending December 31, 2023. This will support the Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services.

### **E 1.2 Boundary Bay Park Association Contribution Agreement**

**APPROVED**

The 2020-2024 Metro Vancouver Regional Parks 5-year financial plan includes annual allocations in 2021 for seven park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

The Board approved the Contribution Agreement between MVRD and the Boundary Bay Park Association for a one-year term in the amount of \$7,000, commencing January 1, 2021 and ending December 31, 2021. This contribution agreement supports the Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services.

### **E 1.3 Burnaby Lake Park Association Contribution Agreement**

**APPROVED**

The 2020-2024 Metro Vancouver Regional Parks 5-year financial plan includes annual allocations in 2021 for seven park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

The Board approved the Contribution Agreement between MVRD and the Burnaby Lake Park Association for a three-year term in the aggregate amount of \$43,000 (\$13,000 in 2021, \$15,000 in 2022 and \$15,000 in 2023) commencing January 1, 2021 and ending December 31, 2023. This contribution agreement supports the Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services.

## **E 1.4 Colony Farm Park Association Contribution Agreement**

**APPROVED**

The 2020-2024 Metro Vancouver Regional Parks 5-year financial plan includes annual allocations in 2021 for seven park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

The Board approved the Contribution Agreement between MVRD and the Colony Farm Park Association for a one-year term in the amount of \$10,000, commencing January 1, 2021 and ending December 31, 2021. This contribution agreement supports the Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services.

## **E 1.5 Minnehada Park Association Contribution Agreement**

**APPROVED**

The 2020-2024 Metro Vancouver Regional Parks 5-year financial plan includes annual allocations in 2021 for seven park associations active in regional parks. Funding will be used to support opportunities for citizens to help preserve, protect and enhance regional parks, while advocating for greater public connection to nature.

The Board approved the Contribution Agreement between MVRD and the Minnehada Park Association for a three-year term in the aggregate amount of \$42,000 (\$12,000 in 2021, \$15,000 in 2022 and \$15,000 in 2023), commencing January 1, 2021 and ending December 31, 2023. This contribution agreement supports the Association's capacity to provide community benefit to Metro Vancouver Regional Parks through their many volunteer programs and services.

## **E 1.6 Regional Greenways 2050 - Draft Plan and Phase 2 Engagement Process**

**APPROVED**

Regional Greenways 2050 is the region's shared vision for a network of recreational multi-use paths for cycling and walking that connects residents to parks, protected natural areas, and communities to support regional liveability.

This report provided the MVRD Board with a draft Regional Greenways 2050 plan, a summary of the results of the phase 1 engagement events that informed the development of the draft plan, and outlined the proposed process for the second phase of engagement.

The draft Regional Greenways 2050 plan identifies current challenges and benefits, provides an updated vision for contiguous system of regional greenways, and an implementation framework that focuses on actions that can be undertaken in the next five years that will enable measurable progress toward this long term vision.

The Board endorsed the draft Regional Greenways 2050 plan and authorized staff to proceed with the public engagement process as presented.

**E 1.7 Regional Parks – State of the Assets Report for Buildings****RECEIVED**

The development of an asset management plan for Regional Parks' built assets is underway. The first step of that plan is to create an inventory and assess the condition of assets. A summary report of all built assets will be complete in late 2020.

In the interim, this report provided information on buildings, which are the largest value asset group, representing about 40% of all Regional Parks assets by value. Estimated funding of \$2.0 to \$2.8 million annually is needed for buildings. A more detailed study is now underway to identify a framework for prioritizing building expenditures, including buildings not needed to meet Regional Parks' mandate. The results of this study will be shared with Regional Parks Committee in early 2021.

The Board received the report for information.

**E 2.1 Development of a Resilient Region Strategic Framework****APPROVED**

Resilience is a core component of Metro Vancouver's work, represented by activities such as back-up power programs for assets, air quality monitoring and advisories, and water conservation programs. Staff proposed the development of a strategic framework to unify long-range planning activities currently underway across the range of Metro Vancouver's services, with consideration to financial and social factors such as affordability, equity and reconciliation, as well as physical and environmental conditions.

The final framework will support a consistent approach to integrating resilience across the organization in the longer term and will reflect the Board's goals and objectives. The articulation of cross-cutting actions will help to capture synergies across departments and support continuous improvement. An increased focus on resilience in all planning activities will help ensure that more equitable outcomes and community benefits are received from future investments.

The Board endorsed the development of a Resilient Region Strategic Framework as outlined in the report.

**E 3.1 Metro Vancouver's Achievement of Carbon Neutrality in 2019****RECEIVED**

In 2019, Metro Vancouver achieved corporate carbon neutrality, as reported to the Province under the Climate Action Revenue Incentive Program. Metro Vancouver balanced its corporate carbon footprint with projects that reduce or avoid greenhouse gas emissions, such as the restoration of Burns Bog. Metro Vancouver's corporate carbon neutrality demonstrates leadership on climate action and serves as a call for additional action that is needed to reduce region-wide emissions, towards a carbon neutral region by 2050. As part of the development of the Climate 2050 Roadmaps, Metro Vancouver is identifying actions to achieve regional carbon neutrality.

The Board received the report for information.

**E 3.2 Climate and Energy UBCM Resolutions Endorsed by Metro Vancouver Member Jurisdictions****APPROVED**

A key function of the Union of British Columbia Municipalities (UBCM) is to pass resolutions on behalf of its membership. At its convention, UBCM members will vote on 2020 resolutions. Typically, resolutions are submitted via local government associations, but due to COVID-19 the May 2020 Lower Mainland Local Government Association conference was cancelled, requiring all resolutions to pass directly through UBCM. This report summarizes climate and energy resolutions endorsed by Metro Vancouver member municipalities' councils that will be brought to the 2020 UBCM convention for voting on September 22 – 24, 2020.

The Board directed staff to forward the report to member jurisdictions in preparation for the UBCM convention and directed staff to review the UBCM resolutions put forward by member jurisdictions of the Lower Mainland Local Government Association and to highlight those resolutions that align with Metro Vancouver policies and initiatives.

**E 3.3 Engagement on Amendments to Air Quality Permit and Regulatory Fees****APPROVED**

Metro Vancouver conditionally authorizes businesses to emit air contaminants through site-specific authorizations, and sector emission regulations. Various fees are charged to recover Metro Vancouver's costs. The last significant change to air quality fees was in 2008. Since then, Metro Vancouver's efforts to promote continuous improvement have led to emission reductions and, as a result, fee revenue has decreased. At the same time, air quality regulatory costs have increased substantially as complaints, community air quality awareness, permit complexity, and the number and cost of appeals have all increased. Taxpayers have been funding the difference between air quality regulatory costs and fee revenue.

To better recover costs from emitters, promote continuous improvement, provide incentives to reduce harmful emissions, and maintain polluter-pay, user-pay, equity, and fairness principles, Metro Vancouver will undertake engagement on potential changes to air quality permit and regulatory fees.

The Board authorized staff to proceed with the engagement process as presented in the report.

**E 3.4 Consultation on Expanding the Non-Road Diesel Engine Emission Regulation****APPROVED**

Bylaw 1161 regulates older, higher emitting Tier 0 and Tier 1 non-road diesel engines in an effort to reduce diesel particulate matter that is harmful to health and the environment, including climate change.

Amendments to Bylaw 1161 would expand the scope of the bylaw to further reduce diesel particulate matter and to address harmful nitrogen oxides (NOx) produced by all tiers of non-road diesel engines. Potential amendments to Bylaw 1161 may include: an expanded scope to regulate Tier 2, 3, and 4 non-road diesel engines; requirements for engines used in backup and emergency situations; the introduction of a moderate use engine category; adjustments to economic instruments; enhanced emission verification measures; and restrictions on the use of non-road diesel engines near hospitals, seniors care facilities, and other sensitive receptors.

The Board approved the scope of the proposed amendments to GVRD Non-Road Diesel Engine Emission Regulation Bylaw No. 1161, 2012. Furthermore, the Board endorsed the engagement plan as presented and authorized staff to proceed.

## **I 1 Insurance Renewal Premium**

**RECEIVED**

Metro Vancouver renews its property insurance on July 1st each year. With changes in asset values and rate increases, the proposed annual premium for Metro Vancouver property increased to \$5.04 million, up from \$3.3 million for the year. The Procurement and Real Property Contracting Authority Board Policy currently sets \$5 million as the level for a contract requiring Board approval.

On June 30, 2020 the insurers provided an extension to accept the premium and the coverage to July 8th. Staff considered increasing deductibles in order to reduce the premium to below the threshold, however the significant increases to deductibles resulted in minimal immediate changes to the premium. Further, staff felt it was not prudent to immediately adjust the deductible without a rigorous assessment of the risk to the organization and the Metro Vancouver approach to self-insurance.

Due to timing restrictions, the contract with the premium was executed by staff on July 8th and the Performance and Audit Committee was advised of the variance to the policy on July 9th. Actions arising out of the discussion at Performance and Audit will be an in depth review of risk and self-insurance, including engagement on practices by member municipalities, to minimize the impact on the 2021 budget, and reviewing the approval limits set out in the Procurement and Real Property Contracting Authority Board Policy.

The Board received the report for information.

## **I 2 Committee Information Items and Delegation Summaries**

**RECEIVED**

The Board received information items from Standing Committees.

### **Performance and Audit Committee: July 9, 2020**

Information Items:

#### **5.1 Corporate Policy Review – Environmental, Social and Governance (ESG) and Socially Responsible Investment (SRI) Principles**

Environmental, Social and Governance and Socially Responsible Investment principles have become more prominent in recent years, particularly with publicly funded organizations. Metro Vancouver is undertaking a review of its Corporate Investment Policy and Procedures in the context of the evolving investment landscape. This review will determine if and how the organization should respond in order to stay current with our investment approach and philosophy, and to ensure we meet the social and investment expectations of our member municipalities and the region we serve. Embedded in the proposed process is a mid-review update, which will include a presentation on the subject by the Municipal Finance Authority.

## **5.2 Investment Position and Returns – April 1 to May 31, 2020**

The estimated annualized return for Metro Vancouver’s investment portfolio as at May 31, 2020 was 1.96% for Short-Term, 2.45% for Long-Term and 2.57% for the Cultural Reserve Fund. Investment performance has met Policy expectations for the current period and exceeded all its benchmarks.

As the previous report included results and balance information up to March 31, 2020, the current report covers a shorter period of April and May. Going forward, the interest rates are expected to remain low for the foreseeable future. Metro Vancouver’s overall rate of return will continue to be pressed lower as a significant portion of the portfolio will be placed in short-term products and held in cash for liquidity.

## **5.3 Interim Financial Performance Report – April 2020**

The projected overall operational results for 2020 for Metro Vancouver’s functions is close to \$9.9 million on an approved budget of \$890.1 million (or slightly more than 1.1% of the approved budget). Historically, Metro Vancouver has observed a surplus of 3% to 5% per annum. For the 2020 year, alongside the ratepayers and the residents and businesses of the Region, Metro Vancouver is facing extraordinary circumstances and financial pressures as a result of the COVID-19 pandemic event. As the year progresses and financial impacts to Metro Vancouver are monitored, work plans will be adjusted as required to adapt to the changing circumstances along with any substantial financial pressures that may arise to minimize financial impacts to final results while also examining all opportunities for mitigation while maintaining service levels.

## **5.4 Capital Program Expenditure Update as at April 30, 2020**

This is the first report for the 2020 fiscal year and covers the first four months ending April 30, 2020. For the first four months of 2020, Metro Vancouver’s Capital expenditures were approximately 48.1% of prorated budget. This translates into a favorable variance of \$246.2 million as compared to the prorated budget. Any surplus resulting from capital program variance at the end of the year, per policy, will be used in future years to fund capital and avoid debt.

## **5.5 Tender/Contract Award Information – March 2020 to May 2020**

During the period March 1, 2020 and May 31, 2020, the Purchasing and Risk Management Division issued eight new contracts, each with a value in excess of \$500,000 (exclusive of taxes). In addition, there were three existing contracts requiring contract amendments which necessitate further reporting to the Performance and Audit Committee. All awards and amendments were issued in accordance with the relevant bylaws and policies. For this same period year over year, awards made in excess of \$500,000 are trending down approximately 41%. Meanwhile staff continue to seek greater value for money in the selection of firms to contract with on our large projects. At the end of the Q2 – 2020, language in the competition documents was included that gave greater emphasis to Metro Vancouver’s past experience with contractors when making procurement decisions.

## **Regional Parks Committee: July 15, 2020**

## **5.6 Board Budget Workshop – Overview and Next Steps for Regional Parks**

On June 5, 2020 a Board Budget Workshop was held with to seek direction for the preparation of the 2021-2025 Financial Plan.

The Board provided direction to staff to bring back adjustments to the Five Year Financial Plan that places increased emphasis on financial sustainability, provides short-term relief for households, maintains work on current goals and objectives, and allows the organization to realize new opportunities in terms of partnering on projects to meet Board objectives.

In response to this direction, staff will prepare budgets with options and alternatives. A short-term action plan is being developed with detailed scrutiny being applied to the Regional Parks budget and financial practices to ensure upward pressure on the household impact is minimized while continuing to focus on addressing increased visitation and park carrying capacity, ecological resiliency and climate change, advancing indigenous cultural planning and cooperation, facility replacement, asset management to ensure public safety, ongoing litigation, land acquisition and new park/greenway development.

## **Climate Action Committee: July 17, 2020**

### **5.1 Board Budget Workshop – Overview and Next Steps for Air Quality and Climate Change**

On June 5, 2020 a Board Budget Workshop was held with the objective to seek direction for the preparation of the 2021-2025 Financial Plan. The Board provided direction to staff to bring back adjustments to the Five Year Financial Plan that places increased emphasis on financial sustainability, provides short-term relief for households, maintains work on current goals and objectives, and allows the organization to realize new opportunities in terms of partnering on projects to meet Board objectives.

In response to this direction, staff will prepare budgets with options and alternatives. A short-term action plan is being developed with detailed scrutiny being applied to the Air Quality and Climate Change budget and financial practices to ensure upward pressure on the household impact is minimized while continuing to focus on key Air Quality and Climate Change initiatives.

### **5.6 2020 Update on Regional District Sustainability Innovation Fund Projects**

The Climate Action Committee receives annual updates on all projects funded under the Sustainability Innovation Funds. This report provided an update on eight projects that were approved for funding from 2015 to 2019 and are in various stages of completion. Two projects are now reported as complete, each contributing measurably to the sustainability of the region through greenhouse gas emissions reductions and waste diverted from the landfill.

## **Greater Vancouver Water District**

### **E 1.1 Reintroduction of Coho Salmon Upstream of Coquitlam Dam**

**APPROVED**

Coho salmon were extirpated from the Coquitlam Water Supply Area (WSA) approximately 105 years ago upon the Vancouver Power Company's completion of the first large dam on the Coquitlam River. Kwikwetlem First Nation (KFN) has expressed that the reintroduction of salmon species above the dam is of significant cultural importance to their nation. In the interests of supporting the KFN cultural goals and salmon restoration, Fisheries and Oceans Canada have proposed the reintroduction of a nominal number of coho salmon to habitat upstream of the Coquitlam Dam. There are no anticipated impacts to water quality or water utility operations and no financial implications from this request.

The Board approved the Fisheries and Oceans Canada request, supported by the Kwikwetlem First Nation, to annually transport up to 100 returning coho salmon adults and 40,000 juveniles upstream of Coquitlam Dam.

**E 1.2 Award of Contract Resulting from Tender No. 20-032: Construction Services for Central Park Main No. 2 – Phase 1** **APPROVED**

The existing Central Park Main, which has been in service since 1931, is nearing the end of its service life. The proposed 7.0 km-long Central Park Main No. will enhance system reliability and provide increased capacity to meet future water demands. The project is being constructed in three phases. Tender No. 20-032 was issued to six prequalified bidders and closed on June 26, 2020.

The Board authorized award of a contract in the amount of \$19,550,000.00 (exclusive of taxes) to Pedre Contractors Ltd., subject to final review by the Commissioner.

**E 1.3 Award of Phase B, Detailed Design Services Resulting from Request for Proposal (RFP) No. 17-139: Consulting Engineering Services for Seymour Main No. 5 (North)** **APPROVED**

Seymour Main No. 5 (North) is an infrastructure resilience project in Metro Vancouver's Utility Long Range Plan. The new water main will mitigate geotechnical and seismic vulnerabilities identified on the existing Seymour Main No. 2 to ensure a reliable supply of water from the Seymour Reservoir to the Seymour Capilano Filtration Plant, improve hydraulic efficiency and provide additional transmission capacity for long term growth.

At its meeting held November 24, 2017, the GVWD Board approved the award of a contract to AECOM for Phase A, Preliminary Design Services. AECOM have successfully completed Phase A, Preliminary Design.

The Board approved the award of Phase B, Detailed Design Services for an amount of up to \$2,781,638 (exclusive of taxes) to the Phase A consultant, AECOM Canada Ltd. (AECOM), for the Seymour Main No. 5 (North), subject to final review by the Commissioner.

**I 1 Committee Information Items and Delegation Summaries** **RECEIVED**

The Board received information items from a Standing Committee.

**Water Committee: July 16, 2020**

Information Items:

**5.1 Board Budget Workshop – Overview and Next Steps for Water Services**

On June 5, 2020 a Board Budget Workshop was held with to seek direction for the preparation of the 2021-2025 Financial Plan.

The Board provided direction to staff to bring back adjustments to the Five Year Financial Plan that places increased emphasis on financial sustainability, provides short-term relief for households, maintains work

on current goals and objectives, and allows the organization to realize new opportunities in terms of partnering on projects to meet Board objectives.

In response to this direction, staff will prepare budgets with options and alternatives. A short-term action plan is being developed with detailed scrutiny being applied to the Water Services budget and financial practices to ensure upward pressure on the household impact is minimized while continuing to focus on providing clean, safe drinking water, ensuring the sustainable use of water resources, and ensuring the efficient supply of water.

## **5.2 Water Services Capital Program Expenditure Update to April 30, 2020**

This is the first report for 2020 which includes both the overall capital program for Water Services with a multi-year view of capital projects and the actual capital spending for the 2020 fiscal year to April 30, 2020 in comparison to the prorated annual budget. In 2020 the annual capital expenditures for Water Services are \$63.1 million to date compared to a prorated annual capital budget of \$132.5 million. Forecasted expenditures for the current Water Services capital program remain within the approved budgets through to completion.

## **5.4 GVWD Electrical Energy Use, Generation and Management**

This report outlines the water utility's energy use, specifically its electricity use, and energy savings resulting from energy generation and optimization projects. Energy used by GVWD is low compared to other North American utilities. GVWD saves approximately \$520,000 to \$650,000 in electrical energy from four generation facilities and an additional estimated annual savings of \$104,000 from recent energy management projects.

## **Greater Vancouver Sewage and Drainage District**

### **E 1.1 Iona Island Wastewater Treatment Plant Project Design Concept**

**RECEIVED**

Metro Vancouver is advancing one of Canada's most dynamic and transformative urban sustainability projects – the Iona Island Wastewater Treatment Plant Project. The recommended design concept includes tertiary treatment level for the new plant, resource recovery opportunities, integration with Iona Beach Regional Park and surrounding communities, and a range of ecological projects designed to improve water quality, restore fish habitat, protect bird habitat and enhance terrestrial ecosystems. The treatment plant concept includes reuse of the existing solids treatment infrastructure.

The recommended design concept was identified after a comprehensive evaluation of three potential concepts, which included consideration of input from community engagement. Narrowing to a single design concept will allow the project team to focus on developing a detailed schedule, budgets and recommended procurement methods to be included in the final Indicative Design, which will be presented as part of the Project Definition Report to the Board in January 2021.

The Board received the report for information.

**E 1.2 Award of Contract Resulting from Standing Request for Expression of Interest  
SRFEOI No. 19-283: Biosolids Management**

**APPROVED**

The Liquid Waste Management Plan requires Metro Vancouver to beneficially use biosolids. Metro Vancouver biosolids have been beneficially used at Fraser Valley Aggregates (FVA) properties since 2018 to reclaim exhausted gravel pits for agricultural use.

Arrow Transportation Systems Inc. submitted a proposal to beneficially use biosolids for reclaiming an additional FVA gravel pit in response to the Standing Request for Expressions of Interest No. 19-283: Biosolids Management. Arrow has demonstrated successful management of biosolids for Metro Vancouver and proposed a reasonable price.

The Board authorized award of a contract in the amount of up to \$6,860,000 (exclusive of taxes) to Arrow Transportation Systems Inc. for biosolids management at Fraser Valley Aggregates' Castle Pit, subject to final review by the Commissioner.

**I 1 Committee Information Items and Delegation Summaries**

**RECEIVED**

The Board received information items and delegation summaries from Standing Committees.

**Liquid Waste Committee: July 16, 2020**

Delegation Summaries:

**3.1 Myles Lamont, WildResearch Society**

**3.2 Tessa Danelesko, Georgia Strait Alliance**

**3.3 Zackary Shoom, Obabika**

Information Items:

**5.3 Board Budget Workshop – Overview and Next Steps for Liquid Waste Services**

On June 5, 2020 a Board Budget Workshop was held to seek direction for the preparation of the 2021-2025 Financial Plan. The Board provided direction to staff to bring back adjustments to the Five Year Financial Plan that places increased emphasis on financial sustainability, provides short-term relief for households, maintains work on current goals and objectives, and allows the organization to realize new opportunities in terms of partnering on projects to meet Board objectives.

In response to this direction, staff will prepare budgets with options and alternatives. A short-term action plan is being developed with detailed scrutiny being applied to the Liquid Waste Services budget and financial practices to ensure upward pressure on the household impact is minimized while continuing to focus on key Liquid Waste Services initiatives.

## **5.4 Liquid Waste Services Capital Program Expenditure Update as of April 30, 2020**

This is the first report for 2020 which includes the overall capital program for Liquid Waste Services with a multi-year view of capital projects, and the actual capital spending for the 2020 fiscal year to April 30, 2020 in comparison to the prorated annual budget. As of April 30, the 2020 capital expenditures for Liquid Waste Services are \$150.2 million, compared to a prorated annual capital budget of \$294.5 million. Forecasted expenditures for the current Liquid Waste Services capital program remain within the approved budgets.

## **5.5 2019 GVS&DD Environmental Management & Quality Control Annual Report**

Annual reporting of GVS&DD Environmental Management & Quality Control is a regulatory requirement under the Integrated Liquid Waste and Resource Management Plan. This report summarizes the compliance, process control and regional environmental quality information gathered through various monitoring and risk assessment programs. In 2019, Metro Vancouver wastewater treatment plants operated efficiently, in compliance with the applicable regulatory requirements, and with no adverse effects on human health or the environment. Regional liquid waste discharges were effectively managed in a manner that is protective of human health and aquatic life.

## **5.6 Metro Vancouver's Sewer Overflow Map**

Following direction from the Minister of Environment and Climate Change Strategy, Metro Vancouver is developing a real-time sewer overflow map to inform the public of sewer overflows and wastewater treatment plant (WWTP) process interruptions. The map is being developed in phases. Phase 1: sanitary sewer overflows and WWTP process interruptions; Phase 2: combined sewer overflows (CSOs). A Phase 1 pilot map showing real-time sanitary sewer overflows and WWTP process interruptions has been developed for engagement with potentially impacted water users. Supporting communication materials will be prepared including a video and fact sheets. The public launch of the Phase 1 map on Metro Vancouver's website is planned for October 2020. Interested parties will be able to sign-up for email notification of events. An approach to the public notification of CSOs (Phase 2) will be developed with staff from member municipalities, regional health authorities and MOECCS at a later date.

## **Zero Waste Committee: July 17, 2020**

Information Items:

### **5.1 Board Budget Workshop – Overview and Next Steps for Solid Waste Services**

On June 5, 2020 a Board Budget Workshop was held with to seek direction for the preparation of the 2021-2025 Financial Plan. The Board provided direction to staff to bring back adjustments to the Five Year Financial Plan that places increased emphasis on financial sustainability, provides short-term relief for households, maintains work on current goals and objectives and allows the organization to realize new opportunities in terms of partnering on projects to meet Board objectives.

In response to this direction, staff will prepare budgets with options and alternatives. A short-term action plan is being developed with detailed scrutiny being applied to all Solid Waste budgets and financial practices to minimize tipping fee increases while ensuring efforts to reduce waste are not impacted.

## 5.2 Solid Waste Services Capital Program Expenditure Update as of April 30, 2020

This is the first report for 2020 which includes the overall capital program for Solid Waste Services with a multi-year view of capital projects and the actual capital spending for the 2020 fiscal year to April 30, 2020 compared to the prorated annual budget. As of April 30, 2020, the annual capital expenditures for Solid Waste Services are \$7.1 million compared to a prorated Capital Budget of \$29.5 million. Forecasted expenditures for the current Solid Waste Services capital program remain within the approved budgets through to completion.

## 5.3 Waste-to-Energy Facility Environmental Monitoring and Reporting, 2019 Update

The Metro Vancouver Waste-to-Energy Facility operates well within environmental standards and limits. All air emission related parameters monitored during 2019 were in compliance with Operational Certificate 107051. Continuous emissions monitoring data and all compliance reports are available on the Metro Vancouver website. Metro Vancouver has applied to the Ministry of Environment and Climate Change Strategy to defer a reduction in acid gas emission parameters to allow additional monitoring of ambient air quality in the vicinity of the Waste-to-Energy Facility. Metro Vancouver's existing ambient air monitoring system will be supplemented with new equipment at an existing monitoring station near to the Waste-to-Energy Facility and a new station will be installed immediately adjacent to the Waste-to-Energy Facility.

## 5.4 Waste-to-Energy Facility 2019 Financial Update

The Metro Vancouver Waste-to-Energy Facility continues to be an environmentally sound, low-cost regional disposal option. In 2019, the Waste-to-Energy Facility processed 253,148 tonnes of municipal solid waste, at a net unit cost of \$57.45 per tonne for operation and maintenance, a 9% cost reduction from 2017 to 2019. Waste-to-Energy Facility costs were reduced in 2018 and 2019 from the beneficial use of bottom ash in the construction of the replacement Coquitlam Transfer Station. Waste-to-Energy Facility debt costs reduced to zero in 2019 with the retirement of debt associated with the 2003 electricity turbo generator.

## Metro Vancouver Housing Corporation

### E 1.1 Mortgage Renewal 101 Noons Creek Drive, Port Moody (Inlet Centre)

**APPROVED**

The mortgage for the MVHC-owned Inlet Centre located at 101 Noons Creek Drive, Port Moody, in the amount of \$5,489,225 is coming up for renewal on October 1, 2020. The current and prior mortgages were arranged through British Columbia Housing Management Commission (BCHMC) whereby they tender the loan and chooses a lender of their choice.

The Board:

- Irrevocably authorized and directed BCHMC to act on its behalf to renew the existing mortgage presently held by RBC Royal Bank for the Inlet Centre project, including but not limited to selecting, at BCHMC's sole discretion, the mortgage renewal terms and arranging mortgage renewal with the take-out lender on terms and conditions that are acceptable to BCHMC; and
- directed any two officers or directors, or any one director together with any one officer of the Metro Vancouver Housing Corporation (MVHC); for and on behalf of the MVHC be authorized to

execute and deliver under the seal of the MVHC or otherwise, all such deeds, documents and other writings and to do such acts and things in connection with the Mortgage assignment, renewal and amendment as they, in their discretion, may consider to be necessary or desirable for giving effect to this resolution and for the purpose of fulfilling the requirements of the lender of the monies.

## **E 1.2 Welcher Avenue Redevelopment Update**

**RECEIVED**

Metro Vancouver Housing is preparing to develop a new affordable, family-oriented, rental housing project in the 2400 block of Welcher Avenue in Port Coquitlam. In June 2020, Metro Vancouver Housing submitted a Development Permit and Development Variance Permit application to the City of Port Coquitlam. The proposed five-storey building includes 63 homes and is thoughtfully designed to consider the existing neighbourhood context, including a mix of home sizes and age-friendly, accessible design, and be highly sustainable, with an energy-efficient design to support tenant comfort and climate action. The Board received the report for information.

## **I 1 Committee Information Items and Delegation Summaries**

**RECEIVED**

The Board received and information item from a Standing Committee.

### **Housing Committee: July 8, 2020**

Information Items:

#### **5.2 Board Budget Workshop – Overview and Next Steps for Housing Services**

On June 5, 2020 a Board Budget Workshop was held to seek direction for the preparation of the 2021-2025 Financial Plan. The Board provided direction to staff to bring back adjustments to the Five Year Financial Plan that places increased emphasis on financial sustainability, provides short-term relief for households, maintains work on current goals and objectives, and allows the organization to realize new opportunities in terms of partnering on projects to meet Board objectives.

In response to this direction, staff will prepare budgets with options and alternatives. A short-term action plan is being developed with detailed scrutiny being applied to all MVHC and Affordable Housing budgets and financial practices to ensure upward pressure on tenant rents is minimized, while continuing to focus on the expansion of affordable housing in the region which is a key Board priority.

August 14, 2020

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

Dear Mayor Darryl Walker and Council,

It is my pleasure to invite you to the Annual General Meeting (AGM) of the Shareholders of E-Comm, to be held video-conferencing due to COVID-19 protocols, on Thursday, September 17, 2020 at 10:00 a.m. Meeting details will be shared with shareholder representatives in advance of the AGM.

This year we are asking shareholders to either attend the meeting virtually, by video-conferencing using Zoom, or to complete and provide your form of proxy prior to the AGM.

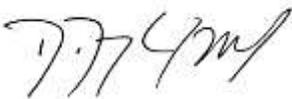
The enclosed package contains your copy of the Notice of Meeting, the minutes of the 2019 Annual General Meeting, the Audited Financial Statements for the year ended December 31, 2019, and a form of proxy. A copy of the 2019 Annual Report can be found on our [website](#).

If you propose to attend the AGM virtually, please provide E-Comm with the name of the individual who will attend the meeting as your voting representative within 7 days of the AGM and their email address and telephone number. We will provide your representative with meeting instructions in advance of the AGM.

If you do not wish to have a representative attend the AGM by Zoom, we urge you to take all necessary steps to have your shares represented by proxy. To vote your shares, please appoint a proxy: sign and date the enclosed proxy form and return it as soon as possible. **Your signed proxy must arrive at E-Comm by 10:00 am on September 14, 2020 to be valid (contact details are contained in the notice of meeting attached).**

Should you have any questions about the AGM, please contact [krystal.boros@ecomm911.ca](mailto:krystal.boros@ecomm911.ca).

Sincerely,



Doug Campbell  
Chair, E-Comm Board of Directors

#### Enclosures

- *Notice of Meeting*
- *Minutes of June 20, 2019 Annual General Meeting*
- *Audited Financial Statements Year-ended December 31, 2019*
- *Form of Proxy*



## E-Comm Emergency Communications for British Columbia Incorporated

**NOTICE IS HEREBY GIVEN** that the Annual General Meeting of the Members of E-Comm *Emergency Communications for British Columbia Incorporated* (the "Company") will be held on Thursday, September 17, 2020 at the hour of 10:00 a.m. via video-conferencing for the following purposes:

1. To receive, consider and approve the minutes from the Annual General Meeting held June 20, 2019.
2. To receive the Financial Statements for the Company for the period ended December 31, 2019 and the report of the auditors thereon.
3. To appoint the auditors of the Company for the ensuing year, and to authorize the Directors to fix the remuneration to be paid to the auditors.
5. To set the number of Directors for the ensuing year.
6. To elect Directors to hold office until the close of the next Annual General Meeting.
7. To transact such other business as may properly come before the meeting or any adjournments or postponements thereof.

Pursuant to the Articles of the Company any entity that is a member of the Company may authorize such person as it thinks fit to act as its representative at any general meeting or class meeting. **Please provide the Company with the name of your representative at least 7 days prior to the date of the meeting.** If a member is unable to send a representative to attend the meeting in person, then that member may appoint a proxyholder to attend and vote for it at the meeting. If you wish to appoint a proxyholder, then you must complete and sign the enclosed form of proxy and deliver it to Krystal Boros via email at [krystal.boros@ecomm911.ca](mailto:krystal.boros@ecomm911.ca), **no less than 72 hours prior to the meeting.**

DATED at Vancouver, British Columbia this 14 day of August, 2020.

BY ORDER OF THE BOARD



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Sandra MacKay  
Corporate Secretary

*Enclosures:*

1. Minutes of June 20, 2019 Annual General Meeting.
2. Audited Financial Statements for the period ended December 31, 2018 and the report of the Auditors thereon.
3. Form of Proxy.

**Minutes of the Annual General Meeting of  
E-Comm Emergency Communications for British Columbia Incorporated** (the “Company”), held June 20, 2019,  
at the hour of 10:00 a.m. at E-Comm, 3301 East Pender Street, Vancouver, British Columbia

**Shareholders of the Company present or represented**

Abbotsford Police Board	New Westminster Police Board	City of Vancouver
City of Coquitlam	City of North Vancouver	Vancouver Police Board
City of Delta	District of North Vancouver <i>via proxy</i>	Metro Vancouver <i>via proxy</i>
Delta Police Board	City of Pitt Meadows	District of West Vancouver
City of Langley	City of Port Moody <i>via proxy</i>	West Vancouver Police Board
Township of Langley	Port Moody Police Board	City of White Rock
Village of Lions Bay <i>via proxy</i>	City of Richmond	
City of Maple Ridge	SCBCTAPS Board	
City of New Westminster	TransLink <i>via proxy</i>	

**Meeting Chair**

Doug Campbell, Chair, E-Comm Board of Directors

**Management Present**

Oliver Grüter-Andrew, President and CEO  
Jody Robertson, Corporate Secretary  
Sandra MacKay, Governance Officer and General Counsel

**Invited Guests Present**

John Folka, Auditor, KPMG  
Ryan Howe, Solicitor, Alexander, Holburn, Beaudin & Lang LLP

**Guests**

E-Comm Staff  
PRIMECorp Staff

**Recording Secretary**

Krystal Boros

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**1. Introduction**

E-Comm Board Chair Doug Campbell welcomed shareholders and guests to the 2019 Annual General Meeting. Mr. Campbell provided an overview of the meeting agenda and introduced Mr. Grüter-Andrew, Ms. MacKay, Mr. Folka and Mr. Howe.

**2. Formalities and Call to Order**

**Call to Order**

The Annual General Meeting was formally called to order at 10:00 a.m. Mr. Campbell, upon hearing no objection, appointed Sandra MacKay, Corporate Secretary, to act as Secretary of the Meeting.

Chair Campbell advised that the procedures followed at the Annual General Meeting are governed by the Articles of E-Comm, the Third Restatement of Members’ Agreement, the British Columbia *Business Corporations Act* and the rules of order usually followed for meetings of Canadian companies.

### Registration of Proxies

Section 11.6 of the Company's Articles requires that all proxies for the meeting be delivered to the Company not less than 48 hours before the start of the meeting. All proxies delivered in accordance with those requirements were registered for use at the meeting.

It was confirmed that there were 24 Class A Shareholders in attendance holding a total of 31 Class A shares in person or by proxy. Although non-voting, there were 17 Class B shares also represented.

### 3. Notice of Meeting

The Notice calling the meeting was sent to all Members of record as of May 10, 2019, in addition to the Auditor of E-Comm, the RCMP and the Ministry of Public Safety and Solicitor General.

The shareholders waived formal reading of the notice of meeting.

With notice having been duly given and a quorum being present, the Chair declared the meeting to be duly constituted for the transaction of business.

### 4. Establish Quorum

Article 10.3 of the Company's Articles provides that the quorum for the transaction of business at a meeting of shareholders is "...two persons present and being, or representing by proxy, Members holding not less than 20% of the outstanding Class A Shares or other Shares entitled to be voted at the meeting" [6 of 30 Class A shares]. The Chair confirmed that a quorum was present.

### 5. Minutes of the Last Annual General Meeting of Members

The minutes from the 2017 Annual General Meeting of Members held on June 21, 2018 were previously circulated.

#### MOVED AND SECONDED

**5.1** *THAT the minutes of the June 21, 2018 Annual General Meeting, be and are hereby approved and adopted.*

**CARRIED UNANIMOUSLY**

### 6. Presentation of Financial Statements for the Company

The Financial Statements for the fiscal year ended December 31, 2017 and the Auditors Report were mailed to all shareholders with the Notice of Meeting. The Chair asked if anyone had any questions regarding the financial statements. Hearing none, the financial statements of the Company for its fiscal period ended December 31, 2018 were received by the shareholders as presented.

### 7. Appointment of Auditors

The *BC Corporations Act* requires the shareholders of every company to appoint an auditor or to waive that appointment. The Chair called for a motion to appoint KPMG LLP, Chartered Accountants, as auditors of E-Comm until the next Annual General Meeting or until their successors are duly appointed.

**MOVED AND SECONDED**

- 7.1** *THAT KPMG LLP be and is hereby appointed as auditors for the Company at a remuneration to be fixed by the Board of Directors until the next Annual General Meeting or until their successors are duly appointed.*

**CARRIED UNANIMOUSLY**

**8. Determination of the Number, and Election of Directors**

Under the Members’ Agreement and Articles of E-Comm, the Members of E-Comm designate the number of directors to be elected. Directors are nominated by the Members and the Ministry of Public Safety and Solicitor General. In addition, four independent directors are nominated by the outgoing Board of Directors.

Chair Campbell advised that shareholders will determine the number of directors for the upcoming year at 19.

E-Comm has received the names of 18 nominees proposed by the Members and Ministry of Public Safety and Solicitor General, in accordance with the Members Agreement, and the names of four independent director nominees proposed by the Board of Directors, for a total of 18 directors.

The municipalities of Belcarra, Coquitlam, New Westminster, Port Coquitlam and Port Moody, which form one nominating entity, have not yet named their second nominee and, accordingly, there will be one vacancy on the Board of Directors. Once the municipalities of Belcarra, Coquitlam, New Westminster, Port Coquitlam and Port Moody submit the name of their second nominee, that person will be appointed a director for the remainder of the term.

**MOVED AND SECONDED**

- 8.1** **THAT** the number of directors for the ensuing year be fixed at 19 and that the 18 persons nominated as directors as presented to the Meeting by Director Bill McNulty be elected as Directors of the Company to hold office until the next annual meeting of the Company or until their successors are elected or appointed and that it be acknowledged that there is one vacancy on the Board for the second nominee of the members Belcarra, Coquitlam, New Westminster, Port Coquitlam and Port Moody, such vacancy to be subsequently filled by the Directors under the Members Agreement.

<b>Name of Member or Designated Group</b>	<b>Name of Nominee(s)</b>
BC Emergency Health Services	Neil Lilley
City of Vancouver	Paul Mochrie
Vancouver Police Board	Warren Lemcke
Independent Police Boards: Abbotsford Port Moody District of West Vancouver City of New Westminster Transit Police	Jack McGee
District of West Vancouver North Vancouver City North Vancouver District Village of Lions Bay	Richard Walton

This information is private and is protected by law.

confidential

<b>Name of Member or Designated Group</b>	<b>Name of Nominee(s)</b>
Village of Belcarra	Brent Asmundson
City of Coquitlam	
City of New Westminster	
City of Port Coquitlam	
City of Port Moody	
City of Richmond	Bill McNulty
Corporation of Delta	Dan Copeland
Delta Police Board	
City of Langley	Gayle Martin
Township of Langley	Terry Waterhouse
City of Surrey	
City of White Rock	
District of Maple Ridge	Mike Morden
City of Pitt Meadows	
RCMP	Lois Karr
Metro Vancouver	Bill Dingwall
Provincial Government	Lori Halls Mark Sieben
Independent Directors	Doug Campbell Barry Forbes Anne Kinvig Denise Nawata

**CARRIED UNANIMOUSLY**

**9. Annual Report (Report of the Directors)**

In the Report of the Directors, the Chair highlighted multiple significant milestones and achievements for E-Comm in 2018 including:

- New South Island 9-1-1/Police Dispatch Centre built and ready for 2019 operations
- Port Coquitlam Fire & Emergency Services joins radio system
- E-Comm and partners complete Next Generation Radio Program (NGRP)
- Langley City Fire Rescue Service joins radio system
- Township of Langley Fire Department joins radio system
- (a)SPRIRE 2025, our new strategic plan is approved
- City of Burnaby becomes Class A Shareholder

E-Comm’s 2018 Annual Report was made available to all shareholders in attendance.

**10. Other Business**

No additional items were tabled for consideration.

This information is private and is protected by law.

**confidential**

**11. Termination of Meeting**

The meeting was declared concluded at 10:40 a.m.

certified approved,

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Doug Campbell, Chair

---

Sandra MacKay, Corporate Secretary

Financial Statements of

**E-COMM EMERGENCY COMMUNICATIONS  
FOR BRITISH COLUMBIA INCORPORATED**

And Independent Auditors' Report thereon

Year ended December 31, 2019



KPMG LLP  
PO Box 10426 777 Dunsmuir Street  
Vancouver BC V7Y 1K3  
Canada  
Telephone (604) 691-3000  
Fax (604) 691-3031

## INDEPENDENT AUDITORS' REPORT

To the Shareholders of E-Comm Emergency Communications for  
British Columbia Incorporated

### ***Opinion***

We have audited the financial statements of E-Comm Emergency Communications for British Columbia Incorporated (the "Entity"), which comprise:

- the statement of financial position as at December 31, 2019;
- the statement of operations and net assets for the year then ended;
- the statement of cash flows for the year then ended; and
- notes to the financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2019, and its results of operations, and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### ***Basis for Opinion***

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## ***Responsibilities of Management and Those Charged with Governance for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organization, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

## ***Auditors' Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.



- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*KPMG LLP*

Chartered Professional Accountants

Vancouver, Canada  
April 23, 2020

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Statement of Financial Position

December 31, 2019, with comparative information for 2018

	2019	2018
<b>Assets</b>		
Current assets:		
Cash and cash equivalents	\$ 16,254,126	\$ 3,985,473
Accounts receivable (note 4)	8,002,820	2,250,155
Prepaid expenses	1,617,339	2,062,097
Investment in direct finance leases receivable (note 6)	5,422,176	5,322,017
	<u>31,296,461</u>	<u>13,619,742</u>
Investment in PRIMECorp (note 2(a))	1	1
Debt reserve fund (note 3)	2,427,953	2,122,591
Long-term prepaid land lease	1,944,445	1,969,697
Long-term portion of prepaid expenses	1,452,903	1,762,178
Long-term receivable for decommissioned assets (note 5)	83,922	101,931
Long-term portion of investment in direct finance leases receivable (note 6)	23,982,248	24,308,263
Tangible capital assets (note 7)	53,825,307	54,961,581
	<u>\$ 115,013,240</u>	<u>\$ 98,845,984</u>
<b>Liabilities and Net Assets</b>		
Current liabilities:		
Accounts payable and accrued liabilities (note 8)	\$ 24,831,874	\$ 16,131,293
Accrued interest payable (note 9)	1,066,497	935,042
Deferred revenue	95,435	172,428
Current portion of long-term debt (note 9)	14,023,940	17,285,526
Other liabilities (note 10)	12,886,698	11,786,709
	<u>52,904,444</u>	<u>46,310,998</u>
Long-term debt (note 9)	59,783,235	48,147,790
Asset retirement obligation (note 11)	1,802,764	2,404,520
Total liabilities	<u>114,490,443</u>	<u>96,863,308</u>
Net assets:		
Share capital (note 12)	540	530
Unrestricted net assets	522,257	1,982,146
	<u>522,797</u>	<u>1,982,676</u>
Contingency (note 3)		
Commitments (note 14)		
Subsequent event (note 17)		
	<u>\$ 115,013,240</u>	<u>\$ 98,845,984</u>

See accompanying notes to financial statements.

Approved on behalf of the Board:



Director



Director

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Statement of Operations and Net Assets

Year ended December 31, 2019, with comparative information for 2018

	2019	2018
Revenue:		
Radio system	\$ 14,608,999	\$ 15,477,739
Consolidated dispatch and 9-1-1 call taking system	45,283,584	34,593,256
Contract service fees and miscellaneous revenue	7,424,118	8,061,234
CAD system	1,455,141	1,490,498
Records management system	978,981	1,166,047
Financing revenue from direct finance leases	712,699	860,275
Tenant recoveries rental	417,760	440,770
Interest income	4,592,554	3,879,934
	<u>75,473,836</u>	<u>65,969,753</u>
Direct operating expenses:		
Salaries and benefits	54,013,630	45,140,586
Maintenance and technology	4,744,232	4,687,238
Premises	3,877,911	1,952,959
Professional fees	1,050,551	1,738,915
Employee related	1,335,416	1,330,359
Office supplies and communication	841,672	573,090
Other	577,227	516,900
	<u>66,440,639</u>	<u>55,940,047</u>
Other (income) expenses:		
Amortization of tangible capital assets and prepaid land lease	6,121,195	6,372,449
Amortization of deferred financing costs	150,890	146,169
Interest on long-term debt	4,151,638	4,225,370
Accretion of asset retirement obligation (note 11)	73,574	83,796
Loss (gain) on disposal of equipment	14,522	(425,862)
Gain on decommissioning of site lease (note 11)	(18,733)	-
	<u>10,493,086</u>	<u>10,401,922</u>
	<u>76,933,725</u>	<u>66,341,969</u>
Deficiency of revenue over expenses	(1,459,889)	(372,216)
Unrestricted net assets, beginning of year	1,982,146	2,354,362
Unrestricted net assets, end of year	<u>\$ 522,257</u>	<u>\$ 1,982,146</u>

See accompanying notes to financial statements.

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

## Statement of Cash Flows

Year ended December 31, 2019, with comparative information for 2018

	2019	2018
Cash provided by (used in):		
Operating:		
Deficiency of revenue over expenses	\$ (1,459,889)	\$ (372,216)
Items not involving cash:		
Amortization of tangible capital assets	6,095,943	6,347,198
Amortization of prepaid land lease	25,252	25,253
Accretion of asset retirement obligation	73,574	83,796
Gain on decommissioning of site lease	(18,733)	-
Adjustment due to revaluation of ARO (note 11)	(649,979)	-
Additions to ARO for new site lease (note 11)	24,997	-
Amortization of deferred financing costs	150,890	146,168
Interest earned on debt reserve fund	(50,362)	(45,198)
Interest earned on investment in direct finance leases receivable	(712,699)	(860,275)
Loss (gain) on disposal of equipment	14,522	(425,862)
Expenditures on asset retirement obligation	(31,615)	(32,328)
Changes in non-cash operating items:		
Accounts receivable and long term receivables	(5,734,656)	308,016
Prepaid expenses	754,033	(396,891)
Costs recoverable from future billings	-	870,536
Accounts payable, accrued liabilities and interest payable	8,832,036	(1,133,757)
Deferred revenue	(76,993)	(37,068)
Other liabilities	1,099,989	(2,168,514)
	8,336,310	2,308,858
Financing:		
Proceeds from long-term debt	25,245,000	-
Proceeds from issuance of share capital	10	10
Repayment of long-term debt	(17,277,031)	(13,160,468)
	7,967,979	(13,160,458)
Investing:		
Acquisition and construction of tangible capital assets	(4,974,191)	(3,431,528)
Payments received on direct finance leases receivable	6,476,585	7,344,611
Acquisition of assets for direct finance leases	(5,538,030)	(5,330,972)
	(4,035,636)	(1,417,889)
Increase (decrease) in cash and cash equivalents	12,268,653	(12,269,489)
Cash and cash equivalents, beginning of year	3,985,473	16,254,962
Cash and cash equivalents, end of year	\$ 16,254,126	\$ 3,985,473

See accompanying notes to financial statements.

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements

Year ended December 31, 2019

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## 1. Operations:

E-Comm Emergency Communications for British Columbia Incorporated (the "Corporation") was created in 1997 under legislation known as the Emergency Communications Corporations Act. On September 22, 1997, the Corporation was incorporated under the Business Corporations Act (British Columbia).

The Corporation provides centralized emergency communications and related public safety and public service to municipalities, regional districts, the provincial and federal governments and their agencies, and emergency service organizations throughout British Columbia. Primary services are provided to shareholder members of the Corporation pursuant to the Members' Agreement, and to the Royal Canadian Mounted Police ("RCMP") pursuant to a Special User Agreement.

The Corporation is exempt from income tax under the Income Tax Act.

## 2. Significant accounting policies:

These financial statements have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations and incorporate the following significant accounting policies:

### (a) Basis of presentation:

In March 2003, the Corporation established Police Records Information Management Environment Incorporated ("PRIMECorp"), a wholly-owned company, to ensure that the records management system and computer aided dispatch system are delivered and consistent in all police agencies throughout British Columbia. As the operations are controlled by the Province of British Columbia, Minister of Public Safety and Solicitor General, the net assets and operations of PRIMECorp have not been included in these financial statements.

### (b) Revenue recognition:

Revenue from the provision of services is recognized in the period that the services are provided through operating activities or the consumption of capital assets over their useful lives, irrespective of the period in which the service is billed. The Members' Agreement specifies the manner in which members are obligated to pay for services rendered by the Corporation. Finance income related to direct-financing type leases is recognized in a manner that produces a constant rate of return over the terms of the leases. Amounts received for future services are deferred until the service is provided.

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 2. Significant accounting policies (continued):

### (c) Cash and cash equivalents:

Cash and cash equivalents consist of cash on hand, cash held in banks and term deposits maturing within 90-days from the date of acquisition, net of bank overdrafts, if any.

### (d) Costs recoverable through future billings:

Costs recoverable through future billings represent services provided through the utilization of taxable capital assets, the cost of which is recoverable through future payments in accordance with the Members' Agreement.

### (e) Prepaid land lease:

The land on which the Corporation's building is located has been leased from the City of Vancouver for a period of 99-years commencing 1999. The prepaid amount is being amortized, and recovered through billings, over the term of the lease.

### (f) Capital assets:

Capital assets are stated at cost, net of accumulated amortization. Interest costs directly attributable to major projects are capitalized and, commencing at project completion, are amortized over the estimated life of the underlying assets.

Amortization begins when assets are put into use and is provided on a straight-line basis over the estimated useful lives of the assets as follows:

Asset	Rate
Building	40.0 years
Furniture, fixtures and building equipment	3.0 years to 25.0 years
Radio	5.0 years to 20.5 years
Dispatch consoles and voice systems	7.0 years to 10.0 years
Records management system - Fire	5.0 years to 10.0 years
Computer aided dispatch - Fire	5.0 years to 10.0 years
User equipment	7.5 years to 12.5 years
Leasehold improvements	Over the term of the lease

The Corporation reviews its tangible capital assets for impairment whenever events or changes in circumstances indicate that the tangible capital asset no longer has long-term service potential to the organization. If such condition exists, an impairment loss is measured at the amount by which the carrying amount of the tangible capital asset exceeds its residual value.

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 2. Significant accounting policies (continued):

### (g) Asset retirement obligations:

The Corporation recognizes the liability for an asset retirement obligation that results from acquisition, construction, development or normal operations in the year in which it is incurred and when a reasonable estimate of fair value can be made. The amount recognized is the best estimate of the expenditure required to settle the present obligation. The corresponding cost is capitalized as part of the related asset and is amortized over the asset's useful life. In subsequent years, the liability is adjusted for changes resulting from the passage of time and revisions to either the timing or the amount of the original estimate of the undiscounted cash flows. The accretion of the liability to its fair value as a result of the passage of time is charged to earnings while changes resulting from the revisions to either the timing or the amount of the original estimate of the undiscounted cash flows are accounted for as part of the carrying amount of the related long-lived asset.

### (h) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Freestanding derivative instruments that are not in a qualifying hedging relationship and equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently measured at cost or amortized cost, unless management has elected to carry the instruments at fair value. The Corporation does not hold any financial instruments that it is required to carry at fair value nor has not elected to carry any financial instruments at fair value.

The Corporation's financial instruments carried at amortized cost include cash and cash equivalents, accounts receivable, debt reserve fund, costs recoverable from future billings, accounts payable and accrued liabilities, and long-term debt.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs. These costs are amortized using the effective interest rate method.

Financial assets carried at cost or amortized cost are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indication of impairment, the Corporation determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Corporation expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial impairment charge.

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 2. Significant accounting policies (continued):

### (i) Related party transactions:

Transactions with related parties are in the normal course of operations and are recorded at the agreed upon exchange amount. Contractual arrangements and service agreements with related parties are subject to the Corporation's tendering and proposal processes.

### (j) Employee future benefits:

The Corporation participates in a multi-employer defined benefits pension plan. Defined contribution plan accounting is applied to this plan because the actuary does not attribute the deficit or surplus of the plan to specific employers. The pension expense associated with this plan is equal to the Corporation's contributions during the reporting period.

### (k) Measurement uncertainty:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of financial statements. Significant areas requiring the use of management estimates relate to the allowance for doubtful accounts, the established useful lives of tangible capital assets for purposes of amortization, recognition of revenue of costs recoverable through future billings, measurement of asset retirement obligations and contingent liabilities. Actual results could differ from those estimates.

## 3. Debt reserve fund and contingency:

The Corporation is required to maintain 1% of the initial borrowings through the Municipal Finance Authority of British Columbia ("MFA") in a debt reserve fund administered by the MFA. The original amount is presented together with interest earned on the reserve fund investments.

Demand notes in the aggregate amount of \$11,484,273.96 (2018 - \$10,341,485) are also provided by the Corporation to the MFA as a requirement of the borrowings. The debt agreement with the MFA provides that if at any time the scheduled payments provided for in the agreement are not sufficient to meet the MFA's obligations in respect to such borrowing, the deficiency becomes the joint and several liability of the Corporation and all other participants to the agreement through the MFA. The Corporation is similarly liable on a contingent basis for the debt of other entities secured through the MFA. These contingent demand loans are not recorded in the Corporation's financial statements as they are not likely to be paid.

If at any time the Corporation does not have sufficient funds to meet payments due on its obligations, the payments shall be made from the debt reserve fund. The amounts due to the Corporation from the debt reserve fund are repaid to the Corporation when the respective loan agreements mature. There were additions to the debt reserve fund during the year of \$255,000 (2018 - nil). Interest earned on the debt reserve fund at 2.37% per annum (2018 - 2.18%) amounts to \$50,362 (2018 - \$45,198).

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 4. Accounts Receivable:

	2019	2018
Dispatch and 9-1-1 call taking levies	\$ 4,594,832	\$ 589,318
Radio levies	1,920,820	475,963
Technology support services fees	850,090	850,021
Other receivables	637,078	334,853
	<u>\$ 8,002,820</u>	<u>\$ 2,250,155</u>

## 5. Long-term receivable for decommissioned assets:

	2019	2018
Microwave Network	\$ 101,931	\$ 110,821
Less current portion	18,009	8,890
	<u>\$ 83,922</u>	<u>\$ 101,931</u>

The current portion of receivable for decommissioned assets is recorded in accounts receivable.

The long-term receivable for decommissioned assets relates to the Microwave Network. The Microwave Network was comprised of three rings that were used to connect the Corporation's radio sites to each other and to the central voice radio network switch housed in the Corporation's main building. The rings were replaced in 2012 and the original microwave backbone system was taken out of service. As the unamortized capital cost of the original system is recoverable from all committed agencies, the carrying value at the out-of-service date has been reclassified to a long-term receivable to be recovered through future billings. The receivable was initially recorded at fair value using the discounted cash flow model and subsequently recorded at amortized cost.

## 6. Investment in direct finance leases receivable:

	2019	2018
Minimum lease payments receivable	\$ 33,100,330	\$ 33,215,099
Less imputed interest at 2.85% and 4.65% (a)	3,517,510	3,419,904
Less imputed interest at 0.95% and 1.45% (b)	8,616	10,015
Less imputed interest at 2.65% and 2.85% (c)	169,780	154,900
	<u>29,404,424</u>	<u>29,630,280</u>
Less current portion	5,422,176	5,322,017
	<u>\$ 23,982,248</u>	<u>\$ 24,308,263</u>

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 6. Investment in direct finance leases receivable (continued):

- (a) Specific user agencies lease user equipment from the Corporation under 7.5-year direct finance leases. The future minimum payments, excluding financing costs, due from the user agencies are as follows:

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2020	\$	5,073,763
2021		4,953,509
2022		4,919,917
2023		4,857,540
2024		4,817,547
Thereafter		3,388,191
		<hr/>
	\$	28,010,467

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- (b) Specific user agencies lease computer aided dispatch user equipment from the Corporation under 5-year direct finance leases. The future minimum payments, excluding financing costs, due from the user agencies are as follows:

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2020	\$	196,711
2021		20,176
2022		14,180
2023		14,180
		<hr/>
	\$	245,247

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- (c) Specific user agencies lease remote dispatch equipment from the Corporation under 10 year direct finance leases. The future minimum payments, excluding financing costs, due from the remote dispatch agencies are as follows:

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2020	\$	151,690
2021		151,690
2022		151,690
2023		150,020
2024		146,190
Thereafter		397,430
		<hr/>
	\$	1,148,710

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# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 7. Tangible capital assets:

			2019	2018
	Cost	Accumulated depreciation	Net book value	Net book value
Building	\$ 9,179,464	\$ (4,817,903)	\$ 4,361,561	\$ 3,803,545
Furniture, fixtures and building equipment	14,508,981	(11,253,991)	3,254,990	3,269,802
Radio	68,180,524	(24,367,757)	43,812,767	45,036,066
Dispatch consoles and voice systems	5,308,753	(3,723,931)	1,584,822	1,906,169
Records management system - Fire	2,312,548	(2,276,386)	36,162	85,147
Computer aided dispatch - Fire	2,928,534	(2,708,460)	220,074	209,754
User equipment	129,696	(32,798)	96,898	117,188
Leasehold improvements	872,503	(414,470)	458,033	533,910
	<b>\$ 103,421,003</b>	<b>\$ (49,595,696)</b>	<b>\$ 53,825,307</b>	<b>\$ 54,961,581</b>

## 8. Accounts payable and accrued liabilities:

Included in accounts payable and accrued liabilities as at December 31, 2019 are government remittances payable of \$959,141 (2018 - \$360,964) relating to payroll related taxes.

## 9. Long-term debt:

		2019	2018
1.75% unsecured note payable, maturing June 1, 2022	(a) \$	3,132,491	\$ 4,218,566
2.85% unsecured note payable, maturing October 3, 2023	(b)	2,119,533	2,608,350
2.65% unsecured note payable, maturing March 24, 2024	(c)	18,152,516	29,133,250
2.85% unsecured note payable, maturing October 24, 2024	(d)	25,567,530	30,288,935
2.24% unsecured note payable, maturing October 9, 2029	(e)	25,500,000	-
		<b>74,472,070</b>	<b>66,249,101</b>
Less deferred financing costs		664,895	815,785
		<b>73,807,175</b>	<b>65,433,316</b>
Less current portion		14,023,940	17,285,526
		<b>\$ 59,783,235</b>	<b>\$ 48,147,790</b>

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 9. Long-term debt (continued):

On March 24, 1998, the Corporation entered into an agreement with the MFA to borrow up to a maximum of \$170,000,000. Of the \$170,000,000, \$74,472,069 (2018 - \$66,249,101) inclusive of sinking fund payments, has been drawn to date. Long-term debt is currently comprised of the following:

- (a) On April 9, 2002, the Corporation obtained \$16,000,000 of financing. This loan has a final payment due on June 1, 2022, bears interest at a rate of 1.75%, with interest calculated and paid semi-annually in each year of the loan.
- (b) On September 23, 2002, the Corporation obtained \$7,684,000 of financing. This loan has a final payment due on October 3, 2023, bears interest at a rate of 2.85%, with interest calculated and paid semi-annually in each year of the loan.
- (c) On March 24, 2008, the Corporation refinanced an existing loan, leaving a balance of \$87,000,000 repayable over 16-years. This loan has a final payment on March 24, 2024 bears interest at a rate of 2.65%, with interest calculated and paid semi-annually in each year of the loan.
- (d) On October 4, 2017, the Corporation obtained \$34,873,000 in long term borrowing from the MFA for user agency radio purchases for the P25 network. This loan has an initial term of 7 years with a final payment date of October 24, 2024, bears interest at a rate of 2.85%, with interest calculated and paid semi-annually in each year of the loan.
- (e) On October 9, 2019, the Corporation obtained \$25,500,000 in long term borrowing from the MFA for user agency P25 mobile subscriber equipment, radio infrastructure and subscriber equipment for Translink's transition onto the Corporation's radio system. The loan has a term of 10 years with a final payment date of October 9, 2029, and bears interest at a rate of 2.24%, with interest calculated and paid semi-annually in each year of the loan.

The Corporation's borrowing capacity will increase in accordance with the above maturity dates.

The repayment requirements for the existing borrowing agreements for long-term debt are reported net of the estimated sinking fund asset balances of \$96,584,931 (2018 - \$79,307,899). The sinking fund balance represents the principle payments made on outstanding debt to date. As such, the repayment schedule during the next 5-years and thereafter is as follows:

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2020	\$ 14,023,939
2021	12,833,223
2022	12,865,497
2023	12,437,245
2024	8,702,253
Thereafter	13,609,912
	<hr/>
	\$ 74,472,069

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There is \$1,006,497 (2018 - \$935,042) of interest accrued on outstanding amounts at year-end.

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 10. Other liabilities:

		2019	2018
User equipment	(a)	\$ 3,732,813	\$ 5,000,289
Radio	(b)	6,880,308	5,293,386
HealthLink BC	(c)	729,337	316,917
Fire RMS & CAD	(d)	1,544,240	1,176,117
Balance, end of year		\$ 12,886,698	\$ 11,786,709

Other liabilities consist of the following:

- (a) The Corporation has received annual payments through user equipment billings from radio member agencies starting in 2007 for future user equipment purchases for specific user agencies. The funds collected are recorded as other liabilities until they are spent on behalf of the user agencies. In 2019, no amounts (2018 - nil) were collected as billings received, \$1,090,016 (2018 - \$413,000) were repaid to user agencies, and \$177,460 (2018 - \$1,002,737) was drawn down for user equipment purchases on behalf of member agencies. Interest is not earned on this balance.
- (b) Starting in 2006, the Corporation has collected funds through radio billings from radio member agencies to be set aside for future radio related expenditures. The funds collected are recorded as other liabilities until they are spent. In 2019, a further \$2,280,925 (2018 - \$994,837) was collected through billings, \$723,998 (2018 - \$1,706,581) was authorized to be expended from the funds and was spent, and \$29,995 (2018 - \$22,127) of interest was earned by and allocated to the liability, calculated based on the average bank interest rate during the year.
- (c) The Corporation has received funds from HealthLink BC for future expenditures. These amounts are recorded as other liabilities until the funds are spent. There is no interest earned on this balance.
- (d) The Corporation has collected annual payments starting in 2011 through Fire RMS and Fire CAD billings from Fire RMS and Fire CAD member agencies for future capital use. The funds collected are recorded as other liabilities until they are spent. In 2019, \$405,000 (2018 - \$90,000) was collected through billings and \$37,763 (2018 - \$80,348) was drawn down for equipment purchases. Interest is not earned on this balance.

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 11. Asset retirement obligation:

The Corporation has recorded an asset retirement obligation ("ARO") for the estimated costs of restoring certain leased sites on which the Corporation's radio towers are situated to their original condition at the end of the lease terms. Changes in the asset retirement obligation during the year are as follows:

	2019	2018
Balance, beginning of year	\$ 2,404,520	\$ 2,353,052
Accretion expense	73,574	83,796
Gain on decommissioning of site lease	(18,733)	-
Adjustment due to revaluation of ARO	(649,979)	-
Additions to ARO for new site lease	24,997	-
Expenditures incurred	(31,615)	(32,328)
Balance, end of year	\$ 1,802,764	\$ 2,404,520

The undiscounted estimated cash flows required to settle the obligations range from \$5,600 to \$170,000 during the years 2020 to 2066. The cash flows are discounted using credit adjusted risk-free rates of 1.91% to 2.56% (2018 - 1.64% to 5.25%).

Other assumptions used by management to determine the carrying amount of the asset retirement obligation include costs to restore the leased sites to their original condition and the rate of inflation over the expected years to settlement.

There are certain leased sites with an indeterminable amount of the asset retirement obligation as adequate information is not available to estimate fair value. As such, no asset retirement obligation has been recorded in the Corporation's financial statements for these indeterminable amounts. These amounts are not considered significant.

## 12. Share capital:

(a) Authorized:

340 Class A common voting shares without par value. Following project completion, Class A shareholders are obligated to share in funding both the ongoing operations and any additional costs relating to capital assets (in accordance with a cost-sharing formula). Upon a member acquiring a Class A share, that member shall have agreed to use the Corporation's wide area radio system network to which the Class A share relates.

200 Class B common restricted voting shares without par value. Following project completion, Class B shareholders can elect to become Class A shareholders on the condition that the member agrees to use the Corporation's wide area radio system network. Class B shareholders are not obligated to share in funding the ongoing operating costs.

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 12. Share capital (continued):

(b) Issued:

	2019	2018
34 Class A common voting shares (2018 - 32)	\$ 340	\$ 320
20 Class B common restricted voting shares (2018 - 21)	200	210
	\$ 540	\$ 530

(c) RCMP Special User Agreement:

Due to existing Federal restrictions, the RCMP cannot become a shareholder in the Corporation. Consequently, a Special User Agreement has been executed such that the RCMP has the right to participate in the Corporation's activities project on the same terms and conditions as the Class A shareholders, including the obligation to fund both the ongoing operating costs and any additional costs relating to capital assets, in accordance with a cost-sharing formula.

## 13. Related party transactions:

PRIMECorp is related by virtue of executive and technology support services agreements under which certain of the Corporation's management act in executive positions for PRIMECorp and the Corporation provides technology support services to PRIMECorp. The following table summarizes transactions between PRIMECorp and the Corporation during the year:

	2019	2018
Technical services and support	\$ 3,035,711	\$ 2,880,976
Employee secondments and employee related expenses	2,422,153	2,077,695
Executive services	604,595	384,992
Geographic Information Systems ("GIS") services	84,519	322,641
Shared facilities services	417,760	306,959

The above transactions, unless disclosed otherwise, are considered to be in the normal course of operations and are measured at their exchange amount, which is the amount of consideration established and agreed to by the related parties.

Included in accounts receivable is an amount of \$705,314 (2018 - \$622,486) due from PRIMECorp.

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

## 14. Commitments:

### (a) Operating leases:

- (i) The Corporation has entered into leases of land for certain radio tower sites. These leases expire in future years from 2020 to 2066 and are renewable at the option of the Corporation. Future minimum payments under these leases, excluding option periods, are approximately as follows:

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2020	\$	993,048
2021		824,339
2022		807,336
2023		819,573
2024		806,913
Thereafter		10,041,786
		<hr/>
	\$	14,292,995

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- (ii) The Corporation is committed under vehicle and office equipment operating leases having varying expiry dates to the year 2023. The future minimum payments under the terms of such leases are as follows:

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2020	\$	90,791
2021		90,527
2022		90,527
2023		46,282
		<hr/>
	\$	318,127

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- (iii) The Corporation has entered into leases for office premises. The leases expire December 31, 2020 (with a renewable option to the Corporation for another 3 years), December 31, 2023 (with a renewable option to the Corporation for another 5 years), and January 31, 2024 (with 2 renewable options to the Corporation for 5 years each). The future minimum payments, excluding the option periods, are approximately as follows:

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2020	\$	1,949,159
2021		1,378,115
2022		1,378,115
2023		1,378,115
2024		84,150
		<hr/>
	\$	6,167,654

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# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## 14. Commitments (continued):

### (b) Municipal Pension Plan:

The Corporation and its employees contribute to the Municipal Pension Plan (the "Pension Plan"), a jointly trustee pension plan. The Board of Trustees, representing Plan members and employers, is responsible for overseeing the management of the Pension Plan, including investment of the assets and administration of benefits. The Pension Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2018, the Pension Plan has about 205,000 active members and approximately 101,000 retired members.

The most recent valuation, as at December 31, 2018, indicated a surplus of \$2,866,000,000 for basic pension benefits.

Defined contribution plan accounting is applied to the Pension Plan as the Pension Plan exposes the participating entities to actuarial risks associated with the current and former employees of other entities, with the result that there is no consistent and reliable basis for allocating the obligation, Pension Plan assets, and costs to individual entities participating in the Pension Plan.

During the year ended December 31, 2019, the Corporation paid \$3,778,832 (2018 - \$3,124,927) for employer contributions to the Pension Plan.

## 15. Financial risks:

### (a) Interest rate risk:

It is management's opinion that the Corporation is not exposed to significant interest rate risk as its long term debt has fixed interest rates. Fluctuations in rates could impact future payments upon renewal. There has been no change to the risk exposure from the prior year.

### (b) Liquidity risk:

Liquidity risk is the risk that the Corporation will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The Corporation manages its liquidity risk by monitoring its operating and capital requirements. The Corporation prepares budget and cash flow forecasts to ensure it has sufficient funds to fulfill its obligations. There has been no change to the risk exposure from the prior year.

## 16. Comparative information:

Certain comparative information has been reclassified to conform to the financial statement presentation adopted for the current year.

# E-COMM EMERGENCY COMMUNICATIONS FOR BRITISH COLUMBIA INCORPORATED

Notes to Financial Statements (continued)

Year ended December 31, 2019

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## **17. Subsequent event:**

Subsequent to December 31, 2019, the COVID-19 outbreak was declared a pandemic by the World Health Organization. This situation presents uncertainty over the Corporation's future cash flows and may have a significant impact on the Corporation's future operations. Potential impact on the Corporation's business could include increases in expenses. As the situation is dynamic and the ultimate duration and magnitude of the impact on the economy are not known, an estimate of the financial effect on the Corporation is not practicable at this time.

**Notes to proxy**

1. Every Member has the right to appoint some other person or company of their choice, who need not be a Member, to attend and act on their behalf at the meeting or any adjournment or postponement thereof. If you wish to appoint a person or company other than the persons whose names are printed herein, please insert the name of your chosen proxyholder in the space provided (see below).
2. The shares represented by this proxy will be voted as directed by the shareholder, however, if such direction is not made in respect of any matter, this proxy will be voted as recommended by Management.
3. This proxy confers discretionary authority in respect of amendments or variations to matters identified in the Notice of Meeting or other matters that may properly come before the meeting or any adjournment or postponement thereof.

**Appointment of Proxyholder**

Please choose one of the two options below:

- The undersigned hereby appoints Sandra MacKay, Corporate Secretary of E-Comm Emergency Communications for British Columbia Incorporated, or failing her, Doug Campbell, Board Chair

**OR**

- The undersigned hereby appoints \_\_\_\_\_ of \_\_\_\_\_

as the undersigned's proxy to attend, act, and vote for all of the undersigned's for the undersigned and on the undersigned's behalf at the Annual General Meeting of the Members to be held on the 17<sup>th</sup> day of September, 2020 or at any adjournment or postponement thereof.

**Voting** (Recommendations are noted by **highlighted** text)

	For	Against
<b>1. Approval of Meeting Minutes</b> Approve the minutes of the E-Comm Annual General Meeting held June 20, 2019.	<input type="checkbox"/>	<input type="checkbox"/>
<b>2. Appointment of Auditors</b> Appoint KPMG as the Auditors of the Company for the ensuing year and authorize the Directors to fix their remuneration.	<input type="checkbox"/>	<input type="checkbox"/>
<b>3. Number of Directors</b> Set the number of Directors for the 2020-2021 year at 21.	<input type="checkbox"/>	<input type="checkbox"/>
<b>4. Election of Directors</b> Appoint the slate of Directors proposed by those Members entitled to nominate directors, as presented to the Meeting.	<input type="checkbox"/>	<input type="checkbox"/>

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
 Name of Shareholder (Municipality/Organization)

\_\_\_\_\_  
 Signature of Authorized Representative

\_\_\_\_\_  
 Print Name and Title

**Instructions**

Submitted proxies must be signed and delivered by 10:00 a.m. on September 14, 2020 to [krystal.boros@ecomm911.ca](mailto:krystal.boros@ecomm911.ca).

*This proxy may be revoked by instrument in writing delivered to the registered office of E-Comm prior to the date of the meeting, or delivered to the chair of the meeting on the date of the meeting prior to any vote being cast utilizing the proxy.*

# STATEMENT OF SUPPORT

**I support public car insurance in British Columbia because...**

Car insurance isn't just about the car. It's about people's safety and the care that people need when something goes wrong.

Public car insurance creates local jobs and significant investments in municipalities through road safety and improvement, and community grants while providing greater control to municipalities to plan for risks and costs.

B.C.'s new Enhanced Care Model will reduce rates for drivers and provide support to people who have been in accidents without forcing them to go through lengthy and expensive court fights.

Jurisdictions with private insurance options have experienced significant rate hikes year after year while accident benefits dramatically decline. In some provinces, that means lots of people aren't insured at all, putting everyone at risk.

I support public car insurance to reduce rates and improve accident coverage, keeping jobs and local investments in British Columbia.

**Signed,**

To sign, please email us back indicating your support.

---

**DRIVING  
PUBLIC**   
let's fix public car insurance



MAYOR DARRYL WALKER  
OFFICE OF THE MAYOR  
WHITE ROCK, BC CANADA

August 13, 2020

File No. 0220-20-04

Transmitted by Email: [cawharton@shaw.ca](mailto:cawharton@shaw.ca)

Ms. Carolyn Wharton, Director  
King's Banquet Soup Kitchen

Dear Ms. Wharton:

**Re: Volunteer Food Services to the Community**

On behalf of Mayor and Council, I wanted to acknowledge receipt of your letter dated August 6, asking for Council's consideration and feedback related to the delivery of safe food programs in the City of White Rock for those in need.

We appreciate you sharing information about the history of the King's Banquet Soup Kitchen and the valuable services the volunteers have provided to residents in need for the past 15 years.

We have asked that your letter be placed on the next Council Agenda for Monday, September 14, for discussion. We will follow up with you shortly thereafter.

In the meantime, I would like to thank you and all the volunteers from the King's Banquet Soup Kitchen for the many years of services. It is recognized and appreciated.

Sincerely,

Mayor Darryl Walker  
City of White Rock

cc: White Rock Council

Good afternoon Lori,

I'm writing to follow-up on your email to Mayor Walker, who suggested that you bring this matter forward at the July 27<sup>th</sup> Council meeting.

At this time, we are accepting delegations electronically through Microsoft Teams (similar to zoom), and speakers will have five minutes to deliver their comments. Following the five minutes, Council may have questions/comments but that isn't included in the time limit.

If you're interested in attending, we kindly request an **RSVP by 8:30am on Monday, July 20<sup>th</sup>** (As preparations for the 27<sup>th</sup> start on that day).

If you have any question, I am happy to respond through email (I am working remotely), or you are welcome to contact Tracey Arthur, Director of Corporate Administration, at 604 541 2212.

Thanks very much and we look forward to hearing from you. Sincerely,

**STEPHANIE LAM, CMC**

**Deputy Corporate Officer, City of White Rock**

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

Tel: 604.541.2129 | [www.whiterockcity.ca](http://www.whiterockcity.ca)



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**From:** Lori Mayhew <[lmayhew@moveuptogether.ca](mailto:lmayhew@moveuptogether.ca)>

**Sent:** Tuesday, July 14, 2020 2:00:53 PM

**To:** Darryl Walker <[DWalker@whiterockcity.ca](mailto:DWalker@whiterockcity.ca)>

**Cc:** 'Jennifer Anthony (FleishmanHillard Highroad)' <[jennifer.anthony@fhhighroad.com](mailto:jennifer.anthony@fhhighroad.com)>

**Subject:** Meeting Request with MoveUP

*CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.*

Hi Darryl! I hope you're doing well.

As you know, MoveUP has been running the Driving Public campaign for the last year and a half to improve support for fixing public car insurance and protect it from a privatization agenda being pushed by multinational insurance companies and B.C. Liberals who want to sell of ICBC and make all of us pay more.

As a labour activist, I've worked for much of my life fighting against a corporate agenda that aims to flow benefits to the wealthiest while making the rest of us pay more for gutted services. And at the same time, they want fewer jobs that pay less and have no benefit. More than 5,000 members of

our union who work at ICBC are at threat from the privatization agenda today.

As part of our campaign, we're looking for support from municipal Councillors around B.C. to demonstrate just how much people in the province really do value public car insurance. We've drafted a statement (included here) and we're hoping that you, and many of your colleagues, will endorse it. Ultimately, we intend to publish the list of supporters on our website and provide it to MLAs and candidates in the upcoming provincial election.

We've included here some more information about some of the specific problems of privatization, including how it would affect municipal budgets. If you're ready to support us right now, you can simply reply to this email but if you have questions or want to talk it through, I'm happy to set up a time to do that at your convenience.

I have appreciated working with you in the past and look forward to doing it again to fix public car insurance.

In solidarity,

**Lori Mayhew, BComm, MTMS**  
**Secretary-Treasurer**

P: 604.299.0378 Ext. 3856 | C: 604.790.0480  
301 - 4501 Kingsway | Burnaby | B.C. V5H 0E5  
[MoveUPTogether.ca](http://MoveUPTogether.ca)



she/her/hers | MoveUP is a scent free workplace.

This message may be subject to legal privilege and is directed only to the intended recipient(s).

Headquartered on the unceded territory of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh Úxwumixw (Squamish), Tsleil-Waututh and Qayqayt First Nations.



On Table  
Regular - September 14, 2020  
Re: Item 6.2.9 - 2019 Annual Report

**ON TABLE SUBMISSIONS:**

September 14, 2020

**2019 Annual Report**

Author	Date Received	Resident?	Item #
N. Davidowicz	September 3, 2020	Undisclosed	C-1
M. Muttart	September 5, 2020	Undisclosed	C-2
D. and D. Brown	September 10, 2020	yes	C-3
M. Armstrong	September 10, 2020	Yes	C-4

**From:** [Clerk's Office](#)  
**To:** [nathan.davidowicz2@gmail.com](mailto:nathan.davidowicz2@gmail.com)  
**Cc:** [Clerk's Office](#)  
**Subject:** FW: 2019 Annual Report  
**Date:** Thursday, September 03, 2020 9:43:30 AM

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Good morning Mr. Davidowicz,

Thank you for taking the time to submit your questions/ feedback for the 2019 Annual Report.

Please see the information below in response to your questions. We have also provided your suggestion to include these statics in the 2020 Annual Report to staff.

Best regards,

**DEBBIE JOHNSTONE**

Committee & FOI Clerk, Administration

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

Tel: 604-541-2127 | [www.whiterockcity.ca](http://www.whiterockcity.ca)



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**From:** Nathan Davidowicz <[nathan.davidowicz2@gmail.com](mailto:nathan.davidowicz2@gmail.com)>  
**Sent:** Tuesday, September 01, 2020 7:08 AM  
**To:** Clerk's Office <[ClerksOffice@whiterockcity.ca](mailto:ClerksOffice@whiterockcity.ca)>  
**Subject:** 2019 Annual Report

*CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.*

No mention of street statistics like;

1. No. of Km of streets, how many are complete with curbs, how many are not. **Answer: the City have approximately 80km of street.**
2. No. of Km of sidewalks, and how many missing sidewalks are still needed to be done i.e. sidewalks on both sides of all streets. **Answers: White Rock existing pedestrian network is made up of approximately 51% of streets with no existing sidewalk on either side of the street(42.2km), while 21% of streets have sidewalk on one side(16.9km), and 28% have sidewalk on both sides of the street(21.1km). Although the numbers are from 2014 additional 2-3km of sidewalk were constructed throughout the City since then.**
3. Bike lanes, how many km, how many km of protected bike lanes. **Answer: The City have approximately 20km of bike lane of most of City of White Rock bicycle network is made up of shared use lanes and approximately 6km**

are protected bike lanes.

4. How many km of proper street lighting, how many km are only partially and or temporary lighting on wooden hydro poles and do not confirm to Electrical Standards.

Answer: City inventory consists of 931 Streetlights and Traffic Signals. Of those 931 assets, it has been determined that 47 of them are in critical condition, 177 in poor condition and remaining in fair condition. In addition the City is currently being invoiced for 338 – 100W and 113 – 150W BC Hydro lease lights on BC Hydro poles.

5. How many wheelchair ramps? Answer: Question is too vague, does resident mean wheelchair ramps at City Facilities, wheelchair ramps at handicap parking stalls, driveway letdown? Sidewalk letdown wheelchair ramps? Wheelchair ramps to the beach. Unable to answer question at this time and may not have inventory.

6. How many bus stops? Answer: 110 Bus Stops aware of.

How many are accessible? Answer: Approximately 70% bus stops in White Rock are accessible and continuing to improve to 100% with share cost between City and Translink.

How many bus shelters, how many benches. Answer: 15 new shelters from Patterson Group and 57 Transit Key Benches accounted for in 2019, there may have been some added that have yet been accounted for 2020.

7. Strengthening Transit in OCP. What improvements are proposed together with the City of Surrey. Very few changes in the last 10yrs.

Mode split has not changed in favour of Transit Walking Cycling majority of trips by car. Need to provide On-Demand Transit instead of Community Shuttle mini Buses. Need more bus lanes and good TTM Transit Traffic Management.

Answers: Transit service in White Rock and throughout Metro Vancouver region, is planned and funded by Translink and operated by various subsidiary companies. City of White Rock has fairly limited transit ridership and it accounts for small percentage of all trips to work. The majority of transit trips are made for work, school and recreational/social purposes. Transit is currently planning to start introducing Double Decker Buses in White Rock.

Yours truly

Nathan Davidowicz

[nathandavidowicz2@gmail.com](mailto:nathandavidowicz2@gmail.com)

**From:** [merrill muttart](#)  
**To:** [Clerk's Office](#)  
**Subject:** Kudos to all who prepared 2019 Annual Report!  
**Date:** September 5, 2020 11:20:56 AM

---

*CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.*

Our 2019 Annual Report - excellent! attractive! informative.!!!

merrill muttart

Just a thought - why not include the "clerksoffice@whiterockcity.ca" email address ? I had a hard time finding an email address to send this message to. Maybe on the page with the Council's picture?

SEP 10 2020

Mayor and Council re: Annual Report

CITY OF WHITE ROCK  
ADMINISTRATION

Taxpayers elected you on a platform of no more high-rises and limited development outside of the original OCP, as well as consulting us on any future changes. This report states that there was "public engagement" on these issues, but our wishes were once again ignored, just like the previous elected officials. If other small cities, like Qualicum Beach can limit development, why can't we?

Re: Development: causes noise, dust, bad roads, traffic, loss of parking & influx of way too many people for our previously quiet "City by the Sea". Do you not realize that with these builds comes a high cost of infrastructure that we do not have, like more schools, police, fire, hospital space, etc. We walk the streets & see all the huge new houses dwarfing their neighbors, taking up the entire lot size where there were once beautiful gardens. (Please check out the monster on Parker Place.) The report states that developer's contributions as \$12,917 on page 59 & as \$212,917 on page 61, whichever it is, it's still not worth it !!

Re: Fixing the pier: I could not find a figure for the total cost. What a waste of money when wood would have matched. Why are almost all the piers on the east coast of North America still made of wood pilings and withstand many violent storms every year. The ONLY reason our's broke was due to the loose boats & not the storm.

Re: Water treatment: Why after all the expense, is there still calcium deposits on our fixtures & house plants & we have to drink filtered water?

Re: Projects: We have no problem with the construction of the rainbow crosswalk & camera, but both should not have been at the expense of

taxpayers, when our sidewalks & signage for crosswalks need improving. The LBGT community should have raised their own funds for this project.

Re: By-laws: Please have officers start fining the many very loud motorcycles & mufflerless vehicles that roar along our streets at very high speeds at all hours. They should also be fining the leaf blowers used @ 7 am even on Sunday. There are also many public sidewalks that have overhanging blackberries that make social distancing difficult. Send them tickets instead of visitors who overstay their parking spots.

Re: Garbage; Yes, please go back to our own garbage trucks for all. We now have to listen to 9 different trucks, some coming even on Sunday @ 7 am.

Darwin & Dori Brown  
#305 – 1221 Johnston Road

## Stephanie Lam

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**Subject:** City response to Annual Report Submission M. Armstrong

Responses to questions submitted by M. Armstrong. Staff response noted in red.

**Colleen Ponzini, CPA, CGA**

Director of Financial Services, City of White Rock  
15322 Buena Vista Avenue, White Rock, BC V4B 1Y6  
Tel: 604.541.2111 | [www.whiterockcity.ca](http://www.whiterockcity.ca)



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Please find below my questions after reading the 2019 Annual Report.

1) It lists DCC purchase of \$560,290 of Parkland - What was purchased?

(a) Development cost charges:

	Highways	Drainage	Parkland
Balance, beginning of year	\$ 2,033,790	\$ 2,037,624	\$ 4,346,578
Add:			
Amounts received	978,060	673,587	1,564,736
Investment income	37,342	39,546	75,992
Deduct:			
Acquisition of tangible capital assets	–	18,272	560,290
Balance, end of year	\$ 3,049,192	\$ 2,732,485	\$ 5,427,016

The DCC Parkland acquisition costs recorded in 2019 relate to the purchase of the future parkland property on the corner of Johnson Road and Russell Avenue which was partially funded through DCCs.

2) Any lawsuits filed in BC courts are public information, so please list the current suits and claim amounts.

(b) Third party claims:

There are various lawsuits and claims pending by and against the City. The outcome of these claims is undeterminable and it is the opinion of management that final determination of these claims will not materially affect the financial statements of the City.

3) What were the total operating costs (exclude capital storm repair costs) for the BNSF lease in 2019, including taxes, utilities, insurance, R&M, etc. (the report only lists the base rent cost of \$450,000)

**(c) Lease commitments:**

The City entered into a five-year agreement, initially ending July 31, 2008, to lease certain parcels of real property from The Burlington Northern and Santa Fe Railway Company. Under the terms of this agreement, the City is committed to annual rent payments as well as the costs of all taxes, utilities, insurance, repairs and maintenance of the leased premises. This is accounted for as an operating lease. This agreement provides for renewal options consisting of three additional five-year terms. In April 2018, the City exercised its third option to renew this lease for the five-year term ending July 31, 2023. During this period the City is committed to annual base rent payments of \$450,000.

The leased property referred to in this note to the City's Financial Statements is used by the City in a variety of ways to provide services and infrastructure for the community. The leased property is permissively exempt from property taxes as per the Community Charter Section 224. The major uses of the leased property are for parking, the promenade, restrooms, park space, the museum, landscaping, art, lighting, and water and sewer infrastructure. The operating costs such as utilities, insurance, repairs and maintenance for these assets and services are recorded in various City departments and are not necessarily identified by location. There are no other direct leasing costs under this agreement.

4) Parkade operations vs Capital Expenditure approved plan. This was a very large investment for the citizens of White Rock, yet no mention in the Annual Report on the first year of being open.

- What were the actual financials vs budgeted, for the new parkade? The increased operating costs were budgeted to be about \$100,000, but how did revenues and expenses (please include depreciation, labour, R&M, utilities, etc) end for the year vs the submitted approved capital expenditure? Please include the Return on Investment (ROI - include cost of land). Please give full year information if easier/more useful than part year 2019.

The City's Waterfront Parkade opened in May of 2019. The 2019 revenues were budgeted at \$250K which assumed a full year of operation. The actual revenues were \$79K. The 2019 expenses were budgeted at \$101K which included some start-up cost, some parking enforcement, facility maintenance and insurance costs but did not include any provisions to reserves for future replacement. The 2019 actuals were \$67K.

Note that provisions to reserves are a way that the City deals with ensuring that funds will be available when needed for future replacement of an asset. Amortization is the accounting term that relates to the non-cash expense that is recorded annually in the financial statements to show how the assets are depreciating over time. In 2019, the City recorded \$275K in amortization of the Waterfront Parkade building and equipment which was budgeted.

As the City's gains experience with operating and maintaining the Waterfront Parkade, budgets will be modified as was the case in 2020 where the City reduced the revenue projection to \$220K and increased expenses to \$215K. The major change in expenses was to include a \$90K provision to reserves for future replacement. However, these figures have since been impacted by the Covid-19 pandemic and it is expected that there will be variances by year end.

Thanks,  
Mike Armstrong  
Parker St