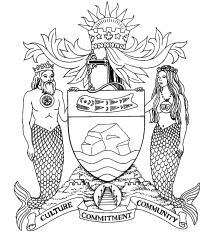


***Live Streaming/Telecast:** Please note that Public Meetings held in the Council Chamber are being recorded and broadcasted as well included on the City's website at: www.whiterockcity.ca

Corporate Administration (604) 541-2212
E-mail clerksoffice@whiterockcity.ca

Notice of meeting attached as
page 67 of the agenda

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



On Table Report for Item 4.6 - page 68

April 22, 2020

A **SPECIAL MEETING** of CITY COUNCIL will be held in the **CITY HALL COUNCIL CHAMBERS** located at **15322 Buena Vista Avenue, White Rock, BC**, on **MONDAY, APRIL 27, 2020** to begin at **5:00 p.m.** for the transaction of business as listed below.

The City of White Rock is committed to the health and safety of our community. In keeping with Ministerial Order No. M083 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 .

T. Arthur, Director of Corporate Administration

A G E N D A

1. CALL MEETING TO ORDER

1.1. FIRST NATIONS LAND ACKNOWLEDGEMENT

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

1.2. INTRODUCTION OF TREVOR WELSH, MANAGER OF BUILDING AND BYLAW ENFORCEMENT

2. ADOPTION OF AGENDA

RECOMMENDATION

THAT the Corporation of the City of White Rock Council adopt the agenda for its special Council meeting of April 27, 2020 as circulated

Note: There will be an "On-Table" corporate for Item 4.6 titled "Weekday White Rock Resident Waterfront Parking During COVID-19 Social Distancing".

3. **ADOPTION OF MINUTES**
a) April 20, 2020 – Regular Council Meeting

Page 6

RECOMMENDATION

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

- a) April 20, 2020 – Regular Council Meeting

4. **CORPORATE REPORTS**

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

Dan Bottrill, Chief Administrative Officer and Phil Lemire, Fire Chief to give a verbal update regarding COVID-19.

RECOMMENDATION

THAT Council receives the verbal report/information given by Dan Bottrill, Chief Administrative Officer and Phil Lemire, Fire Chief regarding the COVID-19 Global Pandemic.

4.2 **BUILDING ACT REQUIREMENTS AND BUILDING OFFICIAL III POSITION** Page 20

Corporate report dated April 27, 2020 from the Director of Planning and Development Services titled “*Building Act* Requirements and Building Official III Position”.

RECOMMENDATION

THAT Council:

1. Receive for information the corporate report dated April 27, 2020, from the Director of Planning and Development Services, titled “*Building Act* Requirements and Building Official III Position;” and
2. Endorse the creation of a Building Official III position.

4.3 **CRITERIA FOR POTENTIAL PATIO ENCLOSURES ON MARINE DRIVE** Page 34

Corporate report dated April 27, 2020 from the Director of Planning and Development Services titled “Criteria for Potential Patio Enclosures on Marine Drive”.

RECOMMENDATION

THAT Council:

1. Receive for information the corporate report dated April 27, 2020, from the Director of Planning & Development Services, titled “Criteria for Potential Patio Enclosures on Marine Drive;”
2. Direct staff to mail a copy of this corporate report to current sidewalk licence holders and work with any proponents of an enclosed sidewalk patio to determine if they would be capable of meeting the requirements outlined in this corporate report.

5. BYLAWS

5.1 BYLAW 2340: WHITE ROCK FINANCIAL PLAN (2020-2024) BYLAW, 2020, NO. 2330 AMENDMENT NO. 1, 2020, NO. 2340 Page 63

Bylaw 2340 proposes changes to the White Rock Financial Plan (2020-2024) Bylaw, 2020, No. 2330 in response to the financial impacts of the COVID-19 Global Pandemic. This Bylaw is the subject of a corporate report noted earlier in the agenda as Item 4.7 and is presented for consideration of first, second, third, and final reading.

Note: This bylaw was the subject of corporate report Item 4.7 - 2020 – 2024 Financial Plan Amendment.

RECOMMENDATION #1: BYLAW 2340 (THREE READINGS)

THAT Council give first, second and third reading to “*White Rock Financial Plan (2020 – 2024), Bylaw. 2020, No. 2330 Amendment No. 1, 2020, No. 2340*”.

Note: In accordance with Ministerial Order No. M083, local governments may consider third and final reading on the same evening.

RECOMMENDATION #2: BYLAW 2340 (ADOPTION)

THAT Council give final reading to “*White Rock Financial Plan (2020 – 2024), Bylaw. 2020, No. 2330 Amendment No. 1, 2020, No. 2340*”.

5.2 BYLAW 2341: 2020 FEES AND CHARGES BYLAW, 2020, NO. 2318, AMENDMENT NO. 1, 2020, NO. 2341 Page 64

Bylaw 2341 proposes changes that would enable the City to return fees which have been paid by businesses for the use of City sidewalks adjacent to their business, which they are not currently able to use due to public health orders. This Bylaw is the subject of a corporate report noted earlier in the agenda as Item 4.5 and is presented for consideration of first, second, third, and final reading.

RECOMMENDATION #1:BYLAW 2341 (THREE READINGS)

THAT Council give first, second and third reading to “*2020 Fees and Charges Bylaw, 2020, No. 2318, Amendment No. 1, 2020, No. 2341*”.

Note: In accordance with Ministerial Order No. M083, local governments may consider third and final reading on the same evening.

RECOMMENDATION #2: BYLAW 2341 (ADOPTION)

THAT Council give final reading to “*2020 Fees and Charges Bylaw, 2020, No. 2318, Amendment No. 1, 2020, No. 2341*”.

5.3 BYLAW 2342: WHITE ROCK BUSINESS LICENSE BYLAW, 1997, NO. 1510, AMENDMENT BYLAW, 2020, NO. 2342 **Page 66**

Bylaw 2342 proposes changes that would enable the City to offer the same 10% discount to businesses required to close during the COVID-19 pandemic as they would have received if they renewed prior to the expiry of their licence. This Bylaw is the subject of a corporate report noted earlier in the agenda as Item 4.4 and is presented for consideration of first, second, third, and final reading.

RECOMMENDATION #1: BYLAW 2342 (THREE READINGS)

THAT Council give first, second and third reading to “*White Rock Business License Bylaw, 1997, No. 1510, Amendment Bylaw, 2020, No. 2342*”.

Note: In accordance with Ministerial Order No. M083, local governments may consider third and final reading on the same evening.

RECOMMENDATION #2: BYLAW 2342 (ADOPTION)

THAT Council give final reading to “*White Rock Business License Bylaw, 1997, No. 1510, Amendment Bylaw, 2020, No. 2342*”.

6. OTHER BUSINESS

7. CONCLUSION OF THE APRIL 27, 2020 SPECIAL COUNCIL MEETING

PRESENT: Mayor Walker
Councillor Chesney
Councillor Fathers
Councillor Johanson
Councillor Kristjanson
Councillor Manning
Councillor Trevelyan (via electronic means – Bylaw No. 2337)

STAFF: D. Bottrill, Chief Administrative Officer
T. Arthur, Director of Corporate Administration
J. Gordon, Director of Engineering and Municipal Operations (via electronic means)
C. Isaak, Director of Planning and Development Services
C. Ponzini, Director of Financial Services
S. Lam, Electronic (via electronic means)

The City of White Rock is committed to the health and safety of our community. In keeping with Ministerial Order No. M083 from the Province of British Columbia, City Council meetings will take place without the public in attendance at this time until further notice.

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

1.1. FIRST NATIONS LAND ACKNOWLEDGEMENT
Mayor Walker noted the following:
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

2020-203 **It was MOVED and SECONDED**
THAT the Corporation of the City of White Rock Council adopts the agenda for its regular meeting scheduled for April 20, 2020 with the following addition of Supplemental Agenda Item:

- 6.2.1 COVID-19 Global Pandemic (Verbal Update); and
- 7.2.3 Confirmation that recommendations on this item were from the Housing Advisory Committee

AND THAT the agenda be adopted at amended.

CARRIED

3. ADOPTION OF MINUTES
a) Special Council Meeting – April 14, 2020

2020-204

It was MOVED and SECONDED

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

- a) Special Council Meeting – April 14, 2020.

CARRIED

4. QUESTION AND ANSWER PERIOD

Due to the COVID-19 global pandemic, 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., April 14, 2020, with respect to Question and Answer Period:

2020-205

It was MOVED and SECONDED

THAT Council receives for information the following items brought forward for Question and Answer Period:

- Email dated April 2, 2020 from K. Breaks, Blue Frog Studios, requesting the City of White Rock defer property taxes for commercial properties with non-essential operating businesses
- Email dated April 4, 2020 from K. Penny, resident, requesting an update with respect to the approved road repair on Pacific Avenue between Ewson Street and Habgood Street.

CARRIED

5. DELEGATIONS AND PETITIONS

5.1 DELEGATIONS

Due to the COVID-19 global pandemic, Delegations will be temporarily postponed/suspended until further notice. If you wish to appear as a delegation in the future, please continue to submit your application to ClerksOffice@whiterockcity.ca or call 604 541 2212 and staff will keep you updated on when Delegations will resume.

5.2 PETITIONS

None

6. PRESENTATIONS AND CORPORATE REPORTS

6.1 PRESENTATIONS

None

6.2.1a

VERBAL UPDATE COVID-19

Staff provided a City update in response to the Covid-19 Global Pandemic:

- In a release from the Province, it was announced that there will be COVID financial support for businesses and local governments. The penalty date of late payments for businesses and non-profit organizations has been postponed to October 1, 2020.
- Local Governments will also have the option of borrowing interest free from their capital reserves, they must be paid back within five (5) years
- At this time, Local Governments are still expected to pay their other remittances by August 1, such as to TransLink and Metro Vancouver
- From Provincial Order, RCMP and Bylaw Officers will be authorized to issue fines up to \$2,000 in relation to price gauging. This program is lead by the Consumer Protection Program of BC
- Check the Province's "[COVID-19 Provincial Support and Information](#)" webpage to learn about the resources available
- Further updates and review regarding the financial impacts to the City of White Rock are coming forward in a corporate report at our next special council meeting – April 27th at 5:00 pm

Council had an opportunity to ask questions and provide comments with respect to COVID-19, in response to community concerns regarding limited resident parking along the waterfront, it was suggested that the City designate a parking lot at East Beach and West Beach for resident parking only. Discussion ensued and the following comments were noted:

- Residents can be identified through their decal
- Suggested that residents be provided this opportunity in the existing 15 minute parking spots
- If permitted, this should be strictly enforced
- Encourages residents to use their beach as a place for fresh air (maintain social distancing)
- Concerns that permitting residents to park at the beach for an extended period of time is counter to the Provincial Health Orders
- This program would be in effect from Monday to Friday only during the Covid-19 Global Pandemic crisis
- Staff should seek input from the medical community with respect to how the City can support their residents in providing a place to have fresh air and exercise along the beaches

Staff noted that residents who currently have a paid parking decal are already permitted to park along the waterfront for four (4) hours.

2020-206

It was MOVED and SECONDED

THAT Council directs staff to bring forward a corporate report that outlines the feasibility of dedicating one (1) parking lot at east beach and one (1) at west beach (Cypress Street lot and Bay Street lot) for residents only an area to park Monday to Friday; and

THAT the City strictly enforce use of this parking where it would be monitored throughout the day.

CARRIED

2020-207

It was MOVED and SECONDED

THAT Council directs staff to bring forward a corporate report that outlines other options for resident parking on Marine Drive.

CARRIED

Councillor Kristjanson voted in the negative.

AT 7:20 P.M. A RECESS WAS CALLED FOR COUNCIL TO GO OUTSIDE AND SEE THE FLY BY.

A promotional plane flew over Peace Arch Hospital at 7:20 p.m., featuring a banner that says “Thanks” to health care workers”. The plane came from Pitt Meadows Airport, sponsored by Gordon Cartwright, the owner of Woody’s Pub in Coquitlam. The plane first flew over Royal Columbian Hospital in New Westminster before reaching White Rock. Mr. Cartwright said he wanted to do something to recognize the people who are working so hard to keep us healthy and safe.

The meeting resumed at 7:25 p.m. with all noted Members of Council and staff in attendance.

6.2.1b

NEW MAPPING FOR THE CITY WEBSITE / OPEN BUSINESSES

Chris Zota, Manager of IT displayed new mapping for the City website in regard to Businesses that are open in the City during the global pandemic.

It was reported that the City is currently developing an interactive map that allows visitors to see which establishments are open in the City. Information provided will include hours, and if the business has special details, such as restricted shopping hours for seniors.

2020-208

It was MOVED and SECONDED

THAT Council receives the information provided by D. Bottrill, Chief Administrative Officer and P. Lemire, City Fire Chief regarding an update on COVID-19 Global Pandemic and including how the City is being impacted and different strategies that have been undertaken; and

The information provided by the Manager of Information Technology regarding new mapping for the City Website/Open Business.

CARRIED

6.2.1

MURAL TO RECOGNIZE FIRST RESPONDERS AND HEALTH CARE WORKERS

The following items were carried forward from the April 14, 2020 Special Council agenda.

a)

CORPORATE REPORT

Corporate report dated April 14, 2020 from the Director of Recreation and Culture titled “Mural to Recognize First Responders and Health Care Workers” (the Mural).

Council discussed potential locations for the Mural, and it was suggested that the Peace Arch Hospital may be a good location. It was also suggested that the walls on the corner of Johnston Road and North Bluff Road (the Bank of Nova Scotia building) be considered.

Council also questioned use of the Grants-in-Aid funds, and staff advised that a meeting will be held in the near future.

2020-209

It was MOVED and SECONDED

THAT Council defers consideration of the corporate report dated April 14, 2020 from the Director of Recreation and Culture entitled “Mural to recognize First Responders and Health Care Workers” pending further information regarding funding and potential locations.

CARRIED

b) MOTION FROM COUNCILLOR CHESNEY / MURAL TO RECOGNIZE FIRST RESPONDERS AND HEALTH CARE WORKERS

At the April 6, 2020 Regular Council Meeting Councillor Chesney provided the following Notice of Motion for consideration at this time:

THAT the City of White Rock approves the proposal by mural artist Jim Davidson to create a stunning wall mural that pays tribute to our first responders and health care workers in this difficult time:

- *Approximately \$2,000 to paint a mural in White Rock, noting there are three (3) potential high traffic areas in the Uptown District.*

2020-210

It was MOVED and SECONDED

THAT Council in order to coincide with resolution #2020-209, Councillor Chesney's motion regarding the Mural to recognize First Responders and Health Care Workers be deferred and brought back for consideration with the corporate report titled "Mural to recognize First Responders and health Care Worker".

CARRIED

6.2.2

UPDATED ZONING AMENDMENT BYLAW AND DEVELOPMENT PERMIT FOR 1453 STAYTE ROAD (ZON&MJP 18-017)

Corporate report dated April 20, 2020 from the Director of Planning and Development Services titled "Updated Zoning Amendment Bylaw and Development Permit for 1453 Stayte Road (ZON&MJP 18-017)".

Staff provided an update on a proposed zoning amendment and development permit for 1453 Stayte Road.

2020-211

It was MOVED and SECONDED

THAT Council receives for information the corporate report dated April 20, 2020, from the Director of Planning and Development Services, titled "Updated Zoning Amendment Bylaw and Development Permit for 1453 Stayte Road (ZON&MJP 18-017);"

CARRIED

***Note:** Bylaw 2287 is noted under the Bylaws section as Item 8.1.2 for consideration of first and second readings.*

6.2.3

2020 SPRING SUMMER SPECIAL EVENTS

Corporate report dated April 20, 2020 from the Director of Recreation and Culture titled "2020 Spring Summer Special Events".

Staff provided an update on the status of upcoming events in White Rock, adding that the report outlines options and deadlines on when decisions need to be made. Council approved the report's recommendations.

2020-212

It was MOVED and SECONDED

THAT Council:

1. Receives for information the corporate report dated April 20, 2020, from the Director of Recreation and Culture, titled “2020 Spring/Summer Special Events;”
2. Directs staff to work with community partners to research, plan and implement a virtual Canada Day by the Bay event; and
3. Directs staff to work with Semiahmoo First Nation event partners to reschedule the White Rock Sea Festival and Semiahmoo Days to the September long weekend (September 4, 5 and 6) with a deadline decision date set for July 15.

CARRIED

6.2.4

COVID-19 FOOD SOURCE SUPPORT TO WHITE ROCK RESIDENTS

Corporate report dated April 20, 2020 from the Director of Engineering and Municipal Operations and Director of Planning and Development Services titled “COVID-19 Food Source Support to White Rock Residents”.

2020-213

It was MOVED and SECONDED

THAT Council:

1. Receives for information the corporate report dated April 20, 2020, from the Director of Engineering and Municipal Operations and Director of Planning and Development Services, titled “COVID-19 Food Source Support to White Rock Residents;” and
2. Directs staff to make arrangements to install 14 new garden plots at the White Rock Community Garden site at Ruth Johnson Park (Centennial Park).

CARRIED

6.2.5

TYBO CONSTRUCTORS LTD. – CONTRACT ADJUSTMENT FOR ROPER RESERVOIR INLET MODIFICATIONS PROJECT

Corporate report dated April 20, 2020 from the Director of Engineering and Municipal Operations titled “Tybo Constructors Ltd. – Contract Adjustment for Roper Reservoir Inlet Modifications Project”.

Staff introduced the report explaining the request for contract adjustments for the Roper Reservoir Inlet Modifications project. It was noted that this reservoir provides water capacity of the City’s eastern zones, and the project mitigates risk of structural issues, such as leakage.

2020-214

It was MOVED and SECONDED

THAT Council:

1. Receives for information the corporate report dated April 20, 2020, from the Director of Engineering and Municipal Operations Department, titled “Tybo Constructors Ltd. – Contract Adjustment for Roper Reservoir Inlet Modifications Project;”
2. Approves the change orders to Tybo Constructors Ltd. for up to \$130,000 (excluding GST) for additional necessary work for the Roper Reservoir Inlet Modifications Project; and
3. Defers the water main upgrade project on Coldicutt Avenue between Lancaster Street and Chestnut Street to 2025.

CARRIED

Concillor Kristjanson voted in the negative

7.

MINUTES AND RECOMMENDATIONS OF COMMITTEES

7.1

STANDING AND SELECT COMMITTEE MINUTES

None

7.2

STANDING AND SELECT COMMITTEE RECOMMENDATIONS

7.2.1

The following recommendations have been brought forward from the **Water Community Advisory Panel** meeting held on March 10, 2020:

RECOMMENDATION #1: EMERGENCY FIRE SYSTEM, EMERGENCY PREPAREDNESS & THE CITY’S EMERGENCY PLANS

2020-215

It was MOVED and SECONDED

THAT Council directs staff to work with the authors of the 2018 Fire Underwriters Report and bring back to Council what can be made public.

CARRIED

RECOMMENDATION #2: WATER FEE REVENUE PROJECTIONS – 2021 TO 2024

2020-216

It was MOVED and SECONDED

THAT Council directs staff to look into options to use borrowing as a source of funds in order to amortize long-term capital spending over an appropriate asset life; and,

THAT these options be provided back to the Water Community Advisory Panel for information.

CARRIED

Councillor Kristjanson voted in the negative

7.2.2 The following recommendations have been brought forward from the **Marine Drive Task Force** meeting held on March 11, 2020:

RECOMMENDATION #1: WATERFRONT ENHANCEMENT STRATEGY

2020-217

It was MOVED and SECONDED

THAT Council defers consideration of the following recommendation from the Marine Drive Task Force until the City has a better idea of when there will be funds available for the following:

THAT Council direct staff to investigate the feasibility of the following capital projects for Marine Drive:

- *Flexible use of the parking lot west of the museum to include retractable cover, beautification and a reconfiguration of parking spaces;*
- *An all-abilities playground;*
- *A permanent multi-purpose cultural facility adjacent to the west of Grand Chief Bernard Charles Memorial Plaza and that the City consider approaching the Semiahmoo First Nation to be involved in the design thereof; and,*
- *Consider seasonal installation of a synthetic ice rink during the winter season at a location in the Marine Drive area.*

CARRIED

RECOMMENDATION #2: OFF-SEASON EVENTS ON MARINE DRIVE

2020-218

It was MOVED and SECONDED

THAT Council endorses staff to work with the White Rock Business Improvement Association to investigate the feasibility of showing for free the 2022 Winter Olympics in Memorial Park Plaza.

CARRIED

RECOMMENDATION #3: MARINE DRIVE TASK FORCE TERM

2020-219

It was MOVED and SECONDED

THAT Council defers consideration of the re-instatement of the Marine Drive Task Force in twelve (12) months with a focus on reviewing the implementation and status of recommendations.

CARRIED

7.2.3 The following recommendations brought forward from the **Housing Advisory Committee** meeting held on March 12, 2020:

RECOMMENDATION #1: AFFORDABLE HOUSING PROJECT

2020-220

It was MOVED and SECONDED

THAT Council directs staff to provide more information on the City working with Peninsula Homeless to Housing (PH2H) on an Affordable Housing project in White Rock.

2020-221 **AMENDMENT TO THE MOTION**
It was MOVED and SECONDED

THAT Council directs reference within the recommendation by the Housing Advisory Committee be deleted “Affordable Housing” and the following inserted “Transitional Housing”.

CARRIED

Question was called on the motion as amended and it was

CARRIED

Councillor Kristjanson voted in the negative

2020-222 **RECOMMENDATION #2: BED & BREAKFAST BYLAW**
It was MOVED and SECONDED

THAT Council directs staff to bring forward the City’s Bed and Breakfast Bylaw with consideration of the City of Vancouver model on this topic.

CARRIED

It was reported that the City of Vancouver has a much stricter interpretation of the “bed and breakfast” service, such as requiring breakfast to be served by the patrons, and that an owner/operator resides on site.

8. BYLAWS AND PERMITS

8.1 BYLAWS

8.1.1 BYLAW 2338 – COUNCIL AND COMMITTEE PROCEDURE BYLAW, NO. 2232, 2018, AMENDMENT NO. 4, 2020, NO. 2338

The proposed bylaw will amend the City’s Council and Committee Procedure Bylaw providing for Council to be afforded the opportunity to participate in Council / Standing Committee meeting using electronic means. It also addresses electronic participation by full Council with the exception of the Chairperson in extenuating circumstances.

This Bylaw received three (3) readings at the March 30, 2020 Regular Council meeting and was advertised in the April 2 and 8, 2020 editions of the Peace Arch News. This bylaw was presented for consideration of final reading.

RECOMMENDATION: WRITTEN SUBMISSIONS

2020-223 **It was MOVED and SECONDED**

THAT Council receives the written submissions (none received) with respect to “*Council and Committee Procedure Bylaw, No. 2232, 2018, Amendment No. 4, 2020, No. 2338*”.

CARRIED

RECOMMENDATION: FINAL READING

2020-224

It was MOVED and SECONDED

THAT Council gives final reading to “*Council and Committee Procedure Bylaw, No. 2232, 2018, Amendment No. 4, 2020, No. 2338*”.

CARRIED

8.1.2

BYLAW 2287 – WHITE ROCK ZONING BYLAW, 2012, NO. 2000, AMENDMENT (CD-62 – 1453 STAYTE ROAD) BYLAW, 2019, NO. 2287

Bylaw 2287 proposes amendments to the White Rock Zoning Bylaw that would allow a multi-unit residential building.

This Bylaw was the subject of a corporate report considered earlier in the agenda as Item 6.2.2.

2020-225

It was MOVED and SECONDED

THAT Council gives first and second readings to “*White Rock Zoning Bylaw, 2012, No. 2000, Amendment (CD-62 – 1453 Stayte Road) Bylaw, 2019, No. 2287*” as presented.

CARRIED

Councillors Johanson, Manning and Trevelyan voted in the negative

2020-226

It was MOVED and SECONDED

THAT Council directs staff to schedule the required Public Hearing when the Order of the Provincial Health Officer prohibiting the gathering of more than 50 people is cancelled or no longer applicable or there is another means to hold the public hearing.

CARRIED

2020-227

It was MOVED and SECONDED

THAT Council directs staff to resolve the following issues prior to final adoption, if Bylaw No. 2287 is given third reading after the public hearing:

- a) Ensure that all engineering requirements and issues, including registration of a 2.0 metre statutory right of way on the Stayte Road frontage and completion of a servicing agreement, are addressed to the satisfaction of the Director of Engineering and Municipal Operations; and
- b) Registration of a Section 219 restrictive covenant for Community Amenities.

CARRIED

8.2 **PERMITS**

None

9. **CORRESPONDENCE**

9.1 **CORRESPONDENCE - RECEIVED FOR INFORMATION**

9.1.1

2020-228

It was MOVED and SECONDED

THAT Council receives the email dated April 1, 2020 from O. Langer, Fraser Voices Society, requesting support to request the Federal Government reject the Roberts Bank Terminal 2 Project.

CARRIED

10. **MAYOR AND COUNCILLOR REPORTS**

10.1 **MAYOR'S REPORT**

Mayor Walker noted the following community events / information:

- Apr 19-25 is National Volunteer week
- Apr 7 and 14, South Surrey & White Rock Chamber of Commerce and Business Improvement Association (BIA) conference call regarding COVID-19
- Apr 7 and 14, Facebook Live Sessions
- Apr 14, Conference call to address needs of the vulnerable
- Apr 8, Metro Vancouver meeting
- Apr 9 and 16, TransLink Mayors' Council
- Apr 16, Minister Robinson conference call
- Apr 17, South Surrey & White Rock Chamber of Commerce Town Hall Meeting
- Apr 20, Citizen "fly-by" in recognition of the Health Care Workers

10.2 **COUNCILLORS REPORTS**

Councillor Johanson noted the following community events / information:

- Apr 17, South Surrey & White Rock Chamber of Commerce Town Hall Meeting
- Apr 20, Bi-weekly Climate Caucus meeting

Councillor Kristjanon noted the following community events / information:

- Apr 15, Facebook Live Session with Mayor Walker
- Apr 17, South Surrey & White Rock Chamber of Commerce Town Hall Meeting

Councillor Manning noted the following community events / information:

- Apr 16, BC Economic Development Association weekly webcast
- Apr 17, South Surrey & White Rock Chamber of Commerce Town Hall Meeting

10.2.1 METRO VANCOUVER BOARD IN BRIEF

METRO VANCOUVER BOARD IN BRIEF – MARCH 27, 2020

2020-229

It was MOVED and SECONDED

THAT Council receives for information the March 27, 2020 Metro Vancouver Board in Brief document.

CARRIED

11. MOTIONS AND NOTICES OF MOTION

11.1 MOTIONS

None

11.2 NOTICES OF MOTION

None

12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

The following Topics of Closed meetings held from July 2019 to January 31, 2020 were considered and released at the April 6, 2020 Closed Council meeting and are noted on the agenda for information purposes.

Topics of Council Closed Meetings from July 2019 to January 31, 2020


DATE	CONTENT
July 22, 2019	<ul style="list-style-type: none"> • Release of Closed Items July 1, 2018 – June 30, 2019 (released at the September 9, 2019 regular Council meeting) • Land / Property Tax Matter • Land Expropriation 1510 Johnston Road • Committee Appointments (ADP, History and Heritage Advisory and Parking Task Force), made public through the City website • Land, Litigation (ongoing) • Review of Censures from Previous Council • Personnel / Labour (Employee)
September 9, 2019	<ul style="list-style-type: none"> • Personnel / Labour (Employee) • Land, Litigation (ongoing) • Land Expropriation 1510 Johnston Road • Review of Censures from Previous Council • Land / Licence of Occupation • Committee Appointments (Dogs on the Promenade Task Force and Marine Drive Task Force)

DATE	CONTENT
October 2, 2019	<ul style="list-style-type: none"> • Ongoing Negotiations with the Semiahmoo First Nation (SFN) – Intergovernmental Meeting with SFN
October 7, 2019	<ul style="list-style-type: none"> • Committee Appointments (Housing Task Force Advisory Committee, Housing Advisory Committee) • Review of Censures from Previous Council • Land / Licence of Occupation
October 17, 2019	<ul style="list-style-type: none"> • Ongoing Negotiations with the Semiahmoo First Nation (SFN) – Intergovernmental Meeting with SFN
November 4, 2019	<ul style="list-style-type: none"> • Personnel / Labour (Employee)
November 25, 2019	<ul style="list-style-type: none"> • Ongoing Negotiations with the Semiahmoo First Nation (SFN) – Intergovernmental Meeting with SFN
December 2, 2019	<ul style="list-style-type: none"> • Ongoing Negotiations with the Semiahmoo First Nation • Review of Censures from Previous Council
December 3, 2019	<ul style="list-style-type: none"> • Ongoing Negotiations with the Semiahmoo First Nation (SFN) – Intergovernmental Meeting with SFN
January 13, 2020	<ul style="list-style-type: none"> • Committee Appointments (Advisory Design Panel, Board of Variance, Seniors Advisory Committee Tour de White Rock and Sea Festival) • Ongoing Negotiations with the Semiahmoo First Nation • Legal Advice / Summary of Legal Topics
January 30, 2020	<ul style="list-style-type: none"> • Ongoing Negotiations with the Semiahmoo First Nation – Meeting with SFN
January 31, 2020	<ul style="list-style-type: none"> • CAO Recruitment - initial meeting with Consultant G. Smith of Waterhouse Executive Search

13. **OTHER BUSINESS**
 None

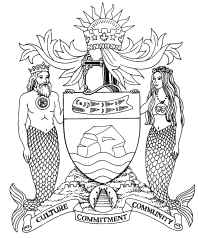
14. **CONCLUSION OF THE APRIL 20, 2020 REGULAR COUNCIL MEETING**
 The Chairperson declared the meeting concluded at 9:45 p.m.

 Mayor Walker



 Tracey Arthur, Director of
 Corporate Administration

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: April 27, 2020
TO: Mayor and Council
FROM: Carl Isaak, Director, Planning & Development Services
SUBJECT: *Building Act* Requirements and Building Official III Position

RECOMMENDATIONS

THAT Council:

1. Receive for information the corporate report dated April 27, 2020, from the Director of Planning and Development Services, titled “*Building Act* Requirements and Building Official III Position;” and
 2. Endorse the creation of a Building Official III position.
-

BACKGROUND

The purpose of this corporate report is to provide Council with information regarding upcoming *Building Act* requirements and obtain Council’s support to act on a current opportunity to be prepared for these requirements by transitioning one (1) full-time position within the Building division from a front-counter role to a more senior level technical role, by endorsing the creation and funding for the position of Building Official III in the Building Division. Currently in the Building Division there is one (1) Assistant Plans Examiner, two (2) Plans Examiners, one (1) Building Inspector, and the Manager of Building and Bylaw Enforcement. Administrative staff in the Building Division consist of a Permits Clerk and a Planning and Development Services Assistant position which is currently vacant due to a recent internal promotion. There is a greater need for complex plan review and inspection services than for the administrative support provided by the Planning and Development Assistant position (some duties of which are also covered by the Assistant Plans Examiner), and staff are recommending that a new position be created in lieu of filling the Planning and Development Assistant position to better meet the needs of the community.

Plans Examiners typically do not conduct inspections, and Building Inspectors do not examine plans. The Building Official III position will provide both plan review and inspections services for the City, as a qualified Level 3 Building Official, and it is anticipated that this dual role model would also be a model for the Department moving forward towards transitioning the Plans Examiner positions into Building Official roles, which would allow greater flexibility in assigning workloads and covering short-term absences. Previous job postings for a Plans Examiner role in 2019 were not successful in attracting qualified candidates, and staff believe that the Building Official III role, with a greater variety of work and higher wage level will be a more attractive position. This corporate report discusses the effect that the *Building Act* will have

on City's delivery of service, the volume and complexity of construction, as well the current delivery of service to residents and builders.

PAST PRACTICE / POLICY / LEGISLATION

The *Building Act* was passed by the provincial government in 2015, and allows the minister to make building regulations, such as the BC Building and Plumbing Code under Section 3 of the *Building Act*. The main changes brought in by the *Act*, which have been phased in over a period of years, are consistency (reducing differences between local jurisdictions), competency (establishing qualification requirements for building officials), and innovation. The full text of the *Building Act* is available online at the following link:

<http://www.bclaws.ca/civix/document/id/complete/statreg/15002>.

Relevant excerpts from the *Building Act* are provided for reference below:

Local authority building decisions

- 10** (1) In this section, "exempt building professional" means
- (a) a member of a prescribed professional association, or
 - (b) a person in a prescribed class of persons.
- (2) A local authority must not allow or require a person to decide on behalf of the local authority whether a matter conforms to a building regulation, unless
- (a) the person is a qualified building official and the matter is within the person's current scope of practice as listed in the register, or
 - (b) the person is an exempt building professional.
- (3) A person must not decide on behalf of a local authority whether a matter conforms to a building regulation, unless
- (a) the person is a qualified building official and the matter is within the person's current scope of practice as listed in the register, or
 - (b) the person is an exempt building professional.

Qualification as building official

- 11** (1) In order to be qualified as a building official, a person must
- (a) meet the following qualification requirements:
 - (i) pass one or more qualifying exams specified by the minister;
 - (ii) satisfy requirements, specified by the minister, respecting continuing professional development;
 - (iii) be a member in good standing of a prescribed professional association;
 - (iv) any additional qualification requirements prescribed by regulation,
 - (b) be entered in the register as a qualified building official, and
 - (c) not be suspended under Part 5 [*Administrative Penalties*].

Ministerial Order M79 – Dated February 27, 2017, outlines the building official qualification requirements, through amendments to the *Building Act General Regulation*. The ministerial order is attached to this corporate report as Appendix A, and the complete Building Act General Regulation is available online at the following link:

http://www.bclaws.ca/civix/document/id/complete/statreg/131_2016.

ANALYSIS

***Building Act* and Minimum Building Official Qualification**

In 2015 the Province of BC enacted the *Building Act*. The *Building Act* is BC's first legislation dedicated to the building and construction regulatory system. It includes creating consistency in the interpretation of construction regulations, establishing minimum competency for Building

Officials, and supporting local governments in innovation. The minimum competency qualifications required for Building Officials, began on February 28, 2017, with a four-year transition period and will come into full force on February 28, 2021. As of August 28, 2017, all persons working on behalf of local government, as a Building Official, are required to be a member in good standing with the Building Officials' Association of British Columbia (BOABC). When the *Building Act* comes into full force, Building Officials will be only permitted to practice based upon their minimum level of qualification, obtained through the BOABC.

There are three levels of qualification that a Building Official can obtain. The scope of work, what Building Officials are permitted to practice, based upon their level of qualification, was established through Ministerial Order 079 dated February 27, 2017, attached to this corporate report as Appendix A. Building Officials who obtain their Level 3 qualifications are permitted to work on buildings that fall under Part 3 of the BC Building Code, and it usually requires several years of mentoring and experience to acquire the knowledge and competence to inspect and monitor buildings of this complexity. Part 3 buildings are typically multi-family and commercial buildings. In most municipalities, houses that are designed and constructed would not fall under Part 3 of the BC Building Code. In our City it is unique that a significant number of our homes fall under Part 3 of the BC Building Code, as they are four (4) storeys in building height, typically due to the slope of the land.

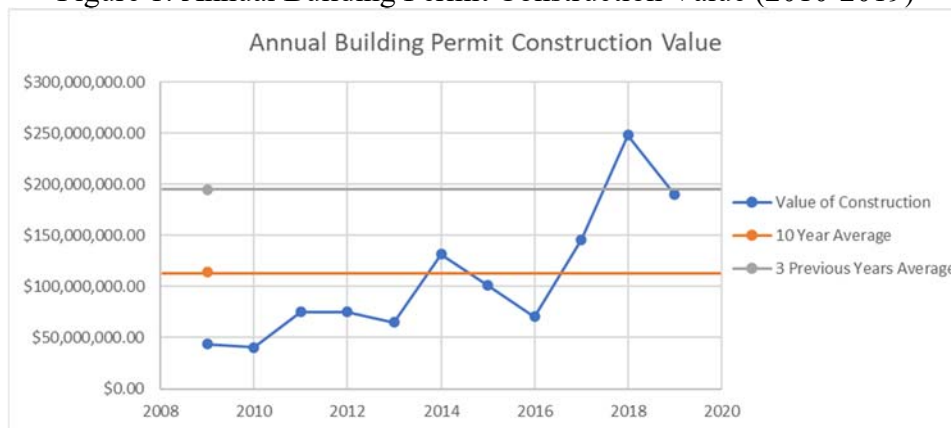
The Building Official III will be required to have their Level 3 qualification and Registered Building Official designation, or alternately be a registered Architect or Engineer. It is important to note the critical aspect of required level of qualification. Currently the Manager of Building and Bylaw Enforcement is the only inspector that complies with the qualification requirements under the *Building Act* to inspect Part 3 buildings. This becomes critical when a significant number of our homes fall under Part 3. Without the Building Official III to inspect these projects, the inspections of these single family homes will shift to the Manager of Building and Bylaw Enforcement. There are also a large number of ongoing multi-family and commercial buildings that require plan checking and inspection services. The shifting of the Part 3 single family home inspections would significantly limit the Manager of Building and Bylaw Enforcement's time and ability to conduct their managerial responsibilities. As well, utilizing the Manager of Building and Bylaw Enforcement to conduct Part 3 single family home inspections on behalf of the City would not be a cost effective use of City resources.

Increased Complexity and Volume of Building Permits

In addition to the impending *Building Act* enforcement, the City has experienced a significant increase in the complexity and volume of construction. The most appropriate measurement used to evaluate the complexity and volume is assessing the value of construction for building permits. This is the most appropriate measurement as the value of construction can demonstrate the complexity within each project. Typically, the complexity of a project is higher when there is a higher value of construction. Comparing the value of construction of 2010 to 2019, the 2010 value of construction was \$40.5M as compared to the 2019 construction value of \$190M. While each year can be different in the volume and complexity of construction projects, the average construction value of projects per year over the past decade can be assessed at \$114M. For further consideration, the last three years' annual average construction value is assessed at

\$195M. The graph below provides a visual demonstration of the increases in the value of construction:

Figure 1: Annual Building Permit Construction Value (2010-2019)



Resulting Service Impacts

The increased complexity and time invested in the review of permits applications has resulted in significant and untenable delays for residents and builders. In 2015, the average review time for all building permit applications was 1.5 months from the date of application to the issuance. In 2019 the average wait time for all building permit application reviews increased to 6 months.

While the annual average review time for building permits does demonstrate a significant increase, it should be noted that it includes all building permits even ones that are minor in nature and can be issued within a few days. In examining the building permit review times for the ten (10) most recently issued building permits for new construction of a single family home, the figures demonstrate the significant delays residents are experiencing. In the last ten (10) permits issued for a new single family home, the average building permit application review time has been 13 months.

To address the current service delays for residents and builders, the Building Division is reviewing its business processes and making improvements to streamline and reduce service delays. This includes working with the Engineering Department to reduce overlapping requirements that are in the Lot Servicing application process which typically precedes a building permit application. However, the business process improvements will only be able to improve the service delivery in a limited manner. In order to address the challenges presented by the *Building Act* and the increased complexity and volume of the building permits, additional resources are needed. The creation of the Building Official III position will enable an immediate impact to improve service delivery through increased plan review services and inspections services for Part 3 buildings, and enable the Manager of the Building Division to focus on providing direction to the Plans Examiners and implementing process improvements.

BUDGET IMPLICATIONS

The creation of the Building Official III position is anticipated to cost approximately \$109,000-\$119,000/year (inclusive of salary and benefits). In 2020, this cost would only be realized for approximately four (4) months if the position were filled in September 2020, which is the earliest anticipated time the recruitment process could be completed. In order to minimize the cost, it is proposed to leave a current vacant Planning and Development Assistant position vacant. Leaving the Planning and Development Assistant position vacant would help to off-set the new position by approximately \$75,000/year, though this cost savings is already discussed as part of broader

cost saving approaches related to the COVID-19 pandemic in a separate corporate report on this Council agenda.

CLIMATE CHANGE IMPLICATIONS

As energy efficiency for buildings has become a higher priority for society to address climate change, the Provincial government in 2017 brought forward the BC Energy Step Code. While the BC Energy Step Code is voluntary at this point, the City has indicated (through Policy 12.5.4. of the Official Community Plan) it intends to adopt the BC Energy Step Code. With the current resources within the Building Division, adoption of the BC Energy Step Code may be delayed in order to address immediate inspections and current permit application reviews. As well, the adoption of the BC Energy Step Code will add complexity in plan reviews and inspections which would exacerbate the current service delays. The addition of the Building Official III position would enable the adoption of the BC Energy Step Code to occur in a more seamless and desirable time line, while balancing the added complexity. It should be noted, that the Province has indicated it intends to adopt Step 3 of the BC Energy Step Code in 2022.

CONCLUSION

With the impending *Building Act* enforcement of minimum Building Official qualifications and the increased volume and complexity of building permits, resources are needed in the Building Division to address a higher volume and level of competency than the current structure and job classifications allow for. The creation of a Building Official III position in lieu of refilling the Planning and Development Assistant position is an opportunity that will satisfy the minimum requirements under the *Building Act*, allow for better distribution of workload within the division, provide greater capacity to implement the BC Energy Step Code, while also providing an immediate impact to address and reduce the current service delays.

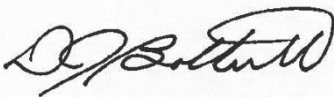
Respectfully submitted,



Carl Isaak, MCIP, RPP
Director, Planning & Development Services

Comments from the Chief Administrative Officer

I concur with the recommendations of this corporate report.



Dan Bottrill
Chief Administrative Officer

Appendix A: Ministerial Order M79, 2017 Regarding the *Building Act General Regulation*

APPENDIX A

Ministerial Order M79, 2017 Regarding the *Building Act General Regulation*

PROVINCE OF BRITISH COLUMBIA
REGULATION OF THE MINISTER OF NATURAL GAS DEVELOPMENT
AND MINISTER RESPONSIBLE FOR HOUSING AND DEPUTY PREMIER


Building Act

Ministerial Order No. M 079

I, Rich Coleman, Minister of Natural Gas Development and Minister Responsible for Housing and Deputy Premier, order that,

- (a) effective February 28, 2017, the Solar Hot Water Ready Regulation, B.C. Reg. 101/2011, is amended by adding "City of Quesnel" to the Schedule,
- (b) effective February 28, 2017, the Building Act General Regulation, B.C. Reg. 131/2016, is amended as set out in the attached Appendix 1, and
- (c) effective April 1, 2017, the Building Act General Regulation is amended as set out in the attached Appendix 2.

FEBRUARY 27, 2017
Date


Minister of Natural Gas Development and Minister
Responsible for Housing and Deputy Premier

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: *Building Act*, S.B.C. 2015, c. 2, ss. 3 and 41

Other: M209/2016, M145/2011

February 16, 2017

2/R/1086/2016/33

APPENDIX 1

- 1 *Section 1 of the Building Act General Regulation, B.C. Reg. 131/2016, is amended*
- (a) *by renumbering the section as section 1 (1),*
- (b) *in subsection (1) by adding the following definitions:*
- “**building code**” means Book I (General) of the British Columbia Building Code established by the British Columbia Building Code Regulation, B.C. Reg. 264/2012;
- “**compliance decision**” means a decision made on behalf of a local authority whether a matter conforms to a building regulation;
- “**heritage building**” means any of the following:
- (a) a building that is protected heritage property;
 - (b) a building that is subject to temporary heritage protection under section 606 (1) [*order for temporary protection*] or 608 (1) [*heritage control periods for temporary protection*] of the *Local Government Act*;
 - (c) a building that is subject to an agreement under section 610 (1) [*heritage revitalization agreements*] of the *Local Government Act*;
 - (d) a building that is identified in a register of heritage property established under section 598 (1) [*community heritage register*] of that Act;
- “**plumbing code**” means Book II (Plumbing Systems) of the British Columbia Building Code established by the British Columbia Building Code Regulation;
- “**protected heritage property**” has the same meaning as in section 1 of Schedule 1 to the *Local Government Act*, and
- (c) *by adding the following subsection:*
- (2) In the Act and this regulation, “**conform**”, in relation to the building code, means comply with the building code within the meaning of compliance with the building code described in Article 1.2.1.1. of Division A of the building code.
- 2 *Section 2 is amended by adding the following paragraphs:*
- (b.1) in the case of a building not described in Sentence 3.2.5.7.(2) of Division B of the building code, water supply for firefighting;
 - (b.2) in the case of a building in a flood plain designated under section 524 (2) [*requirements in relation to flood plain areas*] of the *Local Government Act*, setback from a watercourse, body of water or dike of any landfill or structural support required to elevate a floor system or pad above the flood level specified for the flood plain;
 - (b.3) in the case of a heritage building, any matter as it relates to the heritage value or heritage character of the building; .
- 3 *The following section is added to Part 1:*

Time-limited unrestricted matters

- 2.1 (1) In this section, “**adaptable dwelling unit**” has the same meaning as in Article 1.4.1.2. of Division A of the building code.
- (2) The following matters are prescribed for the purposes of section 5 (4) [*restrictions on local authority jurisdiction*] of the Act in the areas described in subsection (3) of this section:
- (a) fire sprinklers and fire sprinkler systems;
 - (b) any matter as it relates to the accessibility of a building to persons with disabilities;
 - (c) adaptable dwelling units.
- (3) A matter prescribed under subsection (2) is unrestricted in a geographic area if a local building requirement that relates to the matter
- (a) applies to the geographic area,
 - (b) was enacted on or before December 15, 2017, and
 - (c) has not been amended after that date as it relates to the matter.
- 4 *The following Part is added:*

PART 3 – BUILDING OFFICIALS

Division 1 – Exempt Building Professionals

Architects

- 7 For the purposes of section 10 (1) (a) [*prescribed professional association*] of the Act, the Architectural Institute of British Columbia is prescribed.

Engineers

- 8 (1) In this section, “**professional engineer**” has the same meaning as in section 1 (1) of the *Engineers and Geoscientists Act*.
- (2) For the purposes of section 10 (1) (b) [*prescribed classes of persons*] of the Act, the following classes of persons are prescribed:
- (a) professional engineers;
 - (b) holders of limited licences under the *Engineers and Geoscientists Act* whose scope of practice includes consulting on building regulations.

Other building professionals

- 9 (1) In this section, “**certificate of qualification**” has the same meaning as in section 1 of the *Safety Standards Act*.
- (2) For the purposes of section 10 (1) (b) of the Act, the following classes of persons are prescribed:
- (a) individuals appointed under section 11 [*safety officers*] of the *Safety Standards Act* by a local authority, if the individuals

- (i) hold a certificate of qualification for regulated work in respect of electrical equipment, gas systems or gas equipment, and
 - (ii) make compliance decisions only in relation to matters within the scope of the certificate of qualification;
- (b) individuals retained as employees or independent contractors by a fire department of a local authority, or who are volunteers with a fire department of a local authority, if the individuals make compliance decisions only in relation to the fire prevention and response matters addressed in the following provisions of Division B of the building code:
- (i) Sentence 3.2.3.1.(8) [*limiting distance*];
 - (ii) Subsection 3.2.4. [*fire alarm and detection systems*];
 - (iii) Subsection 3.2.5. [*provisions for firefighting*];
 - (iv) Subsection 3.2.6. [*additional requirements for high buildings*];
 - (v) Subsection 3.2.7. [*lighting and emergency power systems*];
 - (vi) Subsection 3.4.5. [*exit signs*];
 - (vii) Article 3.4.6.19. [*floor numbering*];
 - (viii) Clauses 6.2.1.4.(1)(a) and (c) [*installation standards*];
 - (ix) Article 6.2.1.5. [*fireplaces*];
 - (x) Article 6.2.2.7. [*commercial cooking equipment*];
 - (xi) Section 6.3. [*chimneys and venting equipment*];
 - (xii) Subsection 9.9.11. [*signs*];
 - (xiii) Article 9.9.12.2. [*required lighting in egress facilities*];
 - (xiv) Article 9.9.12.3. [*emergency lighting*];
 - (xv) Article 9.10.1.4. [*items under Part 6 jurisdiction*];
 - (xvi) Clauses 9.10.14.3.(1)(a) and (2)(b) [*limiting distance and fire department response*];
 - (xvii) Clauses 9.10.15.3.(1)(a) and (2)(b) [*limiting distance and fire department response*];
 - (xviii) Subsection 9.10.18. [*alarm and detection systems*];
 - (xix) Subsection 9.10.19. [*smoke alarms*];
 - (xx) Subsection 9.10.20. [*firefighting*];
 - (xxi) Article 9.10.21.7. [*smoke detectors*];
 - (xxii) Article 9.10.21.8. [*portable fire extinguishers*];
 - (xxiii) Article 9.10.21.9. [*hose stations*];
 - (xxiv) Clause 9.33.5.2.(1)(a) [*installation of oil burning equipment*];
 - (xxv) Clause 9.33.5.2.(1)(c) [*installation of solid-fuel burning appliances and equipment*];
 - (xxvi) Article 9.33.5.4. [*fireplaces*];
 - (xxvii) Subsection 9.33.10. [*chimneys and venting equipment*];
- (c) individuals retained as employees or independent contractors by a local authority to act as a building official responsible for plumbing, if the

individuals make compliance decisions only in relation to the fire suppression matters addressed in the following provisions of Division B of the building code:

- (i) Article 3.2.5.7. [water supply];
- (ii) Article 3.2.5.8. [standpipe systems];
- (iii) Article 3.2.5.9. [standpipe system design];
- (iv) Article 3.2.5.10. [hose connections];
- (v) Article 3.2.5.11. [hose stations];
- (vi) Article 3.2.5.12. [automatic sprinkler systems];
- (vii) Article 3.2.5.13. [combustible sprinkler piping];
- (viii) Article 3.2.5.14. [sprinklered service space];
- (ix) Article 3.2.5.15. [fire department connections];
- (x) Article 3.2.5.17. [protection from freezing];
- (xi) Article 3.2.5.18. [fire pumps];
- (xii) Article 9.10.21.9. [hose stations].

Division 2 – Qualification as Building Official

Mandatory membership

- 10 For the purposes of section 11 (1) (a) (iii) [prescribed professional association] of the Act, the Building Officials' Association of British Columbia is prescribed.

Classes of building officials

- 11 For the purposes of section 11 (2) (a) of the Act, the classes of building officials set out in Column 1 of a table in the Schedule are established with the scope of practice set out opposite in Column 2.

Recognition of extraprovincial building credentials

- 12 For the purposes of section 11 (2) (b) of the Act, the registrar may recognize an extraprovincial building credential and classify the holder of the extraprovincial building credential into a class of building officials if satisfied that the credential
- (a) is valid in the extraprovincial jurisdiction,
 - (b) is held by a person who is not subject to any sanctions in the extraprovincial jurisdiction in relation to the credential, and
 - (c) evidences that the holder is qualified to perform the work of a building official in that class.

Division 3 – Register of Qualified Building Officials

Retention of records

- 13 For the purposes of section 12 (8) [register of qualified building officials] of the Act, the prescribed number of years is 15.

Division 4 - Annual Report and Fees

Annual report

- 14 (1) For the purposes of section 13 (a) of the Act, a person making an annual report must include the following information in the report:
- (a) the name of the person;
 - (b) the class of building officials to which the person belongs;
 - (c) a declaration that the person has satisfied the continuing professional development requirements specified by the minister under section 11 (1) (a) (ii) of the Act for the calendar year;
 - (d) the following information respecting continuing professional development for the calendar year:
 - (i) the title and description of every continuing professional development activity completed by the person;
 - (ii) the date of the continuing professional development activity;
 - (iii) the name of the provider of the continuing professional development activity, if applicable;
 - (iv) evidence of successful completion of, or evidence of attendance at, the continuing professional development activity.
- (2) An annual report must be submitted, on or before December 31 of each year, on a website maintained by, or on behalf of, the Building Officials' Association of British Columbia.

Annual fees

- 15 The annual fees required under section 13 (b) of the Act must be paid on or before December 31 of each year.

Division 5 - Fee-Setting Criteria

Criteria for fee-setting process

- 16 (1) The fee-setting process established by the administrative authority under section 17 (1) of the Act must be in accordance with subsection (2).
- (2) Before setting a fee, the administrative authority must notify all local authorities of the fee 10 days before the fee is to take effect.

5 *The following Schedule is added:*

SCHEDULE

Interpretation

- 1 (1) In this Schedule:
- “advanced plumbing system” means a plumbing system that
- (a) is used to drain or vent acid or corrosive wastes, or
 - (b) contains a bedpan washer, trade waste system, vent stack or yoke vent;

“Part 3 building” means a building other than a Part 9 building;

“Part 9 building” means a building, described in Article 1.3.3.3. of Division A of the building code, to which Part 9 of Division B of the building code applies;

“separate basement” means a basement that is a separate building from the building above it.

(2) In the tables, the terms in *italics* have the same meaning as in the building code.

Table 1 – Building

Column 1 Class of Building Official	Column 2 Scope of Practice
Building Level 1	<p>Conformance with the building regulations, other than the plumbing code, of the following <i>buildings</i>:</p> <ul style="list-style-type: none"> (a) a Part 9 <i>building</i> classified as a Group C <i>major occupancy</i> that does not contain <ul style="list-style-type: none"> (i) more than 2 <i>dwelling units</i>, or (ii) a <i>separate basement</i>; (b) a Part 9 <i>building</i> classified as a Group C <i>major occupancy</i> that does not contain <ul style="list-style-type: none"> (i) a <i>dwelling unit</i> above another <i>dwelling unit</i>, (ii) a <i>firewall</i>, or (iii) a <i>separate basement</i>; (c) a Part 9 <i>building</i>, other than a <i>farm building</i>, that <ul style="list-style-type: none"> (i) is a detached garage, or accessory <i>building</i>, that serves a <i>dwelling unit</i> in a <i>building</i> described in paragraph (a) or (b), (ii) is located on the same property as that <i>building</i>, and (iii) does not contain a <i>separate basement</i>; (d) a Part 9 <i>building</i> classified as a Group F, Division 2 or 3 <i>major occupancy</i>, other than a <i>farm building</i>, that <ul style="list-style-type: none"> (i) is one <i>storey</i> in building height, and (ii) does not contain <ul style="list-style-type: none"> (A) more than one <i>suite</i>, or (B) a <i>separate basement</i>.
Building Level 2	<p>Conformance with the building regulations, other than the plumbing code, of a Part 9 <i>building</i>.</p>
Building Level 3	<p>Conformance with the building regulations, other than the plumbing code, of a <i>building</i>.</p>

Table 2 – Plumbing

Column 1 Class of Building Official	Column 2 Scope of Practice
Plumbing Level 1	Conformance with the building regulations, as they relate to one or more of the following: <ul style="list-style-type: none"> (a) <i>plumbing systems</i>; (b) <i>foundation drainage</i>; (c) hydronic heating systems; of the following <i>buildings</i> : <ul style="list-style-type: none"> (d) a Part 9 <i>building</i>; (e) a new Part 3 <i>building</i>, other than a building classified as a Group B, Division 2 <i>major occupancy</i>, that <ul style="list-style-type: none"> (i) is no more than 4 <i>storeys</i> in building height, and (ii) does not contain an advanced <i>plumbing system</i>; (f) an existing Part 3 <i>building</i>, if the work does not involve <ul style="list-style-type: none"> (i) a change in occupancy to a Group B, Division 2 <i>major occupancy</i>, or (ii) the installation of a new advanced <i>plumbing system</i>.
Plumbing Level 2	Conformance with the building regulations, as they relate to one or more of the following: <ul style="list-style-type: none"> (a) <i>plumbing systems</i>; (b) <i>foundation drainage</i>; (c) hydronic heating systems of a <i>building</i> .

APPENDIX 2

1 *The Building Act General Regulation, B.C. Reg. 131/2016, is amended by adding the following section to Division 4 of Part 3:*

Definition for Division

13.1 In this Division, “**stakeholders**” means

- (a) qualified building officials,
- (b) local authorities, and
- (c) persons who employ qualified building officials.

2 *Section 14 is repealed and the following substituted:*

Criteria for fee-setting process

- 14 The fee-setting process established by the administrative authority under section 17 (1) of the Act must be in accordance with the following:
- (a) before setting a new fee or changing a fee, the authority must consult with the following respecting the proposed fee:
 - (i) representatives of stakeholders;
 - (ii) representatives of the Union of British Columbia Municipalities;
 - (b) the administrative authority must notify stakeholders and the Union of British Columbia Municipalities of any new fee or change in a fee at least 90 days before the date on which the fee or change is to take effect;
 - (c) the administrative authority must post the notification under paragraph (b) on a publicly accessible website maintained by, or on behalf of, the administrative authority.

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: April 27, 2020
TO: Mayor and Council
FROM: Carl Isaak, Director of Planning & Development Services
SUBJECT: Criteria for Potential Patio Enclosures on Marine Drive

RECOMMENDATIONS

THAT Council:

1. Receive for information the corporate report dated April 27, 2020, from the Director of Planning & Development Services, titled “Criteria for Potential Patio Enclosures on Marine Drive;”
 2. Direct staff to mail a copy of this corporate report to current sidewalk licence holders and work with any proponents of an enclosed sidewalk patio to determine if they would be capable of meeting the requirements outlined in this corporate report.
-

INTRODUCTION

At the February 9, 2020 Regular Council meeting the following resolution, based on the recommendation of the Marine Drive Task Force, was endorsed:

“THAT Council direct staff to explore how to facilitate the installation of enclosed patios along Marine Drive.”

(Resolution 2020-060)

In response to this resolution, this corporate report outlines considerations and challenges with allowing more robust (i.e. “all-season”) weather protection for the restaurant patios on the sidewalk along Marine Drive. Staff have contacted businesses which previously indicated their interest in pursuing all-season patios and while there is continued interest in the concept, they did not intend to move ahead in the near term for reasons of additional cost in the context of other recent improvements they had recently made to their businesses.

In order to provide a basis for discussion with future proponents and to allow them to price out what a compliant enclosure system may cost, this corporate report outlines the main performance criteria that a patio enclosure would need to meet in order to satisfy a variety of health, safety, and legal requirements. If a prospective or current sidewalk licence holder were to propose a system that could meet the requirements outlined in this corporate report, following an interdepartmental review, staff would bring forward amendments to the Sidewalk Use Agreement Bylaw and any related bylaws that would broadly enable the design as proposed.

In a measure to prevent COVID-19, seating in restaurants (inside or on patios) is not currently permitted under an Order of the Provincial Health Officer. Taking this into account, it is possible that patio enclosures will not be proposed until businesses are more certain about when they will be able to resume operations; further, given the business challenges resulting from closures during the COVID-19 pandemic, staff do not intend to bring forward changes to the hours of operation for licensed establishments (including hours of patio use) until after the health orders are lifted and businesses are able to resume operations.

PAST PRACTICE / POLICY / LEGISLATION

The current *Sidewalk Use Agreement Bylaw*, attached to this corporate report as Appendix A, allows businesses to extend merchandise displays or outdoor restaurant/cafe patios onto city sidewalks (or ‘public right of ways’). This supports White Rock’s street-fronting retail environment, leverages the City’s mild-weathered, seaside context, provides seating amenities and interest for patrons and pedestrians, and allows businesses to offer indoor and outdoor goods, services and merchandising opportunities.

Sidewalk Use Agreement Bylaw

The Sidewalk Use Bylaw establishes the process and means by which a business may extend their operations onto the City sidewalk or public right-of-way. The Bylaw regulates the use of sidewalk “licence areas”, being the areas directly in front of the licensee’s place of business used for commercial purposes, including the seating of additional restaurant or café patrons or the outdoor display of merchandise, as applicable to the business.

For cafés and restaurants, this Bylaw requires seating areas (patios) to be separated from the rest of the sidewalk by a guardrail that is 0.9 m high (and not higher than 1 m), and be located at least 2.4 m away from the sidewalk curb. Constructed patio structures are allowed, provided they do not damage the sidewalk and can be removed within 72 hours.

This Bylaw also requires that an applicant (or ‘Licensee’) for a sidewalk use licence enter into a Sidewalk Use Agreement, which is an agreement between the City and an applicant to use a portion of a City sidewalk. The applicant must provide proof of a valid \$5M liability insurance policy, with the City named as an insured party, before a licence is issued or renewed.

A one-time, refundable damage deposit is required from the applicant when a new licence is applied for, in the amount of \$1,500 for café/restaurant patio areas and \$250 for sidewalk merchandise displays. This deposit is not required when a sidewalk use licence is renewed (annually). If a licence is not renewed or lapses, the deposit is returned to the applicant provided that all structures recognized in the Sidewalk Use Agreement are removed and the area is restored to a condition deemed acceptable by the City. If patio structures are not removed for some time after a licence lapses (i.e., closed business; storefront not re-leased), the City may remove the vacant patio and utilize the previously-submitted deposit to help fund the removal and restoration works, as required.

The fee for a new Sidewalk Use Agreement Application is \$172. The Sidewalk Use Licence fee, applying to the actual land area of the sidewalk being used by the business, is \$4 per square foot.

The Sidewalk Use Licence is required to be renewed on an annual basis, and most licence renewals occur in the spring of each year (April/May). The \$172 application fee only applies to new applications, and is not required for licence renewals. Council may consider suspending Sidewalk Use Licence fee requirements for businesses that are required to be closed during the COVID-19 pandemic.

ANALYSIS

Technical Requirements / Performance Criteria

The use of City property to support an extension of restaurant patio space or to accommodate additional area for the display of merchandise can present challenges with respect to maintaining unencumbered access to public infrastructure (e.g., water and sewer pipes) and for the safety of the public on City property.

Where a patio is entirely temporary and consists of a guard rail, platform and seating, it is relatively easy to regulate such use of City property. However, when the structures used to seat patrons become more substantial (e.g. roof and wall materials) to protect customers from inclement weather and encourage year-round use of the patios, there are a large number of additional considerations that must be addressed. Weather-protected spaces generally need to be robust and meet safety codes in order to be comfortable and safe for occupants, but as non-permanent structures they need to be easily removable to allow for access. Few, if any, jurisdictions in North America have proceeded with permitting permanent-type covered patio structures on public property due to the need for such structures to be designed, and constructed, as virtually permanent structures, and the resulting challenges that such presents when it comes to being able to maintain ongoing use and control over the public right-of-way.

The table below itemizes issues which have been identified by staff as principles for allowing enclosed/weather-protected patios on City sidewalks:

Principle / Design Requirement	Performance Criteria
Access to Infrastructure:	
no permanent structures (to allow for access to infrastructure)	<i>Any structure must be removable within <u>24</u> hours</i>
maintaining access to utilities,	<i>Any request for a patio within City-owned lands must be accompanied by a survey identifying civil infrastructure (e.g., manholes, shut-off valves, pipes, etc.) and report from a civil engineer confirming how access is to be maintained to those facilities.</i>
maintaining clearances to third party utilities,	
no obstruction to third party utilities	
Mobility / Pedestrian Access:	
maintaining sidewalk clearances around the patio	<i>Circulation (movement) space on the remaining sidewalk from the furthest extent of the patio/awning to the edge of the curb must be no less than 2.4 metres if a new patio, or not less than the space existing at the time of applying for the enclosure.</i>
Safety:	
maintaining sightlines at intersections,	<i>Any enclosure on a corner property (adjacent to an intersection open to vehicles) requires a visibility/sight triangle analysis from traffic engineer based on guidelines published by the Transportation Association of Canada (TAC)</i>

no drainage onto the sidewalk	<i>Any new awning or alterations to awnings will be required to drain back onto the property.</i>
liability assumed by operator/property owner	<i>The owner will be required to enter into an encroachment agreement and add the City as a party to any liability insurance.</i>
meet structural loading including but limited to: snow/wind load, wiring/lighting safety codes, etc.	<i>Any new awning or alterations to awnings will be required to demonstrate compliance with BCBC requirements for structural design, including snow and wind load, in addition to any other applicable provisions of the BCBC.</i>
meet Fire Code / access to Fire equipment	<i>Any enclosure will require review by the City's Fire Department and must not obscure visibility of a building's posted address.</i>
curtains/removable panels/awnings to meet fire resistance requirements	<i>Enclosure proposals must provide material specifications to demonstrate fire resistance requirements established in the BC Building Code.</i>
maintaining proper exiting for patrons and staff	<i>Egress of the patio must not alter or obstruct the existing exiting of the establishment.</i>
sprinklering required if in existing building	<i>If the existing building is sprinkled, the patio area would also be require to be sprinkled with dry barrelheads.</i>
no exceedance of approved occupancy load / liquor licence and washrooms	<i>Confirmation is required from the Provincial Liquor and Cannabis Regulation Branch that the liquor licence is not violated by seating in patio area, and portions of the interior seating area may need to be closed if the additional seating on the patio results in an exceedance of the occupancy load</i>
Permanency:	
Enclosure walls should be removable during summer season	<i>The patio should be openable to the elements during more temperate weather</i>
No permanent structure on City property as foundation	<i>Structures (e.g. posts for the roofs) should be supported on the property/building itself, as foundations in the sidewalk would likely have issues with freezing and thawing, and water ingress, and excavations may require archaeological permits.</i>
Bonding provided for removal	<i>The proponent must provide additional bonding for the removal of a larger structure, e.g. \$5,000, or TBD based on an estimate provided by the applicant</i>

Additional Considerations

The above technical requirements are not the only considerations that Council may wish to make while considering allowing patios to have more significant enclosures on patio areas. There would also be greater work involved in removing patios with enclosures if the business closes or

is abandoned without removing the patio infrastructure, and there may be a concern that the enclosures on the patios represent a long-term private use over what is public property.

Given that enclosed patios would be usable for a longer period of the year, if they are permitted it would be relevant to review the structure of the sidewalk patio licence fees to reflect the greater value of an enclosed patio relative to an unenclosed patio. For example, it may be appropriate to charge \$4 per square foot for an unenclosed patio and \$6-8 per square foot for an enclosed patio, and to increase the application fee for an enclosed patio from \$172 to \$344 to account for a portion of the additional review time required for an enclosed patio application.

Staff Recommendation

Based on the above table, staff recommend that no changes to the Sidewalk Use Agreement Bylaw be made at this time, but that this corporate report be provided to current sidewalk use licence holders for feedback. If an interested party makes a proposal that meets the criteria, staff will bring forward the proposal and identify bylaw amendments in a corporate report to Council.

BUDGET IMPLICATIONS

If Council decides to allow enclosed patio structures, staff recommend increasing the application fee, licence fee, and bonding required for the removal of the patio structure. The specific amounts for each of these changes would be identified in a future corporate report.

CONCLUSION

In response to a resolution by Council to explore how to facilitate the installation of enclosed patios along Marine Drive, this corporate report outlines the primary technical requirements that would need to be met in order to allow weather-protected/all-season patios on City property. Staff have discussed these options with business operators who have previously indicated interest in creating all-season patio space.

Staff recommend that this corporate report be made available to existing sidewalk use licence holders to raise awareness of what requirements would be implemented in order to support enclosed patio spaces, and to solicit proposals that demonstrate how the criteria can be met. If a proposal is made that meets the criteria outlined in this corporate report, a subsequent corporate report will be brought forward identifying the proposal and any necessary bylaw amendments to make it possible.

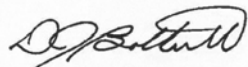
Respectfully submitted,



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

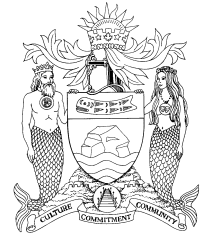
Comments from the Chief Administrative Officer

I concur with the recommendations of this corporate report.



Dan Bottrill
Chief Administrative Officer

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: April 27, 2020

TO: Mayor and Council

FROM: Carl Isaak, Director, Planning & Development Services

SUBJECT: Extension of Business Licence Fee Renewal Discounts for Businesses Affected by COVID-19 Public Health Orders

RECOMMENDATION

THAT Council receive for information the corporate report dated April 27, 2020, from the Director of Planning and Development Services, titled “Extension of Business Licence Fee Renewal Discounts for Businesses Affected by COVID-19 Public Health Orders.”

BACKGROUND

The purpose of this corporate report is to recommend that Council support amendments to the White Rock Business Licence Bylaw, 1997, No. 1510, to enable the City to offer the same 10% discount to businesses required to close during the COVID-19 pandemic as they would have received if they renewed prior to the expiry of their licence.

There are many businesses required to close due to health orders related to the COVID-19 pandemic. These include personal services business and some food and beverage service businesses (restaurants and cafés), which were required to close or operate under a take-out/delivery model only (which some are not able to do) since the middle of March 2020 as a result of an order made by the Provincial Health Officer under the *Public Health Act*.

The Business Licence Bylaw offers a 10% discount for businesses that renew their business licence before their current licence expires. As some businesses will be re-evaluating whether they can operate under lockdown conditions or in the economic context following the lifting of the lockdown, some have expressed that they would not be able to renew their business licence at this time. However, in the future if they were to re-apply, staff consider it would be fair to allow them to receive the same 10% discount on their business licence fee as they would have received if they renewed early. The proposed amendment to the Business Licence Bylaw would allow for that to occur. It would not apply to businesses such as out-of-town building contractors or other industries that have not been required to cease their operations due to COVID-19 health orders.

The proposed amendment to the Business Licence Bylaw, “White Rock Business License By law, 1997, No. 1510, Amendment Bylaw, 2020, No. 2342,” appears in the Bylaws section of the Council agenda for consideration.

PAST PRACTICE / POLICY / LEGISLATION

Current Licence Fees

The current fee structure in the Business Licence Bylaw incentivizes early renewal of business licences by providing a 10% reduction for businesses who renew their licence before they expire. This provision is included as Section 9 of the bylaw, included below:

9. Licence Fees

(a) Business licence fees are set out in Schedules “A” and “B” attached to and forming part of parent Bylaw No. 1510 and all amending bylaws, no business licence shall be issued until full payment of such fee is received by the City.

(b) When a person pays the business licence fee prior to the day the business licence period commences, they will receive a 10% discount on that business licence fee.

Community Charter Considerations

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

Section 25 of the *Community Charter* prohibits Council from providing a grant, benefit, advantage or other form of assistance to a business, including an exemption from a fee, unless the benefit relates to certain heritage purposes. Staff consider that reducing the fee for a business licence for a time period when the service (use of municipal property) is not available due to circumstances beyond the control of the licence holder or the City would not be providing an advantage to the business.

ANALYSIS

Business licence fees for most brick-and-mortar businesses typically range from approximately \$100-\$500 depending on the nature and size of the business; body works studios, liquor primary establishments/manufacturers, hotels, and banks are \$2,000 per business, but these are outliers to the typical business licence fees. Offering the same 10% discount to businesses affected by the closure, that they would have received if they renewed prior to their expiry, would result in an approximate \$10-\$50 discount per licence, offering a small but tangible support with a negligible cost to the City.

The proposed amendment would add a new provision in the licence fees section 9, as follows:

Notwithstanding sub-section (b) of this section, where a business was unable to operate due to an order under the *Public Health Act* affecting an entire class of businesses or another similar enactment of a senior level of government, and their business licence expired during the time the order or enactment was in effect, when they apply for a new business licence they will receive a 10% discount on that business licence fee.

The provision would only apply to general orders that affect entire classes of business and persons and not apply to businesses if the order is specific to their business due to health hazards related to their specific business (e.g. a particular personal services or a food service location ordered to close due to not meeting public health standards, etc.).

CLIMATE CHANGE IMPLICATIONS

There are no climate change impacts associated with this corporate report.

BUDGET IMPLICATIONS

The discounts which would be provided upon renewal of a business licence would have occurred if the business were able to renew within their current business licence period. It is not anticipated that there will be a tangible change to the City's revenue due to allowing businesses affected by the COVID-19 pandemic to obtain a 10% discount at a later date when they re-apply for a business licence.

CONCLUSION

Due to an order made by the Provincial Health Officer under the *Public Health Act*, many businesses including personal services, food and beverage service businesses (restaurants and cafés) and others have been required to close or have needed to close because they are unable to operate under a restricted service model. Staff recommend amendments to the White Rock Business Licence Bylaw, 1997, No. 1510, to enable the City to offer these affected businesses the same 10% discount on their business licence fee they would have received if they renewed during their current licence period, if their licence expires and they re-apply at a later date.

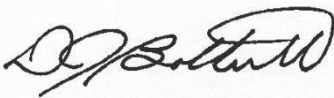
Respectfully submitted,



Carl Isaak, MCIP, RPP
Director, Planning & Development Services

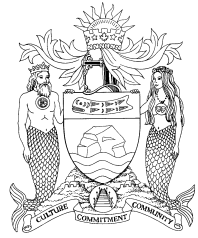
Comments from the Chief Administrative Officer:

This corporate report is provided for information.



Dan Bottrill
Chief Administrative Officer

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: April 27, 2020

TO: Mayor and Council

FROM: Carl Isaak, Director, Planning & Development Services

SUBJECT: Proposed Reimbursement and Suspension of Sidewalk Use Licence Fees During COVID-19 Public Health Orders

RECOMMENDATION

THAT Council receive for information the corporate report dated April 27, 2020, from the Director of Planning and Development Services, titled “Proposed Reimbursement and Suspension of Sidewalk Use Licence Fees During COVID-19 Public Health Orders.”

BACKGROUND

The purpose of this corporate report is to recommend that Council support amendments to the Fees and Charges Bylaw, 2020, No. 2318, to enable the City to return fees which have been paid by businesses for the use of City sidewalks adjacent to their business, which they are not currently able to use due to public health orders.

There are currently 28 businesses (all but 1 on Marine Drive) which have existing sidewalk use licences with the City. These are predominantly food and beverage service businesses (restaurants and cafés), which have been required to close or operate under a take-out/delivery model only since the middle of March 2020 as a result of an order made by the Provincial Health Officer under the *Public Health Act*. The most recent related public health order is attached to this corporate report as Appendix A.

The Fees and Charges Bylaw does not currently have provisions to allow for refunds of the annual sidewalk use licence fees under any circumstances, and if a business closes in the middle of their licence period, they would not be eligible for a refund. As the current conditions during the COVID-19 pandemic do not allow the business to benefit from the use of the City property which they have paid for, staff consider that it would be fair to return to the licence holders a portion of the annual sidewalk use licence fees on a pro-rated basis.

Further, it is typical that after a sidewalk use licence application is approved, that the licence holder pays for their entire annual sidewalk use licence fee up front and at time of renewal. Staff recommend that the sidewalk use licence fees that would typically be required at the time of renewal be suspended until the public health orders are lifted. This would enable businesses to renew their annual licence without incurring additional costs, and when they are able to re-open, required payment of the licence fees would be pro-rated to the number of months remaining in the annual licence period. Staff consider that this solution is preferable to non-renewal or termination of the sidewalk use agreements, which would require the removal of patio structures and infrastructure and clean-up of the area (at a cost to the licence holder/property owner, or if

the owner does not restore the sidewalk, the City could undertake the sidewalk restoration using bonds provided by the licence holder).

The proposed amendment to the Fees and Charges Bylaw, “2020 Fees and Charges Bylaw, 2020, No. 2318, Amendment No. 1, 2020, No. 2341,” appears in the Bylaws section of the Council agenda for consideration.

PAST PRACTICE / POLICY / LEGISLATION

Current Licence Fees

The current fee in the Fees and Charges Bylaw applied to sidewalk use licences is \$4 per square foot of sidewalk area, which is paid on an annual basis. This rate was reduced in March 2019 from \$15 per square foot to \$4 per square foot.

Community Charter Considerations

Section 194 of the *Community Charter* authorizes Council, by bylaw, to establish municipal fees for services for the use of municipal property or to exercise the authority to regulate, prohibit or impose requirements. It further provides that such a bylaw may “provide for the refund of a fee.”

Section 25 of the *Community Charter* prohibits Council from providing a grant, benefit, advantage or other form of assistance to a business, including an exemption from a fee, unless the benefit relates to certain heritage purposes. Staff conclude that suspending the fee for a service for a time period when the service (use of municipal property) is not available due to circumstances beyond the control of the licence holder or the City, would not be providing an advantage to the business.

ANALYSIS

Current Licence Holders

There are 28 active sidewalk use licences. Of these licences, 22 (~80%) renew for a new period that starts in May 2020. The remaining six (6) licences renew throughout the year. The total annual licence fees associated with the active licences for 2020 is approximately \$25,000. These fees range from \$75 to \$2,700, with an average fee of \$900.

For the majority of sidewalk use licences that renew/expire in May 2020, under the proposed reimbursement in the amendment to the Fees and Charges Bylaw, these businesses would be returned two months’ worth of the licence fees they paid previously, reflecting the mandated public health closure of dining areas in March and April 2020. For example, a business that paid \$1,800 for their annual sidewalk licence use fees (\$150 per month, if pro-rated), would be reimbursed \$300. They could also renew their licence while the need to pay is suspended, and when they are able to re-open, would pay \$150 per month remaining in the licence period (e.g. if re-opened in September 2020, the fee would be \$1,200 for the eight months from September 2020 until the licence expires at the end of April 2021).

For a sidewalk use licence that renewed in March 2020, the business would be reimbursed their entire licence fee, and when they are able to re-open they would be required to pay the remaining months’ in their licence period before using the sidewalk licence area.

For a sidewalk use licence that renewed in January 2020, the business would be reimbursed based on a pro-rated amount for ten (10) months, since they were able to operate for all of January and February 2020, and when they are able to re-open, they would be required to pay the remaining months in their licence period before using the sidewalk licence area.

The default reimbursement method would be a credit on the licence holder’s account, unless a cheque refund is specifically requested by the licence holder.

CLIMATE CHANGE IMPLICATIONS

There are no climate change impacts associated with this corporate report.

BUDGET IMPLICATIONS

If Council amends the Bylaw to refund and/or suspend this fee, another funding source will be required to make up the revenue shortfall, along with other variances related to the COVID-19 pandemic. As the refund and reduction in the fee is anticipated to be temporary, a one-time funding source to offset the revenue shortfall will be appropriate, rather than an increase in property taxes. Council's decision on the sidewalk use licence fees will be incorporated into future corporate reports on the 2020 to 2024 Financial Plan.

CONCLUSION

Due to an order made by the Provincial Health Officer under the *Public Health Act*, food and beverage service businesses (restaurants and cafés) have been required to close or operate under a take-out/delivery model only, since the middle of March 2020. Staff recommend amendments to the Fees and Charges Bylaw, 2020, No. 2318, to enable the City to reimburse fees which have been paid by businesses for the use of City sidewalks adjacent to their business, which they are not currently able to use as a result of the public health orders.

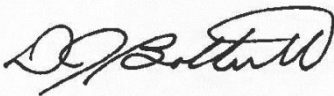
Respectfully submitted,



Carl Isaak, MCIP, RPP
Director, Planning & Development Services

Comments from the Chief Administrative Officer:

This corporate report is provided for information and as an introduction to proposed amendments to the Fees and Charges Bylaw.



Dan Bottrill
Chief Administrative Officer

Appendix A: Order of the Provincial Health Officer regarding Food and Drink Premises

APPENDIX A

Order of the Provincial Health Officer regarding Food and Drink Premises



ORDER OF THE PROVINCIAL HEALTH OFFICER
(Pursuant to Sections 30, 31, 32, 39 (3) and 67 *Public Health Act*, S.B.C. 2008)

The *Public Health Act* is at:

<http://www.bclaws.ca/civix/content/complete/statreg/08028/?xsl=/templates/browse.xsl> (excerpts enclosed)

- TO: OWNERS AND OPERATORS OF PREMISES AT WHICH FOOD AND/OR DRINK IS PREPARED AND SERVED**
- TO: HOLDERS OF LIQUOR LICENCES AND LIQUOR LICENCE ENDORSEMENTS THAT DO NOT OFFER MEAL SERVICE AT THEIR PREMISES**
- TO: OWNERS AND OPERATORS OF PREMISES AT WHICH MEALS AND DRINKS, INCLUDING DRINKS CONTAINING LIQUOR ARE PREPARED AND SERVED**
- TO: OWNERS AND OPERATORS OF RETAIL LIQUOR ESTABLISHMENTS**

WHEREAS:

- A. A communicable disease known as COVID-19 has emerged in British Columbia.
- B. SARS-CoV-2, an infectious agent, can cause outbreaks of serious illness known as COVID-19 among the public;
- C. A person infected with SARS-CoV-2 can infect other people with whom the infected person is in contact;
- D. The gathering of people in close contact with one another can promote the transmission of SARS-CoV-2 and increase the number of people who develop COVID-19;
- E. You belong to one of the classes of persons to whom this notice is addressed;
- F. I have reason to believe and do believe that
- (i) the risk of an outbreak of COVID-19 among the public constitutes a health hazard under the *Public Health Act*;
 - (ii) because the risk of an outbreak extends beyond the authority of one or more medical health officers and coordinated action is needed to protect the public from contracting COVID-19, it is in the public interest for me to exercise the powers in sections 30, 31, 32 and 39(3) of the *Public Health Act* **TO ORDER** as follows:

Ministry of Health

Office of the
Provincial Health Officer

4th Floor, 1515 Blanshard Street
PO Box 9648 STN PROV GOVT
Victoria BC V8W 9P4
Fax: (250) 952-1570
<http://www.health.gov.bc.ca/pho/>

THIS ORDER SUPERSEDES MY ORAL ORDER DIRECTED AT LIQUOR LICENCE HOLDERS AND FOOD SERVICE OPERATORS MADE ON MARCH 17, 2020 AND CONFIRMS MY ORAL ORDER MADE ON MARCH 20, 2020

OWNERS AND OPERATORS OF PLACES AT WHICH FOOD AND/OR DRINK ARE PREPARED AND SERVED

1. You may stay open, subject to the following:
 - a. You may only provide take out or delivery service.
 - b. Customers may be on your premises only for the time that it takes them to purchase and collect their purchase.
 - c. You must ensure that when there are people on your premises there is sufficient space available to enable them to maintain a distance of 2 metres from one another.
 - d. You must not have more than 50 people present at one time on your premises.

HOLDERS OF LIQUOR LICENCES AND LIQUOR LICENCE ENDORSEMENTS THAT DO NOT OFFER MEAL SERVICE AT THEIR PREMISES

1. If you are the holder of a Liquor Primary Licence and only provide snacks or appetizers but not meal service, such as a nightclub, you must close.
2. If you are the holder of a manufacturer onsite lounge endorsement or a manufacturer onsite tasting room endorsement you must close those endorsement areas.

OWNERS AND OPERATORS OF PLACES AT WHICH MEALS AND DRINKS, INCLUDING DRINKS CONTAINING LIQUOR, ARE PREPARED AND SERVICED

1. You may stay open, subject to the following:
 - a. You may only provide take out or delivery service.
 - b. Customers may be on your premises only for the time that it takes them to purchase and collect their purchases.
 - c. You must ensure that when there are people on your premises there is sufficient space available to enable them to maintain a distance of 2 metres from one another.
 - d. You must not have more than 50 people present at one time on your premises.

OWNERS AND OPERATORS OF RETAIL LIQUOR ESTABLISHMENTS

1. If you are the holder of a retail liquor store licence or a manufacturer's on-site store endorsement, or a liquor primary licence with an off-sales endorsement listed in Table 1, your retail premise may stay open.
2. You are subject to the above provisions which apply to the OWNERS AND OPERATORS OF PLACES AT WHICH MEALS AND DRINKS, INCLUDING DRINKS CONTAINING LIQUOR, are prepared and served.

Table 1 - Retail liquor sales permitted at premises whose operators hold one of these licences or endorsements

Licence
brewery licence with on-site store endorsement
winery licence with on-site store endorsement
distillery licence with on-site store endorsement
licensee retail store licence
wine store licence
special wine store licence
liquor primary licence with off-sales endorsement

You may contact me at:

Dr. Bonnie Henry, Provincial Health Officer
4th Floor, 1515 Blanshard Street
P O Box 9648 STN PROV GOVT, Victoria BC V8W 9P4
Fax: (250) 952-1570

This Order expires on May 30, 2020 and is subject to revision, cancellation or extension by me.

You are required under section 42 of the *Public Health Act* to comply with this Order. Failure to comply with this Order is an offence under section 99 (1) (k) of the *Public Health Act*.

Under section 43 of the *Public Health Act*, you may request me to reconsider this Order if you:

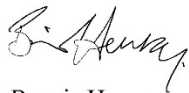
1. Have additional relevant information that was not reasonably available to me when this Order was issued,
2. Have a proposal that was not presented to me when this Order was issued but, if implemented, would
 - (a) meet the objective of the order, and
 - (b) be suitable as the basis of a written agreement under section 38 [may make written agreements]
3. Require more time to comply with the order.

Under section 43 (6) an order is not suspended during the period of reconsideration unless the health officer agrees, in writing, to suspend it.

If you fail to comply with this Order, I have the authority to take enforcement action against you under Part 4, Division 6 of the *Public Health Act*.

DATED THIS: 20 day of March 20, 2020

SIGNED:

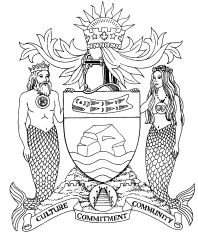


Bonnie Henry
MD, MPH, FRCPC
Provincial Health Officer

DELIVERY BY: News release and posting on the BC Government website, posting on the BC Centre for Disease Control website and by email.

Enclosure: Excerpts of *Public Health Act*

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



DATE: April 27, 2020
TO: Mayor and Council
FROM: Colleen Ponzini, Director of Financial Services
SUBJECT: 2020 – 2024 Financial Plan Amendment

RECOMMENDATIONS

THAT Council:

1. Receive for information the Corporate Report dated April 27, 2020, from the Director of Financial Services, titled “2020-2024 Financial Plan Amendment;”
 2. Approve the “White Rock Financial Plan (2020 – 2024), Bylaw. 2020, No. 2330 Amendment No. 1, 2020, No.2340” (Financial Plan Amendment Bylaw 2340);
 3. Direct staff to prepare the 2020 Property Taxes and Utilities Rates Bylaw based on the proposed Financial Plan Amendment Bylaw 2340; and
 4. Direct staff to set the 10% penalty date for the 2020 Taxes and Utilities Rates Bylaw to October 1, 2020.
-

INTRODUCTION

The purpose of this corporate report is threefold:

1. To seek Council’s approval of Financial Plan Amendment Bylaw 2340 (Appendix A) that is being made to address changes that are expected due to the COVID-19 pandemic; changes that relate to carrying forward capital projects that were expected to have been completed in 2019; and minor changes that have been determined since the White Rock Financial Plan (2020 – 2024), Bylaw. 2020, No. 2330 was adopted on March 9, 2020.
2. To seek Council’s direction to prepare the 2020 Property Taxes and Utilities Rates Bylaw based on the Financial Plan Amendment Bylaw 2340.
3. To seek Council’s direction to set the 10% penalty date for the 2020 Property Taxes and Utilities Rates Bylaw to October 1, 2020, as per direction provided by the BC Provincial Government.

PAST PRACTICE/POLICY/LEGISLATION

The White Rock Financial Plan (2020 – 2024) Bylaw, 2020, No. 2330 (Financial Plan) was adopted by Council on March 9, 2020. Since that date the COVID-19 pandemic escalated; staff

have identified carry forwards for work that was delayed from 2019; and there are a few miscellaneous changes that need to be addressed.

The City’s normal practice is to amend the Financial Plan prior to adopting the Property Taxes and Utilities Rates Bylaw for the carry forwards and minor changes. This year, it is also advisable to amend the Financial Plan for the estimated impacts from the COVID-19 pandemic. As per section 165 of the *Community Charter*, a municipality can amend its Financial Plan at any time. Staff recommend that Council amend the Plan at this time.

As per sections 197 of the *Community Charter*, the City must adopt its Property Taxes and Utility Rates Bylaw before May 15.

ANALYSIS

Net Loss Due to COVID-19 Pandemic

Since the time that Council adopted the current Financial Plan Bylaw on March 9, 2020, the environment in which the City operates has drastically changed. The Health Authority has directed closures that have resulted in the closure of businesses and City facilities. The Provincial and Federal Governments have introduced and or modified programs to help people deal with the economic hardship and conditions that have resulted from the pandemic. Council has also made decisions to try to help reduce the spread of the virus through the closure of the waterfront parking, Pier and Promenade and to reduce financial hardship, has made parking free around the Peace Arch Hospital. All of these changes have had an impact on the City’s finances.

The following table summarizes Staff estimates of changes in revenues and expenses which are projected to August 2020 due to the COVID-19 pandemic. If realized, the City would incur a net loss of \$1.8M due to the pandemic.

Estimated Net Loss to August, 2020	
Decreased Revenues	
Parking Services	\$ 1,904,800
Facilities & Programs	592,900
Investment Interest	510,500
Business Licenses and Permits	65,000
Miscellaneous Income	23,400
Total Decreased Revenues	3,096,600
Decreased Expenses	
Parking Services	180,400
Recreation & Programs	697,200
Parks Operations	407,000
Planning	15,000
Total Decreased Expenses	1,299,600
Total Estimated Net Loss to August, 2020	\$ 1,797,000

Staff have included these changes in the attached Financial Plan Amendment and have identified the funding for this potential loss to be from the Accumulated Surplus Reserve which would reduce that reserve by roughly 42% in 2020.

2019 Asset Improvement and Operating Carry Forwards

The current Financial Plan Bylaw was prepared prior to year-end work being completed. Part of the year-end work is to determine which asset improvement projects were not completed in the previous year that need to be re-budgeted or “carried forward” to the next year. This work has now been completed and staff have advised Finance that approximately \$16M needs to be carried forward. The full listing of asset improvement carry forwards that have been included in the proposed Financial Plan Amendment is provided in Appendix B.

An additional \$850,000 for expenses across various operating programs have been re-budgeted in 2020 as the work was either not complete or was approved late in 2019, to be funded from accumulated surplus. These items do not impact the tax revenues that were approved in the current Financial Plan.

Property Taxes and Utilities Penalty Date

Staff have been waiting to learn if the Provincial Government was going to change its tax due dates, tax rates and or property tax deferral program as a result of the COVID-19 pandemic as any changes made would potentially impact the City’s processes, rates and penalty dates. On Thursday, April 16, 2020, the Province announced such changes.

While there were a number of changes announced, the main changes that impact the City are the Province’s reduction of its school tax mill rates and due dates for commercial properties and school taxes. The reduction in the mill rates is estimated by the Province to save commercial property owners an average of 25% on their 2020 property taxes. The due date extension gives commercial property owners the ability to defer their property tax payments to September 30, 2020, with no penalty.

The City has systems and processes set up to bill its annual property taxes and utilities as well as the levies imposed by other levels of government at the same time. It would be very difficult for staff to separate different levies and utility rates and apply different rules to them based on different property classes.

As Council has been looking for additional ways to provide some relief to businesses and property owners and considered extending the property taxes and utilities penalty dates by one month, staff recommend that Council consider moving the penalty of 10% applied on the outstanding balances to September 30, 2020, for all property taxes and utilities bills. This would be a 3 month extension to pay and would apply to all property owners for all levies and utilities. The exclusion would be the quarterly water utility bills, which are invoiced separately, noting Council having already approved a grace period increase to 60 days before a penalty would be incurred.

The main impact to the City for the proposed changes to the penalty dates for the property taxes and utilities relate to cash flow. It is likely that many businesses and individuals will take advantage of the delay in making their payments which means that funds normally collected by July 2 would not be received until September 30. Levies collected on behalf of other governments that have not changed their due dates will still need to be paid by August 1, which means the City will effectively take on the risks of non-payments. The City’s own expenses to operate also still need to be paid. The Province has partially addressed this cash flow issue by allowing municipalities to submit the school tax levies they collect by the end of December instead of in August.

CLIMATE CHANGE IMPLICATIONS

This report has no direct impact on climate change.

CONCLUSION

As we have seen and experienced over the course of the COVID-19 pandemic, the need to adjust, respond and adapt is occurring rapidly. However, the City is still required to have an adopted Property Taxes and Utilities Bylaw in place before May 15, and staff need to prepare and distribute the 2020 Property Taxes and Utilities bills to the community. While it is acknowledged that there are still many unknowns, the figures presented in this corporate report are best estimates at this time. Staff recommend moving forward with the proposed Financial Plan Amendment and commit to closely monitoring the COVID-19 pandemic situation and financial impacts in the event that additional changes are required to mitigate the impacts on the community and the ability for the community to recover from this global crisis.

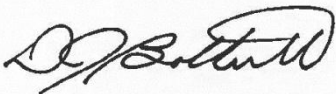
Respectfully submitted,



Colleen Ponzini, CPA, CGA
Director of Financial Services

Comments from the Chief Administrative Officer

I concur with the recommendations of this corporate report.



Dan Bottrill
Chief Administrative Officer

- Appendix A: White Rock Financial Plan (2020 – 2024), Bylaw. 2020, No. 2330 Amendment No. 1, 2020, No.2340
- Appendix B: List of Asset Improvement Carry Forwards Included in the Proposed Financial Plan Amendment

**THE CORPORATION OF THE
CITY OF WHITE ROCK
BYLAW 2340**



A Bylaw to amend the “White Rock Financial Plan (2020-2024) Bylaw, 2020, No. 2330”

WHEREAS the City Council of the Corporation of the City of White Rock is empowered by the provisions of Section 165 of the “Community Charter” to adopt a Financial Plan for the five-year period ending the thirty-first day of December 2024.

AND WHEREAS it is necessary for such Financial Plan to be adopted before the annual property tax rate bylaw is adopted.

The CITY COUNCIL of The Corporation of the City of White Rock in open meeting assembled, ENACTS as follows:-

1. Schedule “A” and Schedule “B” attached hereto and forming part of this Bylaw are hereby adopted as the Financial Plan of the Corporation of the City of White Rock for the five-year period ending December 31, 2024.
2. All payments already made from City Revenue for the current year are hereby ratified and confirmed.
3. This Bylaw may be cited for all purposes as the “White Rock Financial Plan (2020-2024) Bylaw, 2020, No. 2330 Amendment No. 1, 2020, No. 2340”.

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

City Clerk

	2020	2021	2022	2023	2024
Revenues:					
Municipal Property Taxes	\$ 23,426,100	\$ 24,742,800	\$ 26,063,300	\$ 27,064,300	\$ 27,995,600
Regional Library Levy	977,800	997,400	1,017,300	1,037,600	1,058,400
BIA Levy	337,000	343,000	350,000	357,000	364,000
Local Improvement Parcel Tax	5,206	5,200	5,200	-	-
Grant in Lieu of Taxes & Utility Levy	280,200	285,800	291,500	297,300	303,200
Development Cost Charges	1,214,800	1,278,700	914,800	1,541,200	1,178,800
Fees & Charges	15,299,700	16,608,900	17,406,300	18,218,500	18,926,100
Own/Other Sources	14,475,734	14,822,600	8,954,600	9,000,200	8,877,900
Government Grants	11,925,700	6,823,800	523,800	862,800	862,800
Total Revenues	\$ 67,942,240	\$ 65,908,200	\$ 55,526,800	\$ 58,378,900	\$ 59,566,800
Expenses:					
Interest on Debt	694,663	694,700	694,700	687,000	681,300
Other Municipal Purposes	41,619,300	40,752,400	41,576,700	42,711,800	43,829,400
Amortization Expense	8,819,000	10,215,000	11,114,000	9,988,000	8,404,000
Total Expenses	\$ 51,132,963	\$ 51,662,100	\$ 53,385,400	\$ 53,386,800	\$ 52,914,700
Surplus Before Adjustments	\$ 16,809,277	\$ 14,246,100	\$ 2,141,400	\$ 4,992,100	\$ 6,652,100
Adjustment for Non Cash Items:					
Amortization Expense	8,819,000	10,215,000	11,114,000	9,988,000	8,404,000
Adjustments for cash items not recognized as revenues or expenses in the Statement of Operations:					
Tangible Capital Asset Expenditures	(42,778,000)	(32,097,000)	(12,797,000)	(13,998,000)	(13,652,000)
Principal Payments on Long Term Debt	(702,426)	(725,400)	(749,000)	(773,400)	(780,600)
Transfer from Capital Works Reserve	3,772,500	2,086,000	708,000	884,000	792,000
Transfer from Land Sale Reserve	209,800	-	-	-	-
Transfer from Equipment Replacement Reserve	1,372,000	498,000	383,000	80,000	210,000
Transfer from Statutory Community Amenity Contribution Reserve	3,940,700	50,000	50,000	50,000	50,000
Transfer from Water Fund Internal Loan Reserve	-	-	600,000	-	-
Transfer from Non-statutory Community Amenity Contribution Reserve	235,400	-	-	-	-
Transfer from Other Reserves	19,127,648	17,674,000	7,319,100	7,682,400	7,350,400
Transfer from Operating Funds	4,248,700	4,539,700	4,446,400	4,361,800	4,603,000
Appropriation from Surplus	1,810,000	-	-	-	-
Transfer to Capital Works Reserve	(1,137,700)	(1,265,100)	(1,478,800)	(1,708,500)	(1,889,500)
Transfer to Equipment Replacement Reserve	(605,800)	(628,800)	(641,600)	(654,700)	(667,900)
Transfer to Statutory Community Amenity Contribution Reserve	(2,880,000)	(3,600,000)	(250,000)	(250,000)	-
Transfer to Water Fund Internal Loan Reserve	-	-	(600,000)	-	-
Transfer to Other Reserves	(7,957,399)	(6,417,800)	(5,764,100)	(6,256,900)	(6,433,500)
Transfer to Surplus	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
Transfer to Capital Funds	(4,248,700)	(4,539,700)	(4,446,400)	(4,361,800)	(4,603,000)
Financial Plan Balance	\$ -	\$ -	\$ -	\$ -	\$ -

**White Rock Financial Plan (2020 to 2024) Bylaw, 2020, No. 2330,
Amendment No. 1, 2020, No. 2340**

Schedule B - Revenue and Tax Policy Statements

1. Proportions of 2020 Revenue:

Property Value Taxes	37%
Fees & Charges	22%
Other Sources	41%

Property Value Taxes are typically the largest revenue source in the City’s Financial Plans. However, in this Financial Plan, the City has budgeted to receive or recognize a significant amount of community amenity contributions from developers, building permit fees as well as government grants. These items are included in the above “Other Sources” revenue category. Property Value Taxes include municipal, Fraser Valley Regional Library, and Business Improvement Area levies as well as Grants & Levies received in lieu of taxes from certain utility companies.

Fees and Charges represent 22% of 2020 budgeted revenue. The most significant of these are Water, Sanitary Sewer, Drainage and Solid Waste user fees, as well as Recreation and Culture program revenue.

The Other Sources category represents 41% of 2020 budgeted revenue. The revenue proportions are due to a significant amount of community amenity contribution and building permit revenue budgeted to be received or recognized. As well, the City is budgeting to receive significant government grants, which are also included in this revenue category in 2020. Other components of Other Sources revenues include pay parking, investment income and business licences.

Over the four years 2021 to 2024, the percentage of revenues from property value taxes increases to approximately 50%, corresponding to a decrease in the projected community amenity contribution revenue, building permit revenue and government grants.

2. 2020 Municipal Property Tax Distribution:

Class 1 Residential	91.05%
Class 2 Utility	0.21%
Class 5 Light Industry	0.01%
Class 6 Business & Other	8.70%
Class 8 Recreational & Nonprofit	0.03%

The calculation of municipal property tax distribution is based on historical class multiples, as adjusted by new development. These figures may be adjusted when the 2020 property tax rates are finalized.

3. Permissive Tax Exemptions:

White Rock Council Policy No. 317 details the City's policy for permissive property tax exemptions, in accordance with the Community Charter. This policy provides the criteria for granting permissive tax exemptions to certain properties in the following categories:

- Land surrounding the buildings of places of worship;
- Burlington Northern Santa Fe Railway property leased by the City;
- City properties leased to not-for-profit organizations that are providing a community service not currently available through the City and have not previously paid property taxes on the City property in question;
- Property owned by organizations whose principal purpose is to directly support Peace Arch Hospital's provision of health and wellness services to citizens of White Rock;
- Property owned by a charitable, philanthropic or other not-for-profit organization whose principal purpose is delivery of social services to citizens of White Rock, provided that the property is being used for that purpose and it provides a beneficial service to the Community; and
- Property owned by not-for-profit organizations whose principal purpose is delivery of cultural services to citizens of White Rock, provided that the property is being used for that purpose and it provides a beneficial service to the Community.

At this time there is no change anticipated to the City's Permissive Tax Exemption Policy.

Permissive tax exemptions granted for 2020 will be listed in the City's 2020 Annual Report.

THE CITY OF WHITE ROCK
INCOMPLETE 2019 GENERAL FUND ASSET IMPROVEMENT PROJECTS CARRIED OVER TO 2020

PROJECT	Amount	Capital Works Reserve	Land Sale Reserve	Statutory Community Amenity Reserve	Highway DCC's	Incomplete Asset Improv. Reserve	Other Reserves	Contributions	Grants
Municipal Engineering & Operations									
Pavement Overlays	164,000					164,000			
Roadworks - Marine - High to Bishop	39,000					7,800	31,200 ^{1/4}		
Johnston and Russel Wheelchair Ramps	110,000						110,000 ¹		
Roadworks - Johnston - Russell to Thrift (Light Pole Replacements)	63,000						63,000 ⁴		
Roadworks - Johnston - Thrift to Roper (Light Pole Replacements)	240,000						240,000 ⁴		
Roadworks - Thrift - Johnston to Vidal	498,000					131,500	366,500 ¹		
North Bluff & Oxford Intersection Improvements	90,000					90,000			
Roadworks - Columbia - Parker to Stayte	186,000					24,200	161,800 ⁴		
Roadworks - Columbia - Habgood to Parker	101,000					101,000			
Roadworks - Habgood - Pacific to Columbia	618,000				87,100	122,400	408,500 ¹		
Roadworks - Pacific - Habgood to Ewson	100,000					17,100	82,900 ¹		
Roadworks - Blackburn Crescent - Archibald to High	250,000						250,000 ¹		
Roadworks - Saturna - Archibald to North Bluff	110,000						110,000 ¹		
Marine Drive Hump Vegetation Replacement	250,000					226,000	24,000 ⁴		
Marine Drive Hump Micro Pile Installation	1,189,000					359,100	829,900 ^{4/6}		
Miscellaneous Retaining Wall Improvements	38,000					38,000			
Semiahmoo Retaining Wall Replacement	97,000					97,000			
DCC Bylaw Review	20,000				10,000				
Traffic Safety Review	13,000					13,000			
Street Lighting Program	45,000					45,000			
Bus Stop Accessibility	110,000					55,000	55,000		
Strategic Transportation Plan Update	200,000					200,000			
Miscellaneous Road/Pedestrian Improvements not in STP	28,000					28,000			
New Vehicle Fleet & Equipment Replacements									
Garage 5 Tonne Overhead Crane	55,000					55,000			
Garbage, Recycling & Green Waste									
Garbage Compactor Rebuild	70,000						70,000 ⁴		
Green Waste Disposal Bins Concrete Pad	22,000						22,000 ⁴		

PROJECT	Amount	Capital Works Reserve			Statutory Community Amenity Reserve		Highway DCC's	Incomplete Asset Improv. Reserve		Other Reserves	Contributions	Grants
		Reserve	Land Sale Reserve	Reserve	Reserve	Reserve		Reserve				
Facilities												
Arena Building Exterior Replacement	200,000	200,000										
Arena Roof Replacement	100,000	100,000										
Arena Dehumidifier Repairs/Replacement	81,000	81,000										
Autoscrubber Replacements	12,000							12,000				
Arena Interior Signage Replacement	13,000	13,000										
Arena Chiller Replacement	218,000	218,000										
Arena Skate Shop Counter Replacement	20,000	20,000										
Arena Office Counter Replacement	20,000	20,000										
Centre for Active Living Washroom Barrier Updates	15,000	15,000										
Centre for Active Living Cardio Equipment Replacement	20,000	20,000						20,000				
WR Community Centre Chair Replacements	11,000	11,000										
WR Community Centre Council Meeting Live Stream Technology	55,000	55,000						55,000				
KSAC Exterior Siding Replacement	350,000	350,000										
KSAC Driveway and Patio Replacement	50,000	50,000						50,000				
KSAC Washroom Upgrades	100,000	100,000										
KSAC Auditorium Floor Refinishing/Replacement	47,000	47,000										
KSAC Outdoor Signage Replacement	10,000	10,000										
KSAC Retaining Wall Replacement	15,000	15,000						15,000				
KSAC Kitchen Ramp Replacement	10,000	10,000										
Museum Exterior Painting	29,000	29,000										
Museum Window Repairs	25,000	25,000										
Museum Exterior LED Lighting	57,000	57,000						57,000				
Library Ceiling Tile Replacement	10,000	10,000										
Library New Intrusion, Fire and Elevator Alarms	14,000	7,000	7,000					7,000				
Library Electrical Room	14,000	4,200	4,200							9,800		
City Hall Office Upgrades	100,000	100,000										
Operations Yard Master Plan/Space Plan	50,000	50,000						50,000				
Operations New Parks Yard Fencing	150,000	150,000						150,000				
Facilities Masterplan Update	115,000	115,000										
Evergreen Daycare Window Replacement	10,000	10,000										
Arts Building Window & Exterior Door Upgrades	17,000	17,000										
Emergency Measures Earthquake Mitigation Projects	21,000	21,000						21,000				
Facility Alarm Systems Integration	38,000	38,000						38,000				

PROJECT	Amount	Capital Works Reserve			Statutory Community Amenity Reserve		Highway DCC's	Incomplete Asset Improv. Reserve		Other Reserves	Contributions	Grants
		Reserve	Land Sale Reserve	Reserve	Reserve	Reserve		Reserve				
Facility Lighting Replacements	20,000								10,000 ⁸		10,000	
Fall Protection Equipment	54,000							54,000				
Parks												
Eastbeach Shoreline Restoration	13,000								13,000 ⁴			
Memorial Park Upgrade	105,000					80,500		3,400	21,100 ^{4/6}			
Finlay Railway Pedestrian Crossing Upgrade	14,000								4,000 ⁴		3,400	6,600
Pier Immediate Repairs	130,000					45,000			85,000 ^{4/9}			
Pier Restoration Completion	1,982,000					582,000						1,400,000
Terry Parr Plaza Upgrade	20,000										20,000	
Surface Protection of the "White Rock"	31,000							31,000				
Centre & Everall St Walkway Improvements	20,000							20,000				
Centennial Trail Stairway Improvements	100,000							100,000				
Buena Vista & Martin Walkway Improvements	69,000							69,000				
Garbage Can Replacements	28,000							28,000				
Central Control Irrigation System	26,000							26,000				
Special Events Stage Extensions	10,000							10,000				
Community Public Art Projects	72,000					36,600			35,400 ³			
Johnston/Thrift Public Art	200,000								200,000 ³			
Buena Vista Rental House Demolition and Park Construction	77,000								77,000 ¹⁰		48,000	
Tree Removal and Replacement	48,000											
Tree Management Inventory and Program	50,000							50,000				
Other New Vehicle Fleet & Equipment Purchases												
Parks Pickup for Manager Unit #119	25,000								25,000			
Police Department												
Front Entrance Upgrades	100,000								91,300			
Interior Painting	15,000								15,000			
Fire Department												
Cabinet Replacements	25,000								25,000			
Flat Roof Replacement	80,000								80,000			
Living Room Floor Replacement	10,000								10,000			
Furnace Replacement	29,000								29,000			

PROJECT	Amount	Capital Works Reserve			Statutory Community Reserve		Highway DCC's	Incomplete Asset Improv. Reserve		Other Reserves	Contributions	Grants
		Land Sale Reserve	Amenity Reserve	Reserve	Reserve	Reserve		Reserve				
Information Technology												
Microsoft SQL Update	21,000							1,400	19,600	²		
Document Management System Implementation	12,000							12,000				
Council Agenda / Corporate Report Software	37,000								37,000	⁴		
E-Comm Data Management Projects	45,000							45,000				
City Facility CCTV System	41,000							41,000				
Mass Notification Software	13,000							13,000				
Bylaw Enforcement Mobile System	25,000							25,000				
Tempest Additional Modules & Functionality	16,000							16,000				
Recreation & Culture CLASS Software Replacement	44,000							44,000				
Parking												
Parking Permit/License Plate Recognition System	120,000								120,000	⁷		
Hospital Parking Meter Upgrades	28,000							7,800	20,200	⁷		
Waterfront Parking Facility	92,000					86,600			5,400	^{6/7}		
Small Asset Improvement Projects under \$10,000	177,000	23,000	9,800	9,800				95,900	17,700	^{4/5}	8,900	21,700
Grand Total	10,727,000	1,785,500	9,800	9,800	830,700	97,100	97,100	2,966,600	3,443,900	155,100	1,428,300	

(1) Roadworks Reserve

(2) PC Reserve

(3) Non Statutory Community Amenity Contribution Reserve

(4) Traffic Calming Reserve

(5) Infrastructure Reserve

(6) Traffic Fine Revenue Sharing Reserve

(7) Secondary Suite Service Fee Reserve

(8) Parking Reserve

(9) Climate Action Revenue Incentive Program Reserve

(10) Pier Reserve

THE CITY OF WHITE ROCK
 INCOMPLETE 2019 SANITARY SEWER FUND ASSET IMPROVEMENT PROJECTS CARRIED OVER TO 2020

PROJECT	Amount	Incomplete Asset Improv. Reserve	Sanitary Infrastructure Reserve
Roadworks Columbia - Parker to Stayte	435,000		435,000
Roadworks Blackburn Crescent - Archibald to high	250,000	250,000	
Development Coordinated Works	15,000	10,000	5,000
Sanitary Capacity Upgrades	270,000	50,000	220,000
Sanitary I & I Reduction Program	453,000	382,700	70,300
Sanitary CCTV Inspections	50,000	27,000	23,000
Sanitary Pump Station Capacity Review	75,000		75,000
Sewer Master Plan Update	14,000		14,000
DCC Bylaw Review	10,000	10,000	
Grand Total	1,572,000	10,000	842,300

THE CITY OF WHITE ROCK
INCOMPLETE 2019 DRAINAGE FUND ASSET IMPROVEMENT PROJECTS CARRIED OVER TO 2020

PROJECT	Amount	Drainage DCC's	Incomplete Asset Improv. Reserve	Drainage Infrastructure Reserve	
Roadworks - Columbia - Habgood to Parker	350,000		205,800		144,200
Roadworks - Habgood - Pacific to Columbia	400,000	84,700	264,900		50,400
Blackburn Crescent - Archibald to high	300,000		247,300		52,700
Development Coordinated Works	15,000		10,000		5,000
Condition Assessment	57,000		34,200		22,800
Renew & Replacement Program	233,000		233,000		
Thriff Storm Sewer - Vidal to Martin	450,000	108,900	309,300		31,800
14239 Marine Drive Culvert/Storm Main	436,000				436,000
Weatherby Lane Storm Sewer - Russell to Vine	68,000		47,200		20,800
Marine Drive Storm Sewer - Habgood to Keil	20,000		20,000		
Marine Drive Forcemain - Habgood to Finlay	20,000		20,000		
Habgood / Keil St Pump Station	50,000				50,000
Coldicutt Outfall & Main to Marine	85,000		85,000		
Sewer Master Plan Update	14,000				14,000
DCC Bylaw Review	10,000	10,000			
Small Asset Improvement Projects under \$10,000	16,000				16,000
Grand Total	2,524,000	203,600	1,476,700		843,700

THE CITY OF WHITE ROCK
INCOMPLETE 2019 WATER FUND ASSET IMPROVEMENT PROJECTS CARRIED OVER TO 2020

PROJECT	Amount	Long Term Debt	Water DCC's	Water Infrastructure Reserve
Oxford Arsenic/Manganese Treatment Plant	29,000	12,300		16,700
Water Main Upgrade - Marine Dr. Foster to Johnston	20,000			20,000
Water Main Upgrade - Goggs Ave Oxford to Everall	124,000			124,000
Water Main Upgrade - Surrey Emergency Connection	150,000			150,000
Water Main Upgrade - Royal Easement - Cypress to Balsam	400,000			400,000
Water Main Tie-In - Prospect & Oxford	50,000			50,000
Roper Reservoir Control Upgrades	416,000			416,000
On-line Arsenic Analyzer	50,000			50,000
Well Upgrades	21,000			21,000
Breatly St and North Bluff Looping	150,000			150,000
Water Facility Security Installation	98,000			98,000
DCC Bylaw Review	10,000		10,000	
Small Asset Improvement Projects under \$10,000	4,000			4,000
Grand Total	1,522,000	12,300	10,000	1,499,700

**THE CORPORATION OF THE
CITY OF WHITE ROCK
BYLAW 2340**



A Bylaw to amend the “White Rock Financial Plan (2020-2024) Bylaw, 2020, No. 2330”

WHEREAS the City Council of the Corporation of the City of White Rock is empowered by the provisions of Section 165 of the “Community Charter” to adopt a Financial Plan for the five-year period ending the thirty-first day of December 2024.

AND WHEREAS it is necessary for such Financial Plan to be adopted before the annual property tax rate bylaw is adopted.

The CITY COUNCIL of The Corporation of the City of White Rock in open meeting assembled, ENACTS as follows:-

1. Schedule “A” and Schedule “B” attached hereto and forming part of this Bylaw are hereby adopted as the Financial Plan of the Corporation of the City of White Rock for the five-year period ending December 31, 2024.
2. All payments already made from City Revenue for the current year are hereby ratified and confirmed.
3. This Bylaw may be cited for all purposes as the “White Rock Financial Plan (2020-2024) Bylaw, 2020, No. 2330 Amendment No. 1, 2020, No. 2340”.

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

City Clerk

**THE CORPORATION OF THE
CITY OF WHITE ROCK
BYLAW 2341**



A Bylaw to amend the 2020 Fees and Charges Bylaw, 2020, No. 2318
in regards to Sidewalk Use Licence fees and refunds

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

1. A new section 6.5 be added, as follows:

6.5 For a sidewalk use licence fee that has been paid and the licence holder is subject to an order under the *Public Health Act* that prevents their use of the license area, the license holder will be reimbursed a portion of their sidewalk use licence fee based on the number of days remaining in their licence period after the order came into effect, as indicated in the following table:

Number of Days Remaining	Amount
1-30 days	1/12 th of sidewalk use licence fee
31-60 days	2/12 th of sidewalk use licence fee
61-90 days	3/12 th of sidewalk use licence fee
91-120 days	4/12 th of sidewalk use licence fee
121-150 days	5/12 th of sidewalk use licence fee
151-180 days	6/12 th of sidewalk use licence fee
181-210 days	7/12 th of sidewalk use licence fee
211-240 days	8/12 th of sidewalk use licence fee
241-270 days	9/12 th of sidewalk use licence fee
271-300 days	10/12 th of sidewalk use licence fee
301-330 days	11/12 th of sidewalk use licence fee
331-365 days	The entire sidewalk use licence fee

These reimbursements will be in the form of a credit on the licence holder’s account, unless a request is received from the licence holder for a cheque refund.

2. The fees for “Sidewalk Use License – per square foot,” under **Schedule “A” PLANNING AND DEVELOPMENT SERVICES** of 2020 Fees and Charges Bylaw, 2020, No. 2318, be amended as follows:

Sidewalk Use License – per square foot per year*	\$4
*while a public health order prevents the licence holder from using the sidewalk area for their business,	

the need to pay a sidewalk use licence fee is suspended. Prior to using the sidewalk area, a licence holder must pay the specified fee, based on a prorated amount for the time remaining in the licence period as outlined in the table in section 6.5.	
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3. This Bylaw may be cited for all purposes as the "2020 Fees and Charges Bylaw, 2020, No. 2318, Amendment No. 1, 2020, No. 2341."

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 2342**



A Bylaw to amend the “White Rock Business Licence By-Law, 1997, No. 1510,”
as amended, in regards to licence fees and refunds

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

1. A new section 9(c) be added, as follows:
 - (c) Notwithstanding sub-section (b) of this section, where a business was unable to operate due to an order under the *Public Health Act* affecting an entire class of businesses or another similar enactment of a senior level of government, and their business licence expired during the time the order or enactment was in effect, when they apply for a new business licence they will receive a 10% discount on that business licence fee.

2. This Bylaw may be cited for all purposes as the "White Rock Business License By law, 1997, No. 1510, Amendment Bylaw, 2020, No. 2342."

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

15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6

MEETING NOTICE

Pursuant to the *Community Charter* a **SPECIAL COUNCIL MEETING** has been called to begin at **5:00 P.M.** on **MONDAY, APRIL 27, 2020.**

DATE: APRIL 27, 2020
MEETING TIME: 5:00 P.M.
LOCATION: WHITE ROCK COUNCIL CHAMBERS
15322 BUENA VISTA AVE., WHITE ROCK BC V4B 1Y6

PURPOSE: This Special Council Meeting has been called for the following subject topics:

- **COVID-19 GLOBAL PANDEMIC (VERBAL UPDATE)**
- **BUILDING ACT REQUIREMENTS AND BUILDING OFFICIAL III POSITION**
- **CRITERIA FOR POTENTIAL PATIO ENCLOSURES ON MARINE DRIVE**
- **EXTENSION OF BUSINESS LICENCE FEE RENEWAL DISCOUNTS FOR BUSINESSES AFFECTED BY COVID-19 PUBLIC HEALTH ORDERS**
- **PROPOSED REIMBURSEMENT AND SUSPENSION OF SIDEWALK USE LICENCE FEES DURING COVID-19 PUBLIC HEALTH ORDERS**
- **WEEKDAY WHITE ROCK RESIDENT WATERFRONT PARKING DURING COVID SOCIAL DISTANCING**
- **2020 – 2024 FINANCIAL PLAN AMENDMENT**

The City of White Rock is committed to the health and safety of our community. In keeping with Ministerial Order No. M083 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 .

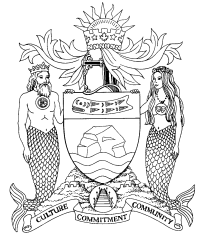
Date: April 22, 2020



Tracey Arthur, Director of Corporate Administration

WHITE ROCK
My City by the Sea!
www.whiterockcity.ca

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



ON TABLE
SPECIAL MEETING April 27, 2020
Re: Item 4.6

DATE: April 27, 2020

TO: Mayor and Council

FROM: Jim Gordon, P.Eng., Director of Engineering & Municipal Operations
Colleen Ponzini, CPA, CGA, Director of Financial Services

SUBJECT: Waterfront Parking during the COVID-19 Pandemic

RECOMMENDATIONS

That Council:

1. Receive for information the corporate report dated April 27, 2020, from the Director of Engineering & Municipal Operations and the Director of Financial Services, titled “Waterfront Parking during the COVID-19 Pandemic;”
 2. Direct that the current 15 minute parking on the south side of Marine Drive west of Oxford Street be extended to four hours and limited to White Rock residents who display a pay parking decal; and
 3. Direct that the current 15 minute parking at the waterfront, east of Oxford Street, be extended to 30 minutes.
-

INTRODUCTION

Access to the Pier and Promenade is closed and parking restricted in order to limit crowding to support the social distancing restrictions imposed during the current COVID-19 pandemic. Public access to east beach and west beach is maintained at Cypress Street and at Bay Street.

This corporate report explores measures to enhance parking opportunities for local residents wishing to access the beach while still social distancing and proposes extending the current 15 minute parking limit along Marine Drive to allow more time for customers to access businesses that are still open.

PAST PRACTICE / POLICY / LEGISLATION

The Federal Government and BC Provincial Government are providing leadership and direction during the COVID-19 pandemic. Social distancing is an integral part of their plan to address and reduce the rapid spread of the virus. So far, there has been no relaxation on the need for social distancing.

ANALYSIS

White Rock Council proactively initiated restrictions to the Pier, waterfront parking and Promenade access, as the COVID-19 pandemic gained momentum in BC. Although “the curve” seems to be flattening, there is no ease in senior government’s social distancing requirements.

Beach Access Parking for Residents

Some local residents have expressed concerns that it is difficult for them to find parking so they can access the beach from the Cypress Street and Bay Street crossings. It was suggested that all or part of the Cypress Street and Bay Street parking lots be opened to local residents to enhance access.

It is noted that:

- there currently is no new direction from the Provincial Health Officer to relax social distancing;
- the two beach access points are slightly constricted; and
- the onset of sunny days will attract many people to the waterfront regardless of parking.

Providing additional parking opportunities, even if they are during weekdays, while trying to create spaces that would support social distancing, may be difficult to achieve. However, an alternate resolution would be to restrict parking opportunities in some waterfront areas to White Rock residents only who have a pay parking decal.

It is recommended that the current 15 minute parking on the south side of Marine Drive west of Oxford Street be extended to four hours and limited to White Rock residents with a current pay parking decal that would have to be displayed in their vehicle. There are approximately 43 stalls in this stretch of roadway.

Marine Drive Parking for Businesses

Some local businesses have expressed concerns that it is difficult for their customers to be able to visit their establishment within the current 15 minute parking limit currently in effect at the waterfront.

It is recommended to extend the current 15 minute parking at the waterfront, to the east of Oxford Street, to 30 minutes to allow customers the opportunity to access businesses that are still open.

Parking Enforcement

Since the onset of the COVID-19 pandemic, parking enforcement staff have taken a softer approach to enforcement. The City has received some complaints that regulations, particularly at the waterfront, are sometimes being ignored. Now that the community has become more accustomed to the parking regulations and clear instructions can be provided, parking staff will resume normal enforcement measures at the waterfront.

BUDGET IMPLICATIONS

The costs to address these changes on Marine Drive are estimated to be less than \$1,000 and can be accommodated within current budgets.

RISK MANAGEMENT

There is no additional risk to restricting the current parking opportunities along the south side of Marine Drive west of Oxford Street to White Rock residents. However, providing additional parking opportunities in the Bay Street and Cypress Street parking lots carries greater risk that may impede efforts to support successful social distancing practices imposed by the Provincial

Health Officer and senior governments. This increased risk would serve to expose White Rock's population to increased risk of infection from the virus. Opening of the Bay Street and Cypress Street parking lots is not recommended at this time.

CIMATE CHANGE IMPLICATIONS

There are no climate change implications.

CONCLUSION

Restricting parking along the south side of Marine Drive west of Oxford Street to White Rock residents only who have a pay parking decal should serve to address residents' concerns about beach access without affecting current social distancing requirements. Extending the current 15 minute time limit for parking on the north side of Marine Drive, east of Oxford Street to 30 minutes addresses the request from businesses to allow their customers more time to access their establishments. Parking officers will resume normal enforcement measures at the waterfront.

Respectfully submitted,



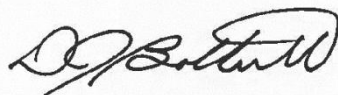
Jim Gordon, P.Eng.,
Director of Engineering & Municipal Operations



Colleen Ponzini, CPA, CGA,
Director of Financial Services

Comments from the Chief Administrative Officer

I concur with the recommendations of this corporate report. Opening up additional parking stalls in the future will be phased in over time when the need for social distancing is reduced. At this time, the City continues to support the message to stay home and be safe. The City will monitor parking on Marine Drive with a view to ensure there is sufficient parking for those businesses that are operating. Determining a time restriction duration that is shorter rather than longer provides the opportunity for parking stall turnover.

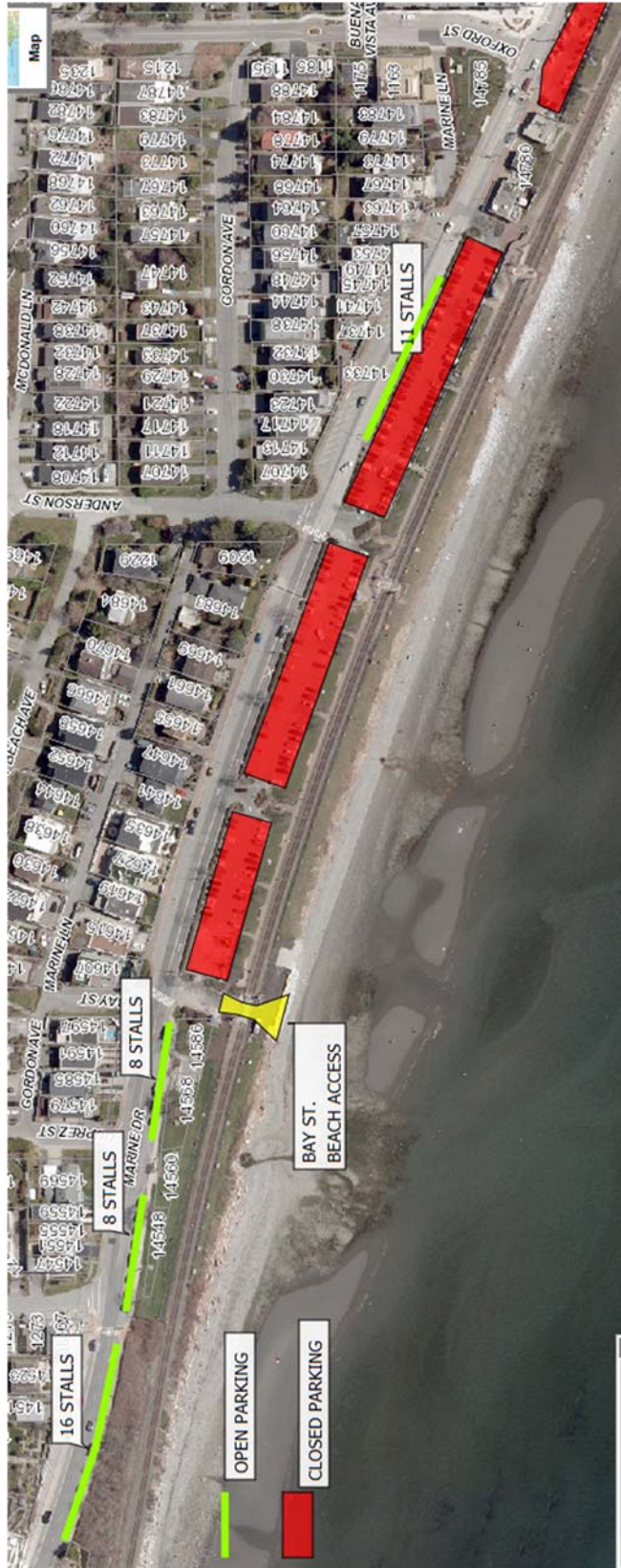


Dan Bottrill
Chief Administrative Officer

Appendix A: Map Illustrating Parking on West Beach
Appendix B: Map Illustrating Parking on East Beach

Appendix A

Map Illustrating Parking on West Beach



Appendix B Map Illustrating Parking on East Beach

