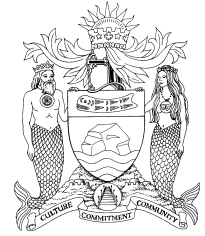


***Live Streaming/Telecast:** Please note that Public Meetings held in the Council Chamber are being recorded and broadcasted as well included on the City's website at: www.whiterockcity.ca

Corporate Administration
E-mail

(604) 541-2212
clerksoffice@whiterockcity.ca

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



A **REGULAR MEETING** of CITY COUNCIL will be held in the **CITY HALL COUNCIL CHAMBERS** located at **15322 Buena Vista Avenue, White Rock, BC**, on April 6, 2020 to begin at **7:00 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 .

April 1, 2020

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 SPECIAL RECOGNITION: HEALTH CARE WORKERS

Council to honour health care workers who are the real heroes of this global pandemic.

2. ADOPTION OF AGENDA

RECOMMENDATION

THAT the Corporation of the City of White Rock Council adopt the agenda for its regular meeting scheduled for April 6, 2020 as circulated.

3. ADOPTION OF MINUTES

a) March 30, 2020 – Regular Council meeting

Page 7

RECOMMENDATION

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

a) March 30, 2020 – Regular Council meeting

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. **Page 23**

The following correspondence was received by 8:30 a.m., April 1, 2020, with respect to Question and Answer Period:

- a) D. Cameron, resident, expressing concerns and comments regarding the City’s closure of waterfront parking lots due to the COVID-19 Pandemic

4.1 CHAIRPERSON CALLS FOR SPEAKERS TO QUESTION AND ANSWER PERIOD

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 CORPORATE REPORTS

6.2.1. VERBAL UPDATE COVID-19

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

6.2.2 WATER SERVICES BYLAW, 2015, NO. 2117, AMENDMENT NO. 7, BYLAW, 2020, NO. 2339 **Page 24**

Corporate report dated April 6, 2020 from the Director of Financial Services titled “Water Services Bylaw, 2015, No. 2117, Amendment No. 7, Bylaw, 2020, No. 2339”.

RECOMMENDATION

THAT Council receive for information the corporate report dated April 6, 2020, from the Director of Financial Services, titled “Water Services Bylaw, 2015, No. 2117, Amendment No. 7, Bylaw, 2020, No. 2339.”

Note: Bylaw 2339 is noted on the agenda as Item 8.1.2.

6.2.3 POTENTIAL FINANCIAL IMPACTS ON THE CITY OF WHITE ROCK'S 2020 – 2024 FINANCIAL PLAN

Page 26

Corporate report dated April 6, 2020 from the Director of Financial Services titled “Potential Financial Impacts on the City of White Rock’s 2020 – 2024 Financial Plan”.

RECOMMENDATION

THAT Council receive for information the April 6, 2020 corporate report from the Director of Financial Services titled, “Potential Financial Impacts on the City of White Rock’s 2020 – 2024 Financial Plan”.

6.2.4 HOUSING NEEDS REPORT - FUNDING APPLICATION TO UBCM

Page 29

Corporate report dated April 6, 2020 from the Director of Planning and Development Services titled “Housing Needs Report - Funding Application to UBCM”.

RECOMMENDATION

THAT Council:

1. Receive for information the corporate report dated April 6, 2020, from the Director of Planning and Development Services, titled “Housing Needs Report – Funding Application to UBCM;”
2. Pass a resolution indicating support for the current proposed activities (work plan) and willingness to provide overall grant management if awarded funding; and
3. Authorize staff to finalize and submit the application package to UBCM as presented in Appendix A to this corporate report.

7. MINUTES AND RECOMMENDATIONS OF COMMITTEES

7.1 STANDING AND SELECT COMMITTEE MINUTES

None

7.2 STANDING AND SELECT COMMITTEE RECOMMENDATIONS

The following Advisory Bodies / Committee recommendations were deferred from the March 30, 2020 Regular Council meeting.

Due to the number of recommendations a portion were placed on this agenda for consideration at this time and the next Council meeting agenda will include the remaining recommendations.

- 7.2.1** The following recommendations have been brought forward from the **Housing Advisory Committee** meeting held on February 26, 2020:

RECOMMENDATION #1: SHORT TERM RENTAL/ SECONDARY SUITE POLICY

THAT Council direct staff to incorporate the following as a mission statement for a future short term rental and secondary suite policy: Will support homeowners in developing short or long terms rentals that are safe and affordable for whomever is going to be occupying the unit(s).

RECOMMENDATION #2: NON-MARKET HOUSING

THAT Council direct staff to explore opportunities for partnerships in non-market housing.

7.2.2 The following recommendations have been brought forward from the **Economic Development Advisory Committee** meeting held on March 11, 2020:

RECOMMENDATION #1: ROLE RECOMMENDATIONS FOR THE ECONOMIC DEVELOPMENT OFFICER POSITION

THAT Council **consider** the Economic Development Officer role be responsible for the following areas:

- Update the 2009 Economic Development Strategy;
- Undertaking a review of city regulations and bylaws related to business;
- Support the development of a work plan for the Economic Development Advisory Committee;
- Coordinate the implementation of recommendations from the Marine Drive Task Force;
- Establish and operate a business retention and expansion program; and,
- Investigate and pursue incentive programs, grants etc. for businesses in the City with a view to include making doing business in White Rock more affordable and enhance revenue opportunities.

RECOMMENDATION #2: COUNCIL-TO-COUNCIL MEETING WITH WHITE ROCK'S SISTER CITY LA CONNER, WASHINGTON

THAT Council consider the following questions for the upcoming Council-to-Council meeting with La Connor, Washington:

- What are the two (2) biggest challenges your business community faces?
- What are the two (2) biggest challenges you general community faces?
- How does the municipality support the business community?
- How did the community build its attraction as a destination where visitors travel for an hour or two (2) to spend the day?
- What community development support groups exist and how do they work together? For example, White Rock has a Chamber of Commerce, BIA, White Rock Tourism, Marine Drive Task Force and Economic Development Advisory Committee.
- What are your mid to long term goals for continued strengthening of the community?
- How has the neighbouring relationship with the Swinomish Indian Tribal Community helped or detracted you from reaching your goals?
- Do you have an Economic Development Officer and, if so, what is that person's role?
- How can the City of White Rock support La Connor with its economic development, and vice versa?

7.2.3 The following recommendations have been brought forward from the **Tour de White Rock Committee** meeting held on March 12, 2020:

RECOMMENDATION: MEN'S ROAD RACE START TIME

THAT Council receive and endorse the following recommendation from the Tour de White Rock Committee for information:

THAT the Tour de White Rock Committee move the Sunday Men's Road Race start time to 9:00 am.

Note: Staff would like to comment on this recommendation

8. BYLAWS AND PERMITS

8.1 BYLAWS

8.1.1 BYLAW 2337 - COUNCIL AND COMMITTEE PROCEDURE BYLAW, NO. 2232, 2018, AMENDMENT NO. 3, 2020, NO. 2337 **Page 40**

Proposed amendment to permit electronic participation at Council and Standing Committee meetings by Council members. The bylaw was discussed by the Governance and Legislation Committee at their March 17, 2020 meeting and received three readings at the March 23, 2020 Special meeting. Notice was published in the March 26 and April 2, 2020 editions of the Peace Arch News.

As of 8:30 a.m. on Wednesday, April 1, 2020, one (1) submission was received in regard to Bylaw 2337: **Page 42**

- Letter dated March 26, 2020 from “R”

RECOMMENDATION #1: WRITTEN SUBMISSIONS

THAT Council receive the written submissions regarding “*Council and Committee Procedure Bylaw, No. 2232, 2018, Amendment No. 3, 2020, No. 2337*”.

RECOMMENDATION #2: FINAL READING

THAT Council give final reading to “*Council and Committee Procedure Bylaw, No. 2232, 2018, Amendment No. 3, 2020, No. 2337*”.

8.1.2 BYLAW 2339 - WATER SERVICES BYLAW, 2015, NO. 2117, AMENDMENT NO. 7, BYLAW, 2020, NO. 2339 **Page 44**

Bylaw 2339 proposes adjustments to section 8.2 “Invoice and Payment” that would adjust the payment deadline in response to the COVID-19 Pandemic crisis. This bylaw was the subject of a corporate report noted earlier in the agenda as item 6.2.2 and is presented for consideration of first, second, third, **and** final reading (in accordance with Ministerial Order #M-083, Council may give third and final reading on the same evening).

RECOMMENDATION #1: THREE READINGS

THAT Council give first, second and third reading to “*Water Services Bylaw, 2015, No. 2117, Amendment No. 7, Bylaw, 2020, No. 2339*”.

RECOMMENDATION #2: FINAL READING

THAT Council give final reading to “*Water Services Bylaw, 2015, No. 2117, Amendment No. 7, Bylaw, 2020, No. 2339*”.

8.2 PERMITS

None

9. CORRESPONDENCE

9.1 CORRESPONDENCE - RECEIVED FOR INFORMATION

***Note:** Further action on the following correspondence items may be considered. Council may request that any item be brought forward for discussion, and may propose a motion of action on the matter.*

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

RECOMMENDED

THAT Council receive correspondence items 9.1.1 and 9.1.3 for information:

- 9.1.1** Email dated March 24, 2020 from S. Niven, Cystic Fibrosis Canada (BC and Yukon Region), requesting May be proclaimed as Cystic Fibrosis Awareness Month” **Page 45**

***Note:** Council Policy No. 109 notes that the City of White Rock does not make official proclamations. Items 9.1.1 has been included under correspondence for public information purposes only.*

- 9.1.2** Letter dated March 24, 2020 from Mayor Hall, City of Prince George, requesting the City of White Rock’s support of their resolution regarding “Sharing Payments from Opioid Class Action Lawsuit” at the 2020 Annual Convention of UBCM. **Page 47**

***Note:** If supported, Council may provide support at the 2020 Annual UBCM Convention.*

- 9.1.3** Copy of letter dated March 30 , 2020 to the from Mayor Vagramov, City of Port Moody, requesting permission for local Police and Bylaw Officers to enforce the 2-metre Social Distancing directive instilled by Ministerial Order **Page 49**

10. MAYOR AND COUNCILLOR REPORTS

10.1 MAYOR’S REPORT

10.2 COUNCILLORS REPORTS

10.2.1 METRO VANCOUVER BOARD IN BRIEF

None

11. MOTIONS AND NOTICES OF MOTION

11.1 MOTIONS

None

11.2 NOTICES OF MOTION

None

12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

None

13. OTHER BUSINESS

14. CONCLUSION OF THE APRIL 6, 2020 REGULAR COUNCIL MEETING

PRESENT: Mayor Walker
Councillor Chesney
Councillor Fathers
Councillor Johanson
Councillor Kristjanson
Councillor Manning
Councillor Trevelyan (via electronic means – Ministerial Order No. M083)

STAFF: D. Bottrill, Chief Administrative Officer
T. Arthur, Director of Corporate Administration
J. Gordon, Director of Engineering and Municipal Operations
C. Isaak, Director of Planning and Development Services
C. Ponzini, Director of Financial Services (via electronic means)
E. Stepura, Director of Recreation and Culture (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 7:15 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
2020-141 **It was MOVED and SECONDED**
THAT the Corporation of the City of White Rock Council agenda for its regular meeting scheduled for March 30, 2020 be amended to include the following “On-Table” items:

- Item 6.2.4 corporate report titled “Promenade Closure Plan”;
- Item 6.2.5 corporate report titled “COVID-19 Response – Community Support for Vulnerable Residents”;
- Item 6.2.6 Document titled “Community Amenity Contributions – CACs S – Summary of Engagement Results”;
- Item 7.2.5 document titled “Recommendations to Council – Marine Drive Task Force, “
- Item 8.1.5 reference document outlining proposed changes of Bylaw 2338 in relation to the current Council and Committee Procedure Bylaw; and

THAT the agenda to adopted as amended

3. ADOPTION OF MINUTES

CARRIED

- a) Regular Council Meeting – March 9, 2020
- b) Special Council Meeting – March 23, 2020

2020-142

It was MOVED and SECONDED

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

- a) Regular Council Meeting – March 9, 2020; and
- b) Special Council Meeting – March 23, 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.

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 CORPORATE REPORTS

6.2.1. VERBAL UPDATE COVID-19

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

The following key points were noted:

- Many City staff are working from home
- Ministerial Orders from the Provincial government have permitted meetings to be conducted electronically, and many bylaws are permitted to receive final reading immediately following third reading.

2020-143

It was MOVED and SECONDED

THAT Council authorizes staff not to charge for city street parking around Peace Arch Hospital.

CARRIED

Concerns were expressed that available street parking around the Peach Arch Hospital may be used by construction workers. It was also noted that the hospital may not be accepting visitors, and so these spots should be primarily for staff. Staff advised that signage can be posted (eg: on the parking meters) advising that the spots are to be used by hospital staff.

2020-144

It was MOVED and SECONDED

THAT Council directs staff to post signage on the City street parking meters, around the Peace Arch Hospital, requesting people to respect that the parking spots are to be used for hospital staff.

CARRIED

6.2.2

COMMUNITY EMERGENCY PREPAREDNESS FUND PARTNER APPLICATION

The Fire Chief introduced the corporate report dated March 30, 2020 titled “Community Emergency Preparedness Fund Partner Application”.

In response to Council’s question, staff advised that they would inquire with the City of Surrey in regards to if they have involved, or given updates to, Semiahmoo First Nation with respect to this matter.

2020-145

It was MOVED and SECONDED

THAT Council:

1. Receives for information the corporate report dated March 30, 2020, from the Fire Chief, titled “Community Emergency Preparedness Fund Partner Application;” and
2. Supports the submission of a partner application with the City of Surrey being the primary applicant to apply for, receive and manage the overall grant funding.

CARRIED

6.2.3

2020 NEW POSITION RECRUITMENT PRIORITIES

Corporate report dated March 30, 2020 from the Director of Human Resources titled “2020 New Position Recruitment Priorities”.

Discussion ensued and staff provided the following information in response to Council:

- If Council wishes to defer any positions approved in the recent Financial Plan Bylaw, staff should be advised as soon as possible
- The approved positions have been categorized within the corporate report in levels of priorities, it was noted that some are in the recruitment process
- The City is working towards addressing the recent vacancy for Parks Manager
- Council would like to be made aware before advertising went out for new positions

2020-146

It was MOVED and SECONDED

THAT Council receives for information the corporate report dated March 30, 2020, from the Director of Human Resources, titled “2020 New Position Recruitment Priorities”.

CARRIED

6.2.4

PLAN FOR CLOSING THE PROMENADE

Corporate report dated March 30, 2020 from the Director of Engineering and Municipal Operations regarding a plan for closing the Promenade will be provided “On-Table”.

The following discussion points were noted:

- The parking lot on Semiahmoo First Nation (SFN) land appeared to be full over the weekend
- Suggested that the City reach out to SFN with respect to the concerns and ask if they would consider closing the gates from the parking lot to the beach area
- Although the City could ask it was noted with the beach gate closed, it was recognized that people will still find their way to the destination if that is their intent.

The City will continue to monitor the Promenade in terms of how many visitors, etc.

2020-147

It was MOVED and SECONDED

THAT Council receives for information the corporate report dated March 30, 2020 from the Director of Engineering and Municipal Operations regarding a plan for closing the Promenade provided “On-Table”.

CARRIED

6.2.5

SERVICES PROVIDED TO ASSIST SENIORS AND THOSE WITH DISABILITIES

Corporate report dated March 30, 2020 from the Director of Recreation and Culture regarding services provided to assist seniors and those with disabilities will be provided “On-Table”.

If the public has additional resources to add to the list, they may reach out to the Communications department (ClerksOffice@whiterockcity.ca).

Staff reported that Red Cross is working with Union of British Columbia Municipalities (UBCM) and not directly with local governments with respect to providing additional resources.

2020-148

It was MOVED and SECONDED

THAT Council receives for information the corporate report dated March 30, 2020 from the Director of Recreation and Culture regarding services provided to assist seniors and those with disabilities provided “On-Table”.

CARRIED

6.2.6 **RESULTS OF PUBLIC ENGAGEMENT ON USE OF COMMUNITY AMENITY CONTRIBUTION FUNDS**

Corporate report dated March 30, 2020 from the Director of Planning and Development Services titled “Results of Public Engagement on Use of Community Amenity Contribution Funds”.

2020-149

It was MOVED and SECONDED

THAT Council receives for information the corporate report dated March 30, 2020, from the Director of Planning and Development Services, titled “Results of Public Engagement on Use of Community Amenity Contribution Funds”; including the On Table summary of information provided.

CARRIED

The following discussion points were noted:

- Those completing on-line and those at the Forum has differing opinions
- Though participation in engagement numbers have increased, would like to see the “touch”/participation rate increase.
Staff advised that “touch”/participation rates are measured in different ways, adding that there are many who may see the information, and if they agree decide not to submit feedback. The measurements are influenced by how the results are categorized
- There were no duplicate I.P. addresses detected with respect to online survey participation in relation to use of CAC funds (ensuring against someone submitting more than one survey)

SUBSEQUENT MOTION

2020- 150

It was MOVED and SECONDED

THAT Council directs staff to schedule a separate Council meeting as a workshop for this topic to allow more in-depth discussion on how Council wishes to determine the allocation of Community Amenity Contributions (CAC’s).

CARRIED

6.2.7 **CONTRACT AWARD FOR ROYAL AVENUE AND JOHNSTON ROAD IMPROVEMENT PROJECT**

Corporate report dated March 30, 2020 from the Director of Engineering and Municipal Operations titled “Contract Award for Royal Avenue and Johnston Road Improvement Project”.

The following discussion points were noted:

- Project includes a developer contribution in an amount of \$145,000
- Staff will forward to Council a copy of the report outlining the damage caused to the road (as referenced in the corporate report)
- The project will take approximately three (3) months, the contractor is prepared to commence work in a few weeks
- Council would like to see one side of the street pedestrian accessible during the works

2020-151

It was MOVED and SECONDED
THAT Council

1. Receives for information the corporate report dated March 30, 2020 from the Director of Engineering and Municipal Operations, titled, "Contract Award for Royal Avenue and Johnston Road Improvement Project"; and
2. Approves the award of a contract for the Royal Avenue and Johnston Road Improvement Project in the amount of \$405,848.55 (excluding GST) to Summit Earthworks Inc.

CARRIED

6.2.8

CONTRACT AWARD FOR LITTER PICK-UP AND GARBAGE COLLECTION
ALONG MARINE DRIVE (3 YEAR TERM)

Corporate report dated March 30, 2020 from the Director of Engineering and Municipal Operations titled "Contract Award for Litter Pick-Up and Garbage Collection along Marine Drive (3 Year Term)".

The following discussion points were noted:

- Has the City considered using staff for this function?
Staff noted that in this particular circumstance, it could be more costly for the City to carry out this service as opposed to engaging a contractor, as there are other cost factors to consider (staffing, equipment, etc)
- This contract is more of a parks maintenance type of contract, and is out-of-the-usual in terms of solid waste work and getting rid of the waste is included
- There are penalties that can be applied if there is service failure in getting rid of the waste
- Members of Council noted they would prefer to hire full-time staff over engaging in contractors

2020-152

It was MOVED and SECONDED
THAT Council:

1. Receives for information the corporate report dated March 30, 2020, from the Director of Engineering and Municipal Operations, titled "Contract Award for Litter Pick-Up and Garbage Collection along Marine Drive (3 Year Term);" and
2. Approves the award of a litter pick up and garbage collection (3-year term) contract, with the option of a one-year extension, to ABC Property Maintenance Ltd. in the amount of \$534,528 (excluding GST).

CARRIED

Councillors Chesney and Manning voted in the negative

6.2.9 **METRO VANCOUVER HOUSING’S EXPRESSION OF INTEREST FOR THE DEVELOPMENT OF AFFORDABLE RENTAL HOUSING**

Corporate report dated March 30, 2020 from the Director of Planning and Development Services titled “Metro Vancouver Housing’s Expression of Interest for the Development of Affordable Rental Housing”.

2020-153

It was MOVED and SECONDED

THAT Council receives for information the corporate report dated March 30, 2020 from the Director of Planning and Development Services titled “Metro Vancouver Housing’s Expression of Interest for the Development of Affordable Rental Housing”.

CARRIED

The following discussion points were noted:

- This information should be forwarded to the Housing Task Force
- The water works yard at Oxford Street should be included as part of the City’s Facility Master Plan (area used to store fittings/equipment for the water utility)
- The water works yard could be a potential property for a land swap, noting it could be exchanged for building something else in the City (eg: affordable housing)
- Hodgson Park could be a suitable location for affordable housing.
Staff noted that would have to be reviewed as to how the City obtained the land (eg: if the City purchased using Development Cost Charges (DCC) then the funds would have to be paid back to the DCC park fund)

7. MINUTES AND RECOMMENDATIONS OF COMMITTEES

7.1 STANDING AND SELECT COMMITTEE MINUTES

- Governance and Legislation Committee – March 9, 2020
- Governance and Legislation Committee – March 12, 2020
- Governance and Legislation Committee – March 17, 2020
- Housing Advisory Committee – February 26, 2020
- Environmental Advisor Committee, March 5, 2020
- Water Community Advisory Panel – March 10, 2020
- Economic Development Advisory Committee – March 11, 2020
- Marine Drive Task Force – March 11, 2020
- Housing Advisory Committee – March 12, 2020
- Tour de White Rock Committee – March 12, 2020

2020-154

It was MOVED and SECONDED

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

- a) Governance and Legislation Committee – March 9, 2020;
- b) Governance and Legislation Committee – March 12, 2020;
- c) Governance and Legislation Committee – March 17, 2020;
- d) Housing Advisory Committee – February 26, 2020;
- e) Environmental Advisor Committee, March 5, 2020;
- f) Water Community Advisory Panel – March 10, 2020;
- g) Economic Development Advisory Committee – March 11, 2020;
- h) Marine Drive Task Force – March 11, 2020;
- i) Housing Advisory Committee – March 12, 2020; and
- j) Tour de White Rock Committee – March 12, 2020.

CARRIED

7.2

STANDING AND SELECT COMMITTEE RECOMMENDATIONS

7.2.1

The following recommendations have been brought forward from the **Governance and Legislation Committee** meeting held on March 9, 2020:

2020-155

It was MOVED and SECONDED S

THAT Council endorses the following policies as circulated:

- a) 137 – Terms of Reference – Economic Development Advisory Committee;
- b) 138 – Terms of Reference – Environmental Advisory Committee;
- c) 143 – Terms of Reference – Arts and Cultural Advisory Committee;
- d) 144 – Terms of Reference – Tour de White Rock Committee;
- e) 147 – Terms of Reference – Public Art Advisory Committee;
- f) 153 – Terms of Reference – White Rock Sea Festival Committee;
- g) 157 – Terms of Reference – Water Community Advisory Panel;
- h) 158 – Terms of Reference – Seniors Advisory Committee;
- i) 159 – Terms of Reference – History and Heritage Advisory Committee;
- j) 162 – Terms of Reference – Dogs on the Promenade Task Force; and
- k) 164 – Terms of Reference – Housing Advisory Committee.

CARRIED

2020-156

It was MOVED and SECONDED

THAT Council endorses Administration Policy 215 – Selection and Maintenance of Sister City / Friendship City Relationship as circulated.

CARRIED

2020-157

It was MOVED and SECONDED

THAT Council endorses the following policies as circulated:

- a) 111 – Council Policy No. 111 – Order of Proceedings
- b) 103 – Council Policy No. 103 – Policy Development
- c) 108 – Council Policy No. 108 – Deputy Mayor
- d) 122 – Council Policy No. 122 – Invitations to Mayor and Council
- e) 151 – Council Policy No. 151 – Use of Elected Official Office

CARRIED

2020-158

It was MOVED and SECONDED

THAT Council defers Committee Recommendations 7.2.2 - 7.2.7, as outlined below in red, and bring them back at upcoming Council regular / special meetings.

CARRIED

7.2.2 The following recommendations have been brought forward from the **Housing Advisory Committee** meeting held on February 26, 2020:

RECOMMENDATION #1: SHORT TERM RENTAL/ SECONDARY SUITE POLICY

THAT Council direct staff to incorporate the following as a mission statement for a future short term rental and secondary suite policy: Will support homeowners in developing short or long terms rentals that are safe and affordable for whomever is going to be occupying the unit(s).

RECOMMENDATION #2: NON-MARKET HOUSING

THAT Council direct staff to explore opportunities for partnerships in non-market housing.

7.2.3 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

THAT the Water Community Advisory Panel requests that Council consider requesting the 2018 Fire Underwriters Report; and,

THAT the report be provided to the Panel for information.

***Note:** This document was provided to the City with a notation it was confidential. It may have elements that are protected by the Freedom of Information and Protection of Privacy Act.*

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

THAT the Water Community Advisory Panel recommends that Council requests 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 Panel for information.

7.2.4 The following recommendations have been brought forward from the **Economic Development Advisory Committee** meeting held on March 11, 2020:

RECOMMENDATION #1: ROLE RECOMMENDATIONS FOR THE ECONOMIC DEVELOPMENT OFFICER POSITION

THAT Council **consider** the Economic Development Officer role be responsible for the following areas:

- Update the 2009 Economic Development Strategy;
- Undertaking a review of city regulations and bylaws related to business;

- Support the development of a work plan for the Economic Development Advisory Committee;
- Coordinate the implementation of recommendations from the Marine Drive Task Force;
- Establish and operate a business retention and expansion program; and,
- Investigate and pursue incentive programs, grants etc. for businesses in the City with a view to include making doing business in White Rock more affordable and enhance revenue opportunities.

RECOMMENDATION #2: COUNCIL-TO-COUNCIL MEETING WITH WHITE ROCK'S SISTER CITY LA CONNER, WASHINGTON

THAT Council consider the following questions for the upcoming Council-to-Council meeting with La Connor, Washington:

- What are the two (2) biggest challenges your business community faces?
- What are the two (2) biggest challenges you general community faces?
- How does the municipality support the business community?
- How did the community build its attraction as a destination where visitors travel for an hour or two (2) to spend the day?
- What community development support groups exist and how do they work together? For example, White Rock has a Chamber of Commerce, BIA, White Rock Tourism, Marine Drive Task Force and Economic Development Advisory Committee.
- What are your mid to long term goals for continued strengthening of the community?
- How has the neighbouring relationship with the Swinomish Indian Tribal Community helped or detracted you from reaching your goals?
- Do you have an Economic Development Officer and, if so, what is that person's role?
- How can the City of White Rock support La Connor with its economic development, and vice versa?

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

RECOMMENDATION #1: WATERFRONT ENHANCEMENT STRATEGY

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, beatification 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.

RECOMMENDATION #2: OFF-SEASON EVENTS ON MARINE DRIVE

THAT Council consider directing 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.

RECOMMENDATION #3: MARINE DRIVE TASK FORCE TERM

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

- 7.2.6 The following recommendations have been brought forward from the **Housing Advisory Committee** meeting held on March 12, 2020:

RECOMMENDATION #1: AFFORDABLE HOUSING PROJECT

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

RECOMMENDATION #2: BED & BREAKFAST BYLAW

THAT Council consider the City of Vancouver model for the bed and breakfast bylaw.

- 7.2.7 The following recommendations have been brought forward from the **Tour de White Rock Committee** meeting held on March 12, 2020:

RECOMMENDATION: MEN'S ROAD RACE START TIME

THAT Council receive and endorse the following recommendation from the Tour de White Rock Committee for information:

THAT the Tour de White Rock Committee move the Sunday Men's Road Race start time to 9:00 am.

8. **BYLAWS AND PERMITS**

8.1 **BYLAWS**

8.1.1 **BYLAW 2328 - WHITE ROCK SECONDARY SUITE SERVICE FEE BYLAW, 2012, NO. 2009, AMENDMENT NO. 6, 2019, NO. 2328**

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. Bylaw 2328 sets out the secondary suite service fee for 2020.

This Bylaw was introduced at the February 24, 2020 Council meeting and was deferred to the next meeting for further information. The corresponding corporate report is Item 6.2.5 on the agenda. This Bylaw received three readings at the March 9, 2020 Regular meeting and was presented for consideration of final reading.

2020-159 **It was MOVED and SECONDED**

THAT Council gives final reading to "*White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2020, No. 2328*".

CARRIED

8.1.2 **BYLAW 2318 - 2020 FEES AND CHARGES BYLAW, 2020, NO. 2318**

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. Bylaw 2318 introduces the proposed municipal fees for 2020. This bylaw received three readings at the March 9, 2020 Regular meeting and was presented for consideration of final reading.

2020-160

It was MOVED and SECONDED

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

8.1.3

THREE (3) BYLAWS REGARDING PARKING FINE ADJUSTMENTS

Section 264 of the *Community Charter* authorizes Council, by bylaw to: designate a bylaw which may be enforced by means of a form of ticket; designate bylaw enforcement officers for the purpose of enforcing bylaws; authorize the use of any word or expression on a form of ticket to designate an offence against a bylaw; and establish penalties for an offence against a designated bylaw.

These bylaws received three readings at the March 9, 2020 Regular meeting and were presented for consideration of final reading.

a)

BYLAW 2331 - STREET AND TRAFFIC BYLAW, 1999, NO. 1529, AMENDMENT NO. 7, 2020, NO. 2331

Bylaw 2331 provides for the regulation of traffic and the use of City streets and the charging and collecting of penalties for violations listed within the bylaw.

2020-161

It was MOVED and SECONDED

THAT Council gives final reading to “*Street and Traffic Bylaw, 1999, No. 1529, Amendment No. 7, 2020, No. 2331*”.

CARRIED

b)

BYLAW 2332 - TICKETING FOR BYLAW OFFENCES BYLAW NO. 1929, AMENDMENT NO. 9, 2020, NO. 2332

Bylaw 2332 sets out the bylaws, offences, enforcement officers and penalties in accordance with section 264 of the *Community Charter*.

2020-162

It was MOVED and SECONDED

THAT Council gives final reading to “*Ticketing for Bylaw Offences Bylaw No. 1929, Amendment No. 9, 2020, No. 2332*”.

CARRIED

c)

BYLAW 2333 - WHITE ROCK PARKING METER BYLAW, 1990, NO. 1216 AMENDMENT BYLAW, 2020, NO. 2333

Bylaw 2333 provides for the creation of metered spaces for parking purposes and the charging and collection of fees for the occupation of these spaces.

2020-163

It was MOVED and SECONDED

THAT Council gives final reading to “*White Rock Parking Meter Bylaw, 1990, No. 1216 Amendment Bylaw, 2020, No. 2333*”.

CARRIED

8.1.4 THREE (3) BYLAWS REGARDING PROVISIONS FOR THE REGULATION OF TRAFFIC AND THE USE OF CITY STREETS AND THE CHARGING AND COLLECTING OF PENALTIES FOR VIOLATIONS LISTED WITHIN THE BYLAW

The proposed bylaws were created by an inter-municipal working group to support the implementation of an Inter-Municipal Business Licence (IMBL) program for ride-hailing services, also recognized as transportation network services (TNS).

Bylaw 2334 proposes to help level the playing field between local taxi operators and the providers of ride-hailing or TNS services. Bylaws 2235 and 2236 pertain to a proposed agreement and business license.

These Bylaws received three (3) readings at the March 9, 2020 Regular meeting and were presented for consideration of final reading.

- a) **WRITTEN SUBMISSIONS**
An opportunity for public input through written submissions (questions/comments) has been made available to the public. Notice was published in the Peace Arch News on March 20 and March 26, 2020.

2020-164 **It was MOVED and SECONDED**
THAT Council acknowledges no submissions were received regarding the “Regulation of Traffic and the Use of City streets and the charging and collecting of penalties for violations listed within the bylaw”.
CARRIED

- b) **BYLAW 2334 - WHITE ROCK BUSINESS LICENCE BYLAW, 1997, NO. 1510, AMENDMENT, 2020, NO. 2334**

2020-165 **It was MOVED and SECONDED**
THAT Council gives final reading to “*White Rock Business Licence Bylaw, 1997, No. 1510, Amendment, 2020, No. 2334*”.

CARRIED

- c) **BYLAW 2335 - WHITE ROCK INTER-MUNICIPAL TRANSPORTATION NETWORK SERVICE (TNS) BUSINESS LICENCE AGREEMENT BYLAW, 2020, NO. 2335** **Page 270**
The proposed bylaw is to enter into an agreement among the participating municipalities regarding an Inter-municipal Transportation network Services Business Licence Scheme.

2020-166 **It was MOVED and SECONDED**
THAT Council gives final reading to “*White Rock Inter-Municipal Transportation Network Service (TNS) Business Licence Agreement Bylaw, 2020, No. 2335*”.

CARRIED

- d) **BYLAW 2336 - WHITE ROCK INTER MUNICIPAL TRANSPORTATION NETWORK SERVICE (TNS) BUSINESS LICENCE BYLAW, 2020, NO. 2336**
The proposed bylaw is to permit transportation network services to operate across jurisdictional boundaries thereby minimizing the need to obtain a separate municipal business licence in each jurisdiction.

2020-167 **It was MOVED and SECONDED**
THAT Council gives final reading to “*White Rock Inter Municipal Transportation Network Service (TNS) Business Licence Bylaw, 2020, No. 2336*”.

CARRIED

- 8.1.5 **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.

2020-168 **It was MOVED and SECONDED**
THAT Council gives first, second and third reading to “*Council and Committee Procedure Bylaw, No. 2232, 2018, Amendment No. 4, 2020, No. 2338*”.

CARRIED

9. **CORRESPONDENCE**

9.1 **CORRESPONDENCE - RECEIVED FOR INFORMATION**

2020-169 **It was MOVED and SECONDED**
THAT Council receives correspondence Items 9.1.1 – 9.1.4 for information:

- 9.1.1 Response letter dated February 28, 2020 from Hon. C. McKenna, Minister of Infrastructure and Communities, regarding the Fraser River Sanitary Sewer Crossing project for the District of Mission;
- 9.1.2 Copy of letter dated March 9, 2020 from Mayor Cote, City of New Westminster, to Prime Minister Trudeau regarding a National Pharmacare Program;
- 9.1.3 Copy of letter dated March 19, 2020 from Mayor Ranns, District of Metchosis, requesting First Responders be included in the category who is exempted in the direct contact requirement for COVID-19 Testing; and
- 9.1.4 Letter dated March 5, 2020 from C. Plagnol, Metro Vancouver Corporate Officer, regarding Invasive Species Education and Outreach Materials.

CARRIED

10. **MAYOR AND COUNCILLOR REPORTS**

10.1

MAYOR'S REPORT

Mayor Walker noted the following community events and information:

- Mar 11, Guest speaker at the Labour Studies Program, Faculty of Arts and Social Sciences, Simon Fraser University
- Mar 11, Council and Board of Education Liaison meeting, Surrey School District #36
- Mar 12, Mayors' Council on Regional Transportation's Joint Finance and Governance Committee
- Mar 12, Metro Vancouver Liquid Waste Committee
- Mar 12, Governance and Legislation Committee (RCMP Strategic Plan)
- Mar 25, Special Metro Vancouver Board of Directors' Meeting (electronically)
- Mar 27, Metro Vancouver Board of Directors' Meeting (electronically)

Mayor Walker made the following statement regarding the COVID-19 Pandemic:

I want to assure our residents and businesses that Council and City of White Rock staff are fully engaged in all aspects of the COVID-19 pandemic situation. We have been in continuous contact with our local elected officials, all levels of government, Health Authorities, Chamber and BIA. We have been working together tirelessly to address the rapidly evolving COVID-19 pandemic situation that we are currently in.

Locally, this has resulted in City Hall and Civic Facility closures to the public, the closure of the Pier and parking stalls at the waterfront, and the cancellation of events and meetings. We must do all we can to engage in social distancing, washing hands, keeping our surfaces clean, and staying at home as much as we can. This will reduce the impact this virus will have on our health and economy.

I would like to take this time to thank our elected leaders from all levels of government that are keeping us informed and are providing assistance and relief to citizens and businesses during these extraordinary times. I would like to thank the City of White Rock staff for their outstanding leadership, guidance and support.

Updated information will continue to be posted on the City of White Rock's website. The City will be holding Special Council Meetings weekly to discuss all matters related to the COVID-19 pandemic. These meeting will be live streamed and videotaped.

- *There will be "Facebook Live" sessions with the Mayor on Tuesday, March 31, Tuesday, April 7 and Wednesday, March 15 at 12:30 p.m. and I will be talking and responding to any Covid-19 inquiries.*
- *In addition, the South Surrey & White Rock Chamber of Commerce will be hosting Virtual Town Hall sessions with Elected Officials for all level of*

government to engage with Businesses at 10:00 a.m. on Friday, April 3, and with Residents that afternoon at 3:00 p.m.

10.2 COUNCILLORS REPORTS

Councillor Manning noted the following community events and information:

- Attended various meetings regarding the COVID-19 Pandemic, noting there is information/resources available to those who need

Councillor Fathers noted the following upcoming community event and information:

- Apr 3, There will be a virtual Town Hall meeting hosted by the South Surrey White Rock Chamber of Commerce. Membership not required to participate.

Councillor Kristianson acknowledged the Community for exercising Social Distancing.

10.2.1 METRO VANCOUVER BOARD IN BRIEF

None

11. MOTIONS AND NOTICES OF MOTION

11.1 MOTIONS

None

11.2 NOTICES OF MOTION

None

12. RELEASE OF ITEMS FROM CLOSED COUNCIL MEETINGS

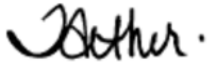
None

13. OTHER BUSINESS

14. CONCLUSION OF THE MARCH 30, 2020 REGULAR COUNCIL MEETING

The Chairperson declared the meeting concluded at 9:18 p.m.

Mayor Walker



Tracey Arthur, Director of
Corporate Administration

Stephanie Lam

Subject: Question and Answer Period

-----Original Message-----

From: Darlene. Cameron <dmcameron2@gmail.com>

Sent: Monday, March 30, 2020 7:41 PM

To: Clerk's Office <ClerksOffice@whiterockcity.ca>

Subject: Question and Answer Period

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

So did you really think closing off the parking would stop the walkers, etc and encourage social distancing? Small and short distance, thinking on the Council thought processes. Crescent Beach parking was full, and never saw anyone being anything but respectful to the distancing on the walk.

The very few businesses open on White Rock beach, had to be more than disgusted with this decision. Yah.....makes a person wonder....."what we're you thinking".

And we lost revenue on parkingwe do need some help with those taxes and fees, that seem to climb every year.

Darlene Cameron

Sent from my iPad

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: April 6, 2020

TO: Mayor and Council

FROM: Colleen Ponzini, Director of Financial Services

SUBJECT: Water Services Bylaw, 2015, No. 2117, Amendment No. 7, Bylaw, 2020, No. 2339

RECOMMENDATION

THAT Council receive for information the corporate report dated April 6, 2020, from the Director of Financial Services, titled “Water Services Bylaw, 2015, No. 2117, Amendment No. 7, Bylaw, 2020, No. 2339.”

INTRODUCTION

The purpose of this corporate report is to introduce “Water Services Bylaw, 2015, No. 2117, Amendment No. 7, Bylaw, 2020, No. 2339,” which is presented for consideration of first, second and third readings.

PAST PRACTICE/POLICY/LEGISLATION

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.

ANALYSIS

While the Provincial Health Officer of British Columbia has declared a public health emergency in relation to the COVID-19 pandemic, the City is looking for ways to aid our residents, businesses, and community members. The “Water Services Bylaw, 2015, No. 2117, Amendment No. 7, Bylaw, 2020, No. 2339” proposes an extension of the quarterly water utility bill’s due date to 60 days from the date of the issue, instead of the usual 30 days, to provide a longer time period for customers to pay their water utility bill. This change is to remain in place until the Provincial Health Officer of British Columbia lifts the public health emergency declared under the *Public Health Act*.

BUDGET IMPLICATIONS

Changing the due date to allow customers more time to pay is likely to negatively impact the water utility penalty revenue which is currently budgeted at \$24,000 for 2020.

CLIMATE CHANGE IMPLICATIONS

There are no direct environmental or climate action effects related to this proposed bylaw.

CONCLUSION

It is recommended that “Water Services Bylaw, 2015, No. 2117, Amendment No. 7, Bylaw, 2020, No. 2339” be given first, second and third readings.

Respectfully submitted,



Colleen Ponzini, CPA, CGA
Director of Financial Services

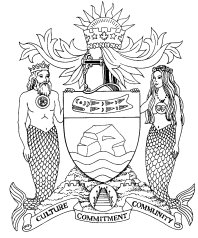
Comments from the Acting Chief Administrative Officer

This corporate report is provided for information and to introduce amendments to the Water Services Bylaw.



Dan Bottrill
Chief Administrative Officer

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: April 6, 2020

TO: Mayor and Council

FROM: Colleen Ponzini, Director of Financial Services

SUBJECT: Potential Financial Impacts on the City of White Rock’s 2020 – 2024 Financial Plan

RECOMMENDATION

THAT Council receive for information the corporate report dated April 6, 2020, from the Director of Financial Services, titled “Potential Financial Impacts on the City of White Rock’s 2020 – 2024 Financial Plan.”

INTRODUCTION

The purpose of this corporate report is to inform Council of the potential financial impacts of the global health crisis related to the COVID-19 pandemic on the City of White Rock’s 2020 – 2024 Financial Plan.

PAST PRACTICE/POLICY/LEGISLATION

At this time Financial Services staff are working towards fulfilling the requirements set under the Community Charter which requires that the 2020 to 2024 Financial Plan Bylaw be adopted before the property tax rate bylaw is adopted. The property tax rate bylaw must be adopted prior to May 15, 2020.

ANALYSIS

On March 23, 2020, Council requested an update to determine if changes to the proposed 2020 – 2024 Financial Plan should be made to assist the community in dealing with the impact during this global health crisis. In response, Finance staff has been working with departments to identify areas that are likely to be impacted and to prepare estimates to provide Council with an understanding of the magnitude of the impacts. As there are numerous possible scenarios in this unprecedented situation, for this corporate report, staff were asked to provide high level estimates that project out to May 31, 2020.

Potential Financial Impacts on the City’s Financial Plan

Decreased Revenues

The following revenue streams are expected to be negatively impacted financially by the global health crisis. Some will be a direct result of the City’s response to the crisis and some are a

result of external decisions and activities in local and global communities. Estimates of these revenue reductions are meant to convey the magnitude of the potential impacts.

1. Recreation and Culture program and facilities rentals due to program cancellations and facility closures. Decrease by \$500K (25% of the 2020 budget).
2. Parking Revenues due to closure of waterfront parking and reduced parking enforcement. Decrease by \$900K (30% of the 2020 budget).
3. Sidewalk permits due to enforcement of health regulations. Decrease by \$40K (100% of the 2020 budget).
4. Investment Interest due to decreasing interest rates. Decrease by \$300K (20% of the 2020 budget).

Water Utility Due Dates

The City normally issues water utility bills every three (3) months with a due date of 30 days from the date of issue before incurring a 5% penalty. We are currently making changes that will extend the due date to 60 days from the date of issue before incurring a penalty to assist the community with being able to make their payments.

Increased Expenses

While the following types of expenses are likely to be negatively impacted by the global pandemic crisis, some of the cost may be recoverable through the Provincial Emergency Management BC (EMBC) Program. Eligible expenses for the COVID-19 pandemic crisis are generally described by the EMBC as those that support the Province in dealing with the crisis. Finance staff will be collecting and submitting the claims through the City's Emergency Operations Centre (EOC).

Staff are also working to realign resources where possible to address the shift in the requirements that will help to minimize the financial impact on expenses.

1. Incremental costs associated with activating an EOC.
2. Closing and securing access to the White Rock Pier.
3. Communications such as notifications and signage.
4. IT systems and support to deal with the move to virtual workplaces during the pandemic crisis.
5. Staff support in areas of critical essential services.

Property Taxes and Utilities

The City's main source of revenues are property taxes and utility rates levied to property owners in May, with a due date of the first business day in July. The property owners are also levied for services by other levels of government at the same time. Any unpaid balances on the first due date are normally subject to a 5% penalty and an additional 5% penalty is charged on the unpaid balance that is outstanding after the second due date, which is approximately mid-August.

In cooperation with neighbouring municipalities, staff are trying to determine what relief can be provided to tax payers either through government programs such as the Provincial Property Tax Deferment Program (PPTDP), extension of due dates, and / or reduction of penalty rates for late payments. It is necessary to receive direction from senior levels of government as they control the PPTDP and set the due dates for municipalities to submit the levies collected on their behalf. If they do not extend their due dates, it would be problematic for the City to extend the due dates

to property owners and still submit the payments to the other levels of government as the funds may not have been collected.

We hope to have some guidance on these issues soon and that the guidance will enable us to be consistent and fair in the application of any changes that could assist the community during this COVID-19 pandemic crisis.

CLIMATE CHANGE IMPLICATIONS

The issues described in this corporate report has no climate change implications.

CONCLUSION

The information in this corporate report has been prepared in an environment where issues and directives are rapidly changing. As we focus our efforts to assist our community in dealing with this global pandemic crisis, we continue to assess our actions to ensure they are in alignment with the direction from senior levels of government and as a means to guide us on further actions we can take to minimize the impacts on our community and the economy.

At this time, staff recommend bringing forward the revised 2020 – 2024 Financial Plan that incorporates changes that were communicated to Council on February 18, 2020. These were changes that were anticipated prior to the global pandemic crisis such as capital carry forwards and storm damage in the Duprez Ravine and those that had been previously approved by the Finance Committee.

It is expected that the City will experience budget variances due to the global health pandemic crisis related to COVID-19. Some of those variances will become clearer in the coming weeks. Staff will prepare a Financial Plan Amendment for Council's consideration towards the end of April. In the meantime, staff will continue to monitor and update Council related to financial impacts and seek Council's direction.

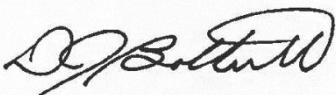
Respectfully submitted,



Colleen Ponzini, CPA, CGA
Director of Financial Services

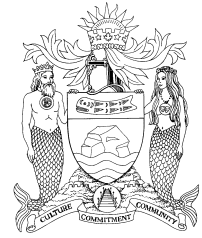
Comments from the Chief Administrative Officer

This corporate report is provided for information.



Dan Bottrill
Chief Administrative Officer

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: April 6, 2020
TO: Mayor and Council
FROM: Carl Isaak, Director of Planning and Development Services
SUBJECT: Housing Needs Report - Funding Application to UBCM

RECOMMENDATIONS

THAT Council:

1. Receive for information the corporate report dated April 6, 2020, from the Director of Planning and Development Services, titled “Housing Needs Report – Funding Application to UBCM;”
 2. Pass a resolution indicating support for the current proposed activities (work plan) and willingness to provide overall grant management if awarded funding; and
 3. Authorize staff to finalize and submit the application package to UBCM as presented in Appendix A to this corporate report.
-

INTRODUCTION

The purpose of this corporate report is to introduce Council to a funding opportunity offered by the Union of BC Municipalities (UBCM) to assist local governments in the completion of housing needs reports. The preparation of housing needs reports is a requirement of the Province and is intended to help municipalities identify and seek to address areas of local housing need. The amount of funding available to municipalities is based on the total population of the municipality; the City of White Rock would qualify for a maximum of \$30,000.

This corporate report includes a draft copy of the completed 2020 Application Form (see Appendix A). The Form includes an overview of the project work plan (activities), means of data collection and analysis, a detailed project budget, and a planned approach to community consultation and public engagement.

It is noted that while the original submission deadline for this funding intake was May 1, 2020, UBCM has recently announced a postponement to the program as a result of the on-going COVID-19 pandemic crisis. It is understood that submissions can still be made to UBCM but the processing will not occur until after the posting of an updated intake deadline. The UBCM website notes that “this will likely be the final intake of this funding program.”

PAST PRACTICE / POLICY / LEGISLATION

In 2019 the Province passed legislation requiring local governments to collect and analyze demographic and housing-related data to identify current and anticipated housing needs and to articulate those needs in the preparation of a Housing Needs Report. The legislation requires that

such reports be completed by April 2022 and updates to the report occur every five (5) years thereafter. In support of this initiative, the above-noted UBCM funding program was launched along with the creation of a website by the Ministry of Municipal Affairs and Housing (MMAH) to help administer the collection and distribution of data.

The requisite components of a Housing Needs Report, as defined in the legislation, are outlined in *B.C. Regulation 205/19, Housing Needs Report Regulation*. The Regulation provides that Housing Needs Reports must include data pertaining to, amongst other information:

- current and projected population;
- breakdown of population by age group;
- migration trends;
- number of workers in the labour force (i.e., jobs);
- percentage of workers by industry (i.e., job mix);
- participation in the labour force and unemployment rates;
- commuter behavior (e.g., drivers, passengers, transit riders, etc.);
- proportion of households by tenure (i.e., ownership versus rental households);
- proportion of subsidized rental households;
- new home construction (i.e., ownership versus rental);
- household size (i.e., persons per household and bedrooms per household);
- dwelling unit mix (e.g., single detached homes, townhouses, apartment units, etc.);
- household income and measures of housing affordability; and
- rental housing supply, rental vacancy, and rent rates;

In addition to providing an outline of the data listed above, and the trends between periods of data collection, the regulation requires that municipalities include “a statement about current and anticipated needs for each of the following:

- (i) affordable housing;
- (ii) rental housing;
- (iii) special needs housing;
- (iv) housing for seniors;
- (v) housing for families; and
- (vi) the number of beds in shelters for individuals experiencing homelessness and the number of housing units for individuals at risk of experiencing homelessness.”

The work plan introduced in the funding application (Appendix A) is structured to satisfy the requirements of B.C. Regulation 205/19 while also allowing the City of White Rock to build relationships with those engaged in local housing matters and, in doing so, to gain an understanding of the current and anticipated housing needs amongst those listed above.

ANALYSIS

It is noted that Metro Vancouver has provided a considerable amount of support to municipalities in collecting and disseminating the data required by the Province. In February 2020, Metro Vancouver provided the City with a spreadsheet containing a snapshot of the data listed above. This snapshot does not illustrate the trends between data sets nor does it explain the conditions

that may be causing the trends. Recognizing this limitation, the project work plan includes tasks tied to the preparation of figures that will help illustrate the trends. Further, it is anticipated that different datasets (e.g., change in household income versus change in household values) will be set against one another to help in the evaluation of factors influencing observed trends. In addition to the analysis of trends, City staff will undertake a comprehensive program of community and key stakeholder engagement to further our understanding of the nuances that exist behind the numbers.

Section 7 of the funding application (Appendix A) outlines the proposed activities to be employed in preparing the housing needs report, including reference to the means by which the public and specific agencies will be engaged throughout the process. Section 9 of the application identifies the specific groups and agencies to be consulted in undertaking the work. As outlined in the application, the City will consult with planning and housing staff at the City of Surrey to garner a better understanding of the work Surrey is doing to address identified housing needs, many of which are likely to cross jurisdictional boundaries. The Semiahmoo Town Centre Plan will, for example, influence the future supply of housing in the catchment area of the City of White Rock and will be of particular interest in evaluating efforts to address housing need.

A representative of Semiahmoo First Nation (SFN) has been consulted in preparing the work plan for this undertaking. SFN will be an important partner in identifying the housing-related needs of First Peoples in the community. Other community partners to be engaged in this project include non-profit service providers, health authorities, and agencies that work with vulnerable populations. To date, City staff have consulted representatives of BC Housing, the Fraser Health Authority, Options Community Services, Peninsula Homeless to Housing Task Force (PH2H), Sources Community Resource Centres, Semiahmoo House Society, and Vancity Community Foundation to make them aware of the upcoming work plan for this undertaking and to solicit their feedback on the means of engagement proposed. Letters of support from these agencies have been requested to support the City's submission to UBCM.

Working with non-profit, and for-profit, developers will also be important in identifying and evaluating strategies that may be used to address some of the housing challenges evident in the community. These strategies may include funding mechanisms, partnership arrangements, and regulatory amendments that could enable projects that would otherwise be unviable to proceed. While much of the focus of this work will be geared towards identifying current housing needs, key stakeholder workshops and related interviews will allow City staff to identify some of the opportunities or strategies that ought to be employed to support housing projects in White Rock.

The UBCM application has been reviewed against, and satisfies, the application requirements as set out in an accompanying guide prepared by UBCM. The funding, if received, will allow the City to retain a consultant with expertise in facilitation and, more specifically, working with vulnerable populations. It is anticipated that, through engagement with key industry stakeholders, specific members of the community, or specific community groups, will be identified. These individuals and groups would be engaged by the consultant, either through one-on-one interviews or other means, to understand real, lived-experience, as it relates to local housing challenges and issues. The narrative offered throughout the housing needs report will draw from data and the feedback received through broad public engagement, as well as more personal conversations with vulnerable members of the community.

BUDGET IMPLICATIONS

Appendix A to this corporate report includes a detailed project budget. The budget identifies the role of City staff in addition to the role of consultants to be retained for this undertaking. It is anticipated that the cost of the consultant will be approximately \$29,800, disbursements

including publication (printing) of a graphically enhanced housing needs report and materials supporting public engagement will be approximately \$2,000. In addition, extra cost of staff time, being that which extends beyond regular duties, will be approximately \$1,000; staff time is associated with attending public open houses during the evening and community pop-ups likely to take place on weekends. In the event that the City is awarded the full amount of eligible funding, or that sufficient to cover the additional costs tied to this undertaking (i.e., \$32,800), there would be no budget implications to the City. If the City is not awarded the funding, however, the consultant fees and additional staff time may necessitate adjustments to the corporate budget.

CLIMATE CHANGE IMPLICATIONS

There are no anticipated climate change impacts resulting from this work.

CONCLUSION

In 2019 the Province introduced legislation that requires municipalities to prepare housing needs reports. To support this requirement, the Province has made funding available through the administration of UBCM. This corporate report presents Council with a draft funding application package that, if successful, will help offset the costs of preparing a housing needs report.

Due to the ongoing COVID-19 pandemic crisis, UBCM has postponed its funding intake, potentially until the Fall of 2020. The ability to retain a consultant to support this project is in large part dependent on the receipt of funding from UBCM. In the event that funding is not made available, or is made available in the latter part of 2020, it is likely that much of Phase II of the project work plan, as outlined in Appendix A, would be deferred. The amount of time allocated to each task in Phase II would remain unchanged yet the initiation of the work would be postponed until either funding is received from UBCM or Council, perhaps within the context of the 2021 Financial Plan.

It is recommended that the City authorize staff to submit the enclosed application package to UBCM and that a resolution be passed indicating support for the work plan, and oversight of the project budget.

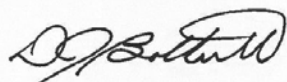
Respectfully submitted,



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

Housing Needs Reports Program 2020 Application Form

Please complete and return the application form and all required attachments. All questions are required to be answered by typing directly in this form. If you have any questions, contact lgps@ubcm.ca or (250) 952-9177. Applications must be received no later than May 1, 2020.

SECTION 1: Applicant Information	AP- <i>(for administrative use only)</i>
Local Government: City of White Rock	Complete Mailing Address: 15322 Buena Vista Avenue, White Rock, BC V4B 1Y6
Contact Person: Greg Newman	Position: Manager of Planning
Phone: 604-541-2142	E-mail: gnewman@whiterockcity.ca

*Contact person must be an authorized representative of the applicant.

SECTION 2: <u>For Regional Projects Only</u>
<p>1. Identification of Planning Areas. For all regional projects, please list all of the planning areas included in this application (partnering municipalities, electoral areas, and local trust areas). If any planning areas are outside of the primary applicant's jurisdiction, please identify the partnering local governments. Refer to Section 3 in the <i>Program & Application Guide</i> for more information and requirements for regional projects.</p> <p>NA</p>
<p>2. Rationale for regional project. Please provide a rationale for developing Housing Needs Reports as a regional project, including how this approach will support improved understanding of housing needs and cost-efficiencies in the total grant request.</p> <p>NA</p>

SECTION 3: Project Summary
<p>3. Title & Area of the Project.</p> <p>Project Title: White Rock Housing Needs Report</p> <p>Planning areas (municipalities, electoral areas, and local trust areas) that will be included in the report: City of White Rock</p>
<p>4. Project Cost & Grant Request.</p> <p>Total Project Cost: \$32,800.00 Total Grant Request: \$30,000.00</p>

Have you applied for or received funding for this project from other sources? If yes, please list:

No

5. Project Summary. Provide a summary of your project in 150 words or less.

The City of White Rock is committed to preparing a housing needs report so as to identify, and address, areas of local housing need. This initiative will be particularly important in responding to segments of the housing continuum where housing needs are not likely to be met by the private sector (e.g., seniors living on a fixed income requiring subsidized housing, residents experiencing homelessness requiring shelter beds, etc.).

The housing needs report will draw from a variety of data sources, being those outlined in the legislation (BC Reg. 205/2019), and others that may emerge through collaboration with non-profit housing providers, White Rock residents, Semiahmoo First Nation, and our institutional partners at the Fraser Health Authority and the City of Surrey, among others.

The preparation of a housing needs report marks the first step towards building a dynamic framework for the monitoring of local housing needs now and into the future.

SECTION 4: Detailed Project Information

6. Existing Housing Needs Reports. If any of the planning areas included in this application already have a completed Housing Needs Report (or similar), please identify the name and date of the report(s).

The City of White Rock published a Community Profile in 2018. The Profile includes demographic and housing data from the 2016 Census. The data as presented in the Profile will be further evaluated in the preparation of the City's Housing Needs Report. The Profile can be found on the City of White Rock webpage (www.whiterockcity.ca).

Metro Vancouver has also shared with the City of White Rock a preliminary compilation of data as required by the B.C. Regulation. This data will be presented in graphs to highlight trends and, in doing so, enable a broad public conversation regarding the factors contributing to such trends.

7. Proposed Activities. What specific activities will be undertaken as part of the proposed project? Refer to Sections 4 and 5 of the *Program & Application Guide* for funding requirements and eligibility.

A project work plan for the preparation of the Housing Needs Report is provided as an attachment to this application. Generally, the project will be executed in four (4) phases:

- Phase I - Data Collection & Analysis;
- Phase II - Consultation;
- Phase III - Reporting; and
- Phase IV - Council Endorsement

Subtasks associated with each phase of the project, including reference to the level of effort and the team member responsible for each task, is outlined in the work plan along with an anticipated project timeline and a detailed project budget. Please note that while a Gantt chart has been provided with specific dates, the ability to initiate work within each phase will be dependent on the availability of funding and, in light of the on-going COVID-19 crisis, the appropriateness of hosting gatherings. The time allocated to each task is accurate however it is requested that UBCM consider the start and end date of the tasks somewhat flexible.

At the outset of this undertaking a project webpage will be created. The webpage will be used throughout the course of the project to help distribute information (e.g., preliminary reports, presentations and engagement summaries), to advise of upcoming opportunities to participate in scheduled activities, and to enable different means of digital engagement. Throughout the course of Phase II, the City will host a White Rock Housing Survey and other means of digital engagement potentially including webinars and a Q&A forum.

Towards the end of August, three "key stakeholder" workshops will be held. These workshops will be tailored to soliciting feedback from 1) non-profit housing and related service providers; 2) members of the development community; and 3) representatives of local institutions and Semiahmoo First Nation. Each of the three workshops will take place during regular business hours. A public open house, held in the evening, will follow each of the three workshops and will be geared towards soliciting feedback from the broader public. While the project budget does not include the cost of staff time, it is estimated that non-salaried employee time, extending beyond the regular duties of the individuals, will amount to approximately \$1,000 dollars.

The work plan for this project recognizes the involvement of consultants with expertise in facilitation and, specifically, working with vulnerable populations. The consultants retained for this project will be expected to support the stakeholder workshops with the goal of identifying members of the community that may not otherwise be engaged in the project (e.g., the clients of local non-profit housing providers, young workers in the community, First Peoples, those experiencing homelessness, etc.). These community members will be contacted by the consultant to arrange for telephone or in-person interviews, as appropriate. The intent of these interviews will be to compile a better understanding of those with "lived experience" as it relates to the local housing challenges believed to exist in White Rock. The results of these interviews will be incorporated into the Housing Needs Report so as to support a personal narrative. The interviews may also shed light on some of the challenges associated with finding housing and/or housing supports in the community. It is anticipated that consultant fees related to this project will amount to approximately \$29,800 dollars.

Finally, several community pop-ups will be used during local events to solicit feedback from those who may not otherwise be able to attend or participate in an evening or weekday engagement event; note that these events will be subject to limitations that may be linked to COVID-19. All of the information compiled from the survey, workshops, open houses, stakeholder interviews and pop-ups will be evaluated by the project team to identify recurring trends and issues that, on balance, warrant further evaluation in the advancement of strategies that can be used to address areas of need.

The final deliverable will be the creation of a Housing Needs Report that not only satisfies the requirements of the legislation but also points to some of the shortfalls in the current housing situation in the City. Moving beyond the preparation of this Report will be the creation of a work plan for the evaluation of strategies that may be used to address areas of local housing need. As outlined in Phase IV of the work plan, the final housing needs report will be presented to Council alongside a strategies work plan to ensure that momentum related to this undertaking can be carried into 2021. Once Council has endorsed the Housing Needs Report a copy of the document will be posted to the City of White Rock webpage. It is anticipated that additional costs (\$2,000 dollars) may be incurred in order to retain outside support for graphic enhancement and publication.

The total costs outlined herein, and requested through this funding application, amount to \$32,800 dollars.

- 8. Data Collection, Compilation & Analysis.** Do you intend to collect data (either qualitative or quantitative, i.e. community-based surveys) in addition to the datasets that will be made available at no cost via the Ministry of Municipal Affairs & Housing? If so, please describe what specific data you intend to collect and how you intend to use this information?

A community survey will be prepared to solicit both quantitative and qualitative information regarding local housing needs and interests. For example, the survey will seek to identify the size of household with age-related information that may point to situations where multi-generational households exist; information regarding the age of the household maintainer and the income of the household (perhaps pointing to instances of households where the maintainer is living on a fixed income); information regarding the anticipated type of housing needed in the short term (5-10 years) and long term (20-30 years); and, some indication of the barriers that may have been experienced when looking for housing in White Rock (e.g., lack of form of housing desired, lack of nearby employment opportunities, cost too high, etc.).

The survey will provide two separate streams of questions, one tailored to renters and the other to owners. The surveying platform will allow for the cross-tabulation of responses which may allow for additional insights to be gained from otherwise one-topic questions (e.g., how many single-parent families are living in a home that is too small for their needs, perhaps due to lacking supply and/or costs). In addition to the survey, other tools available on the City's web platform may be leveraged to add to our understanding of local housing needs. For example, the platform has a "storymap" function which allows participants to drop a "pin" overtop of places in the City which can then be linked to specific datasets or stories. This function may be leveraged to identify areas where alternative forms of housing ought to be considered by the City or, perhaps, where specific community amenities are needed to address shortfalls in the services and facilities made available to residents (e.g., schools, parks, transit stops, etc.).

- 9. Community Consultation & Public Engagement.** Please indicate how you intend to consult, engage, or collaborate with the following and what specific role they will play in the proposed activities. If possible, please identify the specific agencies or organizations you intend to work with.

Neighbouring local governments: City of Surrey planning staff have been consulted in the preparation of this application. The aforementioned workshop will be used to solicit feedback from the City regarding housing trends and projections which have the potential to influence housing conditions in White Rock. The City of Surrey is currently undertaking a community planning project for the Semiahmoo Town Centre. The project has the potential to influence the supply of varying forms of housing within the catchment area of the City of White Rock. Understanding how this project may influence housing conditions in White Rock will be important in evaluating strategies to address local, and cross-jurisdictional, housing need.

First Nations and local Indigenous organizations: Semiahmoo First Nation has been consulted in the preparation of this application, and specifically the vetting of the project work plan, and will be invited to participate in the aforementioned key stakeholder workshop. Further, it is anticipated that one-on-one meetings will be held with Semiahmoo First Nation representatives to explore strategies to address housing needs that may be unique to First Peoples.

Non-profit service providers, health authorities, and/or post-secondary institutions: The City of White Rock has reached out to several agencies to initiate discussions regarding the preparation of a White Rock housing needs report and to receive early feedback on the work plan, particularly the planned means of community engagement. Agencies consulted to date include: BC Housing, Fraser Health Authority, Options Community Services, Peninsula Homeless to Housing Task Force (PH2H), Sources Community Resource Centres, Semiahmoo House Society, and Vancity Community Foundation. These agencies will be invited to the key stakeholder workshop referenced in the work plan. Additional meetings and other means of engagement may also be pursued to ensure opportunities for collaboration are realised.

Non-profit or for-profit development sector: Members of the local for-profit development sector will be invited to the aforementioned key stakeholder workshop. These include the proponents of freehold and rental tenure projects currently planned, or under construction, in White Rock (e.g., Porte Group, WestStone Group, Centre to Centre Construction/Mahdi, Forge Properties,

Oviedo, etc.). Members of the non-profit development sector will also be invited to workshops and will be consulted by way of one-on-one meetings, where appropriate.

Vulnerable populations (e.g. individuals experiencing homelessness, those at risk of experiencing homelessness, youth, seniors, new immigrants or refugees, etc.): The agencies referred to above, and others identified throughout the preparation of the housing needs report, will be consulted to identify members of vulnerable populations who have specific housing needs. The consultant retained to support this undertaking will then be asked to reach out to these vulnerable populations (people) to have personal, one-on-one meetings or telephone calls, to garner a better understanding of impediments to secure housing and opportunities that may enable improved access to housing supports and services (e.g., subsidies, social and mental health services, shelter beds, etc.).

Other: Other groups and agencies will be consulted throughout the implementation of a multifaceted engagement strategy and, where appropriate, adjustments will be made to the strategy to ensure all those wishing to participate in the preparation of the housing needs report are enabled to do so (e.g., for example, this may be as simple as having City planning staff attend retirement and assisted living homes to have a coffee chat about their housing needs or the needs of their children and/or grandchildren).

10. Capacity Building. Please describe any training and/or capacity building activities you plan to undertake to support your local government's ability to complete and make use of future housing needs reports.

The preparation of the Housing Needs Report will allow for skills development in a number of areas including: graphical representation of data, public consultation techniques, working with vulnerable populations, and public speaking. The City of White Rock will look to create a document that is graphically well laid out and easy to interpret by the public. To this end, efforts will be made to leverage the use of illustrative programs such as In-Design and ArcGIS to prepare enhanced content and thematic maps as accompaniments to the figures and tables.

11. Additional Information. Please share any other information you think may help support your submission.

The City of White Rock is excited to have this opportunity to collaborate with our local housing partners, and the Province, in the preparation of a housing needs report. The report will be used as the foundation upon which strategies will be developed to address areas of local housing need. Future iterations of the report will draw from the 2021 Census and other data sources thereby allowing the City to monitor its progress towards improving housing conditions.

The City is currently in the process of undertaking a review of its Official Community Plan and, specifically, efforts to address the affordability of housing in the community. On-going public discussions regarding this matter will provide an opportune segway into discussions that will support the preparation of a housing needs report.

SECTION 4: Required Attachments

Please submit the following with your application:

- Council, Board, or Local Trust Committee Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management;

- Detailed project budget;
- For regional projects only:* Each partnering local government must submit a Council, Board, or Local Trust Committee resolution indicating support for the primary applicant to apply for, receive, and manage the grant funding on their behalf;

Resolutions from partnering applicants must include the language above.

- Optional: Up to five letters of support as evidence of partnership or collaboration with community organizations and/or other local groups.

Submit the completed Application Form and all required attachments as an e-mail attachment to lgps@ubcm.ca and note "May 2020 Housing Needs Reports" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

SECTION 5: Signature. Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC.

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within the applicant’s jurisdiction (or appropriate approvals are in place).

Name:	Title:
Signature:	Date:

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities
 E-mail: lgps@ubcm.ca Mail: 525 Government Street, Victoria, BC, V8V 0A8

White rock - Housing Needs Report

Task	Mgr	Staff	Lead	Support	Admin	Start	End
Project Management							
I. Data Collection & Preliminary Analysis							
... collection of data as required by BC Reg. (e.g., MASH website, Statistics Canada, BC Housing, etc.)	104		10	2	2		
... preparation of figures, graphs, and tables	30						
... identify review of project progress	30						
... writing of a narrative to accompany the data	20		6	6	6		
... preparation of a Power Point highlighting key findings	9		6	6	6		
II. Consultation							
... Presentation to Housing Task Force	2						
... Preparation of Housing Needs Survey	4		8	4	8		
... Preparation of Communications Materials for Public Consultation (incl. dedicated project webpage)			8	8	8		
... Hosting of the Survey			30	8	8		
... Utilize data Populations (by alignment in census, phone or in person)	13						
... Stakeholder Workshop #1 (Non-Profit Housing Providers) & 1st Public Open House	0	2	15	5			
... Stakeholder Workshop #2 (Development Community) & 2nd Public Open House	16	16	8	8	8		
... Stakeholder Workshop #3 (Institutional & First Nations) & 3rd Public Open House	16	16	8	8	8		
... Community Eng. Plan	8	8	8	8	8		
III. Reporting							
... preparation of first draft of report - linking raw data to public feedback (incl. graphics)	4	20	16	12	30		
... pulling of data into report	0	0	2				
... review of comments	4		2				
... revisions							
IV. Council Endorsement							
... Summary of issues of local housing need	8						
... Preparation of work plan for roll out of strategies to address need	4	8	4				
... Presentation of report (housing needs) and work plan for strategies implementation	4	28	8				
... Council receipt of report and endorsement of work plan (strategies)	4						
... Publication of housing needs report on City of White Rock webpage	4		1				
Sub-Total (hours)	78	391	102	51	99	57	78
Sub-Total (cost)	0	0	0	24850	7980	7020	7020
Disbursements (printing, graphic design, hosting of survey, etc.)						3521	3521
TOTAL						3521	3521

**THE CORPORATION OF THE
CITY OF WHITE ROCK**

BYLAW 2337



A Bylaw to amend the Council and Committee Procedure Bylaw, 2018, No. 2232
in regard to electronic participation by Council members.

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

1. Add as a new section 17 titled Electronic Participation by Council Members as follows:

Electronic Participation by Council Members

17. (1) A Council Member who is unable to attend a Regular, Special or Standing Committee meeting (Council Meeting) in person may, but are not required to, participate in the Council Meeting by electronic or other communication means if:

- the facilities enable the other Council Members to hear and be heard by the Council Member; and
- except for any part of the Council Meeting that is closed to the public, the facilities enable the public to hear, or watch and hear, the Council Member.

- 17.(2) A Council Member is not obligated to participate in a Council meeting if they are ill, on vacation or away on other business. This provision is included to accommodate a circumstance where a Council meeting is to be held and the Council Member wishes to be afforded the opportunity to participate.

17. ~~(32)~~ A Council Member who intends to participate in a Council Meeting by electronic or other communication means shall give the Director of Corporate Administration notice of this intention at least 48 hours prior to the Council Meeting. The Director of Corporate Administration or designate shall, as soon as reasonably possible thereafter, provide the Council Member with instructions on how to connect to and participate in the Council Meeting by electronic or other communication means.

17. ~~(43)~~ A Council Member who intends to participate in a Council Meeting by electronic or other communication means shall be deemed to be present at the meeting and counted towards being in attendance.

17. ~~(54)~~ The Chairperson of the meeting must not participate by electronic means.

17. ~~(65)~~ A physical quorum must be present at any Council meeting where a member is attending electronically.

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- 17. ~~(76)~~ A Council Member who intends to participate in a Council Meeting by electronic or other communication means may do so for a maximum of three (3) scheduled Council meeting days per calendar year. ~~u-~~ Unless in the circumstance permission by majority vote of Council / Standing Committee members present permit relaxation of this item.

 - 17. ~~(87)~~ The Council Member shall verbally advise Council when they join the Council meeting and when they leave the Council meeting

 - 17. ~~(98)~~ A Council Member who intends to participate in a Council Meeting by electronic or other communication means, shall vote audibly so that their vote can be recorded in the minutes..

 - 17. ~~(109)~~ When a Council Member participates in a Council Meeting by electronic or other communication means the Chairperson shall ensure to repeat the results of each vote, including the names of Council Members voting in favour and opposition, immediately following each vote.
- 2. The Council and Committee Procedure Bylaw will be renumbered following the new section 17 accordingly.

 - 3. This Bylaw may be cited for all purposes as the “*Council and Committee Procedure Bylaw, No. 2232, 2018, Amendment No. 3, 2020, No. 2337*”.

RECEIVED FIRST READING on the	day of,	2020
RECEIVED SECOND READING on the	day of,	2020
RECEIVED THIRD READING on the	day of,	2020
PUBLISHED in the Peace Arch News on the	days of,	2020
RECEIVED FINAL READING on the	day of ,	2020

MAYOR

DIRECTOR OF CORPORATE ADMINISTRATION

Dear Mayor and Council Members of
the City of White Rock

Re: Amendment to Bylaw 2232, 2018

Amendment No. 3, 2020, No. 2337

Please consider the following facts in your decision:

Facts:

1. Artificial intelligence is software that writes itself.
2. Artificial intelligence thrives undetected in digital environments.
3. Artificial intelligence cognitively infiltrates humans in sophisticated ways beyond our comprehension.
4. Artificial intelligence in our channels of human communication may convincingly intercept proper news and interject news that is not in our best interests, for example, possibly foreign interests.
5. If you do not completely understand the sophisticated capabilities of artificial intelligence effect on crowd psychology, I do not believe you are in a good position to decide to use digital communication for important decision-making affecting people's lives.
6. The covid is not a threat: Dr. Wolfgang Wodarg and also Event 201 & the exodus of CEO's stepping down in 2019/2020. Jack Ma of Alibaba having to turn over his business license to China is a real world situation. I hope you will try to take into account, you do not have enough information to be assured you are making the right decision.
Take Care,

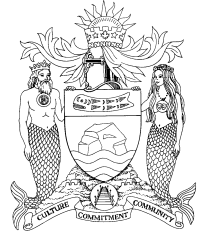
P.S. The UN was
hacked.

By Who? You
need full info
before you act.

P.P.S. You cannot
rule out that the
world is being
ransomwared.
ransomwared.

PPPS
Stephen Hawking
said artificial
intelligence is
biggest threat.

**THE CORPORATION OF THE
CITY OF WHITE ROCK
BYLAW NO. 2339**



A Bylaw to amend the Water Services Bylaw, 2015, No. 2117

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

1. Section 8.2 “Invoice and Payment” is hereby deleted in its entirety and replaced with the following

Invoice and Payment

8.2 All water invoices will be issued by the City to Customers at quarterly intervals determined by the City and are due and payable within thirty (30) days from the issue of the water invoice, except while the Provincial Medical Health Officer of British Columbia has declared an Emergency in relation to COVID-19. During this time frame, invoices will be due and payable within sixty (60) days from the issue of the water invoice.

2. This Bylaw may be cited for all purposes as the “*Water Services Bylaw, 2015, No. 2117, Amendment No. 7, Bylaw, 2020, No. 2339*”.

RECEIVED FIRST READING on the _____ day of _____, 2020

RECEIVED SECOND READING on the _____ day of _____, 2020

RECEIVED THIRD READING on the _____ day of _____, 2020

ADOPTED on the _____ day of _____, 2020

MAYOR

DIRECTOR, CORPORATE ADMINISTRATION

Stephanie Lam

From: Sandra Niven <sniven@cysticfibrosis.ca>
Sent: March 24, 2020 5:02 PM
Subject: Proclamation request: May is Cystic Fibrosis Awareness Month

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

Hello,

I would like to submit a request for a proclamation, that May is 'Cystic Fibrosis Awareness Month'. I realise that, with the ongoing coronavirus restrictions, I cannot appear in person but am happy to make a call, if needed.

About CF: <https://www.cysticfibrosis.ca/about-cf>

Cystic fibrosis (CF) is the most common fatal genetic disease affecting Canadian children and young adults. At present, there is no cure. CF causes various effects on the body, but mainly affects the digestive system and lungs. The degree of CF severity differs from person to person, however, the persistence and ongoing infection in the lungs, with destruction of lungs and loss of lung function, will eventually lead to death in the majority of people with CF.

Below (and attached) is the draft proclamation wording for your consideration:

WHEREAS the exceptional progress that has been made in Canada in cystic fibrosis research and care for many Canadians who battle this progressive disease every day merits recognition, and

WHEREAS cystic fibrosis affects 4,371 Canadians and is the most common fatal genetic disease affecting Canadian children and young adults, and

WHEREAS Cystic Fibrosis Canada is one of the world's top charitable organizations committed to finding a cure for cystic fibrosis, and

WHEREAS since 1960, Cystic Fibrosis Canada has invested more than \$261 million in leading research, innovation and care, resulting in one of the world's highest survival rates for people living with cystic fibrosis, and

WHEREAS, thanks to significant progress in cystic fibrosis care, the majority of Canadian children with cystic fibrosis will reach adulthood, and

WHEREAS Cystic Fibrosis Canada is committed to ensuring that those living with cystic fibrosis have access to the innovative treatments and medications they need to live healthier and longer lives, and

WHEREAS British Columbians are urged to lend their whole-hearted support, most particularly in the month of May, towards the goal of finding a cure for cystic fibrosis;

NOW KNOW YE THAT, We do by these presents proclaim and declare that May 2020 shall be known as "Cystic Fibrosis Awareness Month"

Thank you for considering this request. Please let me know if you have any questions. I look forward to hearing from you.

Kind regards,

Sandra

Sandra Niven

Associate, Fund Development

Cystic Fibrosis Canada, British Columbia and Yukon Region

Effective April: 254 - 4664 Lougheed Hwy, Burnaby, BC V5C 3Y2

Tel: 604-436-1158 ext. 105 | Mobile: 778-861-1972

Monday – Friday 8:00am – 4:00pm (PDT)

sniven@cysticfibrosis.ca

www.cysticfibrosis.ca

Sign up for our newsletter! <http://bit.ly/CFBCYKnewsletter>



Charitable Registration No. 10684-5100 RR0001



OFFICE OF THE MAYOR

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9
p: 250.561.7600 | www.princegeorge.ca

March 24, 2020

Via email

Dear Mayor and Council:

At the City of Prince George regular Council meeting held March 9, 2020, Council endorsed the following resolution titled **Sharing Payments from Opioid Class Action Lawsuit** for submission to the Union of BC Municipalities (UBCM) for consideration at their annual convention this year.

Sharing Payments from Opioid Class Action Lawsuit

WHEREAS under the Opioid Damages and Health Care Costs Recovery Act (the “Act”) the provincial government may sue a manufacturer or wholesaler of an opioid product to recover the costs of health care benefits on an aggregate basis, for a population of persons who have suffered damage caused or contributed to by the use of or exposure to an opioid product;

AND WHEREAS pursuant to the Act and other legislation, the provincial government has launched a class action lawsuit on behalf of all federal, provincial and territorial governments to recover the costs of health care benefits from manufacturers and wholesalers of opioid products, whose marketing practices have had devastating impacts on the lives of thousands of British Columbians;

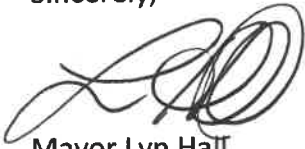
AND WHEREAS the definition of “health care benefits” under the Act includes “other expenditures by the government, made directly or through one or more agents or other intermediate bodies, for programs, services, benefits or similar matters associated with disease, injury or illness” and local governments have faced substantial “health care benefits” costs due to the opioid crisis;

THEREFORE BE IT RESOLVED that UBCM advocate to the provincial government to share any recovery of damages from the class action lawsuit with local governments, to further enable local governments to continue offering services and support programs that aim to reduce harm and stigma, address the root causes of the opioid crisis, and support people struggling with mental health and addiction.

On behalf of Prince George Council, I am requesting your favourable consideration and support for this resolution should it be accepted for debate at the 2020 Annual Convention of UBCM.

If you have any questions or would like more information please feel free to contact my office at Mayoradmin@princegeorge.ca or 250-561-7609.

Sincerely,



Mayor Lyn Hall

c.
North Central Local Government Association (NCLGA)
The Union of British Columbia Municipalities (UBCM) Annual Convention
British Columbia Municipalities and Regional Districts
Shirley Bond, MLA
Mike Morris, MLA



CITY OF PORT MOODY

OFFICE OF THE MAYOR

March 30, 2020

Doctor Bonnie Henry
Provincial Health Officer
PO Box 9648 STN PROV GOVT
Victoria, BC V8W 9P4

Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Room 310 Parliament Buildings
Victoria, BC V8V 1X4

Honourable Adrian Dix
Minister of Health
Room 337 Parliament Buildings
Victoria, BC V8V 1X4

Honourable Mike Farnworth
Minister of Public Safety, Solicitor General
Room 128 Parliament Buildings
Victoria, BC V8V 1X4

Dear Doctor Henry, and Ministers Dix, Farnworth and Robinson,

Another spell of gorgeous spring weather is predicted for us on Wednesday and Thursday. Rather than usual excitement, my City's lack of teeth - as set out by the Province - to enforce social distancing brings me great concern, given the many examples of folks not complying with the *2m distance* direction from our Public Health Officer during the last sunny break we had.

I am very concerned that a recent Provincial Order specifically *prevents* municipal bylaw officers from issuing tickets related to Social Distancing, and that there remains confusion around whether or not police departments across BC can issue fines related to Social Distancing.

With this in mind, **I write to ask that an Order be issued immediately to enforce Dr. Henry's 2-meter Social Distance directive by way of municipal bylaw officers and police forces across British Columbia.**

As noted by today's Provincial announcement, we have yet to hit our peak and the coming weeks are crucial to conclusively flattening our COVID-19 curve. Local governments are standing by, ready to help. With this in mind, please either grant us enforcement powers, or lock down the Province.

I do not see a middle-ground approach working out in the long run.

Mayor Rob Vagramov
City of Port Moody

CC: Premier John Horgan
Rick Glumac - MLA Port Moody-Coquitlam
Dr. Ingrid Tyler, Medical Health Officer – Fraser Health
Mayor Jack Crompton - President, Lower Mainland LGA
Metro Vancouver Mayors Committee
Chief David Fleugel, Port Moody Police Department
Tim Savoie, City Manager, City of Port Moody