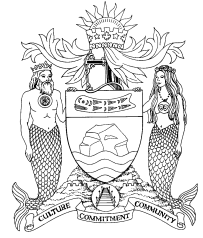


**\*Live Streaming/Telecast:** Please note that Public Meetings held in the Council Chamber are being recorded and broadcasted as well included on the City's website at: [www.whiterockcity.ca](http://www.whiterockcity.ca)

Corporate Administration  
E-mail

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

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



**ON TABLE SEE PAGE 309**

March 4, 2020

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 March 9, 2020 to begin at **7:00 p.m.** for the transaction of business as listed below.

T. Arthur, Director of Corporate Administration

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## A G E N D A

**1. CALL MEETING TO ORDER**

**1.1. FIRST NATIONS LAND ACKNOWLEDGEMENT**

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

**2. ADOPTION OF AGENDA**

**RECOMMENDATION**

THAT the Corporation of the City of White Rock Council adopt the agenda for its regular meeting scheduled for March 9, 2020 as circulated.

**3. ADOPTION OF MINUTES**

a) February 24, 2020 – Regular Council

**Page 14**

**RECOMMENDATION**

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

a) February 24, 2020 – Regular Council.

**4. QUESTION AND ANSWER PERIOD**

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

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

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

**5. DELEGATIONS AND PETITIONS**

**5.1 DELEGATIONS**

**5.1.1 JIM DAVIDSON: PROPOSED PUBLIC ART MURAL**

J. Davidson, resident, appearing as a delegation to propose a public art mural on the retaining wall on Columbia Street between Foster and Martin.

**5.2 PETITIONS**

None

**6. PRESENTATIONS AND CORPORATE REPORTS**

**6.1 PRESENTATIONS**

**6.1a ERIN DALY & DR. EMILY NEWHOUSE, FRASER HEALTH: HEALTHIER COMMUNITY PARTNERSHIP**

**Page 29**

E. Daly, Community Health Specialist (South Surrey/White Rock) and Dr. Emily Newhouse, Medical Health Officer, Fraser Health, to provide a presentation regarding "Healthier Community Partnership". An informational backgrounder has been included in the agenda for information.

**6.2 CORPORATE REPORTS**

**6.2.1 REPLACEMENT OF "GRIZLEE" – PUBLIC ART AT EAST BEACH**

**Page 30**

Corporate report dated March 9, 2020 from the Director of Recreation and Culture titled "Replacement of "Grizlee" – Public Art at East Beach".

**RECOMMENDATION**

THAT Council:

1. Receive for information the corporate report dated March 9, 2020 from the Director of Recreation and Culture titled "Replacement of 'Grizlee' – Public Art at East Beach"; and
2. Direct staff to accept the gift of artwork and facilitate the project to remove the existing 'Grizlee' statue and install the new one.

**Note:** *The minutes from the February 13, 2020 Public Art Advisory Committee are noted on this agenda for information under Item 7.1.c.*

- 6.2.2 2020 STREET BANNERS – PUBLIC ART PROJECT** **Page 57**  
Corporate report dated March 9, 2020 from the Director of Recreation and Culture titled “2020 Street Banners – Public Art Project”.

**RECOMMENDATION**

THAT Council:

1. Receive for information the corporate report dated March 9, 2020 from the Director of Recreation and Culture, titled “2020 Street Banners – Public Art Project”; and
2. Direct staff to implement the 2020 Street Banners – Public Art Project as outlined in this corporate report.

*Note: The minutes from the February 27, 2020 Public Art Advisory Committee are noted on this agenda for information under item 7.1.i.*

- 6.2.3 2020 FEES AND CHARGES BYLAW, 2020, NO. 2318** **Page 93**  
Corporate report dated March 9, 2020 from the Director of Financial Services titled “2020 Fees and Charges Bylaw, 2020, No. 2318”.

**RECOMMENDATION**

THAT Council receive for information the March 9, 2020 corporate report from the Director of Financial Services, titled “2020 Fees and Charges Bylaw, 2020, No. 2318”.

- 6.2.4 PARKING FINE ADJUSTMENTS – BYLAW AMENDMENTS** **Page 95**  
Corporate report dated March 9, 2020 from the Director of Financial Services titled “Parking Fine Adjustments – Bylaw Amendments”.

**RECOMMENDATION**

THAT Council receive for information the corporate report dated March 9, 2020 from the Director of Financial Services, titled “Parking Fine Adjustments – Bylaw Amendments.”

- 6.2.5 WHITE ROCK SECONDARY SUITE SERVICE FEE BYLAW, 2012, NO. 2009, AMENDMENT NO. 6, 2020, NO. 2328 – FOLLOW UP** **Page 97**  
Corporate report dated March 9, 2020 from the Director of Financial Services titled “White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2020, No. 2328 – Follow Up”.

**RECOMMENDATION**

THAT Council receive for information the corporate report dated March 9, 2020 from the Director of Financial Services, titled “White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2020, No. 2328 – Follow Up.”

**6.2.6 INTERIM BUSINESS PROPERTY TAX RELIEF EXEMPTION LEGISLATION Page 99**  
Corporate report dated March 9, 2020 from the Director of Financial Services titled “Interim Business Property Tax Relief Exemption Legislation”.

**RECOMMENDATION**

THAT Council:

1. Receive for information the corporate report dated March 9, 2020 from the Director of Financial Services, titled “Interim Business Property Tax Relief Exemption Legislation”;
2. If this legislation passes, not proceed with the adoption of an Interim Business Property Tax Relief Exemption Bylaw for the taxation year 2020; and
3. If this legislation passes, direct staff to report back with updated information and recommendations on next steps for future years.

**6.2.7 BYLAWS FOR PROPOSED INTER-MUNICIPAL TRANSPORTATION NETWORK SERVICES BUSINESS LICENCE AND AMENDMENT TO WHITE ROCK BUSINESS LICENCE BYLAW Page 137**

Corporate report dated March 9, 2020 from the Director of Planning and Development Services titled “Bylaws for Proposed Inter-Municipal Transportation Network Services Business Licence and Amendment to White Rock Business Licence Bylaw”.

**RECOMMENDATION**

THAT Council:

1. Receive for information the corporate report dated March 9, 2020 entitled “Bylaws for Proposed Inter-Municipal Transportation Network Services Business Licence and Amendment to White Rock Business Licence Bylaw;”
2. Direct the Director of Corporate Administration to give public notice on the City’s website at [www.whiterockcity.ca](http://www.whiterockcity.ca) from March 10, 2020 until March 30, 2020, of the proposed “White Rock Inter-Municipal TNS Business Licence Agreement Bylaw, 2020, No. 2335,” “White Rock Inter-Municipal TNS Business Licence Bylaw, 2020, No. 2336” and “White Rock Business Licence Bylaw, 1997, No. 1510, Amendment, 2020, No. 2334,” if the Bylaws are given readings, and to provide an opportunity to persons who consider that they are affected by the proposed bylaws to make representations to Council;
3. Direct the Manager of Building and Bylaws to contact the taxi businesses operating in White Rock to advise them of the proposed Bylaws and, specifically, the proposed amendments to the “White Rock Business Licence Bylaw, 1997, No. 1510;” and
4. Direct staff to report back to Council on the development of a permanent Inter-Municipal Business Licence for ride-hailing or TNS services by the end of 2020.

**6.2.8 OFFICIAL COMMUNITY PLAN REVIEW – WATERFRONT ENHANCEMENT STRATEGY AND TOWN CENTRE PUBLIC ENGAGEMENT UPDATE Page 178**

Corporate report dated March 9, 2020 from the Director of Planning and Development Services titled “Official Community Plan Review – Waterfront Enhancement Strategy and Town Centre Public Engagement Update”.

**RECOMMENDATION**

THAT Council receive for information the corporate report dated March 9, 2020 from the Director of Planning and Development Services titled “Official Community Plan Review – Waterfront Enhancement Strategy and Town Centre Public Engagement Update”.

**7. MINUTES AND RECOMMENDATIONS OF COMMITTEES**

**7.1 STANDING AND SELECT COMMITTEE MINUTES**

- Governance and Legislation Committee – February 24, 2020	<b>Page 196</b>
- Water Community Advisory Panel – February 11, 2020	<b>Page 205</b>
- Public Art Advisory Committee – February 13, 2020	<b>Page 210</b>
- Marine Drive Task Force – February 18, 2020	<b>Page 215</b>
- Dogs on the Promenade Task Force – February 19, 2020	<b>Page 221</b>
- Environmental Advisory Committee – February 20, 2020	<b>Page 228</b>
- White Rock Sea Festival Committee – February 20, 2020	<b>Page 235</b>
- Arts and Culture Advisory Committee – February 25, 2020	<b>Page 240</b>
- Public Art Advisory Committee – February 27, 2020	<b>Page 244</b>

**RECOMMENDATION**

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

- a) Governance and Legislation Committee – February 24, 2020 ;
- b) Water Community Advisory Panel – February 11, 2020;
- c) Public Art Advisory Committee – February 13, 2020;
- d) Marine Drive Task Force – February 18, 2020;
- e) Dogs on the Promenade Task Force – February 19, 2020;
- f) Environmental Advisory Committee – February 20, 2020;
- g) White Rock Sea Festival Committee – February 20, 2020;
- h) Arts and Culture Advisory Committee – February 25, 2020; and
- i) Public Art Advisory Committee – February 27, 2020.

## **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 February 24, 2020:

**a) PLANNING AND DEVELOPMENT SERVICES (500 SERIES)**

As part of the ongoing City Policy review, the following policies were reviewed by the Planning and Development Services department. These policies were introduced and discussed at the February 24, 2020 Governance and Legislation Committee meeting and are presented for consideration of endorsement by Council.

**RECOMMENDATION #1**

**Page 248**

THAT Council repeal Planning and Development Services Policy No. 505 – Bed and Breakfast Establishments.

**RECOMMENDATION #2**

THAT Council endorse the following policies as circulated:

- Planning and Development Services Policy 508 – Secondary Suites; **Page 251**
- Planning and Development Services Policy 512 – OCP Consultation Policy; and **Page 252**
- Planning and Development Services Policy 513 – Secondary Stoves in Dwelling Units. **Page 256**

**RECOMMENDATION #3**

THAT Council endorse the following policies as circulated:

- Planning and Development Services Policy 509 – Development Approval Procedures City Owned Public Space; and **Page 257**
- Planning and Development Services Policy 510 – Criteria for Type 2 Tree Removal Requests on Private Lands. **Page 258**

**b) INFORMATION TECHNOLOGY POLICY NO. 801 – OPEN DATA POLICY **Page 260****

**RECOMMENDATION:**

THAT Council endorse “Information Technology Policy No. 801 – Open Data Policy” as circulated.

**7.2.2** The following recommendations have been brought forward from the **Marine Drive Task Force** meeting held on February 18, 2020:

**WATERFRONT ENHANCEMENT STRATEGY**

The following five (5) recommendations pertain to the Waterfront Enhancement Strategy.

**RECOMMENDATION #1: CHARACTER DESIGN GUIDELINES FOR EAST & WEST BEACHES**

THAT Council directs staff to review design guidelines, giving consideration to the distinct elements and/ or unique neighbourhood characteristics of East and West beach.

**RECOMMENDATION #2: FAÇADE FACELIFT PROGRAM**

THAT Council direct staff to redevelop and implement a façade facelift program that provides incentives and encourages businesses to improve their exteriors.

**RECOMMENDATION #3: ATM KIOSK AT MARINE DRIVE & MARTIN STREET**  
THAT Council direct staff to investigate the removal of the ATM kiosk at Marine Drive & Martin Street and explore alternate uses for that space, such as pop-up park, patio area, etc.

**RECOMMENDATION #4: POP-UP PARKS**

THAT Council direct staff to investigate installing a table & seating area on the 15400 block of Marine Drive, on the east side of Zapoteca.

**RECOMMENDATION #5: WIDEN SIDEWALK ON MARINE DRIVE BETWEEN VIDAL STREET AND OXFORD**

THAT Council direct staff to investigate ways to improve the walkability of Marine Drive. For example, widening the sidewalks between Vidal Street and Oxford Street.

7.2.3 The following three (3) recommendations have been brought forward from the **Dogs on the Promenade Task Force** meeting held on February 19, 2020:

a) **RECOMMENDATION#1: DOGS ON PIER**

THAT Council direct staff to clarify the reasoning behind why dogs are not allowed on the Pier and communicate this explanation to the public.

b) **RECOMMENDATION#2: CITY OF VANCOUVER DOG DATA**

THAT Council direct staff to contact the City of Vancouver to obtain their data regarding negative dog interactions, in order to compare that information with the data collected by the City of White Rock.

c) **RECOMMENDATION#3: RECEIVE FOR INFORMATION**

THAT Council receive the following motion for information:

*THAT the Dogs on the Promenade Task Force recommends that Task Force members, D. Scott and A. McDonald collect data on the number of dogs on the promenade that are both compliant and non-compliant with the bylaws.*

7.2.4 The following recommendation has been brought forward from the **White Rock Sea Festival Committee** meeting held on February 20, 2020:

**RECOMMENDATION: PROPOSED PARADE NAME CHANGE**

THAT Council endorses the name of the Torchlight Parade to be called Twilight Parade.

7.2.5 The following recommendation has been brought forward from the **Public Art Advisory Committee** meeting held on February 27, 2020:

**RECOMMENDATION: PROPOSED POLICY: MEMORIALS IN WHITE ROCK**

THAT Council directs staff to develop a policy in relation to memorials in White Rock.

## **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 **Page 265****

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.

#### **RECOMMENDATION**

THAT Council give first, second, and third reading to “*White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2020, No. 2328*”.

#### **8.1.2 BYLAW 2330 - WHITE ROCK FINANCIAL PLAN (2020-2024) BYLAW, 2020, NO. 2330 **Page 266****

Proposed Financial Plan Bylaw No. 2330 was the subject of discussion at the Finance and Audit Committee meeting held on Tuesday, February 18, 2020. At that meeting, the Committee directed staff to amend the Financial Plan Bylaw. This bylaw received three (3) readings at the February 24, 2020 Regular Council meeting and is presented for consideration of final reading.

#### **RECOMMENDATION**

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

#### **8.1.3 BYLAW 2326 - WHITE ROCK DRAINAGE UTILITY USER FEE BYLAW, 2004, NO. 1739, AMENDMENT NO. 13, 2020, NO. 2326 **Page 270****

Section 194 of the *Community Charter* authorizes Council, by bylaw, to establish fees for municipal services. Bylaw 2326 sets out the fees related to the Drainage Utility. This Bylaw received three (3) readings at the February 24, 2020 Regular Council meeting and is presented for consideration of final reading.

#### **RECOMMENDATION**

THAT Council give final reading to “*White Rock Drainage Utility User Fee Bylaw, 2004, No. 1739, Amendment No. 13, 2020, No. 2326*”.



**8.1.4 BYLAW 2327 - SEWER CONNECTION AND RENTAL CHARGES BYLAW, 1970, NO. 396, AMENDMENT NO. 30, 2020, NO. 2327 Page 272**

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 2327 sets out fees related to sanitary sewer services. This Bylaw received three (3) readings at the February 24, 2020 Regular Council meeting and is presented for consideration of final reading.

**RECOMMENDATION**

THAT Council give final reading to “*Sewer Connection and Rental Charges Bylaw, 1970, No. 396, Amendment No. 30, 2020 No. 2327*”.

**8.1.5 BYLAW 2329 - COLLECTION, REMOVAL, DISPOSAL AND RECYCLING OF SOLID WASTE BYLAW 2015, NO. 2084, AMENDMENT NO. 5, 2020, NO. 2329 Page 274**

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 2329 sets out the fees related to solid waste services. This Bylaw received three (3) readings at the February 24, 2020 Regular Council meeting and is presented for consideration of final reading.

**RECOMMENDATION**

THAT Council give final reading to “*Collection, Removal, Disposal and Recycling of Solid Waste Bylaw 2015, No. 2084, Amendment No. 5, 2020, No. 2329*”.

**8.1.6 BYLAW 2318 - 2020 FEES AND CHARGES BYLAW, 2020, NO. 2318 Page 275**

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 is presented for consideration of first, second, and third reading and the corresponding corporate report is noted as Item 6.2.3 on the agenda.

**RECOMMENDATION**

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

**8.1.7 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 are presented for consideration of first, second, and third reading and the corresponding corporate report is noted as Item 6.2.4 on the agenda.

a) **BYLAW 2331 - STREET AND TRAFFIC BYLAW, 1999, NO. 1529, AMENDMENT NO. 7, 2020, NO. 2331** **Page 278**

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.

**RECOMMENDATION**

THAT Council give first, second and third reading to “*Street and Traffic Bylaw, 1999, No. 1529, Amendment No. 7, 2020, No. 2331*”.

b) **BYLAW 2332 - TICKETING FOR BYLAW OFFENCES BYLAW NO. 1929, AMENDMENT NO. 9, 2020, NO. 2332** **Page 281**

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

**RECOMMENDATION**

THAT Council give first, second and third reading to “*Ticketing for Bylaw Offences Bylaw No. 1929, Amendment No. 9, 2020, No. 2332*”.

c) **BYLAW 2333 - WHITE ROCK PARKING METER BYLAW, 1990, NO. 1216 AMENDMENT BYLAW, 2020, NO. 2333** **Page 285**

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.

**RECOMMENDATION**

THAT Council give first, second and third reading to “*White Rock Parking Meter Bylaw, 1990, No. 1216 Amendment Bylaw, 2020, No. 2333*”.

**8.1.8 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 are presented for consideration of first, second, and third reading and the corresponding corporate report is included on the agenda as item 6.2.7.

a) **BYLAW 2334 - WHITE ROCK BUSINESS LICENCE BYLAW, 1997, NO. 1510, AMENDMENT, 2020, NO. 2334** **Page 286**

**RECOMMENDATION**

THAT Council give first, second and third reading to “*White Rock Business Licence Bylaw, 1997, No. 1510, Amendment, 2020, No. 2334*”.

- b) **BYLAW 2335 - WHITE ROCK INTER-MUNICIPAL TRANSPORTATION NETWORK SERVICE (TNS) BUSINESS LICENCE AGREEMENT BYLAW, 2020, NO. 2335** Page 288  
The proposed bylaw is to enter into an agreement among the participating municipalities regarding an Inter-municipal Transportation network Services Business Licence Scheme.

**RECOMMENDATION**

THAT Council give first, second and third reading to “*White Rock Inter-Municipal Transportation Network Service (TNS) Business Licence Agreement Bylaw, 2020, No. 2335*”.

- c) **BYLAW 2336 - WHITE ROCK INTER MUNICIPAL TRANSPORTATION NETWORK SERVICE (TNS) BUSINESS LICENCE BYLAW, 2020, NO. 2336** Page 299  
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.

**RECOMMENDATION**

THAT Council give first, second and third reading to “*White Rock Inter Municipal Transportation Network Service (TNS) Business Licence Bylaw, 2020, No. 2336*”.

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.*

**Note:** *Council Policy No. 109 notes that the City of White Rock does not make official proclamations. Items 8.1.x to 8.1.x have been included under correspondence for public information purposes only.*

**Note:** *While Council Policy No. 109 does not permit the City to declare official proclamations, organizations may request Council to consider a flag raising through correspondence as per Council Policy No. 146.*

**RECOMMENDATION**

THAT Council receive the following correspondence items for information:

- 9.1.1 Updated letter from K. Barnard, Founder and President of the Save your Skin Foundation, requesting the month of May be proclaimed as “Melanoma Awareness Month”. Page 303

- 9.1.2** Letter dated February 10, 2020 from J. Dobrovolny, Commissioner and Chief Administrative Officer, Metro Vancouver, regarding Expression of Interest – Identifying Member Jurisdiction Lands for Metro Vancouver Housing Affordable Rental Development **Page 305**

***Note:** The item has been placed on the agenda for information purposes. At the February 24, 2020 Regular Council meeting, Council directed staff to investigate this matter further as it was noted in the January edition of the Board in Brief. This letter has been forwarded to staff for their information as part of this research. A report will be forthcoming, and this letter is noted for receipt.*

## **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**

#### **DEFEATED MOTION REGARDING A TEMPORARY USE PERMIT 19-014 FOR 1550 JOHNSTON ROAD**

The following Notice of Motion was stated at the February 24, 2020 Regular Council Meeting by Councillor Fathers and is presented for consideration at this time:

THAT Council rescinds the following resolution / motion 2020-071 that was defeated at the February 10, 2020 Regular Council meeting:

*THAT Council approves Temporary Use Permit 19-014 for 1550 Johnston Road and direct staff to forward a copy of the resolution and supporting documents (corporate reports and relevant meeting minutes) to the Liquor and Cannabis Regulation Branch as documentation of gathering the views of residents on the cannabis licence application as well as the views of the City on the general impact on the community if the application is approved.*

Please note in accordance with Legislation and the City's Procedure Bylaw if this motion were to be adopted at this time, the application would be open again to the following process:

- 1) Public notice of the Temporary Use Permit;
- 2) Public Meeting on the Temporary Use Permit; and
- 3) New Public Hearing for the Cannabis Licence request.

### **11.2 NOTICES OF MOTION**

None

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

None

**13. OTHER BUSINESS**

**14. CONCLUSION OF THE MARCH 9, 2020 REGULAR COUNCIL MEETING**

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

**ABSENT:** Councillor Chesney  
Councillor Johanson

**STAFF:** T. Arthur, Director of Corporate Administration  
J. Gordon, Director of Engineering and Municipal Operations  
C. Isaak, Director of Planning and Development Services  
S. Kurylo, Director of Financial Services  
E. Stepura, Director of Recreation and Culture  
C. Zota, Manager of IT  
D. Kell, Manager of Communications and Government Relations  
S. Lam, Deputy Corporate Officer

Press: 1  
Public: 6

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

2. **ADOPTION OF AGENDA**

2020-075 **It was MOVED and SECONDED**

THAT the Corporation of the City of White Rock Council amends the agenda by adding the following supplemental materials:

- Item 6.2.2 – Corporate Report titled “*White Rock Financial Plan (2020-2024) Bylaw, 2020, No. 2330*”; and
- Item 8.1.1 – Bylaw 2330: “*White Rock Financial Plan (2020-2024) Bylaw, 2020, No. 2330*”.

AND THAT the agenda for its regular meeting scheduled for February 24, 2020 be adopted as amended.

**CARRIED**

3. **ADOPTION OF MINUTES**  
a) February 10, 2020 – Regular Council

2020-076 **It was MOVED and SECONDED**

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

a) February 10, 2020 – Regular Council

**CARRIED**

**4. QUESTION AND ANSWER PERIOD**

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

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

The Chairperson called for speakers.

- G. Parkin, White Rock, commented in regard to secondary suites in White Rock. Understood that unauthorized suites only pay one (1) of the two (2) applicable fees for a legalized suite. Believe there are a number of suites not paying anything. Stated that many other municipalities charge at least the same and sometimes higher to help gain compliance (with a disclaimer). It was noted that staff will be bringing forward a corporate report on this matter. Staff noted it appeared there was a misunderstanding on this, all suites staff are aware of (authorized and unauthorized) already pay both fees.
- B. MacGill, White Rock, inquired of Council were looking at presenting a position in regard to the increasing insurance rate(s) for multifamily units? It was noted that a single municipality cannot make a change on their own, but they can work together. There is a motion that the Governance and Legislation Committee will be considering following this meeting that asked BC local governments to call on the province to create a risk-sharing model that returns strata premiums and owner deductible to 2019 levels with adjustment for inflation only.
- S. Crozier: White Rock, congratulated the City of White Rock Team for the Coldest Night of the Year Walk. Both the Democracy Direct and White Rock Teams achieved success with participation and donations.

**5. DELEGATIONS AND PETITIONS**

**5.1 DELEGATIONS**

None

**5.2 PETITIONS**

None

**6. PRESENTATIONS AND CORPORATE REPORTS**

**6.1 PRESENTATIONS**

None

**6.2** **CORPORATE REPORTS**

**6.2.1** **BUSKING PROGRAM – ADDITIONAL LOCATIONS**

Corporate report dated February 24, 2020 from the Director of Recreation and Culture titled “Busking Program – Additional Locations”.

2020-077

**It was MOVED and SECONDED**

THAT Council:

1. Receives for information the corporate report dated February 24, 2020 entitled “Busking Program – Additional Locations”; and
2. Directs staff to implement the four (4) busking program improvement actions proposed in this corporate report, specifically:
  - a) Increase promotion of the Busking Program and its participants through social media and other marketing methods.
  - b) Investigate private land locations (with high pedestrian traffic) for performers.
  - c) Add a busker location at the northwest corner of Marine Drive and Oxford Street.
  - d) Add a busker location at the northeast corner of the City parking lot located at the corner of Johnston Road and Russell Avenue.

**CARRIED**

The following discussion points were noted:

- This program has been around a while and it contributes to making the City more vibrant
- Encourages staff to work with the strata at the Saltaire to participate more in this as it is a great location for it

**6.2.2** **WHITE ROCK FINANCIAL PLAN (2020-2024) BYLAW, 2020, NO. 2330**

Proposed Financial Plan Bylaw No. 2330 was the subject of discussion at the Finance and Audit Committee meeting held on Tuesday, February 18, 2020. At that meeting, the Committee directed staff to amend the Financial Plan. Due to timing constraints, the corporate report and proposed Bylaw was available for view by Thursday, February 20, 2020 and was presented as a supplemental agenda item at the Regular Council meeting.

2020-078

**It was MOVED and SECONDED**

THAT Council receives for information the corporate report dated February 24, 2020 from the Director of Financial Services titled “White Rock Financial Plan (2020-2024) Bylaw, 2020, No. 2330”.

**CARRIED**



**6.2.3**                    **WHITE ROCK DRAINAGE UTILITY USER FEE BYLAW, 2004, NO. 1739, AMENDMENT NO. 13, 2020, NO. 2326**

Corporate report dated February 24, 2020 from the Director of Financial Services titled “White Rock Drainage Utility User Fee Bylaw, 2004, No. 1739, Amendment No. 13, 2020, No. 2326”.

2020-079                    **It was MOVED and SECONDED**

THAT Council receives for information the February 24, 2020 corporate report from the Director of Financial Services, titled “White Rock Drainage Utility User Fee Bylaw, 2004, No. 1739, Amendment No. 13, 2020, No. 2326.”

**CARRIED**

**6.2.4**                    **SEWER CONNECTION AND RENTAL CHARGES BYLAW, 1970, NO. 396, AMENDMENT NO. 30, 2020, NO. 2327**

Corporate report dated February 24, 2020 from the Director of Financial Services titled “Sewer Connection and Rental Charges Bylaw, 1970, No. 396, Amendment No. 30, 2020, No. 2327”.

2020-080                    **It was MOVED and SECONDED**

THAT Council receives for information the corporate report dated February 24, 2020 from the Director of Financial Services, titled “Sewer Connection and Rental Charges Bylaw, 1970, No. 396, Amendment No. 30, 2020, No. 2327”.

**CARRIED**

The following discussion points were noted:

- The City has a large surplus for this account  
Staff noted that this is to help later with noted rate increases (will help defer rate increases for the residents) expected
- Metro will be raising the charges to the City by approximately 12% over the next few years
- It breaks down as follows:  
2020 \$1.85M (12.4% higher than 2019)  
and the next three (3) years it is projected to increase to nearly \$3M (12.8% per year)
- There are three (3) major projects it is expected the funds are needed for to help clean up deposits that go into the ocean etc, and to be more green.
  - Iona Island
  - Fraser River
  - North Shore

**6.2.5**                    **WHITE ROCK SECONDARY SUITE SERVICE FEE BYLAW, 2012, NO. 2009, AMENDMENT NO. 6, 2020, NO. 2328**

Corporate report dated February 24, 2020 from the Director of Financial Services titled “White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2020, No. 2328”.

2020-081                **It was MOVED and SECONDED**

THAT Council receives for information the corporate report dated February 24, 2020 from the Director of Financial Services, titled “White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2020, No. 2328”.

**CARRIED**

**6.2.6**                    **COLLECTION, REMOVAL, DISPOSAL AND RECYCLING OF SOLID WASTE BYLAW 2015, NO. 2084, AMENDMENT NO. 5, 2020, NO. 2329**

Corporate report dated February 24, 2020 from the Director of Financial Services titled “Collection, Removal, Disposal and Recycling of Solid Waste Bylaw 2015, No. 2084, Amendment No. 5, 2020, No. 2329”.

2020-081                **It was MOVED and SECONDED**

THAT Council receives for information the corporate report dated February 24, 2020 from the Director of Financial Services, titled “Collection, Removal, Disposal and Recycling of Solid Waste Bylaw 2015, No. 2084, Amendment No. 5, 2020, No. 2329”.

**CARRIED**

**7.                         MINUTES AND RECOMMENDATIONS OF COMMITTEES**

**7.1                       STANDING AND SELECT COMMITTEE MINUTES**

- Finance and Audit Committee – February 10, 2020;
- Finance and Audit Committee – February 18, 2020;
- History and Heritage Committee – February 5, 2020;
- Environmental Advisory Committee – February 6, 2020; and
- Economic Advisory Committee – February 12, 2020.

2020-082                **It was MOVED and SECONDED**

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

- a) Finance and Audit Committee – February 10, 2020;
- b) Finance and Audit Committee – February 18, 2020;
- c) History and Heritage Committee – February 5, 2020;
- d) Environmental Advisory Committee – February 6, 2020; and
- e) Economic Advisory Committee – February 12, 2020.

It was noted that the Economic Advisory Committee minutes included a motion that was withdrawn, this is not normally part of the minutes and it was asked to be removed.

**CARRIED**

**7.2 STANDING AND SELECT COMMITTEE RECOMMENDATIONS**

**7.2.1** The following recommendations have been brought forward from the **History and Heritage Committee** meeting held on February 5, 2020:

**a) RECOMMENDATION #1: SIGNAGE AT GRAND CHIEF BERNARD CHARLES MEMORIAL PLAZA**

THAT Council, in consultation with the Public Art Advisory Committee and Semiahmoo First Nation, considers appropriate signage be put into place recognizing Grand Chief Bernard Charles Memorial Plaza, as well as any adjacent green space to the West and East of the Plaza.

**Amendment to the Recommendation**

2020-082

**It was MOVED and SECONDED**

THAT Council amends and approves the following recommendation:

*THAT Council, in consultation with the Public Art Advisory Committee and Semiahmoo First Nation, considers appropriate signage be put into place recognizing Grand Chief Bernard Charles Memorial Plaza, as well as any adjacent green space to the West and East of the Plaza.*

By removing the wording noted in yellow following the word signage.

**DEFEATED**

Councillors Kristjanson, Trevelyan and Mayor Walker voted in the negative

**Subsequent motion**

2020-083

**It was MOVED and SECONDED**

THAT Council amends and approves the following recommendation:

*THAT Council, in consultation with the Public Art Advisory Committee and Semiahmoo First Nation, considers appropriate signage be put into place recognizing Grand Chief Bernard Charles Memorial Plaza, as well as any adjacent green space to the West and East of the Plaza.*

By removing the wording noted in yellow following the word plaza

**CARRIED**

It was noted that signage would be placed in regard to the Grand Chief Bernard Charles Memorial Plaza. The new signage will be reviewed by Semiahmoo First Nation, and the City's Public Art Advisory Committee.

**b) RECOMMENDATION #2: HOUSE POST LANGUAGE**

2020-084

**It was MOVED and SECONDED**

THAT Council directs no longer referring to house posts as ‘totems’ in any circumstance or location.

**CARRIED**

**Note:** Prior to the vote being taken it was clarified that this recommendation / resolution was with Council’s intent that this was in relation to reference to the Grand Chief Bernard Charles Memorial Plaza previously referred to Totem Park/Totem Plaza.

**c) RECOMMENDATION #3: CITY OF WHITE ROCK HERITAGE NAMING CRITERIA**

2020-085

**It was MOVED and SECONDED**

THAT Council directs staff to work with the History and Heritage Advisory Committee to ensure appropriate criteria is in place for naming streets, parks, right-of-ways, lanes, trails and other City assets in order to recognize White Rock’s unique culture.

**CARRIED**

**Note:** Prior to the vote being taken it was clarified that this was brought up as the City does not currently have a bylaw or policy specific to naming new locations / parks. The Committee would like for staff to explore what other municipalities do in this regard. It was noted that this is asking that they would like to see history and heritage considered in the naming of City assets.

**7.2.2** The following recommendations have been brought forward from the **Economic Advisory Committee** meeting held on February 12, 2020:

**a) RECOMMENDATION #1: 2020 ECONOMIC DEVELOPMENT ADVISORY COMMITTEE WORK PLAN**

2020-083

**It was MOVED and SECONDED**

THAT Council includes, as an Economic Development Advisory Committee workplan item, an examination of obstacles to business success in White Rock (including triple net leases, cost of business operation, under developed properties etc.).

**CARRIED**

**Note:** This amendment would modify the Committee’s Terms of Reference to include the Committee would also look at these issues.

b) **RECOMMENDATION #2: UBCM VACANY TAX RESOLUTION**

2020-084

**It was MOVED and SECONDED**

THAT Council follows-up with Union of British Columbia Municipalities (UBCM) executive to find out what the status of the vacancy tax is.

**CARRIED**

c) **RECOMMENDATION #3: RIDE-HAILING SERVICES IN WHITE ROCK**

2020-085

**It was MOVED and SECONDED**

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

*THAT the Economic Development Advisory Committee support the motion put forward at the February 10, 2020 Regular Council meeting regarding White Rock being open for business for ride hailing services.*

**CARRIED**

8. **BYLAWS AND PERMITS**

8.1 **BYLAWS**

8.1.1 **BYLAW 2330 - WHITE ROCK FINANCIAL PLAN (2020-2024) BYLAW, 2020, NO. 2330**

Proposed Financial Plan Bylaw No. 2330 was the subject of discussion at the Finance and Audit Committee meeting held on Tuesday, February 18, 2020. At that meeting, the Committee directed staff to amend the Financial Plan Bylaw. Due to timing constraints, the corporate report and proposed Bylaw will be available for view online Thursday, February 20, 2020 and was presented as a supplemental agenda item at the Regular Council meeting.

2020-086

**It was MOVED and SECONDED**

THAT Council directs the Financial Plan (2020-2024) be amended by reducing the City's Legal Fee Budget from \$305,000 to \$200,000.

**CARRIED**

Mayor Walker voted in the negative

**Note:** With this amendment the tax increase for 2020 will be 3.12%.

The Chief Financial Officer did note that the average spent on legal fees over the past four (4) years was not this low. It was clarified that if more funds were needed in the year for legal fees that the Operating Budget Contingency can be used. The fund contains \$330,000, if there are funds in this account and they are not needed for anything further / unforeseen circumstance then this would be an option. If the funds are not available Council may have to increase taxes for next year to ensure this fund is replenished.

- 2020-087            **It was MOVED and SECONDED**  
                         THAT Council gives first, second, and third reading to “*White Rock Financial Plan (2020-2024) Bylaw, 2020, No. 2330*”.
- CARRIED**  
Councillors Kristjanson and Trevelyan voted in the negative
- 8.1.2            **BYLAW 2326 - WHITE ROCK DRAINAGE UTILITY USER FEE BYLAW, 2004, NO. 1739, AMENDMENT NO. 13, 2020, NO. 2326**  
                         Section 194 of the *Community Charter* authorizes Council, by bylaw, to establish fees for municipal services. Bylaw 2326 sets out the fees related to the Drainage Utility.
- 2020-088            **It was MOVED and SECONDED**  
                         THAT Council gives first, second, and third reading to “*White Rock Drainage Utility User Fee Bylaw, 2004, No. 1739, Amendment No. 13, 2020, No. 2326*”.
- CARRIED**
- 8.1.3            **BYLAW 2327 - SEWER CONNECTION AND RENTAL CHARGES BYLAW, 1970, NO. 396, AMENDMENT NO. 30, 2020, NO. 2327**  
                         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 2327 sets out fees related to sanitary sewer services.
- 2020-089            **It was MOVED and SECONDED**  
                         THAT Council gives first, second, and third reading to “*Sewer Connection and rental Charges Bylaw, 1970, No. 396, Amendment No. 30, 2020 No. 2327*”.
- CARRIED**
- 8.1.4            **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.
- 2020-090            **It was MOVED and SECONDED**  
                         THAT Council:
1. Defers consideration until the next scheduled Council meeting of first, second, and third reading of “*White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2020, No. 2328*”; and
  2. Directs staff to bring forward information regarding the fees charged in relation to secondary suites and the possibility to charge higher fees for unauthorized secondary suites.
- CARRIED**  
Councillors Fathers and Mayor Walker voted in the negative

**8.1.5** **BYLAW 2329 - COLLECTION, REMOVAL, DISPOSAL AND RECYCLING OF SOLID WASTE BYLAW 2015, NO. 2084, AMENDMENT NO. 5, 2020, NO. 2329**

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 2329 sets out the fees related to solid waste services.

2020-091 **It was MOVED and SECONDED**

THAT Council gives first, second, and third reading to “*Collection, Removal, Disposal and Recycling of Solid Waste Bylaw 2015, No. 2084, Amendment No. 5, 2020, s No. 2329*”.

**CARRIED**

**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.*

2020-092 **It was MOVED and SECONDED**

THAT Council receives correspondence Items 9.1.1 and 9.1.4 for information.

**9.1.1** Email dated February 14, 2020 from S. McConnach, BC Lymphedema Association, requesting the City of White Rock proclaim March 6, 2020 as World Lymphedema Day;

**9.1.2** Email dated February 18, 2020 from R. Akune, Taoist Tai Chi Fraser Valley Branch, requesting the City proclaim November 7, 2020 as “Taoist Tai Chi Arts 50<sup>th</sup> Anniversary Day”;

**9.1.3** Letter dated January 6, 2020 from Mayor Jack Crompton, LMLGA President, regarding the 2020 Call for Resolutions and the Annual General Meeting; and

**9.1.4** Letter dated February 4, 2020 from Mayor Rob Vagramov, City of Port Moody, requesting support from BC Municipalities regarding Universal Public National Pharmacare Program.

**CARRIED**

**10. MAYOR AND COUNCILLOR REPORTS**

**10.1 MAYOR'S REPORT**

Mayor Walker noted the following community events / information:

- Feb. 11, Tour of Opioid Agonist Treatment Centre (OAT) Clinic at Peace Arch Hospital
- Feb. 12, International Mobility and Trade Corridor Steering Committee meeting
- Feb. 13, TransLink Mayors' Council meeting
- Feb. 13, Intergovernmental Council to Council meeting with Semiahmoo First Nation
- Feb. 18, "Send Off" celebration for Jennifer Utendale to participate in the Special Olympic Winter Games
- Feb. 18, Finance and Audit Committee meeting
- Feb 19, Metro Vancouver Videotaping related to the City's Solid Waste Collection Open House
- Feb 19, Home Care Assistance Grand Opening (16<sup>th</sup> Avenue)
- Feb 20, White Rock RCMP's "Coffee with a Cop"
- Feb 22, Metro Vancouver Council to Council meeting
- Feb 22 Elks Hall – Grand Exalted Ruler welcome
- Feb 22, Coldest Night of the Year walk with the City of White Rock Team

**10.2 COUNCILLORS REPORTS**

Councillor Manning noted the following community events / information:

- Feb 12, Economic Development Advisory Committee
- Feb 12, White Rock Whalers Hockey Game
- Feb 18, "Send Off" celebration for Jennifer Utendale to participate in the Special Olympic Winter Games
- Feb 18, Public Open House for application at 15496 Thrift Avenue
- Feb. 18, Finance and Audit Committee meeting
- Feb 19, City's Solid Waste Open House / Forum
- Feb 19, Home Care Assistance Grand Opening (16<sup>th</sup> Avenue)
- Feb 20, Meeting with B.C. Government and Service Employees' Union regarding Housing Policy
- Feb 22, Metro Vancouver Council to Council meeting
- Feb 22, Coldest Night of the Year walk with the City of White Rock Team



Councillor Trevelyan noted the following community events / information:

- Feb 11 Water Community Advisory Panel
- Feb 13, Public Art Advisory Committee
- Feb. 13, Intergovernmental Council to Council meeting with Semiahmoo First Nation
- Feb 18 Marine Drive Task Force
- Feb 19, City's Solid Waste Open House / Forum
- Feb 20 Tour de White Rock Committee
- Feb 22, Metro Vancouver Council to Council meeting
- Feb 22, Coldest Night of the Year walk with the City of White Rock Team

Councillor Fathers noted the following community events / information:

- Feb 10, Affordable Housing meeting with MLA's T. Redies, P. Milobar, T. Stone, L. Reid and J. Yap, Fraser Health, Sources BC and Peace Arch Hospital Foundation
- Feb 12, South Surrey White Rock Chamber Business Excellence Awards
- Feb 13, Tourism White Rock meeting
- Feb. 13, Intergovernmental Council to Council meeting with Semiahmoo First Nation
- Feb 14 Metro Zero Waste meeting
- Feb. 18, Finance and Audit Committee

Councillor Kristjanson noted the following community events / information:

- Feb 13, Intergovernmental Council to Council meeting with Semiahmoo First Nation
- Feb 18, Finance and Audit Committee
- Feb 19, Dogs on Promenade Task Force
- Feb 20, Environmental Advisory Committee
- Feb 20, Drama Class Improv Course
- Feb 21, Peninsula Productions reading of "Age of Arousal"
- Feb 22, Metro Vancouver Council of Councils
- Feb 22, Coldest Night of the Year walk with the City of White Rock Team

#### 10.2.1

#### **METRO VANCOUVER BOARD IN BRIEF**

#### **METRO VANCOUVER BOARD IN BRIEF – JANUARY 31, 2020**

2020-093

#### **It was MOVED and SECONDED**

THAT Council receives for information the January 31, 2020 Metro Vancouver Board in Brief document.

**CARRIED**

- 2020-094                    **Subsequent Motion**  
**It was MOVED and SECONDED**  
THAT Council directs staff to forward a corporate report in regard to affordable housing as being offered through Metro Vancouver and noted in an excerpt from the January 31, 2020 Board in Brief document where “Expression of Interest to Identify Potential Member Lands for Metro Vancouver Housing Development” was outlined. **CARRIED**

**11.                    MOTIONS AND NOTICES OF MOTION**

**11.1                    MOTIONS**

**11.1a                    CITY HALL**

Councillor Kristjanson requested the following recommendation be noted for Council’s consideration at this time:

- 2020-093                    **It was MOVED and SECONDED**  
THAT Council:

WHEREAS the recent survey of City Hall staff shows general employee dissatisfaction with the office conditions of City Hall;

WHEREAS Council values its staff and has a responsibility to provide staff with a safe, healthy, and satisfactory work place; and

WHEREAS surveys are great at taking the pulse of an organization, but to dive deeper it often is best to meet face to face to hear issues and ideas first hand;

THEREFORE BE IT RESOLVED THAT City Hall staff, Senior Staff, and Council meet for an All-Hands meeting so that Council can hear staff’s concerns first hand and allow staff an opportunity to meet with Council, ask questions of Council, and share their concerns regarding staff working conditions at City Hall.

**DEFEATED**

Councillors Fathers, Manning, Trevelyan and  
Mayor Walker voted in the negative

The following discussion points were noted:

- Support the principle however the survey was done anonymously
- Would like to see the new Chief Administrative Officer work on this as part of their work plan
- Surveys can only offer limited information, would like to hear from the staff first hand, motion brought forward in the spirit of communication
- It is unusual for staff to initiate a survey on their own without Council directing this, would like to see there be a referendum on this matter

**11.2**                    **NOTICE OF MOTION**

Councillor Fathers provided the following Notice of Motion for consideration at the March 9, 2020 / next scheduled Regular Council meeting:

**DEFEATED MOTION REGARDING A TEMPORARY USE PERMIT 19-014 FOR 1550 JOHNSTON ROAD**

THAT Council rescinds the following resolution / motion 2020-071 that was defeated at the February 10, 2020 Regular Council meeting:

THAT Council approves Temporary Use Permit 19-014 for 1550 Johnston Road and direct staff to forward a copy of the resolution and supporting documents (corporate reports and relevant meeting minutes) to the Liquor and Cannabis Regulation Branch as documentation of gathering the views of residents on the cannabis licence application as well as the views of the City on the general impact on the community if the application is approved.

Please note in accordance with Legislation and the City's Procedure Bylaw that if this motion were to be successful at the March 9, 2020 vote, the application would be open again to

- 1) there being public notice of the Temporary Use Permit;
- 2) a Public Meeting on the Temporary Use Permit; and
- 3) a new Public Hearing for the cannabis licence request

**11.3**                    **SUBSEQUENT MOTION FOR CONSIDERATION AT THIS TIME IN RELATION TO 11.1A**

2020-094                **It was MOVED and SECONDED**

THAT Council endorses a motion in regard to City Hall, due to timing, be considered at this time.

**CARRIED**

2020-095                **It was MOVED and SECONDED**

THAT Council directs staff to bring forward a corporate report that outlines the process, implementation and cost(s) of the City conducting a Referendum regarding a new City Hall.

**CARRIED**

Councillor Trevelyan voted in the negative

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

None


13. **OTHER BUSINESS**

None

14. **CONCLUSION OF THE FEBRUARY 24, 2020 REGULAR COUNCIL MEETING**

The Chairperson declared the meeting concluded at 8:41 p.m.

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

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

Unapproved

## What is an HCP?

In 2008, Fraser Health began working with municipal leaders across the region to establish formal partnerships between local government, Fraser Health, and community organizations to promote health and well-being in each community. By 2010, Fraser Health established 13 Healthier Community Partnerships (HCPs) across the region. In 2012, the Province's Healthy Communities initiative mandated health authorities to work in partnership with municipalities to build healthier communities.<sup>1</sup>

## What is the purpose of an HCP?

The purpose of HCPs are to create or enhance existing formalized partnership structures in each community to engage a broad group of key stakeholders in a consistent manner and work collectively to address the multiple determinants of health, including social, economic, environmental, and physical determinants.

## What is the role of Fraser Health?

Fraser Health is committed to working with municipalities and other community partners through a dedicated team consisting of a Community Executive Director, Medical Health Officer, and Community Health Specialist for each community across the region. Fraser Health staff support, connect and facilitate local health promotion and chronic disease prevention actions and community partnerships, through the HCP. Fraser Health staff, such as Dietitians, Healthy Schools Public Health Nurses and Healthy Built Environment Specialists, act as liaisons for Fraser Health programs, and provide information to services for community partners. Other Fraser Health Population Public Health staff support health promotion work in the community as well.

## What is the role of the Municipality?

Municipal representatives are intended as leaders and co-chairs of HCPs. They play a key role in stakeholder engagement, developing relationships across sectors, and championing actions. In many communities across the region, the HCPs are structured as a Committee of Council and/or report up to City Council. As such, municipal representatives are instrumental in the development of HCP action plans and ensuring alignment and coordination with existing municipal strategic plans and ongoing efforts.

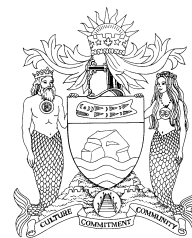
## Examples of initiatives that resulted from HCP Steering Committees:

**Langley:** The Langley HCP supported the establishment of a new Langley Youth Hub that facilitates youth programs and helps youth meet basic needs.

**New Westminster and Burnaby:** In 2018 and 2019, the New West HCP collaborated with the Burnaby HCP to host WALK30, a challenge for people to walk at least 30 minutes a day to create a walking culture, increase awareness of walking benefits and physical activity levels and foster social connections.

<sup>1</sup>Province of British Columbia. (n.d). *Healthy Communities*. Retrieved from <https://www2.gov.bc.ca/gov/content/health/keeping-bc-healthy-safe/healthy-communities>

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



**DATE:** March 9, 2020  
**TO:** Mayor and Council  
**FROM:** Eric Stepura, Director Recreation and Culture  
**SUBJECT:** Replacement of “Grizlee” – Public Art at East Beach

---

**RECOMMENDATIONS**

THAT Council:

1. Receive for information the corporate report dated March 9, 2020 from the Director of Recreation and Culture, titled “Replacement of ‘Grizlee’ – Public Art at East Beach”; and
  2. Direct staff to accept the gift of artwork and facilitate the project to remove the existing ‘Grizlee’ statue and install the new one.
- 

**INTRODUCTION**

The four foot stone bear statue, titled “Grizlee”, is located at the East Beach end of the promenade. It was placed as a memorial in 1999 by the Slavin family in memory of their son Lee who tragically died the previous year. Over the years, “Grizlee” has become an iconic part of East Beach. It is situated at the centre of the roundabout plaza located at the east end of the promenade where regular visitors walk around or touch the bear as part of their walking route. The statue is positioned to look towards Point Roberts, a happy memory for Lee’s family of camping there together.

Today, the bear statue has been damaged beyond repair. The Slavin family have purchased a new bear statue, and have approached the City to allow them to remove the existing “Grizlee” and replace the statue with one similar in look and scale. Pictures of the existing bear and the replacement bear are attached as Appendix “A”.

**PAST PRACTICE / POLICY / LEGISLATION**

Public Art Policy 708 guides the acquisition, commissioning and acceptance of gifts of public art (Appendix B).

**ANALYSIS**

The Slavin family have approached the City to allow them to remove the existing “Grizlee” and replace the statue with a similar replacement. If the City of White Rock accepts this donation, the cost of the new statue and the cost to remove the existing statue will be borne by the Slavin family. The Slavin family will relocate the existing bear to their private property. The Engineering and Municipal Operations Department will work with the Slavin family to manage the removal of the existing Grizlee statue and the installation of the new Grizlee statue.

Removal of an artwork on City owned or leased property is done in rare cases. With respect to adherence to Public Art Policy #708, the rationale for removing the artwork is found in Section 4:

*“The artwork has been damaged and repair is either impractical or infeasible.”*

The acceptance of the donated artwork has been recommended by the Public Art Advisory Committee, as directed in Section 7.5:

*“The PAAC will make the recommendation to Council to accept or decline the gifted, donated or bequests of artwork.”*

At its February 13, 2020 meeting, the Public Art Advisory Committee reviewed the Grizlee statue replacement proposal, and passed the following motion:

*“Given the history and the iconic placement of the Grizlee bear statue, the Public Art Advisory Committee recommends that Council accept the gift from the Slavin family of the public art piece “Grizlee” to replace the damaged statue.”*

### **BUDGET IMPLICATIONS**

The Engineering and Municipal Operations Department will work with the Slavin family to manage the removal of the existing Grizlee statue and the installation of the new Grizlee statue. All costs associated with the removal and disposal of the existing statue, and the purchase and installation of the new statue will be paid by the Slavin family.

If the existing plaque cannot be salvaged, a new plaque will be created by the City of White Rock as part of the public art budget. A picture of the existing plaque is attached as Appendix C.

### **RISK MANAGEMENT**

The Engineering and Municipal Operations Department will work with the Slavin family and the project contractors to ensure that safety risks are mitigated and that the installation is done in a way that avoids risk to public safety in the future.

Staff will work with the Slavin family to develop a Memorandum of Understanding outlining the responsibilities of both the family and the City in regards to the ownership, insurance, maintenance, replacement obligations etc. of the statue.

### **CLIMATE CHANGE IMPLICATIONS**

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

### **CONCLUSION**

“Grizlee” has become an iconic statue at East Beach. The Slavin family, recognizing the 20 year old artwork has been damaged and that repair is impractical, commissioned a second statue in the same likeness and scale as the first, and hope to work collaboratively with the City to ensure that a new “Grizlee” statue is enjoyed by visitors to East Beach for many more years to come.

Respectfully submitted,



Eric Stepura  
Director, Recreation and Culture

**Comments from the Chief Administrative Officer:**

I concur with the recommendations of this corporate report.



Dan Bottrill  
Chief Administrative Officer

Appendix A - Photographs of the Existing and Replacement Grizlee Statues  
Appendix B - Public Art Policy 708  
Appendix C - Existing Grizlee Plaque



APPENDIX A

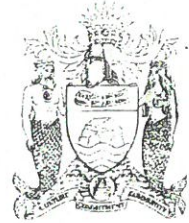


Existing Grizlee – broken nose and substantial crack



New Grizlee – same weight and height

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



**POLICY TITLE: PUBLIC ART**

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**Policy:**

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**I. INTRODUCTION**

**1. Purpose**

The purpose of the Public Art Policy is to:

- a) Ensure public art continues to make the environment visually beautiful and reflects both White Rock's character and a broader cultural diversity.
- b) Ensure artwork and the creative concepts of artists are supported through the City's Public Art Program.
- c) Serve as an act of public trust and stewardship for public art.
- d) Establish a sustainable funding mechanism to support the City's commitment to public art.
- e) Guide City staff in the implementation of the Public Art program.

**2. Principles**

The Public Art Policy ensures that public art is:

- a) Selected through an informed, open and fair public art competition process and consideration is being given to local, regional and national artists.  
Increasing public understanding, awareness and enjoyment of the arts in everyday life.
- b) Reflective of the diversity, values and history of the community to foster a sense of belonging, identity and place.
- c) Reflective of a wide range of professional artistic expression and practice, demonstrating excellence, quality and innovation.
- d) Responding to and enhancing the natural, social and built environment of the City of White Rock.
- e) A catalyst for creativity in White Rock's diverse community by providing opportunities for community engagement, development and partnerships.
- f) Stimulating economic and tourism development and presenting a positive image to visitors and potential investors.  
Integrated into the planning, design and execution of applicable community/civic development.

**3. Goals**

The Public Art Program will include three distinct programs:

**1. City Public Art Program**

A consistent and key principle underlying the successful development and implementation of a City Public Art Program is the demonstration of leadership and commitment by the City in initiating and facilitating the creation of public art as an integral component of its city capital projects.

A Public Art Policy for the City will:

- a) Provide an impetus and flexible framework for incorporating public art, at the planning stages, into new or existing capital improvement projects by the City.
- b) Establish guidelines for accepting gifts/bequests of public art and for the deaccession of public artworks.
- c) Develop a stable funding mechanism to ensure that resources are available to create, preserve and inventory public artworks.
- d) Incorporate the ideas and work of various artists and artistic disciplines in the public realm.
- e) Advance capital project goals or other City objectives, such as economic development and tourism.
- f) When calling for artists, the selection committee will endeavor to select, local artists from White Rock, South Surrey, or Semiahmoo First Nations.

## **2. Community Public Art Program**

The goal of a Community Public Art Program is to create artwork that is accessible to the public, in a public space. By virtue of its placement, content and public engagement, public art shapes the environment. Successful community art can help communities change the local environment and develop a sense of pride and ownership over their public spaces.

A Community Public Art Policy will:

- a) Create a livable community by linking arts and everyday life.
- b) Encourage community participation in ways that respect the diversity and interests of our neighbourhoods.
- c) Strengthen community identity, spirit and collective cultural experiences.
- d) Increase public understanding of the role of art and artists in the community.

Community public art focuses on the vision and belief systems of the community. A community based design process helps people articulate their concerns and goals in terms of public art creating opportunities for community participation. In this way, people's knowledge and experience become part of the design.

## **3. Private Sector Public Art Program**

The private sector public art program is designed to encourage developers to commission site-specific art works that are integrated into the public spaces adjacent to or part of the development project. Developers see the benefits inherent to public art as a means to enhance their project by adding interest and character to their developments. Public art can improve the public realm, whether publicly or privately owned, and create a destination for residents and visitors alike, thereby contributing to the local economy.

City staff, when reviewing new developments, will encourage developers to incorporate public art in their projects. Proposals received or referred to the Public Art Advisory Committee (PAAC) from private individuals or organizations will be reviewed and assessed by the PAAC. The review will consider artistic merit, ongoing maintenance demands and the process for implementing the project.

A Private Development Public Art Policy will:

- a) Encourage the private sector to seek out the PAAC to review and assess public art projects
- b) Reflect a range of artistic expression, demonstrate excellence, quality and innovation
- c) Create landmark features on new developments and revitalize the urban landscape

Developers may wish to hire an independent consultant to provide advice on public art opportunities, potential locations for public art and artists' resources. Creation, installation, maintenance and repair of artwork on private property is the responsibility of the property owner, unless otherwise established by agreement with the City.

## 2. **DEFINITION OF PUBLIC ART**

The definition of public art, for the purposes of this policy, is defined broadly to include all art forms, permanent or temporary, which are located in, part of, or associated with a public space, environment or facility that is highly accessible to members of the public. Without limiting the definition of public art, the following spheres of public art are included:

- Permanent artworks created for (often specific) public places.
- The collaboration of artists, architects, and landscape or urban designers to create unique physical environments or features, which integrate art into the urban fabric.
- Artworks produced by or through the involvement of the community (where they result in art in public spaces).
- Temporary art exhibits/performances/exhibitions/events/installations in public spaces.

Examples of public art could include sculptures, murals, functional art (e.g. designed public seating, paving, manhole covers, forms of landscaping, sound and light works, water or glass features).

This policy will apply to public art that is created, facilitated, owned or maintained by the City of White Rock.

3. **COUNCIL'S STRATEGIC DIRECTION AND MONITORING**

The Public Art Policy will be in keeping with the strategic documents and direction set by Council.

The City of White Rock Annual Report will reference public art. Council will then be able to monitor the performance of the Public Art Policy with consideration given to the following measurable outcomes:

- The number of artworks in the public domain.
- Level of compliance with the Public Art Policy.
- The amount of funding devoted to public art in White Rock.
- The number of new types of artworks installed in public places each year
- The diversity of cultures and types of artworks represented by the artists that either gift works or are commissioned to produce public art that will be owned by the City.

4. **FUNDING**

During the annual budgeting process consideration will be given to fund a *Public Art Reserve*. The Public Art Reserve will hold funds until such a time as their use is directed by Council based on recommendations from the Public Art Advisory Committee.

*Public Art Reserve* monies may be applied to:

- Selected capital projects such as new building construction, major additions to existing buildings, or major park development projects.
- Small-scale community public art projects proposed jointly by community non-profit organization(s) and artist(s).
- Installations for gifted works.
- Consultant fees for commissioning works for the Public Art Program.

1. **Community Public Art Funding**

\$50,000 will be considered annually for Community Public Art projects. The funds will be used for the following:

- a) Community Art. Applicable projects are ones initiated by the community such as "Youth at Risk" art programs.
- b) Public art around the City. Applicable projects can include banner programs, manhole and mural programs.
- c) Managing, maintenance and installation of Community Public Art.

In the City's annual operating budget an appropriate amount will be set aside for the insurance and maintenance of public art works.

## **2. City Public Art Funding**

- a) In the annual capital planning process 1.25 percent of large capital cost projects will be considered for city public art projects. Applicable projects include new building construction, major additions to existing buildings, and major park development projects.
- b) City Public Art funding does not apply to costs normally associated with capital projects such as design and engineering, insurance, fees and permits, building demolition, relocation of tenants, contingency funds, land acquisition, environmental testing or other engineering project costs.
- c) Public Art projects cannot be funded retroactively, and cannot receive funds from other city cultural grant programs.

As matching funds are often available, Council will work with various organizations, the business community and other levels of government to fund and promote community public art.

## **5. Public Art Advisory Committee (PAAC)**

Council will set up a Public Art Advisory Committee (PAAC) committee. The committee's duties will be included in the Term of Reference (Council Policy 147).

These duties will include:

- Overseeing the direction of the Public Art policies and making recommendations to Council for the allocation of funds.
- Representing the needs and interests of the community in the public art process.
- Ensuring that Artists are selected through an informed, open and fair public art competition process with consideration being given to local, regional and national artists.
- Advising Council on the implementation of the Public Art policies, including selection processes, acceptance of gifts, donations, bequests, loans, and de-accessions.

The committee will be composed of individuals who have expertise in fields related to public art. In order to facilitate the work of the PAAC, and to ensure the on-going development and administration of a public art program, a City staff member will be appointed as the staff liaison.

The public art program will be set up so that each project is reviewed by all appropriate staff.

PAAC will be kept apprised of any public art submissions through the Private Sector policy.



General awareness of all public art initiatives will be shared throughout the City and all City departments will be encouraged to consider opportunities for the appropriate integration of public art.

6. **PUBLIC ART SELECTION PANEL (PASP)**

The Public Art Advisory Committee will convene a selection panel for each significant Public Art Project (for the Selection Process see Appendix 2).

1. **Selection Panel Terms of Reference**

The Terms of Reference for the selection panel will be developed by the Manager, Cultural Development on a per project basis and in conjunction with the PAAC. On larger projects it may be desirable to give selection panels' broad terms of reference and responsibility for determining sites, budgets, the nature of the artist participation and recommended selection processes.

A selection panel usually consists of three to seven voting members as well as non-voting advisors as are needed to supply technical information or community advice. The panel process should also allow for neighbourhood input or representation and panellists should reflect community diversity.

A typical panel might consist of the following.

- a) Developer representative (if required).
- b) One member from the design community (Architect, Landscape Architect).
- c) Three representatives from the art and design community (preferably two artists).
- d) One member from the Public Art Advisory Committee.
- e) One member from the community at large.
- f) Non-voting advisors including city staff, project staff, technical staff.

Smaller projects may suffice with only three panelists; one from the Art Community, one architect or landscape architect and a member from the community at large.

7. **ACQUISITIONING, COMMISSIONING OR ACCEPTING GIFTS OF PUBLIC ART**

The City of White Rock will acquire pieces of art through the Public Art Program. It is important to ensure the quality and integrity of artwork commissioned and its relevance to the community and site. Before any work of art is accepted recognition must be given to the following:

1. **Meeting the Objectives of the Public Art Policy**

Primary consideration should be given to the objectives of public accessibility quality and diversity. Diversity should be taken to mean diversity of culture and of type of art (for example non-functional versus functional art; 'fine art' versus 'community art'; temporary versus permanent).

2. **Cost of Maintenance and Installation**

The costs of maintenance over a ten year period should be estimated and assessed, along with an indication of the expected life of the artwork. Maintenance and installations costs should be reasonable in relation to the value of the artwork, and affordable within operational maintenance and installation budgets.

3. **Safety**

Public art is, more often than not, physically accessible to the public. Art works therefore need to be both physically robust and safe to members of the public. Issues of safety are of primary concern.

4. **Artistic Merit and Quality of the Work**

Artworks will and should be the subject of debate as to their artistic merits. Bearing in mind the primary objective of gaining quality and diverse public art, regard should be given to:

- a) The anticipated public response and interaction.
- b) Accessibility to the public.
- c) The degree to which the artwork reflects White Rock's character and/or contemporary culture.
- d) Expert judgment as to the merits of the art work.
- e) The degree to which its artistic merits will be endured in relation to the costs associated with its adoption.

5. **Gifts, Donations and Bequests**

The PAAC will consider acceptance of gifts, donations and bequests of artwork (in the form of existing works or offers to commission new work) according to the following criteria:

- a) Ability to integrate work in the City's existing Public Art Collection.
- b) Quality and condition of the work, based upon professional assessment and a detailed written proposal that is accompanied with drawings, maquette (model) and/or photographs.
- c) Fairness of the process whereby the work and artist were selected.
- d) Suitability of the theme of the artwork to a public venue.

- e) Appropriateness to site, if applicable.
- f) Susceptibility of the work to degradation, wear or vandalism and any potential of endangering public safety.
- g) Suitability of the work to technical installation requirements of public spaces.
- h) Suitability of the work to variable environmental conditions.
- i) Financial implications of acceptance based on installation, maintenance, insurance, and restorative/repair cost estimates.
- j) Provision by the donor for ongoing maintenance and, where relevant, the cost of future relocation or removal.
- k) Authenticity: legal title, copyright, moral right.

For gifts, donations and bequests the donor must outline the offer in writing to staff. The donor then may appear as a delegation to present the work or staff will present it. The PAAC will make the recommendation to Council to accept or decline the gifted, donated or bequested artwork.

## **8. MANAGEMENT OF THE PUBLIC ART COLLECTION**

### **1. Collection Management**

- a) The management, maintenance and insurance of the Public Art Collection is the responsibility of the City. The costs of maintenance and insurance of the public art and privately owned art in publicly accessible locations will be incorporated into purchase/donation/gift agreements or any other agreements deemed appropriate to ensure the ongoing term maintenance of artwork in public places.
- b) The Public Art Collection will be managed according to appropriate professional inventory and documentation practices.

### **2. Risk Management and Liability**

- a) As the creation of art is atypical and is not governed by construction standards, there is need to apply some means to ensure that public safety is not put at risk through the installation of public art projects.
- b) The City will review projects to identify and reasonably address potential hazards. Artists commissioned will similarly be required to give due care to public safety in the design, fabrication and installation of public art pieces.

### 3. Inventory

An inventory of public artworks owned by the City will be created and maintained. Documentation procedures will conform to standard museum practice citing:

- a) Title of artwork.
- b) Date work was completed.
- c) Provenance.
- d) Purchase/commission price and insurance value upon acquisition.
- e) Photographic and written description detailing materials, construction, dimensions, location, site conditions and context of the work.
- f) Artist's statement of the work and biographical information.
- g) Published material about the artwork.

### 4. Removal or Relocating Public Artworks

Occasionally decisions will need to be made about either removing or relocating public artworks from the City's collection for a range of reasons including artistic relevance, public safety, changes to the design and use of the public space occupied by the artwork, and the possibility that a new and better site has become available for an artwork.

Reassessment of a work's suitability as a continuing part of the community public art collection should take into account:

- a) The primary objective of the policy is to increase the amount, quality and diversity of public art in White Rock.
- b) Where possible, decisions should involve discussions with the artist(s) and other relevant people or organizations involved in its establishment.
- c) That the Community Public Art Policy emphasizes raising awareness of public art and promoting opportunities for the public to access public art and, as such, the storing of public artworks is generally to be discouraged.
- d) Whether an artwork continues to be relevant to its location.
- e) Whether the work forms part of a collection.
- f) The popularity of the artwork with the public.
- g) If an artwork needs to be moved, consideration should be given to whether another site can be located.

Decisions on deaccession of public artwork will be made by the Public Art Advisory Committee. The determination would be based on one or more of the following reasons:

- a) The ongoing good condition or security of the artwork cannot be reasonably guaranteed.
- b) The artwork requires excessive maintenance or has faults in design or workmanship and repair or remedy is either impractical or infeasible.
- c) The artwork has been damaged and repair is either impractical or infeasible.
- d) The artwork endangers public safety.
- e) The artwork is not, or is only rarely on display owing to the lack of a suitable venue.
- f) Significant alterations in the use, character or design of the site have occurred which affect the integrity of the work and its relation to its environment.
- g) Significant adverse public reaction has continued over an extended period of time.
- h) The quality or authenticity of the artwork is debatable and subsequently justified.
- i) PAAC deems that the same artist should replace the artwork with a more appropriate work.
- j) The artwork has been assessed to be of inferior quality compared to other works in the collection, or has been determined to be incompatible with the rest of the collection.
- k) Removal is requested by the artist.
- l) The site is no longer accessible to the public or the physical setting is to be re-developed.

Options for deaccession of public art works include:

- a) Re-location to another appropriate site.
- b) Selling or gifting the artwork back to the artist.
- c) Donating to a community group or facility or organization that operates for public benefit.
- d) Open sale or auction.
- e) Other removal as appropriate.

Decisions on the above options will need to be made on a case by case basis, based on criteria which include:

- a) Resale value.
- b) Sensibilities around how the City came to own the artwork.
- c) Condition of the work.

5. Managing Controversy

The Public Art Advisory Committee should:

- a) Ensure the provision of opportunities for direct and informed public involvement in the direction and selection of public artwork.
- b) The Community Public Art Policy must provide a responsible, public selection process which in turn ensures that secured artwork is supported by the community.
- c) If reasonable efforts by the Public Art Advisory Committee to resolve the concern have failed, PAAC will appoint an impartial third party of art and design professionals to resolve the conflict. The recommendation of the third party member will require the approval of Council.

9. RATIONALE

The following is the rationale for both the City and Community Public Art programs:

1. City Public Art Program

A consistent and key principle underlying the successful development and implementation of a City Public Art Program is the demonstration of leadership and commitment by the City in initiating and facilitating the creation of public art as an integral component of its city capital projects.

2. Community Public Art Program

The goal of a Community Public Art Program is to create artwork that is accessible to the public, in a public space. By virtue of its placement, content and public engagement, public art shapes the environment. Successful community art can help communities change the local environment and develop a sense of pride and ownership over their public spaces.

3. Private Sector Public Art Program

The objective of a Private Sector Public Art Program is to encourage developers to contact the Public Art Advisory Committee and submit a detailed public art plan. A strong Private Sector Public Art Program contributes to the character of the City and demonstrates the significance of arts in everyday life.

10. COMMUNITY CONSULTATION PROCESS: PUBLIC ART ON CITY OWNED RETAINING WALLS

The addition of art in public spaces creates a more aesthetically pleasing environment for residents, workers and visitors. The following is a community consultation process to be followed when the City of White Rock initiates a public art project on retaining walls that are adjacent to a residents' home.

1. Pick a potential site. Criteria to include:
  - City owned property
  - Public access to the site
  - Visible to the public
  - The capacity of the site to sustain art
2. The City of White Rock will hold an invitational focus group meeting with the purpose to determine the themes and characteristics for the site. Key stakeholders specific to the site include city staff and adjacent property owners.
3. The City of White Rock will choose a budget that includes artist fees, material costs, installation costs and maintenance.
4. The City of White Rock will initiate a call for artists from information collected at the focus group meeting.
5. The City of White Rock will select a panel of jurors in accordance with the Selection Panel Terms of Reference of the Public Art Policy. The selection panel will take into consideration if the artist has reflected the themes presented in the artist call and stayed within budget.

For City owned retaining walls, the panel of jurors should include:

- Adjacent property owners
  - Three representatives from the art and design community
  - Manager of Cultural Development
6. The City of White Rock will award the project to the artist who achieves the highest combined score.
  7. The City of White Rock will send a letter to residents within a minimum of a two block radius with a draft of the proposed art and allow at least two weeks for feedback.
  8. The City of White Rock will finalize design, timeline and sign a contract with the artist.

## PUBLIC ART SELECTION PROCESS

### 1. Preparing for Artist Selection

- a) Identify potential project and location for public art.
- b) Determine budget for the project.
- c) Determine method of selection (open competition, limited competition, and direct selection).
- d) Determine if the call will be local, regional, national or international and whenever possible consideration should be for local, regional and national.
- e) Write the Call for Artists.
- f) Post the Call.
- g) Identify Public Art Selection Panel members. A Public Art Selection Panel (PASP) will be convened for each major public art project. The purpose of the PASP is to select the highest qualified artist(s) to complete the project.
- h) Selection panel reviews submissions and short-lists artists.
- i) Short-listed artists commissioned to either prepare a drawing, maquette and/or site plan.
- j) Selection panel meets to review short-listed proposals. One finalist is selected to initiate the artwork. Note: Some finalists are composed of more than one artist.

### 2. Selection and Commissioning of Artist

- a) Initiation of the contract preparations.
- b) Artist may be required to revise plan to address issues identified by PASP, developer and/or staff.
- c) Revised plans, construction drawings/model prepared by the artist.

### 3. Selection Process for Commissioning Artists

There are three accepted methods of selecting a public artist:

- a) **Open Competition**: Artists may submit requested materials from a public call for qualifications. Mailing lists should be advertised or by a database of names. Consideration should be given to local, regional and national artists.
- b) **Limited Competition**: A limited number of artists may be requested to submit qualifications for a specific project. This competition is usually employed when the project specifies a particular art form, or there are unusual time constraints. Names of artists should be submitted by the Public Art Advisory Committee or the Public Art Selection Panel.
- c) **Invitation or Direct Selection**: One artist may be invited to submit qualifications. Upon acceptance of the artist's qualifications, the artist is commissioned for the project. This method is rarely employed due to possible perceptions of favoritism and other political difficulties.

Artists are selected on the basis of their qualifications as demonstrated by past work, ability to handle a budget, creativity appropriateness of the proposal to the project.



Short-listed artists will be requested to prepare a proposal for the project.

Where possible, the City will encourage the developer (if involved) to engage in a collaborative process for City Public Art whereby artists become equal members of a design team under the direction of the PAAC. The benefits of collaboration are many: better ideas, wider range of approaches, higher levels of energy and a broader spectrum of skills. The artists' involvement will encourage the design process to integrate art and architecture. This is especially important in instances where concerns regarding safety, operations, maintenance, vandalism, and the interaction of people often eliminate the possibility of including applied or discrete art pieces.

Working with architects, landscape architects and engineers gives the artist the opportunity to create projects, which will attract people by adding an aesthetic overview. Integral to the success of a collaborative process, it is important that all members of a team understand the following points:

- Adding the artist to the design team early in the process creates the opportunity to leverage the cost of the artwork.
- Art is an important aspect of the project.
- Artists must be recognized as equal member of the design team.

#### **4. Artist Application Materials**

Materials to be submitted by the artists should include:

1. A letter of interest, no more than one page in length, that explains the artist's particular interest in the project, applicable experience that has prepared the artist for this project, and availability to work within the established timeline. Issues to be addressed should include design team participation and experience with collaborative design.
2. A current resume.
3. In hard copy: One (1) copy of a CD or USB Flash Drive containing a maximum of 20 digital images of the artist's work in a JPEG format with 300 DPI. All images must clearly identify the title of the artwork, location, media, size and other relevant information.
4. A numbered image list with the artist's name and a brief description of each image stating the title, date, medium, size, location and, if a commissioned project, the commission contract cost.
5. References required: Each artist applying should list at least one design professional (architect, landscape architect, engineer, graphic designer, etc.), and two artists who have an intimate knowledge of the artist's work and working methods. Include complete addresses and telephone numbers. For artists with no prior involvement with public art projects, please list at least two art professionals and one artist as references.
6. A self-addressed, stamped envelope for return of USB Flash Drive.

5. Selection Panel Guidelines

The Manager, Cultural Development will develop a Public Art Selection Panel in association with City staff and PAAC.

A new Public Art Selection Panel is convened for each project. The purpose of the selection panel is to select the highest qualified artist(s) to complete the project.

Depending on the size of the project, most panels consist of the following appointments:

- Developer representative (if required).
- One member from the design community (Architect, Landscape Architect).
- Three representatives from the art and design community (preferably two artists).
- One Member from the Public Art Advisory Committee.
- One member from the community at large.
- Non voting liaisons including city staff, project staff, technical staff.

Smaller projects may suffice with only three panelists; one from the art community, one architect or landscape architect and a member from the community at large.

1. Selection Panel Goals

The goals of the artist selection process are threefold:

- a) To implement the agreed upon goals of the project through an appropriate art selection.
- b) To seek quality and integrity in the artwork.
- c) To choose an artist(s) who will best respond to the distinctive characteristics of the site.

2. Selection Panel Process

Panelists must be well informed about the project for which they are selecting an artist. It is important that an orientation meeting be provided for the panel members. At this meeting they will be provided with written materials and drawings on the specific area in which the selected artist will be working. There should be an opportunity to visit the site and to have issues and questions answered by staff and representatives of the City.

Members of the Public Art Selection Panel should have one vote, and no member should have the right of veto. The selection of an artist should be based on a consensus vote by the panel. If a consensus cannot be reached, then the majority vote carries the decision. The committee should have the option to make no selection if there is not a submission that warrants consideration.

In some instances, groups that might have a special interest in the project will be invited to appoint non-voting advisors to the jury. The comments of these advisors would be solicited by the panel prior to making a final decision.

Costs incurred by the panelists such as parking and childcare will be paid. Meals will be provided for the panelists.

3. Selection Criteria

The Selection Panel should select finalists to be interviewed based on the quality of their application. The finalists should be interviewed by the jury using the following criteria:

- a) Artist's work habits and history:
  - Resume.
  - Ability to think conceptually.
  - Problem solving abilities.
  - Ability to meet deadlines.
  - Experience with budgeting and staying within a budget.
  - Familiarity working with and reading technical drawings.
  
- b) Artist's collaborative abilities:
  - Ability to work as a member of a team.
  - Communication skills.
  - Ability to carry out principled negotiations.
  - Flexibility.
  
- c) Artist's awareness of the project:
  - Perception of project.
  - Awareness of community attitudes and concerns.
  - Familiarity with project design.
  - Ability to understand and accept the timeline.

Project Eligibility

Projects will be selected by a Selection Panel according to the following criteria:

- a) Artistic merit and innovation.
- b) Significance of the project to the specific site and surrounding neighborhoods.
- c) High degree of public use or public realm impact.
- d) Demonstrated support and involvement of the community.
- e) Technical feasibility and quality of production.
- f) Art work must be safe, durable and vandal resistant.
- g) Probability of successful completion within stipulated timelines and budget.

Other criteria specific to the project might be included relating to issues of safety, operational requirements, maintenance.

Ineligible Projects

- a) Heritage buildings.
- b) Privately owned works (except where they are located in public places).
- c) Community arts programs (except where they result in art installations in public places).
- d) Contemporary advertising/billboards.
- e) Special Events / Festivals.

- f) Directional elements such as super graphics, signage or colour coding except where these elements are integral parts of the original work of art or public art project.
- g) Art objects which are mass-produced of standard design such as playground equipment, fountains, or statuary objects.
- h) Reproductions, by mechanical or other means, of original works or art, except in cases of film, video, photography, printmaking or other media arts.
- i) Decorative, ornamental, architectural or functional elements, except where they are an integral part of the original work of art, or are the result of collaboration among the design professionals including at least one artist.
- j) Landscape architecture and landscape gardening except where these elements are an integral part of the original work of art, or are the result of collaboration among design professionals including at least one artist.

## PUBLIC ART DEFINITIONS

### Artist

A person generally recognized by his/her peers, critics and other art professionals as committed to producing works of art on a regular basis.

### Artwork

A tangible creation by an artist.

### City Public Art Program

A consistent and key principle underlying the successful development and implementation of a City Public Art Program is the demonstration of leadership and commitment by the City in initiating and facilitating the creation of public art as an integral component of its city capital projects.

### Commissioned Work

Usually consists of discrete pieces of artwork that has been commissioned by Open, Limited or invitational competition. It may be public art that is not integrated with the site either in a physical or conceptual manner. Usually, this type of public artwork only relates to the site from a location and scale pin of view and is created off site. However, some commissioned pieces do relate to the site both in terms of location, geography, and the site. These may also be termed as discrete pieces, but the artist has addressed the physical components of the site and the surrounding area.

### Community Public Art

Community Public Art Programs provide funding for small-scale public art projects proposed jointly by community groups or organizations in collaboration with artists.

Public art that is created as a result of a collaborative process between a professional, practicing artist(s) and a self-defined community. It is a collective method of art making, engaging artists and communities through collaborative, creative expression.

Community Art projects may result in either temporary or permanent works of art. The funds for Community Public Art Program are accessible to community individuals, as well as profit and not for profit groups through the Community Public Art Program Grant Application Form.

### Competitions

There are three basic types of competition: "open" competitions are open to a wide range of entrants who may submit entries and "limited" competitions, which are open to only a few invited entrants. As well, "invitational competition" occurs when sponsors invite one specific artist to submit proposals for jury.

### Contract or Agreement

A binding, legal document by which parties agree to perform certain services.

**De-accession**

To sell (a work of art) from a museum's or gallery's collections, especially with a view to acquiring funds for the purchase of other works.

**Design Collaboration**

Projects created through the co-equal cooperative design efforts of design professionals, such as artists, architects and landscape architects.

**Design Professionals**

Individuals professionally trained in design, such as architecture, landscape architecture art, graphics, urban design, and planning; also graphic, industrial, interior, and clothing design.

**Discrete**

Public art that is not integrated with the site either in a physical or conceptual manner. Usually this type of public artwork only relates to the site from a location and scale point of view and is created off site and is often moved into the place.

**Integrated Public Art**

Public Art that becomes part of the urban infrastructure of a City or a community. It reflects the social, cultural, architectural and historic nuances of the place there by creating a sense of place.

**Leverage**

Integrated public art is often added to building or landscape parts such as pillars, walkways, seating, flooring, etc. The original cost for these items are added to the public art budget, thereby increasing or leveraging the cost of the artwork.

**Maquette**

Refers to the drawing or model of the proposed artwork.

**Percent for Art Programs**

A public art program funded by a percentage (usually 1 to 2%) of gross construction budgets, for the commission, design; purchase and installation of artwork in the public realm.

**Permanent Installation**

Artwork or an art place which has a permanent site, as opposed to a temporary site.

**Program Costs**

The amount that is taken off the top of the total art allocation, in order to administer the project. This amount is used for, but not limited to, the following: advertising, printing of competition briefs, jury fees, artist's maquette fees, plaque, lighting of work, invitations for official openings, photo documentation of the finished work, contingencies etc. Management costs vary according to type of competition and project.

**Provenance**

Place or source of origin.

**Public Art**

Publicly accessible original art that enriches the City as it evokes meaning in the public realm. It can be of a variety of forms and takes into consideration the site, its location and context, and the audience. Public art may possess functional as well as aesthetic qualities. Public art can be related to the site in three different ways: integrated, semi-integrated and discrete. (See definition of integrated).

**Public Art Consultant (PAC)**

An advisor to the project on art sitting, selection, and artist issues. Consultants should have a broad knowledge of current art-making practices and of artists able to work in public and development contexts.

**Public Artwork Collection**

All works of art owned by the City that are site specific, part of a portable collection or documentation of works of specific duration.

**Public Art Reserve Fund**

A City-maintained account of funds generated by the public art requirement which is dedicated to the cost of public art planning, administration, documentation, education, and the creation of public art. This fund is made up of a variety of sources including cash in lieu of the public art requirement, donations, etc.

**Semi-Integrated**

Public art that derives to some degree, its conceptual inspiration, from some aspect of the site and displays a heightened degree of physical and conceptual integration. These works may exist in a number of locations providing that all possess the same requisite physical and conceptual conditions, i.e. a piece which must be located in a windy open field condition could be located in any windy open field anywhere (see Integrated and Discrete).

**Site Specific Work**

An artwork that relates in content, form and/or image to its surroundings.

**Statuary**

A group or collection of statues.

**Rationale:**

This policy has been established to set out the purpose, principles, goals, considerations and processes in regard to public art.

Appendix C



Existing plaque at Grizlee



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



**DATE:** March 9, 2020

**TO:** Mayor and Council

**FROM:** Eric Stepura, Director Recreation and Culture

**SUBJECT:** 2020 Street Banners – Public Art Project

---

**RECOMMENDATIONS**

THAT Council:

1. Receive for information the corporate report dated March 9, 2020 from the Director of Recreation and Culture, titled “2020 Street Banners – Public Art Project”; and
  2. Direct staff to implement the 2020 Street Banners – Public Art Project as outlined in this corporate report.
- 

**INTRODUCTION**

At its regular meeting on February 27, 2020, the Public Art Advisory Committee expressed their desire to enhance the banner program in the City of White Rock by involving local and/or Semiahmoo First Nation artists in designing the City’s street banners. Staff have prepared the Call for Qualifications (attached as Appendix A) in order to be publicized in time for a summer installation of new artistic banners.

**PAST PRACTICE / POLICY / LEGISLATION**

Public Art Policy 708 (attached as Appendix B) notes that “when calling for artists, the selection committee will endeavor to select, local artists from White Rock, South Surrey, or Semiahmoo First Nations.”

As described in the City’s 2017 Strategic Placement of Public Art Plan (attached as Appendix C), a vibrant public art program and collection will:

- Increase public understanding, awareness and enjoyment of the arts in everyday life;
- Reflect the diversity, values and history of the community to foster a sense of belonging, identity and place;
- Reflect a wide range of professional artistic expression and practice, demonstrate excellence, quality and innovation;
- Respond and enhance the natural, social and built environment of the City of White Rock;
- Create a catalyst for creativity in White Rock’s diverse community by providing opportunities for community engagement, development and partnerships;
- Stimulate economic and tourism development and presenting a positive image to visitors and potential investors;

## **ANALYSIS**

The evolution of the banner program to include public art addresses the above-noted aspirations. There are currently 185 banners in the following banner pole locations (most are 48”x24”):

- Five Corners to Russell Avenue
- Russell Avenue to North Bluff (17 new fixed poles measuring 40”x36”)
- Columbia, Martin to Vidal
- West Beach
- East Beach

## **BUDGET IMPLICATIONS**

The annual contribution to the Public Art fund in 2020 is expected to be \$50,000. The budget for the 2020 Street Banners – Public Art Project would be set at \$20,000 - \$23,000 for the artist design, printing costs and installation of three unique designs.

The Public Art Fund was not earmarked for the banner program, previously funded by the BIA to attract tourists, so other sources of funding may need to be identified for future projects. The 2020 Banners are expected to be on the streets from June 2020 to June 2021.

## **CLIMATE CHANGE IMPLICATIONS**

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

## **OPTIONS**

The following options are available for Council’s consideration:

1. Direct staff to provide an opportunity for increased local participation in public art projects by implementing the 2020 Street Banners – Public Art Project as outlined in Schedule A the “Call for Qualifications”
2. Do not include Street Banners in the public art program in 2020.

Staff recommend option 1, which is incorporated as a recommendation at the beginning of this corporate report.

## **CONCLUSION**

Public Art Policy 708 notes that “when calling for artists, the selection committee will endeavor to select, local artists from White Rock, South Surrey, or Semiahmoo First Nations” and the 2017 Public Art Master Plan identifies that public art increases public understanding, awareness and enjoyment of the arts in everyday life and can reflect the diversity, values and history of the community to foster a sense of belonging, identity and place. By introducing banners designed by local artists, the City is addressing its public art program aspirations.

Respectfully submitted,



Eric Stepura  
Director, Recreation and Culture

**Comments from the Chief Administrative Officer:**

I concur with the recommendations of this corporate report.

A handwritten signature in black ink, appearing to read "Dan Bottrill", is centered on the page. The signature is fluid and cursive, with the first letter of each word being capitalized and prominent.

Dan Bottrill  
Chief Administrative Officer

Appendix A - Call for Qualifications: Artist Designed Banners  
Appendix B - Public Art Policy 708  
Appendix C - 2017 Strategic Placement of Public Art Plan



Call for Qualifications

## ***Artist Designed Banners***

### **Introduction**

The City of White Rock invites local artists, interested in creating artwork suitable for printed street banners, to provide their qualifications for this public art opportunity. In keeping with the City's desire to foster local participation in White Rock's public art program, this Call for Qualifications is limited to those living on the Peninsula and/or members of the Semiahmoo First Nation.

### **General Information**

The City of White Rock Public Art Policy 708 recognizes that Community Public Art allows for the creation of artwork that is accessible in a public space shaping the environment and public engagement. Engaging the community through the banner program develops a livable community by linking arts and everyday life.

The vision of the program is that it will encourage community participation in ways that respect diversity and interests in our neighbourhoods and strengthen community identity, spirit and collective cultural experiences. By providing an artful ambiance on the street, the exhibit will help enrich the quality of life for residents and visitors and build an audience for the arts in the City of White Rock.

The Public Art Advisory Committee guides the artistic vision of the banner program. A Selection Panel will review the submitting artists' qualifications, short-list, and invite one or more artists or artist teams to attend a design concept presentation meeting where the artist's preliminary sketches and ideas will be discussed. An honorarium of \$100 will be paid to the short-listed artist(s) or artist team invited to the design concept presentation meeting.

The final selected artist(s) will work with the Selection Panel to finalize a banner design that will be printed and displayed on the streets of White Rock and will receive \$1100.00 per accepted design.

### **2020/2021 Project Concept, Goals and Objectives**

The goals of this project are to:

- a. Qualify local artists to provide one or more designs for a series of printed street banners
- b. Commission one or more designs using the theme "My City by the Sea" to the technical specifications
- c. Engage and delight the viewer with a professional artistic display

The banners will be fabricated and printed by the City's selected banner manufacturer. The final design(s) will fit a banner measuring 24 inches wide by 48 inches long and/or 36"x40". The artist is expected to work with the Selection Panel, City staff and the banner manufacturer to create the final banner design.

### **Project Budget**

A \$100 honorarium will be provided to the artists, or artist teams (one honorarium per team), following their attendance at the design concept presentation.

An artwork budget of \$1100.00 is designated for each design finally selected. The artwork budget is inclusive of all project costs including but not limited to artist fees, studio overhead, consultant fees, permit fees, business license fees, artwork fabrication, artwork materials and supplies, transportation, taxes and contingency.

The cost to fabricate the banners and printing by the manufacturer is an additional cost covered by the City.

### **Selection and Commissioning Process**

#### ***Submission and Review of Qualifications:***

- a. A Letter of Interest, no more than one page in length that explains the artist's or team's interest in this project and their local connection. At least one member of the team must either reside on the Peninsula or be a member of the Semiahmoo First Nation.
- b. A current resume, or CV, including a portfolio of up to fifteen photographs of the artist's work. Each photograph must be numbered.
- c. Artists applying as a team may submit up to twenty photographs of their work.
- d. Two References: accepted references include commissioning agencies, artists, and design professionals (gallery managers, graphic designer, etc.) who have a knowledge of your work and working methods. Include complete address and telephone numbers for all references.
- e. A self-addressed stamped envelope, if requesting return of submittal materials. Submitted materials may be in hard copy printed format, CD format, or in one PDF Acrobat format file of no more than 16 pages and 5MB. PDF materials may be submitted by email. A CD back-up of the PDF file submissions may be mailed or delivered. All hard-copy materials will be retained by the City of White Rock if a self-addressed stamped envelope is not provided. CDs must be labelled with the artist's last name and the title *White Rock Street Banner – Display Year 2020 and 2021*.
- f. No design proposals should be submitted at this time.

The Selection Panel will review materials. Artist(s), or artist teams, will be shortlisted on the basis of, but not limited to, the following components:

- a. Artistic excellence, innovation and creativity of approach as demonstrated in past work and shown in submitted materials.
- b. Quality of recently completed projects, including demonstrated adherence to schedules, deadlines, budgets, project design and execution.
- c. Ability to create artwork appropriate in concept, materials and scale for the identified opportunity.
- d. Previous experience working efficiently, collegially and collaboratively with civic agencies is desired.
- e. Availability to attend design meetings with City staff and banner manufacturer
- f. Availability to complete design work in the required format for manufacturer by May 20, 2020

**DEADLINE TO SUBMIT QUALIFICATIONS IS APRIL 6, 2020**

***The Design Concept Presentation Meeting***

The short-listed artist(s) or teams will be invited to attend a design concept presentation meeting with the Selection Panel and City staff. This meeting will allow the artist or team to discuss up to three preliminary design concepts with the Selection Panel. An honorarium of \$100 will be paid to the short-listed artist(s), or artist team (one honorarium per team), invited to the design concept presentation. The artists are not expected to present finalized artwork at this meeting, but should include preliminary sketches or thumbnail designs to aid discussions and to sufficiently convey the scope of the artist’s design concepts. A \$100 honorarium will be provided to the artists, or artist teams (one honorarium per team), following their attendance at the design concept presentation.

***Final Design***

Following the design concept presentation, the final selected artist(s), or artist team(s), will enter into a contract agreement with the City of White Rock to develop the final banner design(s) for a fee of \$1100.00 payable upon delivery of the manufacturing ready design.

The City of White Rock and the Selection Panel reserves the right not to award the commission at the time of preliminary design concept review.

**Project Schedule**

<b>Date</b>	<b>Milestone</b>
March 10, 2020	Request for Qualifications posted.
April 6, 2020	Qualification submissions due.
April 10, 2020	Selection Panel reviews and shortlists up to 5 artists or artist teams. Shortlisted artists notified and invited to attend the design concept meeting.
April 17, 2020	The shortlisted artists will attend the preliminary design concept meeting. (Presented at City of White Rock Council May 4, 2020)
April 21, 2020	Contract(s) will be awarded to develop the final banner design.
May 20, 2020	The artist, or team, presents the final banner design to the Selection Panel.
June 2020	The artist, or team, is available to consult with banner manufacturing company to ensure banner design integrity.

All submittal materials must be delivered to the address below by **April 6, 2020**:

**Elizabeth Keurvorst  
Manager Cultural Development  
City of White Rock  
15154 Russell Avenue, White Rock, BC  
V4B 0A6**

**Email submissions: [culture@whiterockcity.ca](mailto:culture@whiterockcity.ca)**

All questions regarding this call should be directed to:

**Elizabeth Keurvorst  
Manager Cultural Development  
City of White Rock  
Phone: 604-541.7580  
Email: [ekurveorst@whiterockcity.ca](mailto:ekurveorst@whiterockcity.ca)**

#### **Notice to Artists**

Interested artists and artist teams are advised that neither the City nor the Public Art Selection Panel are obliged to review or accept any of the Qualification Submissions, and may reject all responses. Each artist or artist team is advised, and by submission of Qualifications, agrees that the City will not be responsible for any costs, expenses, losses, damages (including damages for loss of anticipated profit) or liabilities incurred by artists and artist teams as a result of or arising out of submitting Qualifications or due to the City's acceptance or non-acceptance of their Qualifications or arising out of any contract award not made in accordance with the expressed or implied terms of the Qualification call. Until a written contract, in a form satisfactory to the City, is executed by both the City and the artists and artist teams, no legal rights or responsibility shall be created between the artists and artist teams and the City.

Artists and artist teams and their agents will not contact any member of the City Council or City staff with respect to this Call for Qualification, other than the contact person named in this Call for Qualification, at any time prior to the award of any contracts or cancellation of the Call for Qualification.

An artists and artist teams must disclose in its Qualification submission any actual or potential conflicts of interest and existing business relationships it may have with the City, its elected or appointed officials or employees. The City may rely on such disclosure.

All submissions will be held in confidence by the City unless otherwise required by law.

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



**POLICY TITLE: PUBLIC ART**

**POLICY NUMBER: RECREATION AND CULTURE - 708**

<i>Date of Council Adoption:</i> July 12, 2010	<i>Date of Last Amendment:</i> November 4, 2019
<i>Council Resolution Number:</i> 2010-347, 2013-134, 2014-152, 2015-285, 2016-302, 2019-498; 2020-019	
<i>Originating Department:</i> Recreation and Culture	<i>Date last reviewed by the Governance and Legislation Committee:</i> October 21, 2019

Policy:

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# 1. **INTRODUCTION**

## 1. **Purpose**

The purpose of the Public Art Policy is to:

- a) Ensure public art continues to make the environment visually beautiful and reflects both White Rock's character and a broader cultural diversity.
- b) Ensure artwork and the creative concepts of artists are supported through the City's Public Art Program.
- c) Serve as an act of public trust and stewardship for public art.
- d) Establish a sustainable funding mechanism to support the City's commitment to public art.
- e) Guide City staff in the implementation of the Public Art program.

## 2. **Principles**

The Public Art Policy ensures that public art is:

- a) Selected through an informed, open and fair public art competition process and consideration is being given to local, regional and national artists.  
Increasing public understanding, awareness and enjoyment of the arts in everyday life.
- b) Reflective of the diversity, values and history of the community to foster a sense of belonging, identity and place.
- c) Reflective of a wide range of professional artistic expression and practice, demonstrating excellence, quality and innovation.
- d) Responding to and enhancing the natural, social and built environment of the City of White Rock.
- e) A catalyst for creativity in White Rock's diverse community by providing opportunities for community engagement, development and partnerships.
- f) Stimulating economic and tourism development and presenting a positive image to visitors and potential investors.  
Integrated into the planning, design and execution of applicable community/civic development.

## 3. **Goals**

The Public Art Program will include three distinct programs:

### 1. **City Public Art Program**

A consistent and key principle underlying the successful development and implementation of a City Public Art Program is the demonstration of leadership and commitment by the City in initiating and facilitating the creation of public art as an integral component of its city capital projects.

A Public Art Policy for the City will:

- a) Provide an impetus and flexible framework for incorporating public art, at the planning stages, into new or existing capital improvement projects by the City.
- b) Establish guidelines for accepting gifts/bequests of public art and for the deaccession of public artworks.
- c) Develop a stable funding mechanism to ensure that resources are available to create, preserve and inventory public artworks.
- d) Incorporate the ideas and work of various artists and artistic disciplines in the public realm.
- e) Advance capital project goals or other City objectives, such as economic development and tourism.
- f) When calling for artists, the selection committee will endeavor to select, local artists from White Rock, South Surrey, or Semiahmoo First Nations.

## **2. Community Public Art Program**

The goal of a Community Public Art Program is to create artwork that is accessible to the public, in a public space. By virtue of its placement, content and public engagement, public art shapes the environment. Successful community art can help communities change the local environment and develop a sense of pride and ownership over their public spaces.

A Community Public Art Policy will:

- a) Create a livable community by linking arts and everyday life.
- b) Encourage community participation in ways that respect the diversity and interests of our neighbourhoods.
- c) Strengthen community identity, spirit and collective cultural experiences.
- d) Increase public understanding of the role of art and artists in the community.

Community public art focuses on the vision and belief systems of the community. A community based design process helps people articulate their concerns and goals in terms of public art creating opportunities for community participation. In this way, people's knowledge and experience become part of the design.

## **3. Private Sector Public Art Program**

The private sector public art program is designed to encourage developers to commission site-specific art works that are integrated into the public spaces adjacent to or part of the development project. Developers see the benefits inherent to public art as a means to enhance their project by adding interest and character to their developments. Public art can improve the public realm, whether publicly or privately owned, and create a destination for residents and visitors alike, thereby contributing to the local economy.

City staff, when reviewing new developments, will encourage developers to incorporate public art in their projects. Proposals received or referred to the Public Art Advisory Committee (PAAC) from private individuals or organizations will be reviewed and assessed by the PAAC. The review will consider artistic merit, ongoing maintenance demands and the process for implementing the project.

A Private Development Public Art Policy will:

- a) Encourage the private sector to seek out the PAAC to review and assess public art projects
- b) Reflect a range of artistic expression, demonstrate excellence, quality and innovation
- c) Create landmark features on new developments and revitalize the urban landscape

Developers may wish to hire an independent consultant to provide advice on public art opportunities, potential locations for public art and artists' resources. Creation, installation, maintenance and repair of artwork on private property is the responsibility of the property owner, unless otherwise established by agreement with the City.

## 2. **DEFINITION OF PUBLIC ART**

The definition of public art, for the purposes of this policy, is defined broadly to include all art forms, permanent or temporary, which are located in, part of, or associated with a public space, environment or facility that is highly accessible to members of the public. Without limiting the definition of public art, the following spheres of public art are included:

- Permanent artworks created for (often specific) public places.
- The collaboration of artists, architects, and landscape or urban designers to create unique physical environments or features, which integrate art into the urban fabric.
- Artworks produced by or through the involvement of the community (where they result in art in public spaces).
- Temporary art exhibits/performances/exhibitions/events/installations in public spaces.

Examples of public art could include sculptures, murals, functional art (e.g. designed public seating, paving, manhole covers, forms of landscaping, sound and light works, water or glass features).

This policy will apply to public art that is created, facilitated, owned or maintained by the City of White Rock.

### 3. **COUNCIL'S STRATEGIC DIRECTION AND MONITORING**

The Public Art Policy will be in keeping with the strategic documents and direction set by Council.

The City of White Rock Annual Report will reference public art. Council will then be able to monitor the performance of the Public Art Policy with consideration given to the following measurable outcomes:

- The number of artworks in the public domain.
- Level of compliance with the Public Art Policy.
- The amount of funding devoted to public art in White Rock.
- The number of new types of artworks installed in public places each year
- The diversity of cultures and types of artworks represented by the artists that either gift works or are commissioned to produce public art that will be owned by the City.

### 4. **FUNDING**

During the annual budgeting process consideration will be given to fund a *Public Art Reserve*. The Public Art Reserve will hold funds until such a time as their use is directed by Council based on recommendations from the Public Art Advisory Committee.

*Public Art Reserve* monies may be applied to:

- Selected capital projects such as new building construction, major additions to existing buildings, or major park development projects.
- Small-scale community public art projects proposed jointly by community non-profit organization(s) and artist(s).
- Installations for gifted works.
- Consultant fees for commissioning works for the Public Art Program.

#### 1. **Community Public Art Funding**

\$50,000 will be considered annually for Community Public Art projects. The funds will be used for the following:

- a) Community Art. Applicable projects are ones initiated by the community such as “Youth at Risk” art programs.
- b) Public art around the City. Applicable projects can include banner programs, manhole and mural programs.
- c) Managing, maintenance and installation of Community Public Art.

In the City's annual operating budget an appropriate amount will be set aside for the insurance and maintenance of public art works.

## **2. City Public Art Funding**

- a) In the annual capital planning process 1.25 percent of large capital cost projects will be considered for city public art projects. Applicable projects include new building construction, major additions to existing buildings, and major park development projects.
- b) City Public Art funding does not apply to costs normally associated with capital projects such as design and engineering, insurance, fees and permits, building demolition, relocation of tenants, contingency funds, land acquisition, environmental testing or other engineering project costs.
- c) Public Art projects cannot be funded retroactively, and cannot receive funds from other city cultural grant programs.

As matching funds are often available, Council will work with various organizations, the business community and other levels of government to fund and promote community public art.

## **5. Public Art Advisory Committee (PAAC)**

Council will set up a Public Art Advisory Committee (PAAC) committee. The committee's duties will be included in the Term of Reference (Council Policy 147).

These duties will include:

- Overseeing the direction of the Public Art policies and making recommendations to Council for the allocation of funds.
- Representing the needs and interests of the community in the public art process.
- Ensuring that Artists are selected through an informed, open and fair public art competition process with consideration being given to local, regional and national artists.
- Advising Council on the implementation of the Public Art policies, including selection processes, acceptance of gifts, donations, bequests, loans, and de-accessions.

The committee will be composed of individuals who have expertise in fields related to public art. In order to facilitate the work of the PAAC, and to ensure the on-going development and administration of a public art program, a City staff member will be appointed as the staff liaison.

The public art program will be set up so that each project is reviewed by all appropriate staff.

PAAC will be kept apprised of any public art submissions through the Private Sector policy.

General awareness of all public art initiatives will be shared throughout the City and all City departments will be encouraged to consider opportunities for the appropriate integration of public art.

## **6. PUBLIC ART SELECTION PANEL (PASP)**

The Public Art Advisory Committee will convene a selection panel for each significant Public Art Project (for the Selection Process see Appendix 2).

### **1. Selection Panel Terms of Reference**

The Terms of Reference for the selection panel will be developed by the Manager, Cultural Development on a per project basis and in conjunction with the PAAC. On larger projects it may be desirable to give selection panels' broad terms of reference and responsibility for determining sites, budgets, the nature of the artist participation and recommended selection processes.

A selection panel usually consists of three to seven voting members as well as non-voting advisors as are needed to supply technical information or community advice. The panel process should also allow for neighbourhood input or representation and panellists should reflect community diversity.

A typical panel might consist of the following.

- a) Developer representative (if required).
- b) One member from the design community (Architect, Landscape Architect).
- c) Three representatives from the art and design community (preferably two artists).
- d) One member from the Public Art Advisory Committee.
- e) One member from the community at large.
- f) Non-voting advisors including city staff, project staff, technical staff.

Smaller projects may suffice with only three panelists; one from the Art Community, one architect or landscape architect and a member from the community at large.

## **7. ACQUISITIONING, COMMISSIONING OR ACCEPTING GIFTS OF PUBLIC ART**

The City of White Rock will acquire pieces of art through the Public Art Program. It is important to ensure the quality and integrity of artwork commissioned and its relevance to the community and site. Before any work of art is accepted recognition must be given to the following:

**1. Meeting the Objectives of the Public Art Policy**

Primary consideration should be given to the objectives of public accessibility quality and diversity. Diversity should be taken to mean diversity of culture and of type of art (for example non-functional versus functional art; 'fine art' versus 'community art'; temporary versus permanent).

**2. Cost of Maintenance and Installation**

The costs of maintenance over a ten year period should be estimated and assessed, along with an indication of the expected life of the artwork. Maintenance and installations costs should be reasonable in relation to the value of the artwork, and affordable within operational maintenance and installation budgets.

**3. Safety**

Public art is, more often than not, physically accessible to the public. Art works therefore need to be both physically robust and safe to members of the public. Issues of safety are of primary concern.

**4. Artistic Merit and Quality of the Work**

Artworks will and should be the subject of debate as to their artistic merits. Bearing in mind the primary objective of gaining quality and diverse public art, regard should be given to:

- a) The anticipated public response and interaction.
- b) Accessibility to the public.
- c) The degree to which the artwork reflects White Rock's character and/or contemporary culture.
- d) Expert judgment as to the merits of the art work.
- e) The degree to which its artistic merits will be endured in relation to the costs associated with its adoption.

**5. Gifts, Donations and Bequests**

The PAAC will consider acceptance of gifts, donations and bequests of artwork (in the form of existing works or offers to commission new work) according to the following criteria:

- a) Ability to integrate work in the City's existing Public Art Collection.
- b) Quality and condition of the work, based upon professional assessment and a detailed written proposal that is accompanied with drawings, maquette (model) and/or photographs.
- c) Fairness of the process whereby the work and artist were selected.
- d) Suitability of the theme of the artwork to a public venue.



- e) Appropriateness to site, if applicable.
- f) Susceptibility of the work to degradation, wear or vandalism and any potential of endangering public safety.
- g) Suitability of the work to technical installation requirements of public spaces.
- h) Suitability of the work to variable environmental conditions.
- i) Financial implications of acceptance based on installation, maintenance, insurance, and restorative/repair cost estimates.
- j) Provision by the donor for ongoing maintenance and, where relevant, the cost of future relocation or removal.
- k) Authenticity: legal title, copyright, moral right.

For gifts, donations and bequests the donor must outline the offer in writing to staff. The donor then may appear as a delegation to present the work or staff will present it. The PAAC will make the recommendation to Council to accept or decline the gifted, donated or bequested artwork.

## **8. MANAGEMENT OF THE PUBLIC ART COLLECTION**

### **1. Collection Management**

- a) The management, maintenance and insurance of the Public Art Collection is the responsibility of the City. The costs of maintenance and insurance of the public art and privately owned art in publicly accessible locations will be incorporated into purchase/donation/gift agreements or any other agreements deemed appropriate to ensure the ongoing term maintenance of artwork in public places.
- b) The Public Art Collection will be managed according to appropriate professional inventory and documentation practices.

### **2. Risk Management and Liability**

- a) As the creation of art is atypical and is not governed by construction standards, there is need to apply some means to ensure that public safety is not put at risk through the installation of public art projects.
- b) The City will review projects to identify and reasonably address potential hazards. Artists commissioned will similarly be required to give due care to public safety in the design, fabrication and installation of public art pieces.

### **3. Inventory**

An inventory of public artworks owned by the City will be created and maintained. Documentation procedures will conform to standard museum practice citing:

- a) Title of artwork.
- b) Date work was completed.
- c) Provenance.
- d) Purchase/commission price and insurance value upon acquisition.
- e) Photographic and written description detailing materials, construction, dimensions, location, site conditions and context of the work.
- f) Artist's statement of the work and biographical information.
- g) Published material about the artwork.

### **4. Removal or Relocating Public Artworks**

Occasionally decisions will need to be made about either removing or relocating public artworks from the City's collection for a range of reasons including artistic relevance, public safety, changes to the design and use of the public space occupied by the artwork, and the possibility that a new and better site has become available for an artwork.

Reassessment of a work's suitability as a continuing part of the community public art collection should take into account:

- a) The primary objective of the policy is to increase the amount, quality and diversity of public art in White Rock.
- b) Where possible, decisions should involve discussions with the artist(s) and other relevant people or organizations involved in its establishment.
- c) That the Community Public Art Policy emphasizes raising awareness of public art and promoting opportunities for the public to access public art and, as such, the storing of public artworks is generally to be discouraged.
- d) Whether an artwork continues to be relevant to its location.
- e) Whether the work forms part of a collection.
- f) The popularity of the artwork with the public.
- g) If an artwork needs to be moved, consideration should be given to whether another site can be located.

Decisions on deaccession of public artwork will be made by the Public Art Advisory Committee. The determination would be based on one or more of the following reasons:

- a) The ongoing good condition or security of the artwork cannot be reasonably guaranteed.
- b) The artwork requires excessive maintenance or has faults in design or workmanship and repair or remedy is either impractical or infeasible.
- c) The artwork has been damaged and repair is either impractical or infeasible.
- d) The artwork endangers public safety.
- e) The artwork is not, or is only rarely on display owing to the lack of a suitable venue.
- f) Significant alterations in the use, character or design of the site have occurred which affect the integrity of the work and its relation to its environment.
- g) Significant adverse public reaction has continued over an extended period of time.
- h) The quality or authenticity of the artwork is debatable and subsequently justified.
- i) PAAC deems that the same artist should replace the artwork with a more appropriate work.
- j) The artwork has been assessed to be of inferior quality compared to other works in the collection, or has been determined to be incompatible with the rest of the collection.
- k) Removal is requested by the artist.
- l) The site is no longer accessible to the public or the physical setting is to be re-developed.

Options for deaccession of public art works include:

- a) Re-location to another appropriate site.
- b) Selling or gifting the artwork back to the artist.
- c) Donating to a community group or facility or organization that operates for public benefit.
- d) Open sale or auction.
- e) Other removal as appropriate.

Decisions on the above options will need to be made on a case by case basis, based on criteria which include:

- a) Resale value.
- b) Sensibilities around how the City came to own the artwork.
- c) Condition of the work.

5. **Managing Controversy**

The Public Art Advisory Committee should:

- a) Ensure the provision of opportunities for direct and informed public involvement in the direction and selection of public artwork.
- b) The Community Public Art Policy must provide a responsible, public selection process which in turn ensures that secured artwork is supported by the community.
- c) If reasonable efforts by the Public Art Advisory Committee to resolve the concern have failed, PAAC will appoint an impartial third party of art and design professionals to resolve the conflict. The recommendation of the third party member will require the approval of Council.

9. **RATIONALE**

The following is the rationale for both the City and Community Public Art programs:

1. **City Public Art Program**

A consistent and key principle underlying the successful development and implementation of a City Public Art Program is the demonstration of leadership and commitment by the City in initiating and facilitating the creation of public art as an integral component of its city capital projects.

2. **Community Public Art Program**

The goal of a Community Public Art Program is to create artwork that is accessible to the public, in a public space. By virtue of its placement, content and public engagement, public art shapes the environment. Successful community art can help communities change the local environment and develop a sense of pride and ownership over their public spaces.

3. **Private Sector Public Art Program**

The objective of a Private Sector Public Art Program is to encourage developers to contact the Public Art Advisory Committee and submit a detailed public art plan. A strong Private Sector Public Art Program contributes to the character of the City and demonstrates the significance of arts in everyday life.

10. **COMMUNITY CONSULTATION PROCESS: PUBLIC ART ON CITY OWNED RETAINING WALLS**

The addition of art in public spaces creates a more aesthetically pleasing environment for residents, workers and visitors. The following is a community consultation process to be followed when the City of White Rock initiates a public art project on retaining walls that are adjacent to a residents' home.

1. Pick a potential site. Criteria to include:
  - City owned property
  - Public access to the site
  - Visible to the public
  - The capacity of the site to sustain art
2. The City of White Rock will hold an invitational focus group meeting with the purpose to determine the themes and characteristics for the site. Key stakeholders specific to the site include city staff and adjacent property owners.
3. The City of White Rock will choose a budget that includes artist fees, material costs, installation costs and maintenance.
4. The City of White Rock will initiate a call for artists from information collected at the focus group meeting.
5. The City of White Rock will select a panel of jurors in accordance with the Selection Panel Terms of Reference of the Public Art Policy. The selection panel will take into consideration if the artist has reflected the themes presented in the artist call and stayed within budget.

For City owned retaining walls, the panel of jurors should include:

- Adjacent property owners
  - Three representatives from the art and design community
  - Manager of Cultural Development
6. The City of White Rock will award the project to the artist who achieves the highest combined score.
  7. The City of White Rock will send a letter to residents within a minimum of a two block radius with a draft of the proposed art and allow at least two weeks for feedback.
  8. The City of White Rock will finalize design, timeline and sign a contract with the artist.

## PUBLIC ART SELECTION PROCESS

### 1. Preparing for Artist Selection

- a) Identify potential project and location for public art.
- b) Determine budget for the project.
- c) Determine method of selection (open competition, limited competition, and direct selection).
- d) Determine if the call will be local, regional, national or international and whenever possible consideration should be for local, regional and national.
- e) Write the Call for Artists.
- f) Post the Call.
- g) Identify Public Art Selection Panel members. A Public Art Selection Panel (PASP) will be convened for each major public art project. The purpose of the PASP is to select the highest qualified artist(s) to complete the project.
- h) Selection panel reviews submissions and short-lists artists.
- i) Short-listed artists commissioned to either prepare a drawing, maquette and/or site plan.
- j) Selection panel meets to review short-listed proposals. One finalist is selected to initiate the artwork. Note: Some finalists are composed of more than one artist.

### 2. Selection and Commissioning of Artist

- a) Initiation of the contract preparations.
- b) Artist may be required to revise plan to address issues identified by PASP, developer and/or staff.
- c) Revised plans, construction drawings/model prepared by the artist.

### 3. Selection Process for Commissioning Artists

There are three accepted methods of selecting a public artist:

- a) **Open Competition:** Artists may submit requested materials from a public call for qualifications. Mailing lists should be advertised or by a database of names. Consideration should be given to local, regional and national artists.
- b) **Limited Competition:** A limited number of artists may be requested to submit qualifications for a specific project. This competition is usually employed when the project specifies a particular art form, or there are unusual time constraints. Names of artists should be submitted by the Public Art Advisory Committee or the Public Art Selection Panel.
- c) **Invitation or Direct Selection:** One artist may be invited to submit qualifications. Upon acceptance of the artist's qualifications, the artist is commissioned for the project. This method is rarely employed due to possible perceptions of favoritism and other political difficulties.

Artists are selected on the basis of their qualifications as demonstrated by past work, ability to handle a budget, creativity appropriateness of the proposal to the project.

Short-listed artists will be requested to prepare a proposal for the project.

Where possible, the City will encourage the developer (if involved) to engage in a collaborative process for City Public Art whereby artists become equal members of a design team under the direction of the PAAC. The benefits of collaboration are many: better ideas, wider range of approaches, higher levels of energy and a broader spectrum of skills. The artists' involvement will encourage the design process to integrate art and architecture. This is especially important in instances where concerns regarding safety, operations, maintenance, vandalism, and the interaction of people often eliminate the possibility of including applied or discrete art pieces.

Working with architects, landscape architects and engineers gives the artist the opportunity to create projects, which will attract people by adding an aesthetic overview. Integral to the success of a collaborative process, it is important that all members of a team understand the following points:

- Adding the artist to the design team early in the process creates the opportunity to leverage the cost of the artwork.
- Art is an important aspect of the project.
- Artists must be recognized as equal member of the design team.

#### **4. Artist Application Materials**

Materials to be submitted by the artists should include:

1. A letter of interest, no more than one page in length, that explains the artist's particular interest in the project, applicable experience that has prepared the artist for this project, and availability to work within the established timeline. Issues to be addressed should include design team participation and experience with collaborative design.
2. A current resume.
3. In hard copy: One (1) copy of a CD or USB Flash Drive containing a maximum of 20 digital images of the artist's work in a JPEG format with 300 DPI. All images must clearly identify the title of the artwork, location, media, size and other relevant information.
4. A numbered image list with the artist's name and a brief description of each image stating the title, date, medium, size, location and, if a commissioned project, the commission contract cost.
5. References required: Each artist applying should list at least one design professional (architect, landscape architect, engineer, graphic designer, etc.), and two artists who have an intimate knowledge of the artist's work and working methods. Include complete addresses and telephone numbers. For artists with no prior involvement with public art projects, please list at least two art professionals and one artist as references.
6. A self-addressed, stamped envelope for return of USB Flash Drive.

## 5. Selection Panel Guidelines

The Manager, Cultural Development will develop a Public Art Selection Panel in association with City staff and PAAC.

A new Public Art Selection Panel is convened for each project. The purpose of the selection panel is to select the highest qualified artist(s) to complete the project.

Depending on the size of the project, most panels consist of the following appointments:

- Developer representative (if required).
- One member from the design community (Architect, Landscape Architect).
- Three representatives from the art and design community (preferably two artists).
- One Member from the Public Art Advisory Committee.
- One member from the community at large.
- Non voting liaisons including city staff, project staff, technical staff.

Smaller projects may suffice with only three panelists; one from the art community, one architect or landscape architect and a member from the community at large.

### 1. Selection Panel Goals

The goals of the artist selection process are threefold:

- a) To implement the agreed upon goals of the project through an appropriate art selection.
- b) To seek quality and integrity in the artwork.
- c) To choose an artist(s) who will best respond to the distinctive characteristics of the site.

### 2. Selection Panel Process

Panelists must be well informed about the project for which they are selecting an artist. It is important that an orientation meeting be provided for the panel members. At this meeting they will be provided with written materials and drawings on the specific area in which the selected artist will be working. There should be an opportunity to visit the site and to have issues and questions answered by staff and representatives of the City.

Members of the Public Art Selection Panel should have one vote, and no member should have the right of veto. The selection of an artist should be based on a consensus vote by the panel. If a consensus cannot be reached, then the majority vote carries the decision. The committee should have the option to make no selection if there is not a submission that warrants consideration.

In some instances, groups that might have a special interest in the project will be invited to appoint non-voting advisors to the jury. The comments of these advisors would be solicited by the panel prior to making a final decision.

Costs incurred by the panelists such as parking and childcare will be paid. Meals will be provided for the panelists.



### 3. Selection Criteria

The Selection Panel should select finalists to be interviewed based on the quality of their application. The finalists should be interviewed by the jury using the following criteria:

- a) Artist's work habits and history:
  - Resume.
  - Ability to think conceptually.
  - Problem solving abilities.
  - Ability to meet deadlines.
  - Experience with budgeting and staying within a budget.
  - Familiarity working with and reading technical drawings.
- b) Artist's collaborative abilities:
  - Ability to work as a member of a team.
  - Communication skills.
  - Ability to carry out principled negotiations.
  - Flexibility.
- c) Artist's awareness of the project:
  - Perception of project.
  - Awareness of community attitudes and concerns.
  - Familiarity with project design.
  - Ability to understand and accept the timeline.

### Project Eligibility

Projects will be selected by a Selection Panel according to the following criteria:

- a) Artistic merit and innovation.
- b) Significance of the project to the specific site and surrounding neighborhoods.
- c) High degree of public use or public realm impact.
- d) Demonstrated support and involvement of the community.
- e) Technical feasibility and quality of production.
- f) Art work must be safe, durable and vandal resistant.
- g) Probability of successful completion within stipulated timelines and budget.

Other criteria specific to the project might be included relating to issues of safety, operational requirements, maintenance.

### Ineligible Projects

- a) Heritage buildings.
- b) Privately owned works (except where they are located in public places).
- c) Community arts programs (except where they result in art installations in public places).
- d) Contemporary advertising/billboards.
- e) Special Events / Festivals.

- f) Directional elements such as super graphics, signage or colour coding except where these elements are integral parts of the original work of art or public art project.
- g) Art objects which are mass-produced of standard design such as playground equipment, fountains, or statuary objects.
- h) Reproductions, by mechanical or other means, of original works or art, except in cases of film, video, photography, printmaking or other media arts.
- i) Decorative, ornamental, architectural or functional elements, except where they are an integral part of the original work of art, or are the result of collaboration among the design professionals including at least one artist.
- j) Landscape architecture and landscape gardening except where these elements are an integral part of the original work of art, or are the result of collaboration among design professionals including at least one artist.

## **PUBLIC ART DEFINITIONS**

### **Artist**

A person generally recognized by his/her peers, critics and other art professionals as committed to producing works of art on a regular basis.

### **Artwork**

A tangible creation by an artist.

### **City Public Art Program**

A consistent and key principle underlying the successful development and implementation of a City Public Art Program is the demonstration of leadership and commitment by the City in initiating and facilitating the creation of public art as an integral component of its city capital projects.

### **Commissioned Work**

Usually consists of discrete pieces of artwork that has been commissioned by Open, Limited or invitational competition. It may be public art that is not integrated with the site either in a physical or conceptual manner. Usually, this type of public artwork only relates to the site from a location and scale pin of view and is created off site. However, some commissioned pieces do relate to the site both in terms of location, geography, and the site. These may also be termed as discrete pieces, but the artist has addressed the physical components of the site and the surrounding area.

### **Community Public Art**

Community Public Art Programs provide funding for small-scale public art projects proposed jointly by community groups or organizations in collaboration with artists.

Public art that is created as a result of a collaborative process between a professional, practicing artist(s) and a self-defined community. It is a collective method of art making, engaging artists and communities through collaborative, creative expression.

Community Art projects may result in either temporary or permanent works of art. The funds for Community Public Art Program are accessible to community individuals, as well as profit and not for profit groups through the Community Public Art Program Grant Application Form.

### **Competitions**

There are three basic types of competition: “open” competitions are open to a wide range of entrants who may submit entries and “limited” competitions, which are open to only a few invited entrants. As well, “invitational competition” occurs when sponsors invite one specific artist to submit proposals for jury.

### **Contract or Agreement**

A binding, legal document by which parties agree to perform certain services.

### **De-accession**

To sell (a work of art) from a museum's or gallery's collections, especially with a view to acquiring funds for the purchase of other works.

### **Design Collaboration**

Projects created through the co-equal cooperative design efforts of design professionals, such as artists, architects and landscape architects.

### **Design Professionals**

Individuals professionally trained in design, such as architecture, landscape architecture art, graphics, urban design, and planning; also graphic, industrial, interior, and clothing design.

### **Discrete**

Public art that is not integrated with the site either in a physical or conceptual manner. Usually this type of public artwork only relates to the site from a location and scale point of view and is created off site and is often moved into the place.

### **Integrated Public Art**

Public Art that becomes part of the urban infrastructure of a City or a community. It reflects the social, cultural, architectural and historic nuances of the place there by creating a sense of place.

### **Leverage**

Integrated public art is often added to building or landscape parts such as pillars, walkways, seating, flooring, etc. The original cost for these items are added to the public art budget, thereby increasing or leveraging the cost of the artwork.

### **Maquette**

Refers to the drawing or model of the proposed artwork.

### **Percent for Art Programs**

A public art program funded by a percentage (usually 1 to 2%) of gross construction budgets, for the commission, design; purchase and installation of artwork in the public realm.

### **Permanent Installation**

Artwork or an art place which has a permanent site, as opposed to a temporary site.

### **Program Costs**

The amount that is taken off the top of the total art allocation, in order to administer the project. This amount is used for, but not limited to, the following: advertising, printing of competition briefs, jury fees, artist's maquette fees, plaque, lighting of work, invitations for official openings, photo documentation of the finished work, contingencies etc. Management costs vary according to type of competition and project.

**Provenance**

Place or source of origin.

**Public Art**

Publicly accessible original art that enriches the City as it evokes meaning in the public realm. It can be of a variety of forms and takes into consideration the site, its location and context, and the audience. Public art may possess functional as well as aesthetic qualities. Public art can be related to the site in three different ways: integrated, semi-integrated and discrete. (See definition of integrated).

**Public Art Consultant (PAC)**

An advisor to the project on art sitting, selection, and artist issues. Consultants should have a broad knowledge of current art-making practices and of artists able to work in public and development contexts.

**Public Artwork Collection**

All works of art owned by the City that are site specific, part of a portable collection or documentation of works of specific duration.

**Public Art Reserve Fund**

A City-maintained account of funds generated by the public art requirement which is dedicated to the cost of public art planning, administration, documentation, education, and the creation of public art. This fund is made up of a variety of sources including cash in lieu of the public art requirement, donations, etc.

**Semi-Integrated**

Public art that derives to some degree, its conceptual inspiration, from some aspect of the site and displays a heightened degree of physical and conceptual integration. These works may exist in a number of locations providing that all possess the same requisite physical and conceptual conditions, i.e. a piece which must be located in a windy open field condition could be located in any windy open field anywhere (see Integrated and Discrete).

**Site Specific Work**

An artwork that relates in content, form and/or image to its surroundings.

**Statuary**

A group or collection of statues.

**Rationale:**

This policy has been established to set out the purpose, principles, goals, considerations and processes in regard to public art.

## 1. Introduction

A strong public art program can foster creativity and innovation in a community, encourage both public and private support, and animate the public realm through activities that benefit artists, residents and visitors alike. It also provides the community and visitors unlimited access to a variety of world class art pieces, make the environment visually beautiful and reflect White Rock's unique character and diversity.

A vibrant public art program and collection will:

- Increase public understanding, awareness and enjoyment of the arts in everyday life;
- Reflect the diversity, values and history of the community to foster a sense of belonging, identity and place;
- Reflect a wide range of professional artistic expression and practice, demonstrate excellence, quality and innovation;
- Respond and enhance the natural, social and built environment of the City of White Rock;
- Create a catalyst for creativity in White Rock's diverse community by providing opportunities for community engagement, development and partnerships;
- Stimulate economic and tourism development and presenting a positive image to visitors and potential investors; and
- Integrate art into the planning, design and execution of applicable civic development.

## 2. Purpose

The Strategic Placement of Public Art Plan (Plan) is an important tool in the ongoing implementation of public art in White Rock. Its primary intent is to identify and prioritize potential sites and opportunities for new public art projects across the city. The City of White Rock seeks to produce a visually rich environment, attract creative businesses and workers, create accessible art opportunities and celebrate our heritage, environment and culture.

The Strategic Placement of Public Art Plan will:

- Identify the current public art collection;
- Identify sites and ideas for future public art projects;
- Outline a rationale and recommend a budget for each priority public art project; and
- Request future capital budgets support public art project implementation;

*"The aim of art is to represent not the outward appearance of things, but their inward significance."*

Aristotle

### 3. Current Collection

The objective of White Rock's Public Art Program is to create artwork that is accessible to the public. By virtue of its placement, content and public engagement, public art shapes the environment around it. Successful community art projects can help communities change the local environment and develop a sense of pride and ownership over their public spaces.

The City of White Rock currently has ten pieces of public art in the collection. Eight of the pieces were donated to the city and two of the pieces were commissioned through the Public Art Program. The two commissioned pieces are Passenger by Denis Kleine and the Semiahmoo Arts Mural by Richard Tetrault.

#### 3.1 West Beach

**Coastal Landscape Mural**, Craver, 2015

Private Collection

This coastal landscape mural on the façade of Ulis Restaurant is of rugged old-growth trees is an ode to the West Coast of British Columbia.

**Passenger**, Denis Kleine, 2014

Public Collection

Passenger celebrates the history of rail service in White Rock and recognizes the significance of visitors who awaited their journey at the White Rock Train Station. Kleine's artwork encourages playfulness and public interactions.

**Metamorphosis**, Joan Adams, 1988

Public Collection

This sculpture stands over eight feet tall and symbolizes the transformation – a woman turning into a bird. This work is a symbol of personal growth and a call to spiritual awaken society.

**Binding Spirit**, Calvin F. Turner, 1989

Public Collection

Calvin Turner describes his sculpture as a symbol of contemplated hope for a more closely knit human community and the sculpture depicts the spirit that binds us all together.

**White Rock Welcomes the Olympic Flame**, Elizabeth Hollick, 2010

Private Collection

The famous white rock and other signature White Rock icons depicted on this multi-coloured mural spreading across the facade of a retaining wall on West Beach welcoming the Olympic flame to White Rock.

#### 3.2 East Beach

**East Beach Bear**, Frank Slavin, 1999

Public Collection

This monolithic granite bear stands at the end of the East beach promenade and was placed as a memorial in 1999. The name Grizzlee refers to Frank's son, Lee.

**Kakan and Gyaana, Robert Davidson, 1999**

Public Collection

The totem poles, Kakan, Coast Salish Housepost, and Gyaana, Haida Pole, were designed and built to commemorate the 125th anniversary of the Royal Canadian Mounted Police. The totem poles celebrate and honour Semiahmoo First Nation and the RCMP.

**Walking on Sunshine Terry Parr Plaza, Matt Todd and Elizabeth Hollick, 2004**

Public Collection

The Mosaic Steps offer a spot to relax while wandering around East Beach. Each step has been decorated using pieces of colourful tile and distributed in the pattern of sunshine.

### **3.3 Centennial Park**

**Spirit of White Rock Bear, Elizabeth Hollick, 2007**

Public Collection

Spirit Bears in the City was a public art project by the BC Lions Easter Seal Operation and Canucks for Kids Fund in support of children with disabilities.

**Semiahmoo Arts Mural, Richard Tetrault, 2014**

Public Collection

Richard Tetrault's mural portrays a variety of culturally based images to showcase the diversity of arts in White Rock. A collaborative mural on Centennial Arena focuses on harmony between art and nature.

**Holes in the Sky, Douglas Senft, 2006**

Private Collection

As a representation of the marine environment in White Rock, this piece embodies the rolling waves of the ocean and crashing surf.

### **3.4 Civic Centre**

**Legendary Spirit of the Parkland, Deborah Putman, 2007**

Public Collection

Spirit Bears in the City was a public art project by the BC Lions Easter Seal Operation and Canucks for Kids Fund in support of children with disabilities.

### **3.5 Uptown White Rock**



**The Whale Wall, Robert Wyland, 1984**

Private Collection

This mural of a gray whale family accompanied by Pacific bottlenose dolphins is part of the Wyland Walls campaign to increase appreciation for aquatic habitats. The project spans five continents, 17 countries and 79 cities.

**White Rock Elementary School Totem Pole, John Walkus Green, 1998**

Private Collection

John Walkus Green was adopted out of Tsulquate, a small native village on Vancouver Island. He grew up in White Rock B.C. As a child, John was encouraged by his elementary school teacher and his adoptive family, to express himself through carving, therefore following in the footsteps of his grandfather, John Walkus and great grandfather, Charlie G. Walkus, both great carvers.

By the age of 19, carving was becoming a bridge between the white culture he had been adopted into and the native world he had been taken away from. At the request of the White Rock Elementary School Principal, John carved a Totem Pole at the school in 1998.

**Carpenter Bear, Elizabeth Hollick, 2007**

Private Collection

Spirit Bears in the City was a public art project by the BC Lions Easter Seal Operation and Canucks for Kids Fund in support of children with disabilities.

**Rostrum, Gordon Huether, 2013**

Private Collection

The amphitheater-like sculpture takes its aesthetic cue from the site and blurs the line between art, sculpture and landscape. Fifty LED lights are embedded into the curved stainless pipes, creating a beautiful evening glow.

**The Wonderful Year We Fell in Love, Elizabeth Hollick, 2014**

Private Collection

The mural pays homage and depicts unforgettable characters from the annual pantomime of the White Rock Players' Club.

**White Rock Travel Mural, Elizabeth Hollick**

Private Collection

A whimsical look at different cultures and wonderful places to travel, adorns the side alley of White Rock Travel.

**Blue Frog Studios Mural, Elizabeth Hollick, 2013**

Private Collection

This themed mural represents the activities and events that occur in the studio and the seaside lifestyle in White Rock.

#### 4. Recommendations

The recommended locations were put into four categories, high, medium, low and future development sites based on the sites ability to substantially enrich the public realm.

##### High Priority Sites

Four high priority sites were chosen as public art sites for the next one to two years. These four sites were chosen as priorities based on the following: Locations of high pedestrian use and visibility, visible to passing cars and are aligned with upcoming capital projects. The four sites also recognize city gathering points and are located in three distinct and important business areas of White Rock (West Beach, Uptown and Five Corners).

HIGH PRIORITY LOCATIONS (1-2 year timeline)		
Location	Potential Theme	Cost
North Bluff and Johnston Street	Gateway/Welcome	\$ 1, 000, 000
Town Centre area (to be determined)	Recognition of the Pioneering Women of the hospital auxiliary	\$ 150, 000
Five Corners	Connector/Community Hub	\$ 250, 000
Parkade at Vidal and Victoria	Green Wall, interactive	\$ 500, 000

##### Medium Priority Sites

Six medium priority public art sites were chosen with a timeline of three to five years. The medium priority sites consist of significant city parks and the civic centre. The selected sites are accessible, visible, compatible with the site’s current and potential uses, and compatible with surrounding sites and adjacent public art. These six sites will also add to range of site locations in the city’s public art collection.

MEDIUM PRIORITY LOCATIONS (3-5 year timeline)		
Location	Potential Theme	Cost
North West Area of Centennial Park	Sculpture Garden	\$ 500, 000
Bayview Park	Interactive/Destination	\$ 150, 000
Emerson Park	Community Public Art	\$ 100, 000
Civic Centre	Democracy	\$ 500, 000
Library Entrance	Community Public Art	\$ 50, 000

##### Lower Priority Sites

Seven low priority sites were selected for the long term planning of public art in White Rock. These are mostly neighbourhood based locations and public art will enhance the social and cultural experience of residents and community members. Selecting neighbourhood sites also recognizes the rights of all citizens and neighbourhoods to have access to public art. Due to the lower priority of these sites, cost estimates have not been determined.

<b>LOWER PRIORITY LOCATIONS (6 + year timeline)</b>	
Location	Potential Theme
City Gateway Sites - Marine Drive & Bergstrom - Marine & Maple - Stayte & North Bluff - North Bluff & Bergstrom	One theme uniting the four city corners
Centennial Park	Sports Theme
Hodgson Park	Historical
Dr. R.J. Allan Hogg Rotary Park	Environmental
Maccaud Park Both corners of Russell to connect the park	Youth
Oxford Comfort Station	
Road End Project - Buena Vista b/w Fir and Merklin - Center Street b/w Marine and Victoria - Kerfoot and Marine Drive - Duprez Ravine - Victoria and Foster	Neighbourhood Each road end project is unique to the location and an overarching theme is chosen that connects all the road ends

**Action Items – Future Development**

Public art is an integral component of new community facilities and reconstruction and upgrading infrastructure that will sustain the city in the future. City facilities and infrastructure should be distinctive and dynamic, reflecting creativity, care and White Rock’s commitment to having arts and culture flourish and celebrating our heritage.

In the annual capital budget planning process, 1.25% of large capital cost projects will be considered for city public art projects. Applicable projects include new building construction, major additions to existing buildings, and major park development projects. The following list of major city project budgets should include a 1.25% for public art.

## ACTION ITEMS - FUTURE DEVELOPMENT

Location	Potential Theme
Russell and Johnston, north east corner	Cultural
Merklin Water Tower Site	Water
Coldicutt Park and Promenade Extension	Marine
East Beach Expansion	Marine
Russell Street Greenway Corridor	Nature

### 5. Funding Strategies

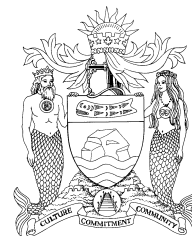
Upon approval of this plan, staff will bring back a corporate report on funding options for Council's consideration.

### 6. Conclusion

The future of public art in White Rock is filled with possibilities. The creative sector encourages a sense of community pride, identity and self-expression. The Strategic Placement of Public Art Plan will cultivate opportunities for the creation, education and enjoyment of public art.

The plan will be reviewed yearly by the Public Art Advisory Committee to ensure it remains a dynamic document that shapes the look and feel of Public Art in White Rock for the next 10 years.

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



**DATE:** March 9, 2020  
**TO:** Mayor and Council  
**FROM:** Sandra Kurylo, Director of Financial Services  
**SUBJECT:** 2020 Fees and Charges Bylaw, 2020, No. 2318

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**RECOMMENDATION**

THAT Council receive for information the March 9, 2020 corporate report from the Director of Financial Services, titled "2020 Fees and Charges Bylaw, 2020, No. 2318".

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**INTRODUCTION**

The purpose of this corporate report is to introduce 2020 Fees and Charges Bylaw, 2020, No. 2318, 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**

2020 Fees and Charges Bylaw, 2020, No. 2318 sets out 2020 fees and charges for services and items that are not included in any other City bylaw. The main purpose of these fees is to recover the costs of providing the associated services. Many of the fees in this bylaw incorporate inflationary increases compared to 2019. There have been some interim updates, as noted below:

- In July 2019, Fees and Charges Bylaw, 2019, No. 2298, Amendment No. 1, 2019, No. 2299 was adopted, which established new Winter, Summer and Shoulder season rates for waterfront pay parking, including the parkades. This proposed bylaw includes those same fees.
- In October 2019, Fees and Charges Bylaw, 2019, No. 2298, Amendment No. 2, 2019, No. 2309 was adopted, which set 2020 fees for parking decals and reserved parking stalls. A new Temporary Construction Period Permit fee for the 1300 block of Foster Street was also added in this bylaw.
- In November 2019, Fees and Charges Bylaw, 2019, No. 2298, Amendment No. 3, 2019, No. 2319 was adopted, which amended the Temporary Construction Period Permit criteria by adding a section on the east side of Foster Street. This proposed bylaw includes that same criteria.

Fees for the following have been removed and are not included in Bylaw 2318:

- No smoking signs
- Centennial Park Leisure Centre – boardroom monthly rental fee for not for profit groups
- Kent Street Activity Centre – Youth membership fees

The following new or amended fees are proposed, and are included in 2020 Fees and Charges Bylaw, 2020, No. 2318:

Road and Right of Way Use Fees have been re-structured from a fixed fee to variable fees per linear meter, per week.	\$1 to \$7 per linear meter
Centennial Park Leisure Centre – Ice Rentals – White Rock Adult Hockey League	\$260
Food Cart Pad Rental – per square foot, per year	\$4
Food Cart Pad Power Fee – per year	\$100
Adult Lacrosse, Ball Hockey, Roller Hockey (includes non-profit) after 9p.m.	\$72

### **CONCLUSION**

It is recommended that “2020 Fees and Charges Bylaw, 2020, No. 2318” be given first, second and third readings.


Respectfully submitted,



Sandra Kurylo  
Director of Financial Services

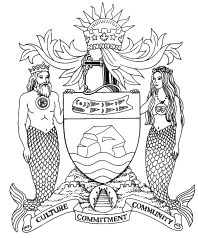
### **Comments from the Acting Chief Administrative Officer:**

This corporate report is provided for information and introduces the 2020 Fees and Charges Bylaw.



Dan Bottrill  
Chief Administrative Officer

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



**DATE:** March 9, 2020  
**TO:** Mayor and Council  
**FROM:** Sandra Kurylo, Director of Financial Services  
**SUBJECT:** Parking Fine Adjustments – Bylaw Amendments

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**RECOMMENDATION**

THAT Council receive for information the corporate report dated March 9, 2020 from the Director of Financial Services, titled “Parking Fine Adjustments – Bylaw Amendments.”

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**INTRODUCTION**

This corporate report introduces the following Bylaws to Council for consideration of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings:

- Street and Traffic Bylaw, 1999, No. 1529, Amendment No. 7, 2020, No. 2331;
- Ticketing for Bylaw Offences Bylaw No. 1929, Amendment No. 9, 2020, No.2332; and
- White Rock Parking Meter Bylaw, 1990, No. 1216, Amendment Bylaw, 2020, No. 2333

**PAST PRACTICE / POLICY / LEGISLATION**

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.

Ticketing for Bylaw Offences Bylaw, 2011, No. 1929 sets out the bylaws, offences, enforcement officers and penalties in accordance with Section 264 of the Community Charter. In addition, White Rock Parking Meter Bylaw, 1990, No. 1216 provides for the creation of metered spaces for parking purposes and the charging and collection of fees for the occupation of these spaces, and Street and Traffic Bylaw, 1999, No. 1529 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.

**ANALYSIS**

One of the fee adjustments endorsed during the City’s 2020 to 2024 Financial Plan deliberations is a change in the parking fine structure and related amounts. Currently all parking offence fines are the same, whether the offence is a pay parking violation or is safety related (\$60 with an early payment discount of \$30). It is proposed that fine levels for the more serious public safety related offences (such as parking in a bus zone, in a fire lane, or within 10 meters of a crosswalk) be increased to \$80 with an early payment discount of \$25. It is also proposed that the early payment discount for other parking offence fines (eg. pay parking) be reduced to \$25. The

objective of these changes is to encourage more compliance. This is consistent with other municipal practices.

The main bylaw impacted by these adjustments is Ticketing for Bylaw Offences Bylaw, 2011, No. 1929, however references in White Rock Parking Meter Bylaw, 1990, No. 1216 and Street and Traffic Bylaw, 1999, No. 1529 also require amendments to enact these parking fine adjustments. Details are set out in the respective amendment bylaws.

### **BUDGET IMPLICATIONS**

Implementing the fine adjustments as outlined in this corporate report may result in additional revenues. However, the main objectives are to increase compliance (hence public safety) and improve traffic flow.

### **CLIMATE CHANGE IMPLICATIONS:**

There are no climate change impacts related to the information presented in this corporate report, except for the possibility of less vehicle idling time.

### **CONCLUSION**

It is recommended that Street and Traffic Bylaw, 1999, No. 1529, Amendment No. 7, 2020, No. 2331; Ticketing for Bylaw Offences Bylaw No. 1929, Amendment No. 9, 2020, No.2332; and White Rock Parking Meter Bylaw, 1990, No. 1216, Amendment Bylaw, 2020, No. 2333 proceed for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings.

Respectfully submitted,



Sandra Kurylo,  
Director of Financial Services

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

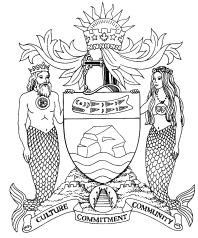
This corporate report is provided for information and to introduce bylaws as outlined.



Dan Bottrill  
Chief Administrative Officer



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



**DATE:** March 9, 2020

**TO:** Mayor and Council

**FROM:** Sandra Kurylo, Director of Financial Services

**SUBJECT:** White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2020, No. 2328 – Follow Up

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**RECOMMENDATION**

THAT Council receive for information the corporate report dated March 9, 2020 from the Director of Financial Services, titled “White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2020, No. 2328 – Follow Up.”

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**INTRODUCTION**

At its meeting of February 24, 2020 Council resolved that consideration be given to charging a higher secondary suite service fee to secondary suites that have not been reviewed and approved by the Building Department (referred to a “non-registered”) versus those which have been (referred to a “registered”). This corporate report is in follow-up to that resolution.

**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**

Section 194 of the *Community Charter* stipulates that the level of fees charged can be related to different factors. The fee must not be excessive and should be sufficient to recover the costs of a service. This is a user fee, so only those who benefit from the service can be charged. White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009 sets a fee to “defray the cost of City services, including infrastructure, incurred as a result of additional demand for City services and use of municipal property generated by secondary suites”. A basic principle of user fees is that the same fee be charged for similar classes of property, and those classes must place a similar burden on City services and infrastructure. The fee currently proposed is \$310, which is \$10 higher than in 2019, and in accordance with the 2020 to 2024 Draft Financial Plan.

Currently the City has 1,206 secondary suites recorded in its billing database, of which 557 are registered and 649 are non-registered. There is no difference in the burden that registered versus non-registered secondary suites place on City services or infrastructure. Therefore charging a higher secondary suite service fee for non-registered suites is not in accordance with the *Community Charter* or basic user fee principles.

### **CLIMATE CHANGE IMPLICATIONS**

There are no climate change impacts related to the information presented in this corporate report.

### **CONCLUSION**

It is recommended that White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2020, No. 2328 proceed for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings.

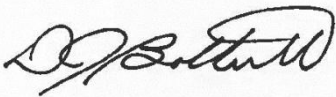
Respectfully submitted,



Sandra Kurylo  
Director of Financial Services

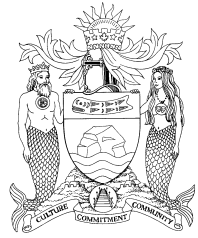
### **Comments from the Chief Administrative Officer:**

This corporate report is provided for information and to introduce an amendment to the secondary suite service fee bylaw.



Dan Bottrill  
Chief Administrative Officer

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



**DATE:** March 9, 2020  
**TO:** Mayor and Council  
**FROM:** Sandra Kurylo, Director of Financial Services  
**SUBJECT:** Interim Business Property Tax Relief Exemption Legislation

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**RECOMMENDATIONS**

THAT Council:

1. Receive for information the corporate report dated March 9, 2020 from the Director of Financial Services, titled "Interim Business Property Tax Relief Exemption Legislation";
  2. If this legislation passes, not proceed with the adoption of an Interim Business Property Tax Relief Exemption Bylaw for the taxation year 2020; and
  3. If this legislation passes, direct staff to report back with updated information and recommendations on next steps for future years.
- 

**INTRODUCTION**

On February 24, 2020, the provincial government tabled legislation setting the requirements should local governments wish to grant property tax exemptions to certain commercial properties that have experienced significant increases in land values, hence property taxes, and have passed these increases on to commercial tenants through triple-net leases. The intent is to provide relief to small businesses, non-profits as well as arts and culture tenants, by reducing their lease costs. The corporate report provides more information on the interim legislation as well as makes recommendations to Council.

**PAST PRACTICE/POLICY/LEGISLATION**

A copy of *Bill 10 – 2020, Municipal Affairs and Housing Statutes Amendment Act, 2020* is attached to this corporate report, as Appendix D.

**ANALYSIS**

*Bill 10 – 2020* was introduced on February 24, 2020. At this time it is not known whether it will be passed or not. Concerns have been raised by many local governments in relation to the compressed timeframes for 2020, as well as a lack of information needed to comply with the proposed legislation. The interim legislation and proposed processes are very complex, and implementation is further challenged by a compressed timeline for 2020. It is intended to be an interim measure while the Province continues to work with local governments, businesses and

other community stakeholders on a more permanent solution to provide relief to small businesses.

In summary, the proposed legislation applies to commercial class properties (Class 5 Light Industry and Class 6 Business and Other), which have at least one tenant responsible for all or a portion of the property taxes, to qualify for an exemption. Local governments will choose whether to use the program, as well as how many properties to exempt and to what extent. This will require a bylaw to be adopted setting further parameters, as follows:

- A base tax year of 2015 or later to use as a comparison to the current tax year;
- A minimum percentage of the increase in commercial land value since the chosen base year to qualify;
- A minimum percentage of the total property value that must be a land value; and
- The percentage of the exemption by property, area or kind.

In order to be effective for the 2020 taxation year, this bylaw must be adopted by April 22, and in future years by March 31 of the applicable taxation year. Public notice in accordance with Section 94 of the *Community Charter* is required before the Bylaw can be adopted, but for 2020 only one public advertisement is required, not two. Also, a special provision for 2020 is that 3<sup>rd</sup> reading and adoption of the related bylaw can occur on the same date. BC Assessment must provide municipalities with a related property value exemption report by April 15 each year, but by May 8 in 2020. In addition, appropriate notices must be sent to owners of the newly exempt properties as soon as practicable and there is additional information required to be sent out with the annual tax notices.

Attached for reference are the following documents:

- Appendix A – News Release dated February 24, 2020
- Appendix B – Backgrounder dated February 24, 2020
- Appendix C – Interim Business Property Tax Relief Exemption Best Practices Guide dated March 2020
- Appendix D – Bill 10 – 2020, Municipal Affairs and Housing Statutes Amendment Act, 2020

### **Staff Comments**

This proposed legislation is very complicated and there are many factors to consider. As well, due diligence must be undertaken to avoid errors, omissions and unintended consequences. Should Council wish to pursue this, public consultation is also important to ensure that impacted businesses and other property owners understand the criteria and its impacts. It is also highly recommended that a corresponding Council Policy be established setting out requirements for a potential annual Business Tax Relief Exemption application process, acceptable documentation confirming the existence of a triple-net lease, criteria for the resulting redistribution of tax burden etc. Every time one of these properties is exempt from property taxes, or a portion of property taxes, other property owners in the City must pay more. This is because the City is still required to collect the same total amount of property taxes included in its budget. The Policy should stipulate, for example, if the exempt property taxes should be redistributed to all other properties of all property classes in the City, or just all other commercial class properties. So for 2020, if these tax exemptions are granted, the 2020 property tax increase for other property owners in the City will be higher than the currently proposed 3.11%.

Another challenge with this proposed legislation is that BC Assessment is not required to record these exempt land values in the annual Assessment Roll (as it does with all other statutory and permissive tax exemptions). Rather the exempt values are to be provided in a separate “report”, once the City provides them with a list of the specific properties affected and a copy of its associated adopted bylaw. This 2<sup>nd</sup> form of BC Assessment’s taxable property value record creates a potential for errors, as it requires manual processes for something that has been previously automated (eg. the electronic downloads of property values and exemptions from the BC Assessment Roll to the City’s property tax billing system). Also, the due date for BC Assessment to provide this report to municipalities is May 8 for 2020 and April 15 in future years. Staff require the information in this exemption report prior to calculating the City’s property tax rates for 2020. A May 8<sup>th</sup> receipt of this information does not provide sufficient time for staff to calculate the City’s property tax rates and for Council to adopt the City’s 2020 property tax rate bylaw by the legislated deadline of before May 15 (May 14).

The proposed new legislation also requires municipalities to collect and submit the same amount of school taxes to the province as it would have prior to these exemptions being put in place. This means that other property owners in the City will have to pay more school taxes if such exemptions are granted. This also requires municipalities to manually adjust the school tax “rates” that have historically been set by the province, again creating the potential for errors due to added manual calculations. Also, municipal legislation requires all rates to be set by bylaw, and if the municipality adjusts the school tax rate accordingly a question is, does this adjusted school tax rate need to be adopted by Council in a bylaw?

It is staff’s understanding that if only a portion of a property is leased to a commercial tenant through a triple-net lease, the entire property and/or its occupants receive the benefit of the exemption. In some situations this may not be fair or may not be in line with the original intent of providing relief to small businesses.

The above are staff’s comments based on the short time available to review and analyze the impacts of the proposed interim legislation. It is possible, that further impacts/consequences may exist. As well, the province has recommended that individual municipalities obtain a legal review of their proposed bylaws and related circumstances. Given this, the required legislated process, the complexity, impacts on other property owners in the City and the impacts of errors/omissions, staff strongly believe there is not enough time available to properly complete this process by April 22 (should Council wish that it be pursued for 2020).

### **CLIMATE CHANGE IMPLICATIONS**

There are no climate change impacts related to the information presented in this corporate report.

### **CONCLUSION**

It is recommended that if this legislation passes, Council not pursue an Interim Business Property Tax Relief Exemption Bylaw for 2020, and that staff report back as more information becomes available with recommendations on next steps.

Respectfully submitted,



Sandra Kurylo  
Director of Financial Services

**Comments from the Chief Administrative Officer:**

I concur with the recommendations of this corporate report.



Dan Bottrill  
Chief Administrative Officer

Appendix A – News Release dated February 24, 2020

Appendix B – Backgrounder dated February 24, 2020

Appendix C – Interim Business Property Tax Relief Exemption Best Practices Guide dated  
March 2020

Appendix D – Bill 10 – 2020, Municipal Affairs and Housing Statutes Amendment Act, 2020



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## NEWS RELEASE

For Immediate Release  
2020MAH0032-000322  
Feb. 24, 2020

Ministry of Municipal Affairs and Housing

### **Tax relief for small businesses, non-profits, arts and culture groups**

VICTORIA – A new Interim Business Property Tax Relief program will allow local governments to provide immediate property tax relief for the 2020 tax year.

This relief will apply to small businesses and non-profits, as well as arts and culture organizations, that are struggling with high lease costs as a result of years of rapidly increasing property values.

“Years of an out-of-control real estate market have resulted in unexpected tax spikes for many small businesses that pay property taxes as part of their commercial leases,” said Selina Robinson, Minister of Municipal Affairs and Housing. “People have been asking for help, and today we’re offering a way for local governments to provide that help. This new program empowers local governments to provide immediate relief to the small businesses and organizations most affected by skyrocketing property taxes in their communities.”

Recognizing the challenges look different in each municipality, this tax relief program will allow municipalities to exempt, by bylaw, a portion of the assessed value of those properties most affected by this issue in a way that works for their community.

The changes enable significant relief for small businesses and others who have been calling for changes for over a decade. It will reduce the taxes paid by these properties, reducing lease costs for tenants with triple-net leases. The legislation gives municipalities maximum flexibility to tailor the way they identify properties in need of relief in their communities and to set the amount of tax exemption for selected properties.

To help communities meet the timeline to deliver relief for the 2020 tax year, ministry staff have worked with interested communities since advance notice of the legislation was given in January. The Province has worked with municipalities to help them prepare for implementation and will further support them by providing a model bylaw, staff advice, a user guide and procedural changes.

This program is an interim solution while the Province continues to work with local governments and the Union of British Columbia Municipalities, as well as business and community stakeholders on a permanent solution that will work for communities of all sizes throughout the province.

This legislation, the municipal affairs and housing statutes amendments act, also introduced four other minor amendments to the Assessment Act, Local Government Act, Community Charter and the Vancouver Charter.

### **Quotes:**

**Michael Hind, CEO, Tri-Cities Chamber of Commerce –**

“We appreciate the provincial government's efforts to address the large commercial-property tax increases threatening many small businesses around B.C., including in the Tri-Cities. The proposed interim measures are a step in the right direction, but we continue to stress the need for the provincial government to develop a comprehensive long-term solution.”

**Brian McBay, executive director, 221A and chair, City of Vancouver Arts and Culture Advisory Committee, Cultural Spaces Committee –**

“Vancouver is being emptied out of music and performing art venues, art galleries and artist studios. The city reported over 20 cultural spaces with approximately 400 artists were closed in the last year. The cultural sector is in a crisis and the Province’s tax measures are the right step toward halting the closure of art spaces that bring joy and humanity to our democracy.”

**Learn More:**

For more information about the municipal affairs and housing statutes amendment act, visit: <https://news.gov.bc.ca/21630>

A backgrounder follows.

**Contact:**

Ministry of Municipal Affairs and Housing  
Media Relations  
778 584-1255

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## BACKGROUND

For Immediate Release  
2020MAH0032-000322  
Feb. 24, 2020

Ministry of Municipal Affairs and Housing

### **Key elements of Interim Business Property Tax Relief program**

The Interim Business Property Tax Relief legislation sets standard requirements that all local governments implementing it should meet, while offering significant flexibility to tailor their approach beyond these basic requirements.

This basic framework requires a property to be assessed in a commercial class – Class 5 (Light Industry), Class 6 (Business and Other) or a combination of the two – and have at least one tenant responsible for all or a portion of the property taxes to qualify for the exemption.

Local governments that choose to use the legislation will need to pass a bylaw to set further parameters to identify properties where the taxes have increased significantly due to a spike in land value in their communities. Those parameters include:

- a base tax year of 2015 or later to use as comparison to the current taxation year. For example, a municipality where property values began to spike in 2017 could choose 2016 as the base year.
- a minimum percentage of increase in commercial land value since the chosen base year. For example, a municipality can determine that the land value of the commercial portion of the property (Class 5/6) for 2020 must be 50% higher than it was in a 2016 base year to qualify;
- a minimum percentage of the total property value that must be land value. For example, a municipality can require that in order to qualify for the exemption, 80% of the property's total assessed value must be the value of the land (not the building); and
- the percentage of the exemption by property, area or kind. For example, a municipality can decide that eligible properties in neighbourhood B will receive a 10% exemption on the commercial portion (Class 5/6) of the property.

To support local governments wanting to implement this tool this year, the Province has extended the deadline for when communities must have their bylaw passed to April 22, rather than March 31, 2020, and is providing them with staff advice, a model bylaw and a user guide.

Municipalities will be required to publish the public notice of the bylaw only once, instead of twice. Third reading and adoption of the bylaw can happen on the same day.

#### **Contact:**

Ministry of Municipal Affairs and Housing  
Media Relations  
778 584-1255

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# INTERIM BUSINESS PROPERTY TAX RELIEF EXEMPTION BEST PRACTICES GUIDE

PROPERTY ASSESSMENT  
SERVICES BRANCH

Ministry of Municipal Affairs  
and Housing



March 2020

The information contained herein relates to proposed amendments to the *Municipalities Enabling and Validating Act (No. 4)* under Bill 10 and is being provided for information in the event the proposed legislation passes.

In the event the proposed legislation passes, and a municipality wishes to adopt a *Business Property Tax Relief Exemption Bylaw*, it can use the information provided in **this Interim Business Property Tax Relief Best Practices Guide (Guide)**, the model *Business Property Tax Relief Exemption Bylaw* and the sample *Notice of Proposed Business Property Tax Relief Exemption* as reference material, or the municipality can develop its own bylaw and notice. Notwithstanding the approach a municipality chooses, the bylaw and notice must meet:

- i. all applicable requirements of the *Municipalities Enabling and Validating Act (No.4)*; and,
- ii. any other applicable legal requirements, including those contained in the *Community Charter*, *Vancouver Charter* and the *Assessment Act* respecting the matters dealt with under the municipality's bylaw.

It is important that municipalities do not rely on the Guide, model *Business Property Tax Relief Exemption Bylaw* or sample *Notice of Proposed Business Property Tax Relief Exemption* notice provided herein as a substitute for seeking independent legal advice or a municipality exercising its own discretion. If a municipality requires any assistance when drafting or amending the *Business Property Tax Relief Exemption Bylaw* or providing notice of the proposed business property tax relief exemption, the municipality should seek independent legal advice.

# Bylaw Development and Adoption

This Guide is intended to provide an overview of the requirements for implementing the interim business property tax relief exemption, which requires a municipality to develop and adopt a bylaw.

**Note:** It is recommended that legal counsel review the bylaw before it proceeds to council to ensure that it complies with requirements in the legislation



## A. Overview of Key Dates for 2020

- Public notice – one newspaper publication required.
- First, second, third reading and adoption of bylaw – may occur at the same council meeting.
- Municipalities must adopt bylaw by April 22.
- Municipalities must deliver copy of bylaw to BC Assessment as soon as practicable and no later than April 24.
- Municipalities must deliver exemption notice to owners of exempt properties as soon as practicable.
- BC Assessment must provide report to municipalities by May 8.
- Most municipalities send out tax notices/statements by the end of May for July 2 payment. These must include

notice of the exemption and adjustment to school tax rates for exempt properties.

## B. Overview of Key Dates for 2021-2024

- Newspaper publication of notice in accordance with *Vancouver Charter* and *Community Charter*.
- First, second, third reading and adoption of bylaw – standard requirements under *Community Charter* and *Vancouver Charter*.
- Municipalities must adopt bylaw on or after January 1 and before March 31.
- Municipalities must deliver copy of bylaw to BC Assessment as soon as practicable and no later than April 2.
- Municipalities must deliver exemption notice to owners of exempt properties as soon as practicable.
- BC Assessment must provide report to municipalities by April 15.
- Most municipalities send out tax notices/statements by the end of May for July 2 payment. These must include notice of the exemption and adjustment to school tax rates for exempt properties.

**Note:** Municipalities must adopt tax rate bylaws before May 15.



**BC ASSESSMENT**

## C. Summary of Bylaw Contents

(section 13)

- a. List of clearly identified exempt properties, preferably including folio number where appropriate;
- b. Base year;
- c. Taxation year the exemption applies to;

- d. Land value ratio threshold;
- e. Base change threshold; and,
- f. Percentage of the assessed Class 5/6 value that would be exempt from taxation, by property, property kind, or area.



Photo courtesy - Michael Marson, MAH

#### **D. Public Notice and Adoption**

##### **Requirements** (sections 20 and 21)

- As with any bylaw, the municipality must adhere to standard public notice requirements outlined in the *Community Charter* (section 94) and *Vancouver Charter* (section 3).

#### **E. Publication Requirement Exception for 2020** (sections 20(4) and 21(3))

- For the 2020 taxation year, the notice requirements have been compressed to accommodate the tight timeline between introduction of the legislation and the bylaw adoption deadline; the notice need only be published once in a newspaper distributed at least weekly rather than once a week for two consecutive weeks.

#### **F. Public Notice Contents** (sections 20(3) and 21(2))

- The public notice must describe the proposed exemption and state what tax year it applies to.

- Municipalities may wish to include a list of the properties they intend to exempt in the bylaw. Though identification of the properties to be exempt is not necessarily/formally required in the notice, there must be a sufficient description of the exemption.

#### **G. Adoption Requirement Exception for 2020** (section 13(6))

- For 2020 only, the legislation allows for an exception to bylaw adoption requirements; there is no one-day delay requirement between third reading and adoption of the bylaw.

#### **H. Notice to Owners and Lessees – Exemption** (sections 18(1) and 18(3))

- Once a municipality adopts a bylaw under section 13, it must deliver an exemption notice as soon as practicable to the owner of the properties exempted by the bylaw.
- The owner must then promptly deliver a copy of the exemption notice to each commercial lessee of the exempt property that is responsible in whole or in part for property taxes.

#### **I. Summary of Exemption Notice Contents** (section 18(2))

- The exemption notice must include the following:
  - a. Statement that the property is exempt under section 13 for the current tax year;
  - b. Percentage of the exemption; and,
  - c. Statement advising that owners or any other person may review BC Assessment's report and request adjustments to reported net taxable values.

#### **J. Notice to Owners and Lessees – Tax Notice or Statement** (section 19(3))

- The owner must promptly deliver a copy of the tax notice/statement to any

commercial lessee responsible in whole or in part for property taxes (as with the exemption notice).

#### **K. Summary of Tax Notice or Statement Contents (section 19(2))**

- For exempt properties, the tax notice/statement must include:
  - a. Statement that the property is exempt under section 13 for the current tax year;
  - b. Percentage of the exemption;
  - c. Statement advising owners or any other person that they may review BC Assessment's report and request adjustments to reported net taxable values; and,
  - d. Statement that the school tax rates for Class 5 and/or Class 6 under the *School Act* have been adjusted as a result of the bylaw.

#### **L. Notice to BC Assessment – Adoption (sections 16(2)(a) and 23(b))**

- The municipality must provide the bylaw, which will include a list of the exempt properties, to BC Assessment within two days of adoption so it can prepare the report for taxation purposes (no later than April 24 for the first year, and April 2 for subsequent years).

## **Eligibility Requirements**

#### **A. Provincial Criteria (sections 15(1)(a) and 15(1)(b))**

- Properties must be assessed in whole or in part as Class 5, Class 6, or a combination of the two.
- These properties must also have at least one commercial tenant responsible for all or a portion of the property taxes, the amount of which varies with the amount of tax imposed.



*Photo courtesy – Michael Marson, MAH*

#### **B. Municipal Base Year and Criteria Thresholds (sections 13(2)(a), 13(2)(b), 13(2)(c), 13(3)(a)(b) and 13(2)(b)(c)).**

- Each municipality will determine the base year and criteria thresholds based on local circumstances. For instance, a municipality may wish to set the following base year and criteria thresholds (Note: these examples are for illustrative purposes only – they are not recommendations):
  - Base year: e.g., 2015;
  - Land value ratio threshold: e.g., 90% of the assessed value of the property must be attributable to land for the current tax year; and,
  - Base change threshold: e.g., the combined Class 5/6 land value of the property must have increased in value by 100% between 2015 and the current tax year.
- The base year must be a year between 2015 and the current tax year and once established by bylaw cannot be changed in subsequent tax years.
- The land value ratio threshold and base change threshold can vary from year to year.
- Municipalities may wish to establish further criteria or considerations used to select exempt properties.
- BC Assessment will provide data upon request to help municipalities select criteria thresholds and the base year.



Photo courtesy – Michael Marson, MAH

**Note:** As with the bylaw notice, it is recommended that legal counsel review the contents of the bylaw.

### C. Date Used for Eligibility (section 15(1)(a))

- Eligibility is based on the property as shown in the assessment roll on December 31 of the previous year (completed roll). For clarity, if a municipality is considering a property for exemption in 2020, it would look at the classification and value of the property in the completed roll for 2020, which BC Assessment prepares no later than December 31, 2019. The property would have to meet all eligibility criteria based on the information in the completed roll.

## Exemption

### A. The Basics (sections 13(4), 15(1)(a), 16(4) and 16(5))

- The amount of the exemption, expressed as a percentage of the combined Class 5/6 assessed value of the property, can vary by property (e.g., every property can be exempt by a different amount), kind of property (e.g., all eligible art studios receive a 10% exemption) or area (e.g., all eligible properties in neighbourhood X receive a

20% exemption). The exemption can also vary from year to year for the same property or properties if they remain eligible.

**Note:** If grouping properties by kind or area in the bylaw, they should still be identified individually, preferably by folio number.

- Municipalities will determine the percentage of the exemption based on the combined Class 5/6 value of the property available at the time the bylaw is adopted.

**Note:** The combined Class 5/6 value of the property may change between December 31 of the previous year and March 31 of the current year, which is the date BC Assessment uses to calculate the reported net taxable values.

- The percentage of the exemption is applied to the combined Class 5/6 property value as it stands at March 31 of the current year (revised roll) to determine an amount that will be deducted from the school and municipal tax bases once any other exemptions or averaging changes are applied.
- All exempt properties should be listed individually in the bylaw with the corresponding exemption percentage, preferably including folio number.

### B. Excess Exemption (sections 16(3)(b)(ii)(B) and 16(3)(c)(ii)(B))

- If for some reason the exemption amount exceeds the combined Class 5/6 value due to other exemptions or assessment roll changes, any excess cannot be carried over to other classes.
- For example: if a property is split classified in Class 1, 5 and 6, and if the value of the exemption (e.g., \$100,000) exceeds the net taxable values in Class



5 and 6 (e.g., \$80,000 net taxable value), the remainder of the exemption cannot be applied to Class 1.

## Reported Net Taxable Values

### A. Overview and Calculation (sections 14, 22, 23(b), 16(2)(b), 16(7))

- For properties exempt under section 13, municipal and school taxes will be based on a value other than the value on the assessment roll: the reported net taxable value.
- BC Assessment will calculate reported net taxable values for properties listed in the bylaw and provide a report to municipalities, which municipalities will use as the basis for taxation.
- BC Assessment must deliver the report to municipalities by May 8 for 2020 and by April 15 for subsequent years.
- The report will contain the value of the exemption, the assessed value as at March 31 of the current year, the adjusted averaged value if applicable, the net taxable value (assessed value minus averaging adjustments, minus any other exemptions) and the reported net taxable value (assessed value as of March 31 of the current year, minus averaging adjustments, minus other exemptions, minus section 13 exemption amount applied to combined Class 5/6 value for school and municipal purposes).
- The reported net taxable value is the value municipalities will use to determine property taxes for municipal and school purposes only and will not be entered on the official assessment roll (similar to averaged values).

## Report Adjustments and Appeals

### A. Overview (section 17)

- The collector of taxes has authority to amend the report where there are errors or omissions in the calculation of reported net taxable values or supplementary changes to the assessment roll after March 31. As a best practice, though not required, it would be advisable for municipalities to submit any report changes to BC Assessment for information only.
- All other property assessment appeals would continue through existing provincial mechanisms (Property Assessment Review Panel and Property Assessment Appeal Board).
- For the City of Vancouver, the appeal system related to averaging remains the same (i.e., collector of taxes then local review panel). Any averaged value changes would then be captured in reported net taxable values where an exemption under section 13 applies.

### B. No Recapture Provision

- If a property meets eligibility criteria as at December 31, 2019 for the 2020 tax year and the municipality exempts that property by bylaw, the exemption continues to apply to the property in accordance with the bylaw for the 2020 tax year.
- Municipalities are not be able to “recapture” taxes (i.e., collect foregone taxes based on the difference between the exempt value and the non-exempt value) if for example the status of the commercial lease changes.
- Municipalities have the option to not exempt that property the following taxation year.

# School Taxes

## A. Overview (section 22)

- An exemption under section 13 applies for both municipal and school tax purposes.
- The extent of the exemption for properties included in an exemption bylaw reduces the net taxable value for school tax. However, the total amount of school tax revenue to be collected by the municipality for Class 5 and 6 property on behalf of the Province must be the same as before the exemption is applied.



- Municipalities are required to increase the Class 5 and 6 school tax rates set by the Province in order to raise the same amount of revenue within each property class (5 and 6).

# PROVINCIAL REGULATION AUTHORITY

## A. Regulations by Municipality (section 24(2)(a))

- The Lieutenant Governor in Council is authorized to make regulations to set, by municipality:
  - Base year or a range for the base year;

- Land value ratio threshold or a range for the threshold;
- Base change threshold or a range for the threshold; and,
- Percentage of the exemption or a range for the exemption, which can be different for different areas, properties or kinds of properties.

## B. Province-wide Regulations (section 24(2)(b))

- The Lieutenant Governor in Council is also authorized to make regulations to modify (province-wide):
  - Bylaw adoption deadline;
  - Date by which the municipality must deliver a copy of the bylaw to BC Assessment;
  - Date by which BC Assessment must deliver a copy of the report to municipalities;
  - Date used to determine reported net taxable values;
  - Date on which adjustments to the report are based; and,
  - Modified dates for 2020 under section 23.

# TRANSITIONAL REGULATIONS

## C. A. Overview (section 25)

- Section 25 provides authority for the Lieutenant Governor in Council to make regulations to more effectively bring into operation the interim business property tax relief exemption and to alleviate any transitional difficulties.
- Transitional regulations enacted under section 25 would be repealed within one year of the section coming into force.



# APPENDIX 1

## REPORT CALCULATIONS

### EXAMPLE 1: 20% INTERIM BUSINESS PROPERTY TAX RELIEF EXEMPTION

#### Assessed Values

Land Class 1	\$300,000	Improvement Class 1	\$25,000
Land Class 5	\$500,000	Improvement Class 5	\$15,000
Land Class 6	\$600,000	Improvement Class 6	\$10,000
Totals	\$1,400,000		\$50,000
Total Assessment	<b>\$1,450,000</b>		

#### Net Taxable Values (Municipal)

Land Class 1	\$300,000	Improvement Class 1	\$25,000
Land Class 5	\$500,000	Improvement Class 5	\$5,000
Land Class 6	\$600,000	Improvement Class 6	\$10,000
Totals	\$1,400,000		\$40,000
Total Net	<b>\$1,440,000</b>		

- Under the Industrial and Business Property Exemption Regulation (Community Charter), up to \$10,000 of the assessed value of improvements in Class 4, Class 5 and Class 6 is exempt from all property taxes.

#### Interim Business Property Tax Relief Exemption: 20% of Class 5/6 Assessed Values

Land Class 1	\$0	Improvement Class 1	\$0
Land Class 5	\$100,000	Improvement Class 5	\$3,000
Land Class 6	\$120,000	Improvement Class 6	\$2,000
Totals	\$220,000		\$5,000
Total Exemption Value	<b>\$225,000</b>		

#### Reported Net Taxable Values

Land Class 1	\$300,000	Improvement Class 1	\$25,000
Land Class 5	\$400,000	Improvement Class 5	\$2,000
Land Class 6	\$480,000	Improvement Class 6	\$8,000
Totals	\$1,180,000		\$35,000
Reported Net Taxable Value	<b>\$1,215,000</b>		

# APPENDIX 2

## REPORT CALCULATIONS

### EXAMPLE 1: 20% INTERIM BUSINESS PROPERTY TAX RELIEF EXEMPTION – PROPERTY WITH LOW IMPROVEMENT VALUES

#### Assessed Values

Land Class 1	\$300,000	Improvement Class 1	\$25,000
Land Class 5	\$500,000	Improvement Class 5	\$5,000
Land Class 6	\$600,000	Improvement Class 6	\$5,000
Totals	\$1,400,000		\$35,000
Total Assessment	<b>\$1,435,000</b>		

#### Net Taxable Values (Municipal)

Land Class 1	\$300,000	Improvement Class 1	\$25,000
Land Class 5	\$500,000	Improvement Class 5	\$0
Land Class 6	\$600,000	Improvement Class 6	\$0
Totals	\$1,400,000		\$25,000
Total Net	<b>\$1,425,000</b>		

#### Interim Business Property Tax Relief Exemption: 20% of Class 5/6 Assessed Values

Land Class 1	\$0	Improvement Class 1	\$0
Land Class 5	\$101,000	Improvement Class 5	*\$1,000
Land Class 6	\$121,000	Improvement Class 6	*\$1,000
Totals	\$222,000		\$2,000
Total Exemption Value	<b>\$222,000</b>		

#### Reported Net Taxable Values

Land Class 1	\$300,000	Improvement Class 1	\$25,000
Land Class 5	\$399,000	Improvement Class 5	*\$0
Land Class 6	\$479,000	Improvement Class 6	\$0
Totals	\$1,178,000		\$25,000
Reported Net Taxable Value	<b>\$1,203,000</b>		

*\*As there is no taxable improvement value, this will need to go to the land.*

# APPENDIX 3

## BUSINESS PROPERTY TAX RELIEF EXEMPTION MODEL BYLAW

*This model bylaw relates to proposed legislation and is being provided for your information in the event the legislation is passed.*

*This model bylaw is provided as a guide only. It is the responsibility of the municipality to ensure its bylaw meets all applicable requirements of the Municipalities Enabling and Validating Act (No.4), the Community Charter, the Assessment Act and any other applicable legal requirements.*

**[INSERT NAME OF MUNICIPALITY]**

### **BUSINESS PROPERTY TAX RELIEF EXEMPTION BYLAW NO. XX, 202\_\_**

**WHEREAS** Section 13 of the *Municipalities Enabling and Validating Act (No. 4)*, S.B.C. 2011, c. 14 authorizes Council to exempt, by bylaw, a portion of the value of certain eligible commercial properties from taxation for a taxation year after 2019 and before 2025;

**AND WHEREAS** Council wishes to provide such an exemption for those properties listed on Schedule A for the 20\_\_ taxation year;

**AND WHEREAS** notice of the proposed adoption of this bylaw has been given in accordance with section 20 of that Act and section 94 of the *Community Charter*;

**NOW THEREFORE**, the Council of the **[insert name of Municipality]** in open meeting assembled enacts as follows:

1. This bylaw is cited as "Business Property Tax Relief Exemption Bylaw No. XX, 202\_\_".
2. In this bylaw:
  - (a) "Act" means the *Municipalities Enabling and Validating Act (No. 4)*; and
  - (b) the definitions contained in section 12 of the Act apply.
3. The properties listed on Schedule A are exempt from taxation in accordance with sections 12 to 25 of the Act for the taxation year 20\_\_ and for that taxation year:
  - (a) the base year is 20\_\_; **[Note: cannot be before 2015, but must not be different from a base year previously specified in an exemption bylaw]**
  - (b) the land value ratio threshold for the purposes of section 15(1)(c) of the Act is \_\_\_\_;
  - (c) the base change threshold for the purposes of section 15(3) of the Act is \_\_\_\_\_; and
  - (d) the extent of the exemption for each property, expressed as a percentage of the eligible portion of assessed value, is the applicable percentage shown on Schedule A. **[Note: may vary by area, properties or kinds of properties]**

READ A FIRST TIME this \_\_\_ day of \_\_\_\_\_, 202\_\_.

READ A SECOND TIME this \_\_\_ day of \_\_\_\_\_, 202\_\_.

READ A THIRD TIME this \_\_\_ day of \_\_\_\_\_, 202\_\_.

ADOPTED this \_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**SCHEDULE A**

**LIST OF EXEMPT PROPERTIES**

PROPERTY DESCRIPTION <b>[Note: use folio, PID or civic as appropriate]</b>	EXTENT OF EXEMPTION (% OF ELIGIBLE PORTION OF ASSESSED VALUE)

# APPENDIX 4

## SAMPLE NOTICE OF PROPOSED BUSINESS PROPERTY TAX RELIEF EXAMPTION BYLAW

*This sample notice relates to proposed legislation and is being provided for your information in the event the legislation is passed.*

*This sample notice is provided as a guide only. It is the responsibility of the municipality to ensure its form of public notice meets all applicable requirements of the Municipalities Enabling and Validating Act (No.4), the Community Charter, the Assessment Act and any other applicable legal requirements.*

### SAMPLE

[INSERT NAME OF MUNICIPALITY]

#### NOTICE OF PROPOSED BUSINESS PROPERTY TAX RELIEF EXEMPTION BYLAW

Notice is given under section 20 of the *Municipalities Enabling and Validating Act (No. 4)*, S.B.C. 2011, c. 14 that the Council of [insert name of Municipality] proposes to adopt a bylaw to exempt the properties listed below from taxation for the 20\_\_ taxation year (the "Taxation Year"). Each of these properties, as of December 31 of last year, was: (i) subject to a commercial lease where the tenant pays an amount of money that varies with the amount of property taxes; and (ii) classified, in whole or in part, as class 5 or class 6 property under the *Assessment Act* (British Columbia) for the Taxation Year. For each property, the proposed exemption would see property value taxation imposed under section 197(1)(a) of the *Community Charter* and section 119 of the *School Act*, for the Taxation Year, be based on the property's "reported net taxable value" rather than assessed value of land and improvements, where "reported net taxable value" is, in general terms, calculated by reducing the net taxable value of the property by an amount equal to: the applicable percentage below multiplied by the assessed value attributable to lands and improvements (or portions thereof) classified as class 5 or class 6.

[NOTE: The form of notice will depend upon the type of bylaw and needs to be revised if averaging or phasing bylaw in place]

[NOTE: If properties are not to be listed, the notice must describe the exemption (see section 20 of the Act) in some other way]

PROPERTY DESCRIPTION [Note: use folio, PID or civic as appropriate]	EXTENT OF EXEMPTION (% OF ELIGIBLE PORTION OF ASSESSED VALUE)

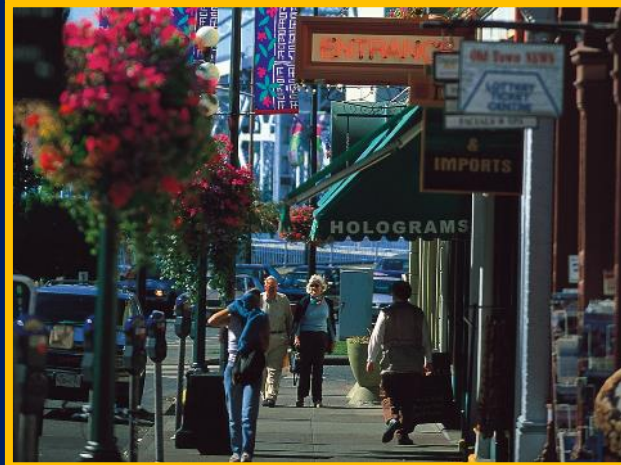


Inquiries with respect to this bylaw may be directed to:

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**2020 Legislative Session: 5th Session, 41st Parliament  
FIRST READING**

APPENDIX D

The following electronic version is for informational purposes only.  
The printed version remains the official version.

**HONOURABLE SELINA ROBINSON  
MINISTER OF MUNICIPAL AFFAIRS AND HOUSING**

**BILL 10 – 2020  
MUNICIPAL AFFAIRS AND HOUSING STATUTES AMENDMENT ACT, 2020**

HER MAJESTY, by and with the advice and consent of the Legislative Assembly of the Province of British Columbia, enacts as follows:

***Assessment Authority Act*****Explanatory Note**

**1 Section 16 (2) of the Assessment Authority Act, R.S.B.C. 1996, c. 21, is repealed and the following substituted:**

(2) The fiscal years of the authority begin and end as follows:

- (a) in the 2020 calendar year, the fiscal year begins on January 1, 2020 and ends on December 31, 2020;
- (b) the following fiscal year begins on January 1, 2021 and ends on March 31, 2022;
- (c) each subsequent fiscal year begins on April 1 and ends on March 31 in the following year.

**Explanatory Note**

**2 Section 16 (2) is repealed and the following substituted:**

(2) The fiscal year of the authority begins on April 1 in each year and ends on March 31 in the following year.

**Explanatory Note**

**3 Section 17 (5) is amended by striking out "before December 31" and substituting "before March 31".**

***Community Charter*****Explanatory Note**

**4 Section 263 (1) (b) of the Community Charter, S.B.C. 2003, c. 26, is amended by striking out "up to \$10 000;" and substituting "up to \$50 000;".**

***Local Government Act*****Explanatory Note**

**5 Division 2 of Part 16 of the Local Government Act, R.S.B.C. 2015, c. 1, is repealed.**

**Explanatory Note**

**6 Section 637.2 is amended by striking out "Division 2 [Licensing of Commercial Vehicles] or" and substituting "Division".**

### ***Municipalities Enabling and Validating Act (No. 4)***

#### **Explanatory Note**

**7 The Municipalities Enabling and Validating Act (No. 4), S.B.C. 2011, c. 14, is amended by adding the following Part:**

## **PART 4 – 2020**

### **Definitions**

**12** In this Part:

**"assessment authority"** means the British Columbia Assessment Authority;

**"base year"**, in relation to a municipality, means a taxation year specified in an exemption bylaw of the municipality as the base year for that municipality;

**"classified"** means classified under the *Assessment Act*;

**"council"** includes the Council of the City of Vancouver;

**"eligible portion"**, in relation to assessed value or net taxable value, means the sum of the following portions of the value:

- (a) the portion attributable to land classified as class 5 property;
- (b) the portion attributable to land classified as class 6 property;
- (c) the portion attributable to improvements classified as class 5 property;
- (d) the portion attributable to improvements classified as class 6 property;

**"eligible property"** has the meaning given to it in section 15 [*eligible properties*];

**"eligible taxation year"** means a taxation year after 2019 and before 2025;

**"exemption bylaw"** means a bylaw under section 13 (1) [*exemption bylaw*];

**"property"** has the same meaning as in section 1 (1) of the *Assessment Act*;

**"reported net taxable value"**, in relation to a property and taxation year, means the following value, adjusted, if applicable, under section 17 (2) [*adjustments by collector*]:

- (a) for the purposes of taxation under section 197 (1) (a) [*annual property tax bylaw*] of the *Community Charter* or section 373 [*annual rating by-law*] of the *Vancouver Charter*, the value reported under section 16 (3) (b) (ii) [*reported net taxable value*] of this Act for the property and taxation year;
- (b) for the purposes of taxation under section 119 [*general school tax*] of the *School Act*, the value reported under section 16 (3) (c) (ii) of this Act for the property and taxation year;

**"taxation year"** has the same meaning as in section 1 (1) of the *Assessment Act*;

**"year-end assessed value"**, in relation to a property and taxation year, means the assessed value of the property for the taxation year, as shown in the assessment roll as that roll stands on December 31 of the prior taxation year.

### **Permissive tax exemption – interim business relief**

- 13** (1) A council of a municipality may, by bylaw in accordance with this section, exempt eligible properties in the municipality from taxation under the following provisions, as applicable:
- (a) section 197 (1) (a) of the *Community Charter*;
  - (b) section 373 of the *Vancouver Charter*.
- (2) An exemption bylaw for a taxation year must specify for the taxation year, in accordance with the regulations, if applicable, and subsections (3) and (4),
- (a) the base year for the municipality,
  - (b) the land value ratio threshold for purposes of section 15 (1) (c),
  - (c) the base change threshold for the purposes of section 15 (3), and
  - (d) the extent of the exemption, expressed as a percentage of the eligible portion of assessed value.
- (3) An exemption bylaw may not specify a base year that is
- (a) before 2015, or
  - (b) different from a base year previously specified in an exemption bylaw of the municipality.
- (4) An exemption bylaw may specify different percentages under subsection (2) (d) for different areas, properties or kinds of properties.
- (5) Subject to the regulations, an exemption bylaw may be adopted only
- (a) for an eligible taxation year,
  - (b) on or after January 1 and before March 31 of the eligible taxation year, and
  - (c) after notice of the proposed bylaw has been given in accordance with section 20 (2) [*application of Community Charter*] or 21 (1) [*application of Vancouver Charter*], as applicable.
- (6) Section 135 (3) [*requirements for passing bylaws – delay between third reading and adoption*] of the *Community Charter* does not apply in relation to an exemption bylaw for 2020.
- (7) Section 25 (1) [*prohibition against assistance to business*] of the *Community Charter* does not apply in relation to an exemption bylaw.

### Effect of tax exemption

- 14** (1) If a property is exempt under an exemption bylaw for a taxation year,
- (a) despite section 197 (2) of the *Community Charter*, property value tax imposed under section 197 (1) (a) of that Act on the property for the taxation year must be based on the reported net taxable value for the property and taxation year, and
  - (b) despite sections 374 [*levy on net taxable value*] and 396 [*property tax exemptions*] of the *Vancouver Charter*, a levy imposed under section 373 of that Act on the property for the taxation year must be imposed on the reported net taxable value for the property and taxation year.
- (2) Despite the *Assessment Act* and any other enactment, an exemption under section 13 of this Act must not be
- (a) entered in an assessment roll, or
  - (b) considered as an exemption for the purposes of the *Assessment Act* or any other enactment other than this Part.

### Eligible properties

**15** (1) A property in a municipality is eligible for a tax exemption under section 13 for a taxation year if

(a) the property, as shown in the assessment roll as that roll stands on December 31 of the prior taxation year, is classified, in whole or in part, as class 5 or class 6 property for the taxation year,

(b) the property, on December 31 of the prior taxation year, is subject to a commercial lease that obliges the leaseholder to pay an amount of money that varies with the amount of tax imposed on the property for the taxation year under

(i) section 197 (1) (a) of the *Community Charter*, or

(ii) section 373 of the *Vancouver Charter*,

(c) the land value ratio determined under subsection (2) for the property and taxation year is equal to or greater than the land value ratio threshold set by the municipality under section 13 (2) (b) for the property and taxation year, and

(d) the property is an outlier under subsection (3) for the taxation year.

(2) The land value ratio for a property and taxation year is the quotient, expressed as a percentage, of

(a) the year-end assessed value for the taxation year of the land that comprises the property, and

(b) the year-end assessed value for the taxation year of the land and improvements that comprise the property.

(3) A property in a municipality is an outlier for a taxation year if the base change determined under subsection (4) for the property and taxation year is equal to or greater than the base change threshold set by the municipality under section 13 (2) (c) for the property and taxation year.

(4) The base change for a property and taxation year is the amount, expressed as a positive or negative percentage, determined in accordance with the following formula:

$$\text{base change} = \frac{\text{taxation year land value} - \text{base year land value}}{\text{base year land value}}$$

where

taxation year land value = the portion of the year-end assessed value of the property for the taxation year that is attributable to land classified as class 5 or class 6 property for the taxation year;

base year land value = the portion of the year-end assessed value of the property for the base year of the municipality in which the property is located that is attributable to land classified as class 5 or class 6 property for that base year.

### Reported net taxable value

**16** (1) In this section, "**averaging or phasing bylaw**" means

(a) a bylaw imposing tax rates under section 198 [*assessment averaging and phasing options*] of the *Community Charter*, or

(b) a bylaw levying rates under section 374.4 (2) or (3) [*assessment averaging and phasing in by-laws*] of the *Vancouver Charter*.

(2) Subject to the regulations, if a municipality adopts an exemption bylaw for a taxation year,

(a) the municipality must give a copy of the bylaw to the assessment authority as soon as practicable and no later than April 2 of the taxation year, and

(b) the assessment authority must deliver a report in accordance with this section to the municipality by April 15 of the taxation year.

(3) A report under subsection (2) (b) in relation to an exemption bylaw for a taxation year must set out the following for each property exempted by the bylaw:

(a) the value of the exemption, calculated by multiplying

(i) the extent of the exemption that is specified for the property under section 13 (2) (d) for the taxation year, and

(ii) the eligible portion of the assessed value of the property for the taxation year;

(b) for the purposes of taxation under section 197 (1) (a) of the *Community Charter* or section 373 of the *Vancouver Charter*,

(i) the net taxable value for the property and taxation year, as determined under subsection (4) of this section, and

(ii) the difference between

(A) the net taxable value referred to in subparagraph (i), and

(B) the lesser of the value of the exemption and the eligible portion of the net taxable value referred to in subparagraph (i);

(c) for the purposes of taxation under section 119 of the *School Act*,

(i) the net taxable value for the property and taxation year, as determined under subsection (5) of this section, and

(ii) the difference between

(A) the net taxable value referred to in subparagraph (i), and

(B) the lesser of the value of the exemption and the eligible portion of the net taxable value referred to in subparagraph (i).

(4) Subject to the regulations, for the purposes of subsection (3) (b) (i), the net taxable value for a property and taxation year is the following, as applicable:

(a) if an averaging or phasing bylaw applies on March 31 of the taxation year in relation to the property for the taxation year, the difference between the following amounts:

(i) the averaged or phased value of the property for the taxation year, as determined under subsection (6);

(ii) the total value of any tax exemptions, other than an exemption under section 13, that apply in relation to the property for the taxation year for the purposes of taxation under section 197 (1) (a) of the *Community Charter* or section 373 of the *Vancouver Charter*, as applicable;

(b) in any other case, the net taxable value for the property and taxation year for the purposes of taxation under section 197 (1) (a) of the *Community Charter* or section 373 of the *Vancouver Charter*, as applicable.

(5) Subject to the regulations, for the purposes of subsection (3) (c) (i), the net taxable value for a property and taxation year is the following, as applicable:

(a) if an averaging or phasing bylaw applies on March 31 of the taxation year in relation to the property for the taxation year, the difference between the following amounts:

(i) the averaged or phased value of the property for the taxation year, as determined under subsection (6);

(ii) the total value of any tax exemptions, other than an exemption under section 13, that apply in relation to the property for the taxation year for the

purposes of taxation under section 119 of the *School Act*;

(b) in any other case, the net taxable value for the property and taxation year for the purposes of taxation under section 119 of the *School Act*.

(6) For the purposes of subsections (4) (a) (i) and (5) (a) (i), the averaged or phased value of a property for a taxation year is the following, as applicable:

(a) in the case of a property in a municipality other than the City of Vancouver, the modified assessed value, determined in accordance with the regulations under section 198 (2) (a) of the *Community Charter*, of the property for the taxation year;

(b) in the case of a property in the City of Vancouver, the amount determined in accordance with section 374.4 (2) or (3) of the *Vancouver Charter*, as applicable, for the property and taxation year.

(7) For the purposes of a report under subsection (2) (b) in relation to a taxation year, the following values are to be determined on the basis of the assessment roll for the taxation year as that roll stands on March 31 of the taxation year:

(a) an eligible portion and assessed value referred to in subsection (3) (a) (ii);

(b) the value of a tax exemption, other than an exemption under section 13, referred to in subsection (4) (a) (ii) or (5) (a) (ii) of this section;

(c) a net taxable value referred to in subsection (4) (b) or (5) (b);

(d) a modified assessed value or amount referred to in subsection (6) (a) or (b).

(8) A municipality must make available to the public, on request, a report under subsection (2) (b).

### **Adjustments to report by collector**

**17** (1) In this section, "**collector**", in relation to the City of Vancouver, means the Collector of Taxes under the *Vancouver Charter*.

(2) Subject to the regulations, the collector must adjust the reported net taxable values for a property and taxation year if

(a) there are errors or omissions in the report under section 16 (2) (b), or

(b) the assessment of the property for the taxation year, as shown on the assessment roll, has changed since March 31 of the taxation year.

(3) For certainty, the following provisions apply in relation to adjustments under subsection (2) (b):

(a) in the case of a property in a municipality other than the City of Vancouver, sections 240 [*adjustments for assessment changes*] and 241 [*taxation based on supplementary roll*] of the *Community Charter*;

(b) in the case of a property in the City of Vancouver, sections 375 [*pending appeals*] and 401A [*supplementary roll*] of the *Vancouver Charter*.

### **Notice to owners and lessees – exemption notice**

**18** (1) If the council of a municipality adopts an exemption bylaw for a taxation year, the municipality must, as soon as practicable, give notice of the exemption to the owner of each property exempted by the bylaw.

(2) A notice under subsection (1) in relation to a property and taxation year must

(a) state that the property is exempt under section 13 for the taxation year,



(b) state the extent of the exemption that is specified under section 13 (2) (d) for the property and taxation year, and

(c) advise that the owner or any other person may

(i) review a report under section 16 (8) [*reported net taxable value*], and

(ii) request adjustments under section 17 (2) [*adjustments by collector*].

(3) If the owner of a property has received a notice under subsection (1), the owner must promptly deliver a copy of the notice to each lessee of any portion of the property under a lease referred to in section 15 (1) (b).

### **Notice to owners and lessees – tax notice or statement**

19 (1) In this section:

**"tax notice"** means a tax notice under section 237 (1) of the *Community Charter*;

**"tax statement"** means a tax statement under section 403 (1) of the *Vancouver Charter*.

(2) If the council of a municipality adopts an exemption bylaw for a taxation year, the tax notice or tax statement of the municipality for the exempt properties and taxation year, as the case may be, must

(a) include the statements and advice referred to in section 18 (2) (a) to (c), and

(b) advise that the rates determined under section 119 (3) of the *School Act* have been adjusted as a result of the bylaw.

(3) If the owner of a property has received a notice or statement referred to in subsection (2) in relation to the property, the owner must promptly deliver a copy of the notice or statement, as the case may be, to each lessee of any portion of the property under a lease referred to in section 15 (1) (b).

### **Application of *Community Charter***

20 (1) For the purposes of section 98 (2) (b) [*annual municipal report*] of the *Community Charter*, a tax exemption provided under section 13 of this Act is deemed to be a tax exemption provided under Division 7 [*Permissive Tax Exemptions*] of Part 7 [*Municipal Revenue*] of that Act.

(2) A council of a municipality other than the City of Vancouver must give notice of a proposed exemption bylaw in accordance with section 94 [*requirements for public notice*] of the *Community Charter*.

(3) A notice under subsection (2) must

(a) describe the proposed exemption, and

(b) state the taxation year for which the exemption will be provided.

(4) Despite section 94 (2) (b) of the *Community Charter*, a notice under subsection (2) of this section in relation to an exemption bylaw for the 2020 taxation year need only be published once.

### **Application of *Vancouver Charter***

21 (1) The council of the City of Vancouver must give notice of a proposed exemption bylaw by

(a) publishing notice of the proposed exemption bylaw in accordance with section 3 [*requirements for public notice*] of the *Vancouver Charter*, and

(b) from the date on which the notice is first published under paragraph (a) of this subsection, posting that notice for public inspection in the City Hall during its regular office hours.

(2) A notice under subsection (1) must

- (a) describe the proposed exemption, and
- (b) state the taxation year for which the exemption will be provided.

(3) Despite section 3 (2) (b) of the *Vancouver Charter*, a notice under subsection (1) of this section in relation to an exemption bylaw for the 2020 taxation year need only be published once.

### **School tax exemptions**

**22** (1) This section applies despite section 119 [*general school tax*] of the *School Act*.

(2) If a property in a municipality is exempt under an exemption bylaw for a taxation year,

- (a) the net taxable value must continue to be the basis for determining the amount of money to be raised in the municipality for the purposes of section 119 of the *School Act*,
- (b) a tax levied under section 119 (1) of the *School Act* on the property for the taxation year must be based on the reported net taxable value for the property and taxation year, and
- (c) the council of the municipality must, by resolution, substitute, for the rates set under section 119 (3) of the *School Act* for the taxation year, rates that are sufficient to raise the same amount of revenue in the municipality from each property class by taxation under section 119 of the *School Act* as the amount that would have been raised by taxation under that section had the bylaw not been adopted.

(3) If the amount of revenue raised in any year under subsection (2) (c) is more or less than the amount that would have been raised had the council not substituted the rates, the difference must be used to adjust the rates for the next year.

(4) Land and improvements that are exempt from taxation under section 13 for a taxation year are not, by reason of that exemption, exempt under

- (a) section 131 (1) [*other exemptions*] of the *School Act*, or
- (b) any other enactment that applies section 131 (1) of the *School Act*.

### **Modified dates for 2020 taxation year**

**23** Subject to the regulations, the following dates are modified in relation to the 2020 taxation year:

- (a) the reference in section 13 (5) (b) [*exemption bylaw – adoption period*] to March 31 is to be read as a reference to April 22;
- (b) the reference in section 16 (2) (a) [*reported net taxable value*] to April 2 is to be read as a reference to April 24;
- (c) the reference in section 16 (2) (b) to April 15 is to be read as a reference to May 8.

### **Power to make regulations**

**24** (1) For the purposes of this Part, the Lieutenant Governor in council may make regulations referred to in section 41 of the *Interpretation Act*.

(2) Without limiting subsection (1), the Lieutenant Governor in Council may make regulations as follows:

- (a) specifying the following or a range within which the following must fall:
  - (i) the taxation year to be specified under section 13 (2) (a) [*base year*];

(ii) the threshold to be specified under section 13 (2) (b) [*land value ratio threshold*];

(iii) the threshold to be specified under section 13 (2) (c) [*base change threshold*];

(iv) the percentage to be specified under section 13 (2) (d) [*extent of exemption*];

(b) modifying the dates specified in

(i) section 13 (5) (b) [*exemption bylaw – adoption period*],

(ii) section 16 (2) (a) or (b) or (7) [*reported net taxable value*],

(iii) section 17 (2) (b) [*adjustments to report by collector*], or

(iv) section 23 [*modified dates for 2020 taxation year*].

(3) Regulations under subsection (2) may be different for different municipalities.

(4) Without limiting subsection (3), regulations under subsection (2) (a) (iv) may be different for different areas, properties or kinds of property.

### **Transitional regulations**

**25** (1) The Lieutenant Governor in Council may make regulations considered necessary or advisable for the purpose of more effectively bringing this Part into operation and to avoid any transitional difficulties encountered in doing so.

(2) A regulation under subsection (1) may be made retroactive to the date this section comes into force or a later date and, if made retroactive, is deemed to have come into force on the date specified.

(3) If a regulation under subsection (1) conflicts with another enactment, the regulation prevails.

(4) This section and, unless earlier repealed, any regulations under this section are repealed one year after the date this section comes into force.

### ***Vancouver Charter***

#### **Explanatory Note**

**8 Section 2.1 (1) (f) of the Vancouver Charter, S.B.C. 1953, c. 55, is repealed.**

#### **Explanatory Note**

**9 Section 306 (1) (i) is amended by striking out "60 days after the date of service" and substituting "30 days after the date of service".**

#### **Explanatory Note**

**10 Section 323 (u) is amended by striking out "60 days after the date of service" and substituting "30 days after the date of service".**

#### **Explanatory Note**

**11 Section 324A is repealed and the following substituted:**

#### **Remedial action to address nuisance or danger**

**324A** (1) The Council may, by resolution or bylaw, declare that any of the following is a nuisance or a danger to public health or safety and impose a remedial action requirement to address the

nuisance or danger:

- (a) a building, a structure, an erection of any kind, or a similar matter or thing;
- (b) a natural or artificial opening in the ground, or a similar matter or thing;
- (c) a drain, a ditch, a watercourse, a pond, surface water, or a similar matter or thing;
- (d) a matter or thing that is in or about any matter or thing referred to in paragraphs (a) to (c);
- (e) a tree;
- (f) wires, cables, or similar matters or things, that are on, in, over, under or along a street;
- (g) matters or things that are attached to a structure, erection or other matter or thing referred to in paragraph (a) that is on, in, over, under or along a street;
- (h) any other matter or thing that is in or on any private or public land, street or road.

(2) A remedial action requirement may

- (a) be imposed on one or more of the following:
  - (i) the owner or lessee of the matter or thing;
  - (ii) the owner or occupier of the land on which the matter or thing is located, and
- (b) require the person to do any of the following in relation to the matter or thing:
  - (i) remove or demolish it;
  - (ii) fill it in, cover it or alter it;
  - (iii) otherwise deal with it as specified in the resolution or bylaw.

(3) A resolution or bylaw imposing a remedial action requirement must specify the time by which the required action must be completed.

(4) Subject to section 324D, the time specified under subsection (3) must not be earlier than 30 days after notice is given under subsection (7) or (8).

(5) The Council may, by resolution or bylaw, extend the time for completing the required action even though the time limit previously established has expired.

(6) A resolution or bylaw under this section may order that if the person subject to the remedial action requirement does not complete the required action within the time specified under subsection (3) or (5), the city may, by its officers or employees or other authorized persons, complete the remedial action at the person's expense.

(7) Notice of a remedial action requirement must,

- (a) subject to subsection (8), be given by personal service or by sending the notice by registered mail to all of the following:
  - (i) the person subject to the requirement;
  - (ii) the owner of the land on which the matter or thing is located;
  - (iii) the occupier of that land;
  - (iv) any other person who, according to the records in the land title office, has a registered interest in that land, and
- (b) if the resolution or bylaw under this section includes an order under subsection (6), advise that if the action required by the remedial action requirement is not

completed by the date specified for compliance, the city may complete the remedial action at the expense of the person subject to the requirement.

(8) If the occupier of the land has no address to which the notice may be sent by mail, notice of the order may be given by posting the notice on or near the matter or thing to which the order relates.

### **Recovery of city's costs**

**324B** (1) If the city completes remedial action pursuant to a resolution or bylaw made under section 324A, the city may recover its costs and incidental expenses incurred in carrying out the required action as a debt due to the city in any court of competent jurisdiction.

(2) A resolution or bylaw under section 324A in relation to a building, a structure, a tree or an erection may order that if the remedial action requirement has not been satisfied by the date specified for compliance, the city may dispose of the matter or thing in relation to which the requirement was imposed, or any part or material of the matter or thing.

(3) The earliest date on which the city may carry out a disposal referred to in subsection (2) is the later of

- (a) the date specified for compliance, and
- (b) 60 days after the notice under section 324A (7) or (8) is given.

(4) If the city disposes of a matter, thing or any part or material of it under this section, the city

- (a) may retain from the proceeds
  - (i) the costs incurred by the city in carrying out the disposal, and
  - (ii) any costs incurred by the city in completing the remedial action that have not yet been paid by the person subject to the remedial action requirement, and
- (b) must pay the remainder of the proceeds to the owner or other person lawfully entitled.

(5) For certainty, the authority under this section is in addition to that provided by section 336 (b).

### **Remedial action to address dilapidated or unclean building, structure or erection**

**324C** Sections 324A and 324B also apply in relation to a building, a structure or an erection of any kind that the Council considers is so dilapidated or unclean as to be offensive to the community.

#### **Explanatory Note**

### **12 The following section is added to Part XIV:**

#### **Shorter time limit in urgent circumstances**

**324D** If the Council considers that there is a significant risk to health or safety if action is not taken earlier, the Council may by resolution or bylaw set a time limit for taking remedial action under section 306 (1) (i), 323 (u) or 324A that is shorter than 30 days.

#### **Explanatory Note**

**13 Section 333 (1) (b) is amended by striking out "up to \$10 000;" and substituting "up to \$50 000;".**

Explanatory Note
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**14 The following sections are added:****Requirements for excess or extended services**

**561A** (1) For the purposes of this section and section 561B, "**excess or extended services**" means

(a) a portion of a street system that will provide access to land other than the land being subdivided or developed, and

(b) a portion of a water, sewage or drainage system that will serve land other than the land being subdivided or developed.

(2) The Council may require that the owner of land that is to be subdivided or developed provide excess or extended services.

(3) If the Council makes a requirement under subsection (2), the cost of providing the excess or extended services must be paid for

(a) by the city, or

(b) if the Council considers its costs to provide all or part of these services to be excessive, by the owner of the land being subdivided or developed.

**Latecomer charges and cost recovery for excess or extended services**

**561B** (1) For the purposes of this section, "**latecomer charge**" means a charge under subsection

(2) (c).

(2) If the owner is required under section 561A (3) (b) to pay all or part of the costs of excess or extended services, the city must

(a) determine the proportion of the cost of providing the street or water, sewage or drainage facilities that it considers constitutes the excess or extended services,

(b) determine which part of the excess or extended services that it considers will benefit each of the parcels of land that will be served by the excess or extended services, and

(c) impose, as a condition of an owner connecting to or using the excess or extended services, a charge related to the benefit determined under paragraph (b).

(3) If the owner pays all or part of the costs of excess or extended services, the city must pay the owner

(a) all the latecomer charges collected under subsection (2) (c), if the owner pays all the costs, or

(b) a corresponding proportion of all latecomer charges collected, if the owner pays a portion of the costs.

(4) If the city pays all or part of the costs of excess or extended services, it may recover costs

(a) by a latecomer charge under subsection (2) (c), or

(b) by a tax imposed in accordance with Part XXIV [*Local Improvements*], other than section 506 [*process for initiating local improvements*].

(5) A latecomer charge must include interest calculated annually at a rate established by bylaw, payable for the period beginning when the excess or extended services were completed, up to the date that the connection is made or the use begins.

(6) Subject to subsection (7), latecomer charges must be collected during the period beginning when the excess or extended services are completed, up to

(a) a date to be agreed on by the owner and the city, or

(b) if there is no agreement, a date determined under the *Arbitration Act*.

(7) No latecomer charges are payable beyond 15 years from the date the services are completed.

(8) If an owner, in accordance with a bylaw under section 292, provides a street or water, sewage or drainage facilities that serve land other than the land being subdivided or developed, this section applies.

## Commencement

15 The provisions of this Act referred to in column 1 of the following table come into force as set out in column 2 of the table:

Item	Column 1 <b>Provisions of Act</b>	Column 2 <b>Commencement</b>
1	Anything not elsewhere covered by this table	The date of Royal Assent
2	Section 2	April 1, 2022
3	Section 3	July 1, 2021

## Explanatory Notes

SECTION 1: **[Assessment Authority Act, section 16]** amends the dates on which the British Columbia Assessment Authority's fiscal years begin and end.

SECTION 2: **[Assessment Authority Act, section 16]** establishes a new rule governing the dates on which the British Columbia Assessment Authority's fiscal year begins and ends.

SECTION 3: **[Assessment Authority Act, section 17]**

- amends the date by which the minister may submit an annual requisition to the British Columbia Assessment Authority;
- is consequential to the change made by this Bill to section 16 of the Act.

SECTION 4: **[Community Charter, section 263]** amends the maximum fine to which a person may be liable if convicted under the *Offence Act* for contravening a bylaw.

SECTION 5: **[Local Government Act, Division 2 of Part 16]** repeals the authority for the Commercial Vehicle Licensing Program.

SECTION 6: **[Local Government Act, section 637.2]** is consequential to the repeal by this Bill of the authority for the Commercial Vehicle Licensing Program.

SECTION 7: **[Municipalities Enabling and Validating Act (No. 4), sections 12 to 25]** enables municipalities to provide property tax exemptions in relation to eligible properties.

SECTION 8: **[Vancouver Charter, section 2.1]** is consequential to the repeal by this Bill of the authority for the Commercial Vehicle Licensing Program under the *Local Government Act*.

SECTION 9: **[Vancouver Charter, section 306]** amends the length of time that must elapse before the city may take remedial action in relation to dwellings that fail to meet standards for human habitation.

SECTION 10: **[Vancouver Charter, section 323]** amends the length of time that must elapse before the city may take remedial action in relation to real property that fails to meet standards of maintenance.

SECTION 11: **[Vancouver Charter, sections 324A, 324B and 324C]**

- replaces the provision authorizing Council to declare something a nuisance and require a person to take remedial action in relation to that nuisance;

- amends the length of time that must elapse before the city may take remedial action;
- adds authority for Council to extend the deadline for a person to take remedial action;
- amends the requirements for providing notice to take remedial action;
- replaces the provision respecting the recovery of the city's costs where the city itself takes remedial action;
- replaces the provision authorizing Council to require remedial action in relation to dilapidated or unclean buildings, structures and erections.

SECTION 12: [**Vancouver Charter, section 324D**] adds authority for Council to shorten the time limit for taking remedial action in relation to dwellings, real property and nuisances.

SECTION 13: [**Vancouver Charter, section 333**] amends the maximum fine to which a person may be liable if convicted under the *Offence Act* for contravening a bylaw.

SECTION 14: [**Vancouver Charter, sections 561A and 561B**]

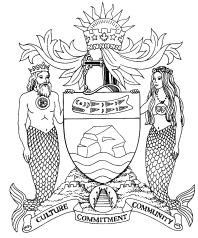
- adds authority for Council to require developers to provide excess or extended services;
- adds authority for Council to impose latecomer charges or taxes to recover the costs of providing excess or extended services.

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



**DATE:** March 9, 2020

**TO:** Mayor and Council

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

**SUBJECT:** Bylaws for Proposed Inter-Municipal Transportation Network Services and Business Licence and Amendment to White Rock Business Licence Bylaw

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**RECOMMENDATIONS**

THAT Council:

1. Receive for information the corporate report dated March 9, 2020 entitled “Bylaws for Proposed Inter-Municipal Transportation Network Services Business Licence and Amendment to White Rock Business Licence Bylaw;”
  2. Direct the Director of Corporate Administration to give public notice on the City’s website at [www.whiterockcity.ca](http://www.whiterockcity.ca) from March 10, 2020 until March 30, 2020, of the proposed “White Rock Inter-Municipal TNS Business Licence Agreement Bylaw, 2020, No. 2335,” “White Rock Inter-Municipal TNS Business Licence Bylaw, 2020, No. 2336” and “White Rock Business Licence Bylaw, 1997, No. 1510, Amendment, 2020, No. 2334,” if the Bylaws are given readings, and to provide an opportunity to persons who consider that they are affected by the proposed bylaws to make representations to Council;
  3. Direct the Manager of Building and Bylaws to contact the taxi businesses operating in White Rock to advise them of the proposed Bylaws and, specifically, the proposed amendments to the “White Rock Business Licence Bylaw, 1997, No. 1510;” and
  4. Direct staff to report back to Council on the development of a permanent Inter-Municipal Business Licence for ride-hailing or TNS services by the end of 2020.
- 

**INTRODUCTION**

The purpose of this corporate report is to introduce and seek Council’s approval of bylaws 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). The IMBL would be applicable within the jurisdictional limits of participating municipalities within Region 1 as defined by the Passenger Transportation Board; this region includes the Lower Mainland and Whistler areas (see Appendix A).

The corporate report also introduces amendments to White Rock Business Licence Bylaw, 1997, No. 1510. These amendments are intended to recognize that TNS businesses are required to obtain an IMBL in order to pick up fares in the city and to accordingly exempt these businesses from the need for a local business licence. Further, amendments to the Business Licence Bylaw are proposed to harmonize the local licensing fees applicable to taxis with the fees that will be applicable to TNS businesses licensed through the IMBL as well as update the terminology in

the Business Licence Bylaw to be consistent with the definitions in the *Passenger Transportation Act*.

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

Provincial legislation to enable ride-hailing (or TNS) services came into force on September 16, 2019. Under the legislation, the Province has the authority to regulate Passenger Directed Vehicles (PDV), being a class of vehicle that includes ride-hailing vehicles, taxis, and limousines. While the Province has the sole authority to regulate fleet size and operational boundaries, to set vehicle standards, and to issue driver Chauffeur Permits, municipalities have retained the ability to issue business licenses for PDVs and to regulate street use and traffic matters at the local level (e.g. drop off and pick up locations, on-street parking restrictions, etc.).

On December 16, 2019 a corporate report regarding the potential execution of an IMBL program for ride-hailing services was provided to the City of White Rock's Governance and Legislation Committee. The topic of establishing an IMBL was discussed by the Committee, although the meeting was adjourned prior to resolutions being made on the subject. Since the meeting, City staff have participated in an inter-municipal working group initiated by the Mayor's Council on Regional Transportation, being part of the governance structure of TransLink. The working group was tasked by the Mayor's Council with establishing a draft bylaw for an interim IMBL for ride-hailing services which would apply throughout much of the Lower Mainland; the deadline set by the Mayor's Council to prepare this draft bylaw was January 31, 2020 (see Appendix B).

An IMBL is a business licence that allows mobile businesses to operate across participating municipalities with the purchase of one licence. An IMBL is formed through common bylaws enacted by each participating municipality. This report introduces Council to two bylaws related to the implementation of the IMBL. These include, the IMBL Agreement Bylaw, which allows municipalities to enter into agreement with the partner municipalities. It addresses terms such as the licence fee, revenue sharing formula and distribution, and overall administration of the licence. The second bylaw, being the IMBL bylaw, is the formal mechanism through which the IMBL is implemented in each municipality and sets out the various terms and conditions that apply to the IMBL across the participating municipalities. These two bylaws are included in Bylaws section of the Regular Council agenda for first, second and third readings.

When implementing an IMBL participating municipalities generally work together to determine:

- the types of businesses eligible to be covered under the particular IMBL;
- how much to charge for an IMBL;
- the model for collecting and sharing revenue from the sales of the IMBL (e.g. seller retains revenue from sales or cost sharing among jurisdictions); and
- the terms of the bylaw to be enacted by each participating municipality.

These components have been incorporated into the aforementioned bylaws to support the creation of an IMBL for ride-hailing services.

As noted, amendments to White Rock Business Licence Bylaw 1997, No. 1510 are proposed to help level the playing field between local taxi operators and the providers of ride-hailing or TNS services. These amendments are described in greater detail in the Analysis section of this corporate report and the amendment bylaw (No. 2334) is included in the Bylaws section of the Regular Council agenda for first, second and third reading.

As the proposed bylaws would regulate a business, in accordance with section 59(2) of the *Community Charter*, Council must give notice of its intention to adopt these bylaws and provide an opportunity for persons who consider they are affected by the bylaw to make representations to council. This may occur in a form of an opportunity during the Council meeting, prior to Council considering adoption of the bylaw, for the public to make verbal representations directly to Council as well as a period of time prior to the meeting where the public can submit written representations to Council.

## **ANALYSIS**

Throughout the months of December, 2019 and January, 2020, representatives of the 32 municipalities within Region 1 (i.e. Lower Mainland, Whistler) participated in a series of meetings, facilitated by TransLink staff, aimed at preparing an IMBL program for ride-hailing services. The following subsections provide an overview of the key components of the IMBL program, and more specifically the bylaws, as prepared by the inter-municipal working group.

### **Licensing Authority**

The working group agreed that the City of Vancouver ought to be the licensing authority for the IMBL which means that ride-hailing companies would need to purchase the inter-municipal business licence from the City of Vancouver. The licence would allow companies to operate in all participating Region 1 municipalities. Where applicable, ride-hailing service providers would also need to obtain individual municipal business licences.

### **Timing of Implementation**

On February 25, 2020, Vancouver City Council passed bylaws related to the implementation and administration of the IMBL program for ride-hailing services. The related report to Council, (see Appendix C), provides that the IMBL will come into effect on April 1, 2020, and will be applicable within those municipalities which choose to participate in the program. In order to participate in the program, municipalities must approve of the aforementioned Agreement Bylaw and the IMBL Bylaw. If approved, the IMBL will take effect within each municipality on April 1, 2020. For any participating municipality that enacts the bylaws after April 1, 2020, the licence will take effect in that municipality on the day of enactment.

### **Licensing Fees**

The annual IMBL fee will be \$155 per company plus vehicle fees of:

- \$150 per standard vehicle;
- \$30 per zero-emission vehicle;
- \$0 per wheelchair accessible vehicle.

The discounted fee for zero emission vehicles provides a meaningful incentive towards addressing the impacts of climate change while acknowledging that there remains an administrative cost to managing these vehicles within the IMBL program. Wheelchair accessible vehicles are understood to be more expensive to purchase and maintain than non-accessible vehicles. Further, municipalities want to encourage the use of wheelchair accessible vehicles within the overall ride-hailing fleet so as to ensure those with specific mobility needs are able to gain access to alternative modes of transit in the community. Taking these factors into account, wheelchair accessible vehicles would not be charged a per vehicle fee within the IMBL program.

Licence fees are to be pro-rated to align with the City of Vancouver's calendar licensing structure. Companies will self-report monthly all new vehicles operating under their licence, and

whether they are standard, zero emission or wheelchair accessible. Once a vehicle has been reported and the fee paid, the vehicle may operate for the remainder of the calendar year.

The per vehicle fee structure was agreed upon by members of the working group as it can be implemented immediately, it enables incentives for specific vehicle types, and it is equitable among companies of all fleet sizes. The per vehicle fee of \$150 was set with the aim of achieving administrative cost recovery, and recovery of costs to participating municipalities associated with monitoring business activity and impacts in their communities. As noted in the Vancouver City Council Report (Appendix C), it is estimated that administrative costs in the first year of the IMBL program will amount to \$140,000. The underlying components attributing to this cost include: privacy management, legal services, policy development, corporate overhead, and day-to-day administration of licences, fees and reconciliation. Outside of covering the costs of administering the IMBL program, the fee structure was intended to be comparable to that implemented in other jurisdictions including Calgary, Edmonton, and Toronto.

### **Revenue Sharing**

As noted, licence fee revenue will be shared among participating municipalities. The City of Vancouver will first retain funds sufficient to recover costs for set-up and administration of the licence program and remaining revenues will be shared based on the percent of total regional pick-ups and drop-offs that occur within each municipality. City of Vancouver staff acknowledge that the costs associated with setting up the IMBL program are expected to decrease following the first year of implementation. At the end of each licence year, the City of Vancouver will provide participating municipalities with a year-end account of costs, and revenue to be shared.

### **Licence Requirements**

Companies will be required to comply with the municipal by-laws and regulations of each participating municipality. Each municipality retains the authority to enforce its own bylaws, for example street and traffic regulations, and also to suspend or cancel an IMBL. Staff in participating municipalities have established a shared protocol for escalating enforcement and have agreed to communicate enforcement actions between each other prior to any municipality considering suspension or cancellation of a licence. Future updates to White Rock's Street and Traffic Bylaw, 1999, No. 1529 may be considered to regulate issues such as curbside management and related items (e.g. specific locations where pick-up and drop-off are permitted for passenger directed vehicles).

The Province will be enforcing compliance with provincial regulations and licence conditions. Field investigations will be carried out by the Commercial Vehicle Safety and Enforcement (CVSE) Branch of the Ministry of Transportation and Infrastructure (MOTI). The Registrar of the Passenger Transportation Branch is authorized to investigate and audit companies for issues including compliance with licence conditions and public safety. The City of White Rock's enforcement team will work with its provincial counterparts, and those within municipalities participating in the IMBL program, to ensure active enforcement of the local, regional, and provincial regulations applicable to ride-hailing service providers.

### **Access to Data**

Access to detailed trip data is critical for municipalities in understanding the impact of ride-hailing in their communities at both the system-wide and street levels. At the system-wide level data collection and analysis will assist in identifying overall changes in travel mode share (e.g. use of private automobiles, transit, cycling, walking, etc.). At the street level trip data can be used to establish solutions to mitigate safety concerns and the impacts of increased congestion.

For example, the City may use data to help identify, and subsequently designate, locations for passenger directed vehicle drop off or pick up. Data which highlights problematic areas (e.g. bottlenecks in the transportation system, illegal parking, etc.) can be used to support enforcement activities and amendments to local street and traffic regulations.

The BC Passenger Transportation Branch, being a component of MOTI, requires comprehensive vehicle and trip data from PDV companies. In early February, the Province confirmed that municipalities will be able to access this data on a regular basis through a Partnership Agreement with the Passenger Transportation Branch. Consequently, detailed trip data will not be a requirement of the IMBL; municipalities will benefit from access to provincial data, and companies will benefit from not having to duplicate data submission efforts. As a condition of the IMBL, licensed ride-hailing companies will still be required to report the total number of pick-ups and drop-offs occurring in each participating municipality so as to enable the City of Vancouver to calculate the share of revenue owed to each participating municipality.

### **Interim Nature of the IMBL**

Because the terms of the proposed ride-hailing IMBL were developed on a compressed timeline, they should be considered as interim. Staff of participating municipalities will continue to collaborate over the coming months on opportunities for future refinement. For example, there may be additional opportunities to encourage wheelchair accessible or zero emission vehicles, and to adjust the licence fee structure accordingly. As more companies are licensed and staff come to better understand the true costs of administering and monitoring compliance with the terms of the bylaw, it may be determined that amendments to the program, and associated bylaws, are required.

### **Amendments to the Business Licence Bylaw**

As noted, amendments to White Rock Business Licence Bylaw, 1997, No. 1510, are proposed to recognize the emergence of passenger directed vehicles while leveling the playing field between businesses offering transportation network services and those offering more traditional taxi services. The amendments introduce definitions consistent with the *Passenger Transportation Act* that will enable the licensing of “passenger directed vehicles,” which include taxis, limousines and vehicles operated under a licence held by a transportation network service provider under the *Passenger Transportation Act* (e.g. Uber, Lyft, Whistle, etc.). The amendments, as proposed, exempt any transportation network services business in receipt of an IMBL from obtaining a City of White Rock business licence, given that they would be required to obtain an IMBL. Non-resident limousine or small shuttle businesses that are also considered passenger directed vehicles are currently exempt from obtaining a City of White Rock business licence, and this is proposed to carry forward. While taxi companies that pick up passengers in the city remain subject to the Business Licence Bylaw, the fee structure has been modified to align costs applicable to taxis with those applicable to TNS operators subject to the IMBL.

The fee structure applicable to “Passenger Directed Vehicles (Taxi)” establishes a flat rate fee of \$155 dollars per licensee (i.e. business) plus a fee of \$50 dollars per standard vehicle, to a maximum of \$250 dollars attributed to the per vehicle fee portion of the charge (a total maximum of \$405 per taxi business). Similar to the IMBL bylaw, the local licensing fee would exempt accessible vehicles from the per vehicle fee charge otherwise applicable to standard vehicles and also propose a full exemption of the per vehicle fee for zero-emission vehicles.

The current business licence fee rates for taxi companies operating in White Rock are \$320 for the business plus \$25 per employee. For example, a taxi company with five vehicles (employees) in their fleet, this results in a total business licence fee of \$445 under the current fees. As the two

taxi companies operating in White Rock have relatively smaller fleets, it is anticipated that the maximum \$405 license fee under the proposed fee structure will be similar to their current business licence fees.

Staff intend to continue to monitor the impact of ride hailing services on the community and the passenger transportation industry, and future amendments to the Business Licence Bylaw may be proposed to support a fair approach to regulating taxis and TNS operators.

### **BUDGET IMPLICATIONS**

The execution of the IMBL Agreement and Bylaw does not present any immediate costs other than the costs associated with dedicating staff time to preparing and implementing the related IMBL program, which would be undertaken with existing resources. As noted throughout this report, the IMBL is at this time considered by the inter-municipal working group to be interim in nature. If Council chooses to participate in the IMBL program, City bylaw and licensing staff will monitor the costs of administering the IMBL over the course of 2020 and, working with partner municipalities and the City of Vancouver, as the administrator, evaluate the need for adjustments to the program to ensure adequate cost recovery. At the end of 2020, all participating municipalities will receive revenues from the City of Vancouver proportional to the number of drop-offs and pick-ups associated with the delivery of ride-hailing services throughout Region 1.

### **CLIMATE CHANGE IMPLICATIONS**

As acknowledged in this report, efforts have been made by the inter-municipal working group to introduce incentives within the IMBL program to support the increased use of zero emission vehicles. Specifically, while standard vehicles will be charged a per vehicle fee of \$150 dollars, zero emission vehicles will be charged a fee of \$30 dollars within the IMBL program. Similarly, amendments to the City of White Rock's business licensing bylaw propose a per vehicle fee structure which establishes an incentive towards the adoption of zero emission vehicles for taxi companies by waiving the per vehicle licensing fee applicable to such. Collectively, these efforts are considered advantageous towards lessening the amount of greenhouse gas emissions generated by the transportation industry and the related impacts on climate change.

### **CONCLUSION**

As of February 26, 2020 the Passenger Transportation Board (PTB), being the Provincial authority responsible for making decisions on applications relating to passenger directed vehicles, has authorized five ride-hailing companies to operate in Region 1. The introduction of an IMBL and amendments to the Business Licence Bylaw will help to establish a framework for the regulation of passenger directed vehicle services, and more specifically ride-hailing or TNS services, wishing to operate throughout the Lower Mainland. The process of establishing the IMBL has highlighted the importance of maintaining strong working relationships throughout the region and has helped support the sharing of information and local practices among participating municipalities.

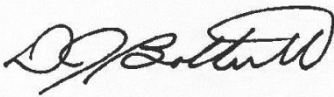
Respectfully submitted,



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

**Comments from the Chief Administrative Officer:**

I concur with the recommendations of this corporate report.



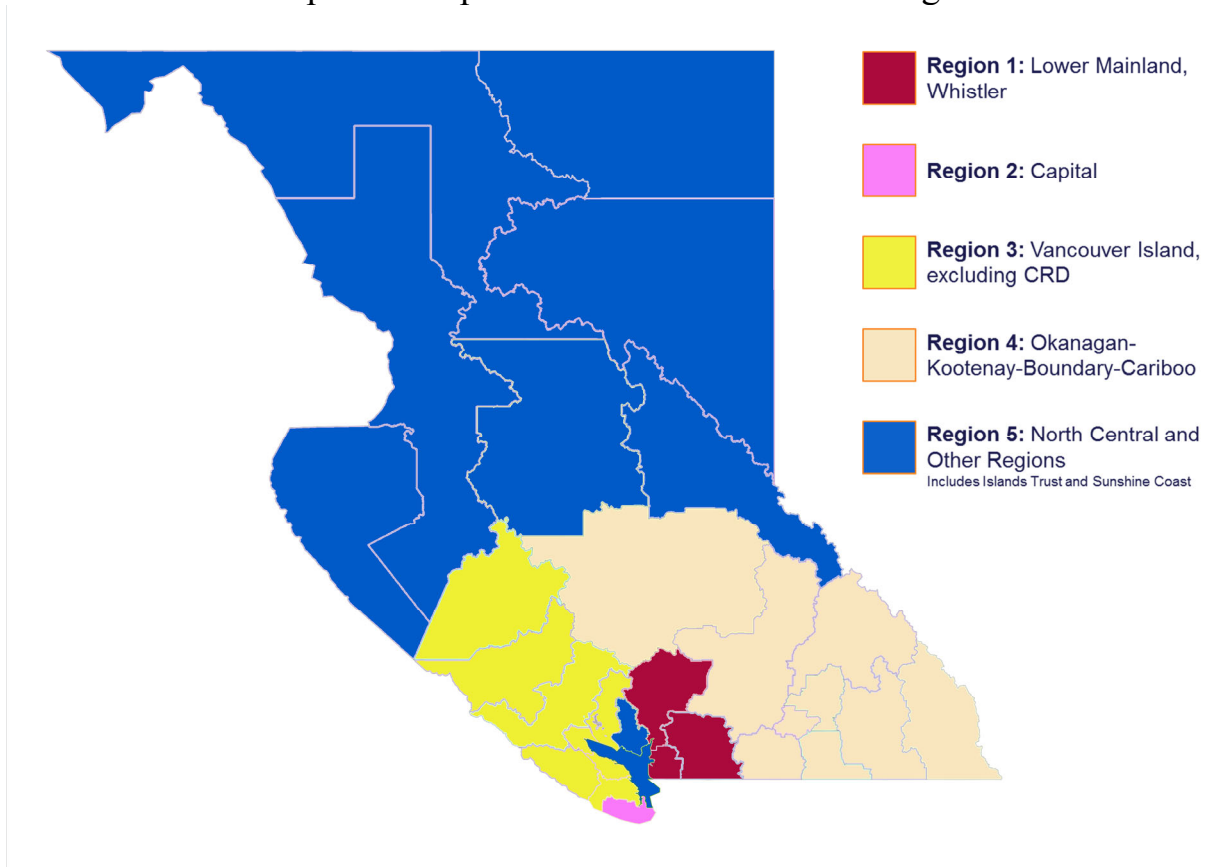
Dan Bottrill  
Chief Administrative Officer

Appendix A: Map of Transportation Network Services Regions

Appendix B: Mayors' Council on Regional Transportation Report dated December 12, 2019

Appendix C: City of Vancouver Staff Report dated January 28, 2020

**APPENDIX A**  
**Map of Transportation Network Services Regions**





**ON TABLE**

**TO:** Mayors' Council on Regional Transportation

**FROM:** Geoff Cross, Vice President, Transportation Planning and Policy

**DATE:** December 12, 2019

**SUBJECT:** **ITEM 4.1 ON TABLE – Urgent Action on Regional Coordination of Ride-hailing**

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**RECOMMENDATIONS:**

That the Mayors' Council on Regional Transportation:

1. Ask TransLink to facilitate the process to reach agreed upon terms for a draft bylaw for an interim Inter-Municipal Business License (IMBL) for ride-hailing in the South Coast Region (Zone 1) by January 31, 2020 for adoption by participating municipal councils; and,
  2. Ask South Coast Region (Zone 1) municipal councils to:
    - a. Support development of a Zone 1 regional IMBL for ride-hailing;
    - b. Ensure that any local TNC policies put in place prior to adoption of a regional IMBL are consistent with the regional IMBL framework being developed; and,
  3. Ask the Province to work with Zone 1 municipalities and TransLink to ensure that municipalities who choose to waive or delay local ride-hailing licensing fees while an IMBL is being developed are not forced to bear administrative or enforcement costs without compensation; and,
  4. Receive this report.
- 

**PURPOSE**

To inform the Mayor's Council on recent developments which has increased the urgency for municipalities to adopt a regional approach to licensing ride-hailing and to propose a new set of recommendations.

**BACKGROUND**

In the December 12, 2019 public meeting agenda, the Mayor's Council received a report entitled "Item 4.1 - Approach for Regional Coordination of Ride-hailing" which described the need for regional coordination of ride-hailing in this region. Since this report was completed, a number of developments have increased the urgency for municipalities to commit to a regional approach to licensing ride-hailing.

**DISCUSSION****Urgent action needed**

Due to the anticipated time required to develop a regional approach to licensing ride-hailing in the region, a number of municipalities are establishing interim measures until a regional TNS IMBL bylaw is

in place. Several approaches are being considered, ranging from providing a temporary exemption for the need to have a business license to applying tax licensing requirements to TNS operators.

TNS companies and the Province have expressed concerns that the cumulative impact of multiple cities charging per-vehicle business license fees would be prohibitive and could result in certain cities being underserved or unserved.

Given these recent developments, a patchwork of local regulations appears to be forming in this region. TNS operators have advocated successfully in 46 of 50 U.S. states for state pre-emption of local authority on the grounds that they are unable to operate under a patchwork of local regulations. TNS operators are likely advocating to the Province of B.C. that municipal regulations are making operating inconsistent with Provincial regulatory intent. At this stage, it is possible that the Province will be forced to follow suit quickly with the majority of US states and pre-empt local municipal authority to regulate TNS operators. It is unclear what Provincial pre-emption might entail, but it would likely limit the ability of municipalities and the region to manage and adapt to an important new sector in our transportation network.

**In order to ensure that local authority protected, urgent action is needed to reach agreed upon terms for a regional IMBL for municipal council consideration as soon as possible.**

There are several options for how an interim IMBL may be administered that still need to be worked through by TransLink and Zone 1 municipalities in consultation with the Province. The options would all include TransLink playing a role in managing the data that would be collected from the TNS companies. The TransLink Board of Directors would need to approve TransLink taking on this new role.

It is therefore recommended that all councils in Zone 1 support adoption of an interim IMBL. An interim IMBL relies on existing legal and organizational structures to the extent possible:

1. **License fees:** The authority for collection of fees and issuances of business license should reside with one of the municipalities participating in the regional IMBL. Municipalities have the authority to issue business licenses and collect fees. Municipalities also have the administrative structures in place to manage this process in short order.
2. **Data specifications, management and warehousing:** The data standard to be established in an interim IMBL should reflect an existing municipal data standard for ease of implementation. The City of Vancouver has the most comprehensive data requirements at a municipality level, and these standards are recommended for the interim IMBL. These standards will produce a set of data of a manageable size in year one when the industry is still nascent. TransLink currently has the expertise to receive, store and perform basic analysis on this sized data set on behalf of participating municipalities, subject to a review to ensure privacy, data security and other legal requirements are met, and scope and permitted use of data is clearly defined.

It is also recommended that TransLink continue to work with municipalities towards a next iteration of the IMBL before the end of 2020, which would include a review of the terms and options for responsible entity over the longer term.

**Consistent approach for interim period**

In the interim period between being granted operating authority by the Province and having an IMBL in place, it is recommended that municipal councils in Zone 1 provide a temporary exemption for the need to obtain a business license. This is the approach that a number of municipalities are currently considering and is recommended in order to avoid overburdening TNS operators with cumulative license fees which, in their totality, are potentially prohibitive.

### **Taxis and TNSs**

A number of cities have argued that fair and equitable treatment with the taxi industry is the driver behind an interim local TNS licensing that is based on taxi license fees (i.e. if each taxi vehicle is assessed a \$500 fee, then each TNS vehicle should be assessed the same fee). However, this approach ignores the fact that ride-hailing depends in large part on flexible, “gig-based” drivers. Studies suggest that about 80% of TNS drivers work on a part-time basis and may only drive a few trips per month<sup>1</sup>. In comparison, taxi license holders work full time or more, and individual taxi vehicles are typically used for multiple shifts, and are therefore able to spread license costs across many more hours. Applying the same per-vehicle fee to both taxi and TNS vehicles would ultimately charge a TNS vehicle a much higher per-hour rate than to a taxi vehicle. A fair and equitable approach would need to account for the differences in business models. Nonetheless, the concern about fairness and equity between taxis and TNSs is a real concern for many councils in the region, and there may be a need for municipalities and the Province to further review how taxis are regulated in this region.

<sup>1</sup> [https://www.leg.bc.ca/content/CommitteeDocuments/41st-parliament/2nd-session/CrownCorporations/Report/SSC-CC\\_41-2\\_Report-2018-02-15\\_Web.pdf](https://www.leg.bc.ca/content/CommitteeDocuments/41st-parliament/2nd-session/CrownCorporations/Report/SSC-CC_41-2_Report-2018-02-15_Web.pdf)



## REPORT

Report Date: January 28, 2020  
 Contact: Kathryn Holm  
 Contact No.: 604-873-7545  
 RTS No.: 13616  
 VanRIMS No.: 08-2000-20  
 Meeting Date: February 25, 2020  
[Submit comments to Council](#)

TO: Vancouver City Council  
 FROM: Chief Licence Inspector  
 SUBJECT: By-laws for an Inter-Municipal Ride-hailing Business Licence

### **RECOMMENDATION**

- A. THAT Council approve, in principle, the City of Vancouver's participation in the Inter-Municipal Business Licence (IMBL) for Ride-hailing as described in this report.
- B. THAT Council instruct the Director of Legal Services to prepare and bring forward for enactment the by-laws necessary to implement the IMBL for Ride-hailing, generally as outlined in Appendix A and Appendix B.
- C. THAT, subject to approval of Recommendation B, Council instruct the Director of Legal Services to prepare and bring forward the consequential amendments to the Licence By-law, generally as outlined in Appendix C.

### **REPORT SUMMARY**

This report recommends that Vancouver participate in an Inter-Municipal Business Licence (IMBL) for ride-hailing companies (Transportation Network Services) on the basis of the terms noted in this report, effective on April 1, 2020. The IMBL will streamline the licensing process across the region and allow ride-hailing companies to operate in all participating municipalities (Appendix D) with a single business licence.

The terms of the IMBL were developed collectively by the participating municipalities in a fast-tracked process convened by TransLink at the direction of the Mayors' Council on Regional Transportation December 12, 2019. The proposed ride-hailing IMBL establishes the following:

**Licensing Authority:** The City of Vancouver will be the licensing authority for the IMBL which means that ride-hailing companies will need to purchase the licence from the City of Vancouver. The licence will allow companies to operate in all participating Region 1 municipalities.

**Licence Fee:** The annual IMBL fee will be \$155 per company plus vehicle fees of

- \$150 per standard vehicle
- \$30 per zero emission vehicle
- \$0 per wheelchair accessible vehicle.

The proposed fees are set to be program cost recoverable and not to be prohibitive for companies.

Licence fee revenue will be shared among participating municipalities. The City of Vancouver will first retain funds sufficient to recover costs for set-up and administration of the licence program (Appendix E) and remaining revenues will be shared based on the percent of total regional pick-ups and drop-offs that occur within each municipality. The information on pick-ups and drop-offs occurring in each municipality will be provided by the licensees.

**Licence Conditions:** Companies will be required to comply with the municipal by-laws and regulations of each participating municipality. Each municipality retains authority to enforce its own by-laws, for example street and traffic regulations, and also to suspend or cancel an IMBL. Staff in participating municipalities have established a shared protocol for escalating enforcement and have agreed to communicate enforcement actions between each other prior to any municipality considering suspension or cancellation of a licence.

Because the terms of the proposed ride-hailing IMBL were developed on a compressed timeline, they should be considered as interim. Staff of participating municipalities will continue to collaborate over the coming months on opportunities for refinement of a permanent ride-hailing IMBL. There may be additional opportunities to encourage wheelchair accessible or zero emission vehicles, and to adjust the licence fee structure. As more companies are licensed and staff better understand the true costs for licensing and for monitoring industry impacts, such changes can be considered.

The proposed IMBL for ride-hailing supports the City of Vancouver's ride-hailing principles, and its commitment to regionally coordinated transportation.

### ***COUNCIL AUTHORITY/PREVIOUS DECISIONS***

Council is authorized under section 192.1 of the Vancouver Charter to enter into agreements with other municipalities to exercise powers conferred on the City, including the power to issue business licences.

In 2015 Council agreed to urge the Ministry of Transportation, the Passenger Transportation Board, YVR, the taxi industry, TransLink and other stakeholders to establish a renewed regional policy direction.

On December 5, 2018, Council directed staff to report back with analysis and options for ride-hailing in Vancouver, including proposed by-laws to allow for ride-hailing and discussion on the City's ability to regulate ride-hailing, the impact removing boundaries may have, especially on persons with disabilities, potential for extending the lifespan of accessible vehicles, the ability of

the City to limit traffic congestion related to ride-hailing, and the possibility of a municipally-owned ride-hailing organization.

On January 15, 2019, Council endorsed a set of seven regulatory principles to guide feedback and input related to Provincial consultations on ride-hailing and taxi modernization and directed staff to report back on: ride-hailing impacts on transportation mode share and on the City's emission reduction goals; and key stakeholder consultation.

On October 2, 2019, Council approved by-laws to enable ride-hailing in Vancouver, and to adjust taxi and limousine licence fees and conditions, such that taxis, limousines and ride-hailing companies (Transportation Network Services) would operate under a standard municipal licensing framework. Council also directed staff to work with Metro Vancouver municipalities and TransLink to develop a region-wide business licence for ride-hailing companies authorized by the Passenger Transportation Board to operate across municipal boundaries.

### **CITY MANAGER'S/GENERAL MANAGER'S COMMENTS**

The City Manager recommends approval of the foregoing.

### **REPORT**

#### ***Background/Context***

Provincial legislation in force since September 2019 has reduced the municipal authority to regulate Passenger Directed Vehicles (PDV) (taxis, limousines, ride-hailing vehicles). The Province now has sole authority to regulate company fleet size and operational boundaries, to set vehicle standards, and to issue driver Chauffeur Permits; however, municipalities retain the ability to issue business licences and to regulate street use and traffic.

The Province regulates Passenger Directed Vehicles through the *Passenger Transportation Act*, the *Motor Vehicle Act*, and the *Commercial Transportation Act*. Companies that operate passenger directed transportation services are licensed by the independent, provincially appointed BC Passenger Transportation Board (PTB). Municipalities may issue business licences to companies once those companies have been licensed by the PTB.

In October 2019 Council adopted by-laws to enable ride-hailing in Vancouver that established business licence terms and conditions, and require ride-hailing companies to purchase a Congestion and Curbside Management Permit (CCMP) to allow vehicles to access any curb side in the Metro Core for pick-up and drop off between 7:00 a.m. and 7:00 p.m. The by-laws were enacted in anticipation of PTB authorization of ride-hailing companies, and to ensure the City could issue business licences as soon as companies received their Provincial authorizations and services could be available in Vancouver without delay.

The PTB has the authority to determine operating boundaries, and has established a regional approach to ride hailing that allows companies to operate across municipal boundaries. Vancouver is part of Region 1 (*Whistler-Lower Mainland*) comprised of 32 municipalities. In October 2019 Council directed staff to work with other Region 1 municipalities and with TransLink to develop a region-wide inter-municipal business licence (IMBL) for ride-hailing that could replace or complement the Vancouver licence.

An IMBL is a business licence that allows mobile businesses to operate across participating municipalities with the purchase of one licence. An IMBL is formed through common by-laws enacted by each participating municipality. The IMBL Agreement By-law allows municipalities to enter into agreement with the partner municipalities. It addresses terms such as the fee, revenue sharing formula and distribution, and overall administration of the licence. The second by-law, the IMBL by-law, is the formal mechanism through which the IMBL is implemented in each municipality and sets out the various terms and conditions that apply to the IMBL across the participating municipalities.

When implementing an IMBL, participating municipalities work together to determine:

- the types of businesses eligible to be covered under the particular IMBL;
- how much to charge for an IMBL;
- the model for collecting and sharing revenue from the sales of the IMBL (e.g. seller retains revenue from sales or cost sharing among jurisdictions); and
- the terms of the by-law to be enacted by each participating municipality.

In Region 1, there are four existing sub-regional IMBL groups: Fraser Valley, Metro West, North Shore and Tri-cities that cover mobile businesses such as trades, construction, and catering. None of these existing IMBLs apply to vehicles for hire or any other transport services.

The process of developing an IMBL generally takes six months to a year. For ride-hailing, a year-long process carried the risk that a patchwork of municipal licensing frameworks would emerge and have a potentially negative impact on the regional roll-out of the industry. On December 12, 2019 the Mayors' Council on Regional Transportation directed TransLink to facilitate an expedited IMBL development process with Region 1 municipalities for agreement on by-law terms by January 31, 2020.

Region 1 municipalities commenced work in late December 2019. An IMBL Working Group was established and met weekly throughout the month of January 2020 to develop the proposal for an IMBL for ride-hailing. The proposed IMBL by-laws establish licensing authority; licence fee and structure; licence conditions; and licence fee revenue sharing among participating municipalities (Appendix A and Appendix B). They represent the outcome of two-thirds majority based voting undertaken by the IMBL Working Group members. Staff advocated and voted for licence terms and conditions that reflected the Council approved licensing framework from October 2019, which considered the City's Climate Emergency Response, Transportation 2040, and principles for ride-hailing regulation.

Participating municipalities will bring reports to their Councils in February and March 2020 recommending approval of the by-laws as presented. If approved, the IMBL will take effect on April 1, 2020. For any participating municipalities that enact the by-law after April 1, 2020, the licence will take effect in that municipality on the day of enactment.

Given the expedited process for development, the terms of the by-law should be understood as interim. Participating municipalities will assess the effectiveness of the licence over the coming months, as more companies are licensed and operating.

As of February 13, 2020, the PTB has authorized five ride-hailing companies to operate in Region 1. Two companies, Lyft and Uber have applied for and been issued a City of Vancouver business licence. They are both operating in the city. The other three companies, Whistle, Apt

and Kabu have not applied for City business licences and are not known to be operating in Vancouver. Should the IMBL be approved, all Region 1 PTB authorized companies will be able to apply to operate under that licence.

The City's participation in an IMBL for ride hailing will not affect its ability to regulate street use under the Street and Traffic By-law, which includes the issuance of Congestion and Curbside Management Permits (CCMP).

### **Strategic Analysis**

The draft IMBL by-laws establish the following.

#### **Licensing Authority**

The City of Vancouver will be the licensing authority for the IMBL which means that ride-hailing companies will need to purchase the licence from the City of Vancouver. The licence will allow companies to operate in all participating Region 1 municipalities.

The City of Vancouver is well positioned for this role: it enacted a Licence by-law in October 2019 and is prepared to issue and administer licences with the terms and conditions as described below.

#### **Licence Fee and Structure**

The annual licence fee will be a company fee of \$155 plus per vehicle fees of

- \$150 for each vehicle
- \$30 for each zero emission vehicle
- \$0 for each wheelchair accessible.

The discounted fee for zero emission vehicles provides a meaningful incentive while acknowledging that these vehicles do have an administrative cost and physical impact on streets. Wheelchair accessible vehicles are understood to be more expensive to purchase and maintain than non-accessible vehicles, and municipalities want to encourage their participation in ride-hailing as much as possible. Therefore, a \$0 per vehicle fee is proposed.

Licence fees are to be pro-rated to align with the City of Vancouver's calendar licensing structure.

Companies will self-report monthly all new vehicles operating under their licence, and whether they are standard, zero emission or wheelchair accessible. Once a vehicle has been reported and the associated fee paid, the vehicle may operate for the remainder of the calendar year.

The per vehicle fee structure was agreed upon as it can be implemented immediately; it enables incentives for specific vehicle types; and it is equitable among companies of all fleet sizes.

The per vehicle fee of \$150 was set with the aim of achieving administrative program cost recovery (Appendix E), and recovery of costs to participating municipalities associated with monitoring business activity and impacts in their communities. Because ride-hailing is a new business the full costs of licensing and monitoring are not yet known. The licence fee is comparable to licensing fees in other Canadian jurisdictions such as the City of Calgary.

#### **Licence Fee Revenue Sharing**

As the issuing authority, the City of Vancouver will collect all licence fees. It will retain funds sufficient to recover all investments, direct and indirect costs of IMBL set up and on-going



licence administration (Appendix E) and remaining revenues will be shared based on the percent of total regional pick-ups and drop-offs that occur within each municipality.

Year 1 of the IMBL program includes set-up costs that are expected to fall in subsequent years as the program is regularized. At the end of each licence year, the City of Vancouver will provide participating municipalities with a year-end account of costs, and revenue to be shared.

### **Licence Requirements**

Companies will be required to comply with the municipal by-laws and regulations of each participating municipality.

Each participating municipality will retain authority to enforce its own by-laws, for example street and traffic regulations, and also to suspend or cancel an IMBL. Because suspension or cancellation of a licence would affect all participating municipalities, staff in participating municipalities will establish a shared protocol for escalating enforcement prior to any municipality considering suspension or cancellation. This protocol will include communicating with the Provincial Registrar and Passenger Transportation Branch about on-going concerns with a company or vehicle.

#### *Monitoring Industry Impacts – Access to Data*

Access to detailed trip data is critical for municipalities in understanding the impact of ride-hailing in their communities at both the system-wide and street levels. At the system-wide level it will assist in identifying changes in travel mode share like transit use, cycling and walking. At the street level it can be used to establish solutions to mitigate safety concerns and congestion impacts such as identification of ride-hailing pick-up and drop-off zones. It can also highlight locations that may require enforcement attention.

The BC Passenger Transportation Branch requires comprehensive vehicle and trip data from companies. In early February, the Province confirmed that municipalities will be able to access these data on a regular, on-going basis through a Partnership Agreement with the Passenger Transportation Branch. Consequently, detailed trip data will not be a requirement of the IMBL; municipalities will benefit from access to provincial data, and companies will benefit from not having to duplicate data submission efforts.

As a condition of the IMBL, licenced ride-hailing companies will still be required to report the total number of pick-ups and drop-offs occurring in each participating municipality so as to enable the City of Vancouver to calculate the share of revenue owed to each participating municipality.

The proposed IMBL is modelled on the City of Vancouver's existing ride-hailing licence (Passenger Directed Vehicle Services Licence) as enacted by Council in October 2019. Table 1 compares the terms of the existing and proposed licences.

**Table 1 Comparison of City of Vancouver Passenger Directed Vehicle Licence and Proposed IMBL**

<b>Licence Fee, Structure, Condition</b>	<b>City of Vancouver PDV Licence</b>	<b>Proposed IMBL</b>	<b>Same or Different</b>
Operating Area	Vancouver	Participating Region 1 municipalities	Different
Annual Fee (pro-rated on calendar year)	\$155 company fee	\$155 company fee	Same
	\$100 fee per standard vehicle	\$150 fee per standard vehicle	Different
	\$0 fee per wheelchair accessible vehicle	\$0 fee per wheelchair accessible vehicle	Same
	\$0 fee per zero emission vehicles	\$30 fee per zero emission vehicles	Different
Data Submission	Monthly <ul style="list-style-type: none"> <li>• Detailed data on trips in Vancouver</li> <li>• Number and type of vehicles</li> </ul>	Monthly <ul style="list-style-type: none"> <li>• Total number of pick-ups &amp; drop-offs in each participating municipality</li> <li>• Number and type of vehicles</li> </ul>	Different
Congestion and Curbside Management Permit	Required for ride-hailing companies in Metro Vancouver 7:00 a.m. – 7:00 p.m. seven days per week (Street and Traffic By-law)	Companies must comply with by-laws in all participating municipalities	Same

Note: The PDV Services licence remains in effect and is required for taxis and limousines, and any ride-hailing companies that wish to operate only in Vancouver.

**Next Steps**

Should the proposed IMBL by-laws be approved by Council and by other participating municipalities, staff are prepared to issue IMBL licences on April 1, 2020; to prepare fee invoices and set-up year-end revenue distribution.

The Province is finalizing the Partnership Agreement that will allow municipalities and other public entities to access the detailed trip data it collects on ride-hailing and other passenger directed vehicles. Staff are collaborating with the Province to ensure access for the purpose of on-going monitoring of industry impacts as described in this report.

The IMBL terms were developed on an expedited timeframe; staff will work with participating municipalities to monitor its effectiveness and consider refinement of terms. For example, there may be opportunities to further encourage wheelchair accessible or zero emission vehicles. Industry representatives requested a fee structure that more accurately reflects their business model such as a monthly fee based on active vehicles. As more companies are licensed and staff come to better understand the true costs for licensing and for monitoring industry impacts, such changes may be considered.

In considering adjustments to the ride-hailing IMBL, staff will consider opportunities to include limousines as they are also authorized by the PTB to operate across municipal boundaries. The PTB has announced that it will review its regulations with regard to taxi operating areas, but at this time taxis cannot be considered for an IMBL as the PTB restricts their operations to be within municipal boundaries.

### ***Public/Civic Agency Input***

The working group held an industry information session on January 22, 2020, inviting the 17 TNS operators who had applied to the PTB to operate in Region 1 at that time. Participants were informed about the proposed IMBL framework, including specifics, such as fee structure and data requirements. At the time of the consultation, the proposed IMBL included data submission requirements that have since been removed. Fifteen of the applicants invited sent representatives.

In addition to the comments given during the information session, three companies submitted written comments following the session. The working group reviewed and considered all comments submitted.

The TNS industry representatives were generally appreciative of the expedited IMBL process, particularly as two of the applicants received PTB approval during the process and had a more urgent need for an IMBL.

The key concerns heard by the working group were:

1. Fee structure and smaller operators: The working group heard concerns that the fee structure disadvantaged smaller operators who are less able to absorb the per-vehicle charges compared to larger operators.
2. Fee structure and TNS fluidity: The working group heard concerns that the way that fees are charged – based on vehicles that sign on with the company rather than number of vehicles in operation – do not match the fluid nature of the ride-hailing industry which tends to have high driver turnover.
3. Data requirements and granularity: The working group also heard concerns about the level of granularity required for data submissions, with respect to customer privacy.

The Working Group will take key concerns 1 and 2 under advisement and consider options to address these concerns as part of the ongoing development of a permanent IMBL.

Regarding data requirement concerns, the working group has since determined that detailed data submission will not be required as part of the IMBL. Municipalities are expected to have access to provincially collected data through a Partnership Agreement with the Passenger Transportation Branch.

### ***Implications/Risk***

#### ***IMBL Bylaws not supported by Council***

The terms proposed in the Inter-Municipal Business Licence for ride-hailing have been developed and agreed to by staff from the municipalities that participated in the Working Group. Should Council seek to amend terms of the bylaws at this time, further consultation with all participating municipalities would be required. Consequently, the proposed effective date for implementation of the licence, April 1, 2020, would likely be delayed.

## ***Financial***

Year one (2020) set-up and administration of the proposed Inter-municipal business licence is estimated to cost the City of Vancouver \$140,000. It is anticipated that these costs will be recovered through year one licence fee revenue. Should year one licence fee revenue be insufficient for cost recovery, the City will seek to recover outstanding costs from future year IMBL revenues.

Included in the administrative costs is the addition of one half-time licence clerk at an approximate cost of \$33,000 per year, to process licence applications and monitor industry impact. The position is to be funded from IMBL fee revenue.

## ***Human Resources/Labour Relations***

Staff recommend that one 0.5 FTE temporary Clerk position be created to administer licences and monitor on-going industry impacts.

## ***Environmental***

Based on evidence from other jurisdictions, the introduction of ride-hailing (TNS) could adversely impact municipal streets and increase kilometers travelled by private vehicles. Other jurisdictions report the following impacts in their communities:

- While many trips taken with a TNS vehicle substitute trips that passengers would have otherwise driven themselves, travel surveys indicate that between 42% and 61% of urban TNS users would have taken transit, walked, biked, or not taken the trip at all if TNS services had not been available;
- Up to 50% of the vehicle kilometres travelled by TNS vehicles carry no passengers at all, resulting in “deadhead” kilometres TNS drivers travel while looking for patrons; this increases congestion and greenhouse gas emissions associated with transportation.
- In August 2019, Uber and Lyft shared some of their own data which indicated that ride-hailing accounted for 1.7% up to 13.4% of all vehicle kilometres travelled (VKT) in core urban areas and between 1.0% and 2.9% in suburban areas.

The impacts of the introduction of ride-hailing in Vancouver and the Lower Mainland will be better understood once the City and region have access to ride-hailing trip data.

## ***Legal***

Council is authorized under section 192.1 of the Vancouver Charter to enter into agreements with other municipalities to exercise powers conferred on the City, including the power to issue business licences.

## ***CONCLUSION***

There is strong public support for ride-hailing in the Lower Mainland and the Province has now authorized 5 companies to operate in Region 1 (Whistler - Lower Mainland). The proposed IMBL for ride-hailing in Region 1 will support the regional roll-out of the industry because companies will be able to operate in participating municipalities with only one business licence. Should

Council approve the staff recommendation to participate in an Inter-Municipal Business Licence (IMBL) for ride-hailing companies on the basis of the terms noted in this report the licence will be effective as of April 1, 2020.

\* \* \* \* \*

**DRAFT By-law to enter into an agreement among the Participating Municipalities regarding an Inter-municipal Transportation Network Services Business Licence Scheme**

***Note: A By-law will be prepared generally in accordance with the provisions listed below, subject to change and refinement prior to posting.***

1. Council hereby authorizes the City to enter into an Agreement with the Participating Municipalities in substantially the form and substance of the Agreement attached to this By-law as Schedule A, and also authorizes the Director of Legal Services to execute the Agreement on behalf of the City, and to deliver it to the Participating Municipalities on such terms and conditions as the Director of Legal Services deems fit.

\*\*\*\*\*

## Schedule A

### Inter-municipal TNS Business Licence Agreement

WHEREAS the City of Abbotsford, the Village of Anmore, Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the Corporation of Delta, the Village of Harrison Hot Springs, the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the Corporation of the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the City of White Rock (the "*Participating Municipalities*"), wish to permit transportation network services ("*TNS*") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

NOW THEREFORE the *Participating Municipalities* agree as follows:

1. The *Participating Municipalities* agree to establish an *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.

2. The *Participating Municipalities* will request their respective municipal Councils to each ratify this Agreement and enact a by-law to implement an *Inter-municipal TNS Business Licence* scheme effective April 1, 2020 if this Agreement is ratified and a by-law is enacted prior to or on April 1, 2020, or upon the date of enactment if this Agreement is ratified and a by-law is enacted after April 1, 2020.

3. In this Agreement:

"*Accessible Vehicle*" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

"*Administrative Costs*" means the direct and indirect costs and investments attributable to setting up and administering the *Inter-municipal TNS Business Licence* scheme, including wages, materials, corporate overhead and rent;

"*Business*" has the same meaning as in the *Community Charter*;

"*Community Charter*" means the Community Charter, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

"*Inter-municipal TNS Business*" means a *TNS Business* that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

"*Inter-municipal TNS Business Licence*" means a business licence which authorizes an *Inter-municipal TNS Business* to be carried on within the jurisdictional boundaries of any or all of the *Participating Municipalities*;

*“Inter-municipal TNS Business Licence By-law”* means the by-law adopted by the Council of each *Participating Municipality* to implement the *Inter-municipal TNS Business Licence* scheme contemplated by this Agreement;

*“Mobility Aid”* has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

*“Municipal Business Licence”* means a licence or permit, other than an *Inter-municipal TNS Business Licence*, issued by a *Participating Municipality* that authorizes a *Business* to be carried on within the jurisdictional boundaries of that *Participating Municipality*;

*“Participating Municipality”* means any one of the *Participating Municipalities*;

*“Premises”* means one or more fixed or permanent locations where the *TNS Business* ordinarily carries on *Business*;

*“TNS Business”* means a person carrying on the business of providing *Transportation Network Services*;

*“Transportation Network Services”* has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

*“Vancouver Charter”* means the *Vancouver Charter*, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

*“Zero Emission Vehicle”* means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of the *Inter-municipal TNS Business Licence By-law*, each *Participating Municipality* will permit a *TNS Business* that has obtained an *Inter-municipal TNS Business Licence* to carry on the *Business* of providing *Transportation Network Services* within that *Participating Municipality* for the term authorized by the *Inter-municipal TNS Business Licence* without obtaining a *Municipal Business Licence* for the *TNS Business* in that *Participating Municipality*.

5. All *Inter-municipal TNS Business Licences* will be issued by the City of Vancouver.

6. The City of Vancouver may issue an *Inter-municipal TNS Business Licence* to a *TNS Business* if the *TNS Business* is an *Inter-municipal TNS Business* and meets the requirements of the *Inter-municipal TNS Business Licence By-law*, in addition to the requirements of the City of Vancouver’s License By-law No. 4450.

7. Notwithstanding that a *TNS Business* may hold an *Inter-municipal TNS Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* for the *TNS Business* in the *Participating Municipalities*, the *TNS Business* must still comply with all orders and regulations under any municipal business licence by-law in addition to those under any



other by-laws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the *TNS Business* carries on *Business*.

8. Any *Participating Municipality* may require that the holder of an *Inter-municipal TNS Business Licence* also obtain a *Municipal Business Licence* for any *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.

9. The annual *Inter-municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*. Any fees paid by an applicant to any *Participating Municipality* for a *Municipal Business Licence* for the *TNS Business* prior to the availability of the *Inter-municipal TNS Business Licence* that are not refunded by that *Participating Municipality* will be credited against the initial *Inter-municipal TNS Business Licence* fee owing under this section 9.

10. The fee for any additional vehicles that begin operating under the authority of an *Inter-municipal TNS Business Licence* holder after the annual license fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

11. The City of Vancouver will distribute the revenue generated from *Inter-municipal TNS Business Licence* fees amongst all *Participating Municipalities* based on the City of Vancouver retaining an amount to cover its *Administrative Costs*, with the remaining fees to be distributed proportionally to the *Participating Municipalities*, including the City of Vancouver, based on the number of pick-ups and drop-offs in that *Participating Municipality*. The City of Vancouver will provide the other *Participating Municipalities* with an itemized accounting of the fees collected and disbursed, including an accounting of its *Administrative Costs*, at the time it distributes the remaining fees to those *Participating Municipalities*.

12. If the revenue generated from *Inter-municipal TNS Business Licence* fees in the initial year is insufficient to cover the *Administrative Costs* relating to the initial set up of the scheme, then the City of Vancouver may retain such portion of the *Inter-municipal TNS Business Licence* fees collected in the subsequent year or years as is necessary to reimburse the City of Vancouver for such initial *Administrative Costs*, until the full amount has been recovered.

13. Any revenue payable to a *Participating Municipality* in the initial year will be offset by any fees collected and not refunded by that *Participating Municipality* for a *Municipal Business Licence* for the *TNS Business* prior to the availability of the *Inter-municipal TNS Business Licence*, and if the fees collected by the *Participating Municipality* exceed the amount owing to that *Participating Municipality*, then that *Participating Municipality* shall remit the difference to the City of Vancouver for inclusion in the revenue distribution set out above.

14. The revenue generated from *Inter-municipal TNS Business Licence* fees collected from January 1 to December 31 inclusive that is to be distributed to the *Participating Municipalities* in accordance with section 11, including the fees collected for any additional vehicles under section 10, will be distributed by the City of Vancouver by February 28 of the year following the year in which fees were collected.

15. The length of term of an *Inter-municipal TNS Business Licence* is 12 months, except that

the length of term of the initial *Inter-municipal TNS Business Licence* issued to an *Inter-municipal TNS Business* by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the *Inter-municipal TNS Business Licence* with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

16. An *Inter-municipal TNS Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-municipal TNS Business Licence* is suspended or cancelled. If a *Participating Municipality* withdraws from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities* in accordance with the *Inter-municipal TNS Business Licence By-law*, then the *Inter-municipal TNS Business Licence* will cease to be valid within the jurisdictional boundary of that former *Participating Municipality*.

17. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and suspend an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence by-law of the *Participating Municipality*. The suspension will be in effect throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-municipal TNS Business Licence* in any *Participating Municipality* for the period of the suspension.

18. A *Participating Municipality* may exercise the authority of the of the City of Vancouver as the issuing municipality and cancel an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence by-law of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.

19. The suspension or cancellation of an *Inter-municipal TNS Business Licence* under section 17 or 18 will not affect the authority of a *Participating Municipality* to issue a *Municipal Business Licence*, other than an *Inter-municipal TNS Business Licence*, to the holder of the suspended or cancelled *Inter-municipal TNS Business Licence*.

20. Nothing in this Agreement affects the authority of a *Participating Municipality* to suspend or cancel any *Municipal Business Licence* issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community Charter* or sections 272, 273, 279A, 279A.1, 279B, and 279C of the *Vancouver Charter*.

21. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, and the notice must:

- (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-municipal TNS Business Licences*, which date must be at least 6 months from the date of the notice; and
- (b) include a certified copy of the municipal Council resolution or by-law authorizing the

municipality's withdrawal from the *Inter-municipal TNS Business Licence* scheme.

22. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Councils of the *Participating Municipalities*. Further, nothing contained or implied in this Agreement shall prejudice or affect the *Participating Municipalities'* rights, powers, duties or obligations in the exercise of their functions pursuant to the *Community Charter, Vancouver Charter, or the Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the *Participating Municipalities'* discretion, and the rights, powers, duties and obligations under all public and private statutes, by-laws, orders and regulations, which may be, if each *Participating Municipality* so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the *Participating Municipalities*.

23. Despite any other provision of this Agreement, an *Inter-municipal TNS Business Licence* granted in accordance with the *Inter-municipal TNS Business Licence Bylaw* does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*. Furthermore, a business licence granted under any other inter-municipal *TNS Business* licence scheme is deemed not to exist for the purposes of this Agreement even if a *Participating Municipality* is a participating member of the other inter-municipal *TNS Business* licence scheme.

24. This Agreement may be executed in several counterparts, each of which shall be deemed to be an original, and may be delivered by email or facsimile transmission, and each such counterpart, howsoever delivered, shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument, notwithstanding that all of the *Participating Municipalities* are not signatories to the original or the same counterpart.

25. In the event that the municipal Council of a *Participating Municipality* other than the City of Vancouver does not ratify this Agreement, then that municipality will not be considered a *Participating Municipality* for the purposes of this Agreement, and the terms and conditions of this Agreement shall be effective as among the other *Participating Municipalities*.

Signed and delivered on behalf of the *Participating Municipalities*, the Councils of each of which have, by By-law, ratified this Agreement and authorized their signatories to sign on behalf of the respective Councils, on the dates indicated below.

The City of Abbotsford

Mayor

\_\_\_\_\_

Corporate Officer

\_\_\_\_\_

Date

\_\_\_\_\_

Village of Anmore

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

**Bowen Island Municipality**

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

**City of Burnaby**

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

**City of Chilliwack**

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

**City of Coquitlam**

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

**City of Delta**

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

Village of Harrison Hot Springs

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of Langley

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the Township of Langley

Mayor \_\_\_\_\_

Township Clerk \_\_\_\_\_

Date \_\_\_\_\_

Village of Lions Bay

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Maple Ridge

Presiding Member \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of New Westminster

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of North Vancouver

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the District of North Vancouver

Mayor \_\_\_\_\_

Municipal Clerk \_\_\_\_\_

Date \_\_\_\_\_

The City of Pitt Meadows

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of Port Coquitlam

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Port Moody

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The City of Richmond

Chief Administrative Officer \_\_\_\_\_

General Manager  
Corporate and Financial Services  
Financial Services \_\_\_\_\_

Date \_\_\_\_\_

District of Squamish

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Surrey

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

The City of Vancouver

Director of Legal Services \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the District of West Vancouver

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

Resort Municipality of Whistler

Mayor \_\_\_\_\_

Municipal Clerk \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of White Rock

Mayor \_\_\_\_\_

Director of Corporate Administration \_\_\_\_\_

Date \_\_\_\_\_





## DRAFT By-law to enter into an Inter-municipal TNS Business Licence Scheme

**Note: A By-law will be prepared generally in accordance with the provisions listed below, subject to change and refinement prior to posting.**

WHEREAS the municipalities that have entered or will enter into the *Inter-municipal TNS Business Licence Agreement* (the "*Participating Municipalities*") wish to permit licensed transportation network services ("*TNS*") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

AND WHEREAS each of the *Participating Municipalities* has or will adopt a similar by-law to implement the *Inter-municipal TNS Business Licence* scheme;

NOW THEREFORE THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. There is hereby established an *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.

2. In this By-law:

"*Accessible Vehicle*" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

"*Business*" has the same meaning as in the *Community Charter*;

"*Community Charter*" means the *Community Charter*, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

"*Inter-municipal TNS Business*" means a *TNS Business* that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

"*Inter-municipal TNS Business Licence*" means a business licence which authorizes an *Inter-municipal TNS Business* to be carried on within the jurisdictional boundaries of any or all of the *Participating Municipalities*;

"*Mobility Aid*" has the same meaning as in the *Passenger Transportation Act*, S.B.C. 2004, c. 39. as may be amended or replaced from time to time;

"*Municipal Business Licence*" means a licence or permit, other than an *Inter-municipal TNS Business Licence*, issued by a *Participating Municipality* that authorizes a *Business* to be carried on within the jurisdictional boundaries of that *Participating Municipality*;

"*Participating Municipality*" means any one of the *Participating Municipalities*;

“Premises” means one or more fixed or permanent locations where the *TNS Business* ordinarily carries on *Business*;

“*TNS Business*” means a person carrying on the business of providing *Transportation Network Services*;

“*Transportation Network Services*” has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“*Vancouver Charter*” means the *Vancouver Charter*, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

“*Zero Emission Vehicle*” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

3. Subject to the provisions of this By-law, each *Participating Municipality* will permit a *TNS Business* that has obtained an *Inter-municipal TNS Business Licence* to carry on the *Business* of providing *Transportation Network Services* within that *Participating Municipality* for the term authorized by the *Inter-municipal TNS Business Licence* without obtaining a *Municipal Business Licence* for the *TNS Business* in that *Participating Municipality*.

4. All *Inter-municipal TNS Business Licences* will be issued by the City of Vancouver.

5. The City of Vancouver may issue an *Inter-municipal TNS Business Licence* to a *TNS Business* if the *TNS Business* is an *Inter-municipal TNS Business* and meets the requirements of this By-law, in addition to the requirements of the City of Vancouver’s License By-law No. 4450.

6. Notwithstanding that a *TNS Business* may hold an *Inter-municipal TNS Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* for the *TNS Business* in the *Participating Municipalities*, the *TNS Business* must still comply with all orders and regulations under any municipal business licence by-law in addition to those under any other by-laws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the *TNS Business* carries on *Business*.

7. Any *Participating Municipality* may require that the holder of an *Inter-municipal TNS Business Licence* also obtain a *Municipal Business Licence* for any *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.

8. The annual *Inter-municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*. Any fees paid by an applicant to any *Participating Municipality* for a *Municipal Business Licence* for the *TNS Business* prior to the availability of the *Inter-municipal TNS Business Licence* that are not refunded by that *Participating Municipality* will be credited against the initial *Inter-municipal TNS Business Licence* fee owing under this section 8.

9. The fee for any additional vehicles that begin operating under the authority of an *Inter-municipal TNS Business License* holder after the annual license fee is paid will be the per vehicle fee set out in section 8, pro-rated by dividing the applicable annual per vehicle fee by 12

and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

10. The length of term of an *Inter-municipal TNS Business Licence* is 12 months, except that the length of term of the initial *Inter-municipal TNS Business Licence* issued to an *Inter-municipal TNS Business* by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the *Inter-municipal TNS Business Licence* with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

11. An *Inter-municipal TNS Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-municipal TNS Business Licence* is suspended or cancelled. If a *Participating Municipality* withdraws from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities* in accordance with this By-law, then the *Inter-municipal TNS Business Licence* will cease to be valid within the jurisdictional boundary of that former *Participating Municipality*.

12. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and suspend an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence by-law of the *Participating Municipality*. The suspension will be in effect throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-municipal TNS Business Licence* in any *Participating Municipality* for the period of the suspension.

13. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and cancel an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence by-law of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.

14. The suspension or cancellation of an *Inter-municipal TNS Business Licence* under section 12 or 13 will not affect the authority of a *Participating Municipality* to issue a *Municipal Business Licence*, other than an *Inter-municipal TNS Business Licence*, to the holder of the suspended or cancelled *Inter-municipal TNS Business Licence*.

15. Nothing in this By-law affects the authority of a *Participating Municipality* to suspend or cancel any *Municipal Business Licence* issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community Charter* or sections 272, 273, 279A, 279A.1, 279B, and 279C of the *Vancouver Charter*.

16. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, and the notice must:

- (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-municipal TNS Business Licences*, which date must be at least 6 months from the date of the notice; and

- (b) include a certified copy of the municipal Council resolution or by-law authorizing the municipality's withdrawal from the *Inter-municipal TNS Business Licence* scheme.

17. The invalidity or unenforceability of any provision of this By-law shall not affect the validity or enforceability of any other provisions of this By-law and any such invalid or unenforceable provision shall be deemed to be severable.

18. Despite any other provision of this By-law, an *Inter-municipal TNS Business Licence* granted in accordance with this By-law does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*.

19. A business licence granted under any other inter-municipal *TNS Business* licence scheme is deemed not to exist for the purposes of this By-law, even if a *Participating Municipality* is a participating member of the other inter-municipal *TNS Business* licence scheme.

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**DRAFT By-law to amend License By-law No. 4450  
regarding the Inter-municipal TNS Business Licence Scheme**

***Note: A By-law will be prepared generally in accordance with the provisions listed below, subject to change and refinement prior to posting.***

1. This By-law amends the indicated provisions of the License By-law.
2. In section 2, Council:
  - (a) amends the definition of “Inter-municipal Business Licence” by adding “, but does not include a business licence issued in accordance with an inter-municipal licensing scheme for transportation network services” after “in accordance with an inter-municipal licensing scheme”;
  - (b) inserts the following definition in the correct alphabetical order:

““Inter-municipal TNS Business License” means a business license issued in accordance with an inter-municipal licensing scheme for transportation network services.”; and
  - (c) amends the definition of “Zero emission Vehicle” by:
    - (i) striking out “Zero emission” and substituting “Zero Emission”, and
    - (ii) striking out “zero emission” and substituting “zero emission”.
3. In section 26.5, Council:
  - (a) strikes out subsection (2) and substitutes:

“(2) Every person providing passenger directed vehicle services must provide the Inspector with the number of passenger directed vehicles operating under the authority of that passenger directed vehicle services provider, including the number of accessible passenger directed vehicles and zero emission vehicles, as well as any supporting documentation that the Inspector may require.”;
  - (b) inserts a new subsection (3) as follows:

“(3) Every person providing transportation network services under an inter-municipal TNS business licence must provide the Inspector with the number of pick-ups and drop-offs made in each of the municipalities participating in the inter-municipal licensing scheme, as well as any supporting documentation that the Inspector may require.”;
  - (c) renumbers the remaining subsections (3) through (5) as (4) through (6); and
  - (d) in renumbered subsection (5)(a), striking out “zero emission” and substituting “zero emission”.

4. In Schedule A "Business License Fees", Council:

(a) adds the following in correct alphabetical order:

"Inter-municipal TNS Business Licence	Per annum, plus	\$155
	for each vehicle except for accessible passenger directed vehicles and zero emission vehicles, plus	\$150
	for each zero emission vehicle"; and	\$30

(b) adds ", excluding transportation network services providers providing transportation network services under an inter-municipal TNS business licence" in Column 1 after "Passenger Directed Vehicle Services".

\*\*\*\*\*

The following list comprises municipalities that will be bringing the proposed IMBL to their Councils for decision. Those municipalities that approve and enact the by-laws will be participants of the IMBL.

1. City of Abbotsford
2. Village of Anmore
3. Bowen Island Municipality
4. City of Burnaby
5. City of Chilliwack
6. City of Coquitlam
7. City of Delta
8. Village of Harrison Hot Springs
9. The Corporation of the City of Langley
10. The Corporation of the Township of Langley
11. Village of Lions Bay
12. City of Maple Ridge
13. The Corporation of the City of New Westminster
14. The Corporation of the City of North Vancouver
15. The Corporation of the District of North Vancouver
16. The City of Pitt Meadows
17. The Corporation of the City of Port Coquitlam
18. City of Port Moody
19. City of Richmond
20. District of Squamish
21. City of Surrey
22. The City of Vancouver
23. The Corporation of the District of West Vancouver
24. Resort Municipality of Whistler
25. The Corporation of the City of White Rock



## **IMBL Administrative Program Cost**

Estimated Year 1 Total Cost: \$140,000

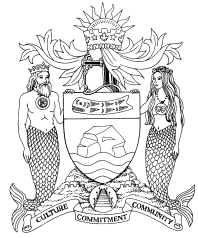
Direct and indirect costs and investments Include:

- Privacy Management
- Legal Services
- Policy Development
- Corporate Overhead, Materials and Rent
- Licence processing including fee administration and reconciliation

The City of Vancouver will retain licence fee revenue sufficient to recover IMBL administrative program costs. Any remaining funds will be distributed among participating municipalities based on the percent of total regional pick-ups and drop-offs that occur within each of their boundaries.

Should year one licence fee revenue be insufficient for cost recovery, the City will seek to recover outstanding costs from future year IMBL revenue.

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



**DATE:** March 9, 2020

**TO:** Mayor and Council

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

**SUBJECT:** Official Community Plan Review – Waterfront Enhancement Strategy and Town Centre Public Engagement Update

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**RECOMMENDATION**

THAT Council receive for information the corporate report dated March 9, 2020 from the Director of Planning and Development Services titled “Official Community Plan Review – Waterfront Enhancement Strategy and Town Centre Public Engagement Update.”

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**INTRODUCTION**

In November and December, 2019, City staff hosted a series of public engagement events to solicit feedback relating to the OCP Review and, more specifically, options to support the implementation of a Waterfront Enhancement Strategy (WES) and a revised planning framework for the future use and development of the City’s Town Centre. This corporate report provides Council with a summary of the methods of engagement undertaken by staff and the feedback received through the execution of these efforts. Further, the report highlights areas of shared public interest as identified through the completion of in-person consultation activities, described further below, and the hosting of an on-line survey.

**ANALYSIS**

**Waterfront Enhancement Strategy**

A corporate report received by the Land Use and Planning Committee (LUPC) on October 7, 2019 provides an overview of feedback received from the public regarding options to support the enhancement of the waterfront; the report also includes the first draft of the WES document. The feedback outlined in the report was received through the hosting of a waterfront community forum (June 27, 2019), an online community survey (May to July, 2019), and waterfront design workshops (July 23, 2019). Further, members of the White Rock business community were directly contacted following the July workshops to determine if they agreed with five key issues related to the enhancement of the waterfront. These issues were identified as a result of the preceding public consultation efforts and included the following:

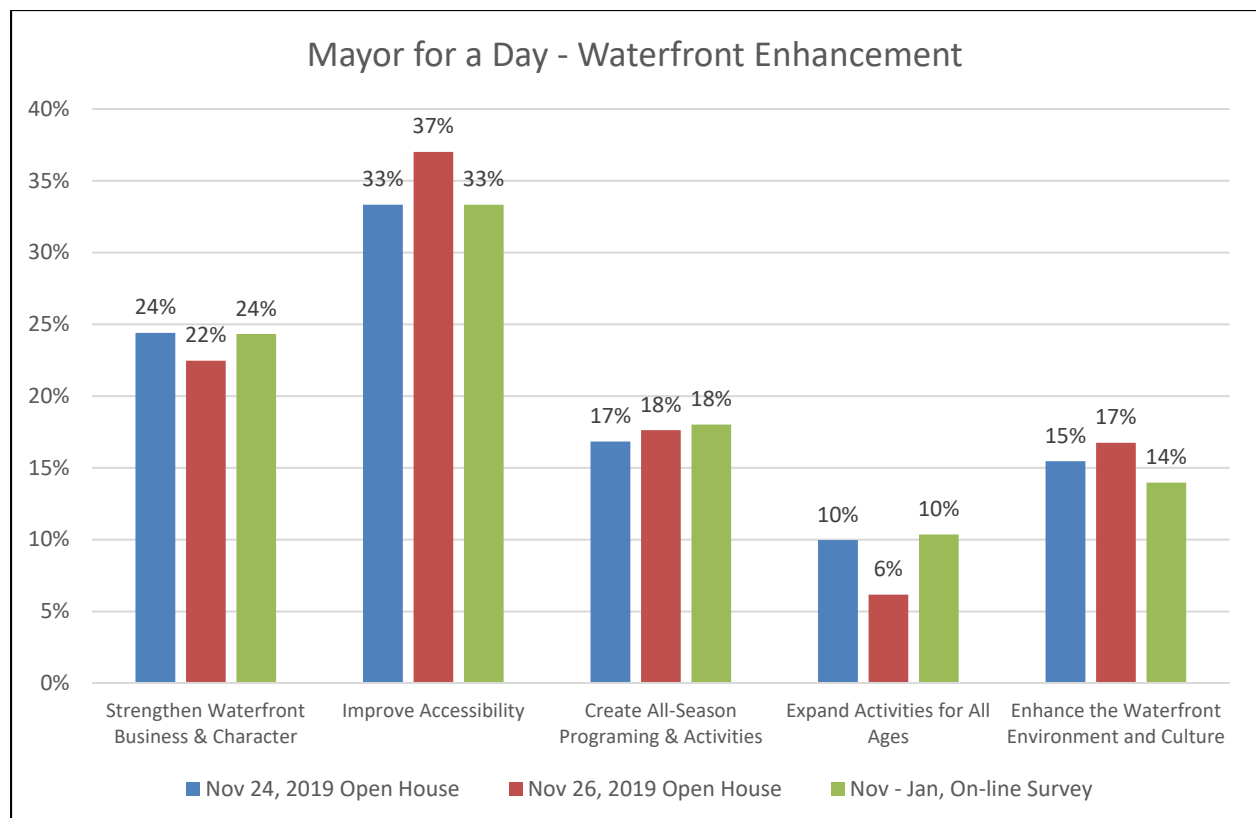
1. Improve Accessibility;
2. Create All-Season Programming and Activities;
3. Strengthen Waterfront Business and Character;
4. Enhance the Waterfront Environment and Culture; and
5. Expand Activities for All Ages

The draft WES and proposed actions within it are structured around these five pillars / issues.

Building on this early consultation, the City hosted two interactive open houses with the draft WES in hand, to obtain input from the community on the relative weight, or importance, they would place on each of the five pillars if they had a limited amount of resources to apply in the waterfront area. The open houses were held on November 24 and 26, 2019; each had between 20 and 30 attendees. Open house participants were asked to play the role of “Mayor for a Day” and, acting in this role, each was given \$100 dollars of play money which could then be allocated towards one or more of the five issues. Poster boards outlining each issue, and options to address the issue (i.e. options to support specific waterfront enhancements), were presented alongside a physical basket within which the play monies could be deposited for “spending” on that issue. Copies of the poster boards used during the open houses are provided as Appendix A.

An on-line survey was also hosted on the “TalkWhiteRock.ca” web platform as a complement to the in-person engagement activities. As with the “Mayor for a Day” exercise at the open houses, the survey asked participants to allocate \$100 dollars in play money towards one or more of the five issues. The survey ran from November 26, 2019 to January 2, 2020 and was completed by 24 persons. References to the survey were provided during the open house and through social media postings. Further, a community pop-up event was held on December 6, 2019 at the White Rock Museum. The pop-up event allowed staff to engage directly with passersby regarding the WES and the five noted issues while directing people to the project webpage and on-line survey. During both of the open houses, the pop-up event, and within the on-line survey, participants were afforded an opportunity to offer additional written ideas or suggestions for waterfront enhancement. A summary of this written correspondence is provided as Appendix B. Figure 1 below presents the results of the “Mayor for a Day” activity.

Figure 1: Results of “Mayor for a Day” Engagement Activity – Proportion of Monies to Each Enhancement Issue



As illustrated in Figure 1, the respondents in this exercise consistently allocated the majority of their overall resources to the pillar issues of “Improve Accessibility” and “Strengthen Waterfront Business & Character.” Specific strategies related to these two issue areas, as highlighted in the poster boards (Appendix A), include:

*Improve Accessibility:*

- *Refine parking program and traffic management;*
- *Reconsider Marine Drive as a “Pedestrian First Zone”;*
- *Improve the pedestrian connection to Uptown;*
- *Improve wayfinding signage;*
- *Expand access to East Beach;*
- *Widen the sidewalks in west section of West Beach; and*
- *Develop a rail-free waterfront in the mid-to-long term.*

*Strengthen Waterfront Business & Character:*

- *Reintroduction of a “façade facelift” incentive program;*
- *Completion of character design guidelines for East and West Beaches;*
- *Creation of a “Vacancy No More” campaign;*
- *Support a richer mix of uses and expand promotion; and*
- *Improve policies and regulations.*

City staff are currently in the process of reviewing the above strategies and those related to the other three issues, with the Marine Drive Task Force (MDTF). The MDTF has recently offered suggestions to Council regarding the advancement of components of the WES, such as the exploration of options to support enclosed patios along Marine Drive, the use of wayfinding signage along the promenade, and the introduction of storytelling signage in both English and Sencoten along the waterfront. Following the completion of the MDTF’s review of the WES, City staff anticipate bringing a report to Council which identifies and prioritizes short-term opportunities to improve the waterfront and recommends the use of the WES as a long-term road map for coordinating future improvements. The prioritization of opportunities will be based on the work of the Task Force in addition to the findings of broader public consultation as summarized in this report. Further, consideration will be given to factors such as the availability of budget monies and related resources (e.g., staff capacity, provincial and federal funding, public lands, etc.) necessary to implement specific strategies.

### **Town Centre Urban Design and Public Realm Review**

On March 11, 2019, Council supported a broadening of the scope of the Official Community Plan (OCP) review to include an evaluation of the physical form, function and character of City’s Town Centre; an additional \$50,000 dollars in funding was approved by Council to support this component of the OCP review. DIALOG Design (consulting firm) was retained by the City for the purposes of assisting with the Town Centre review.

Between May and July, 2019, two community engagement workshops and an online survey were hosted by the project team to solicit broad feedback from the public regarding urban design, building massing, and public spaces in the Town Centre. The preliminary results of this initial engagement, which formed Phase 1 of the Town Centre review, were summarized in a corporate report to the Land Use and Planning Committee (LUPC) dated November 4, 2019.

Phase 2 of the Town Centre review has involved the preparation of options / recommendations for the future use and development of lands in the Town Centre, including specific regard for the massing (height) of buildings, the establishment of public spaces, and opportunities to protect

and enhance the natural environment. On December 10, 2019, a public open house was held to discuss 12 draft recommendations emerging as a result of the consultation undertaken in Phase 1. Further, an on-line survey was made available on the “TalkWhiteRock.ca” webpage. The survey, similar to the poster boards presented during the open house, asked participants to score each of the 12 recommendations based on their level of support, or non-support, for the initiative. The recommendations were grouped into three different categories and are summarized as follows:

#### A Green Town Centre

1. Grow the Tree Canopy and Species Mix
2. Manage Rainwater Sustainably
3. Improve Soil Connectivity
4. Prioritize Green Buildings

#### A Strong and Connected Community

5. Create Social and Affordable Housing
6. Increase the Mix of Uses
7. Identify Transit Exchange Options

#### A Vibrant Sense of Place

8. Refine the Community amendment Contribution Density Bonus Policy
9. Building Heights (as recommended within an accompanying map)
10. Promotion of Plazas, Patios and Green Space
11. Build the Open Space Network
12. Identify Town Centre Priorities

In addition to the opportunity to score or rank each of the 12 recommendations, participants were able to provide the consultant and City planning team with written (open-ended) suggestions tied to each. The open ended responses and results of the scoring are currently under review. It is anticipated that the consultant’s final report will be presented to Council on March 30, 2020.

### **BUDGET IMPLICATIONS**

The consultant work tied to the OCP Review is within the approved budget. There are no budget implications stemming from this work or other components of the OCP review.

### **CLIMATE CHANGE IMPLICATIONS**

The OCP Review includes efforts to support land use activities that will lessen impacts to the environment, including those that will help address the effects of climate change (e.g. support for a mix of uses in close proximity to one another to reduce vehicle kilometres travelled, efforts to promote the use of alternative modes of transportation, etc.).

### **CONCLUSION**

This report provides Council with an update on recent public feedback pertaining to the OCP Review and, more specifically, White Rock’s Waterfront Enhancement Strategy and OCP policies affecting the City’s Town Centre. Future public engagement activities are planned for the late spring / early summer of 2020. These Phase 2 activities will be geared towards other areas of the OCP Review including efforts to support affordable housing, strengthening the use of public transit, and “green the City”, among other matters.

Respectfully submitted,



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

**Comments from the Chief Administrative Officer:**

This corporate report is provided for information purposes.



Dan Bottrill  
Chief Administrative Officer

Appendix A: Waterfront Enhancement Strategy – Poster Boards

Appendix B: Summary of Public Comments related to the Waterfront Enhancement Strategy

# EXPAND ACTIVITIES FOR ALL AGES

APPENDIX A

## Why is this important?.....

There is a need to expand activities for youth and children and the families that come to explore the many aspects of the waterfront.

## What can we do to make this better?.....

The following ideas were created with public input received so far:

### 5.1 Develop children’s all-abilities playground in East Beach

One of the important themes that continues to emerge is the need for at least one children’s playground on the waterfront. There is a need for a children’s playground in East Beach and potentially West Beach. The Firefighters’ Foundation has already expressed interest in funding an all-ages and abilities playground somewhere in East Beach (site to be determined).

### 5.2 Expand seating in all areas through “Family Pods”

Many visitors come to visit the waterfront as a family or a group of friends. Often times they purchase take-out food or bring a picnic lunch, snack or dinner. The challenge is that even the existing picnic tables are not big enough for the group. It would make sense to create “Family Pods” with larger unique community tables along the Waterfront Promenade. These areas could replace the picnic table areas or create new ones on concrete or interlock paving pads to minimize grass damage.

### 5.3 Create social media hotspots

The City of White Rock has an opportunity to provide free WiFi at specific locations to support public gathering and meeting. There are many public areas in other communities that provide free WiFi and charging connections, especially in shopping areas with activity, lighting, and signage indicating wireless internet zone.

### 5.4 Create “Pop-Up Parks” along Marine Drive

A simple addition of movable seating, tables, and umbrellas in areas along the waterfront (e.g., in front of the Museum) could encourage more informal meeting and interaction. The movable elements could be stored every night to avoid vandalism. Similarly, the vacant lot on the north side of Marine Drive in West Beach could be converted to a temporary Pop-Up Park with the addition of vivid paint, chairs, tables, umbrellas, overhead lighting, and landscaping.



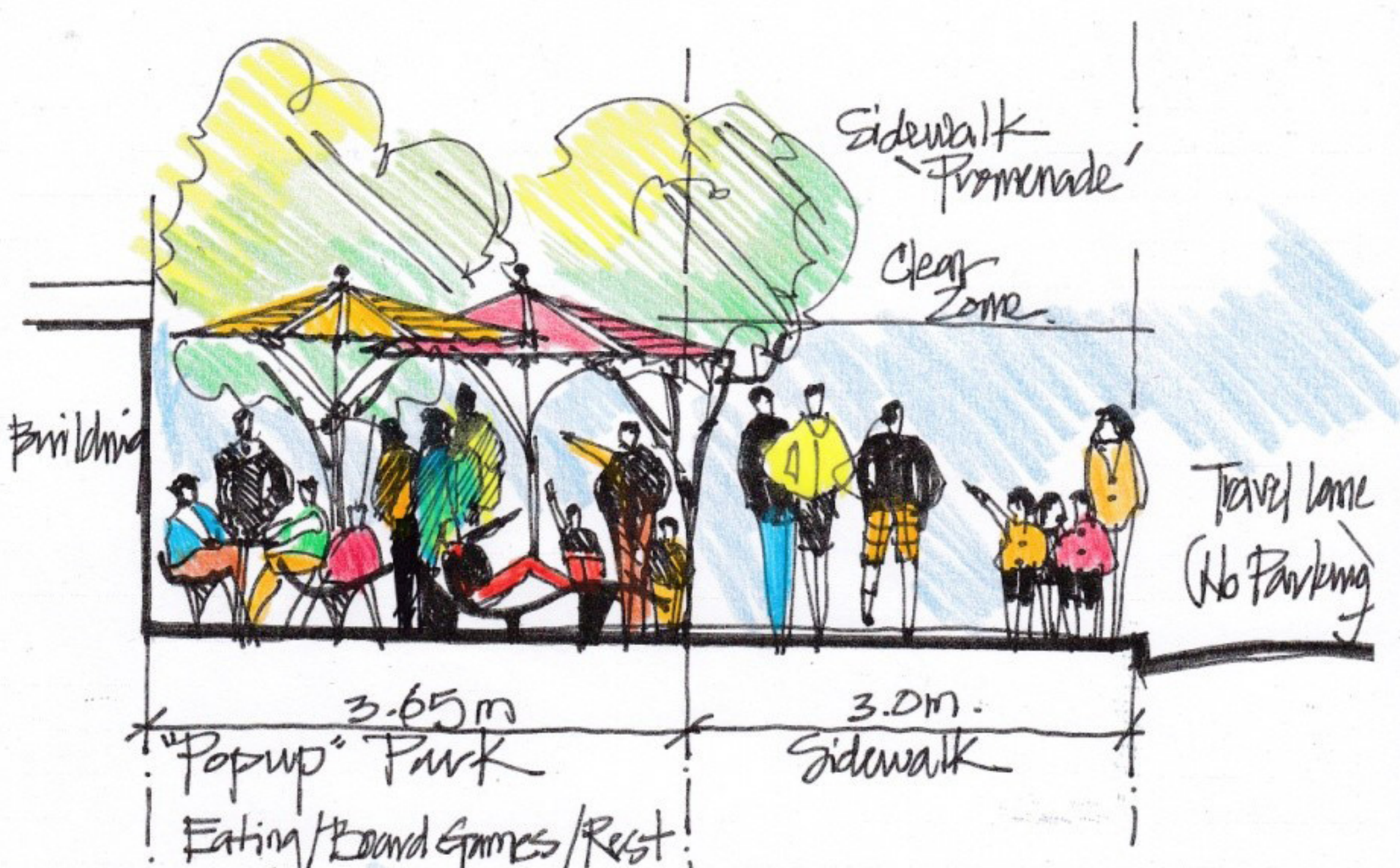
Cadboro Gyro Park (Saanich, BC) Children’s Playground District with oceanfront theme



Community Table / Family Pod concept outside cafe in Squamish, BC.



A vacant lot in Oakland, California transformed into the 4th Annual Beer Garden.



This use of vacant space provides opportunities for improvements. The opportunities are with the two 22 feet wide (6.65m) sidewalk areas east of Moby Dick’s restaurant. Each of these areas could be developed into “Pop-Up Parks” with seating, umbrellas, and landscaping for take-out food purchasers or shoppers a place to eat their food and relax.

.....  
**Did you know... there is free public wifi at Memorial Park, and a ‘selfie’ mural on one of the storefronts between the Boathouse Restaurant and Uli’s Restaurant.**  
 .....



# CREATE ALL-SEASON PROGRAMMING & ACTIVITIES

## Why is this important? .....

Marine Drive and the waterfront are vibrant on sunny days but require further improvements to bridge the seasons and extend vibrancy year-round.

## What can we do to make this better? .....

The following ideas were created with public input received so far:

### 2.1 Enable all-season patios

The City of White Rock should enable all-season patios where there is adequate space along the sidewalk area. These outdoor patios will be enclosed structures with accompanying supplemental heaters where necessary to permit the outdoor experience during off-season weather. Building requirements including design, materials, weatherproofing, minimum areas, and encroachment. Legal agreements and permitting have to be considered in liaison with the businesses.

### 2.2 Expand all-season programming

The special programming by the City of White Rock and White Rock BIA on the waterfront during the summer months is full and very well-executed. The challenge is to extend this programming over the shoulder and winter months so visitors can continue to visit the waterfront as a preferred destination. Combined with expanded current programming, the White Rock waterfront will be more active and engaging for all ages.

### 2.3 Create everyday activities 'stage' sets

The new Memorial Park Plaza is used during special events but is underutilized at other times. This is an opportunity to increase its use using movable furniture and play equipment that can be conveniently stored at the adjoining White Rock Museum and Archives (by shifting the Archives elsewhere). The different stage sets can include simple brightly coloured tables, chairs, and umbrellas, giant chess sets, giant checker boards, children's play equipment, ping pong tables, and other games. A few tents could also be set up on rainy days even supplemented by heaters. Management of the temporary stage sets and storage will be a continuing challenge.

### 2.4 Further improve Pier

The White Rock Pier is an iconic destination in the Lower Mainland of British Columbia and elsewhere. Its value as a historic landmark should not be underestimated. There is an opportunity to develop a design overlay that can be implemented over the concrete deck modules that could include three orientation, viewing, and rest areas along its length. At the terminus, consider an active program of public boating, fishing, and a major tower landmark.

### 2.5 Light up the Festive Season with the "Festival of Lights"

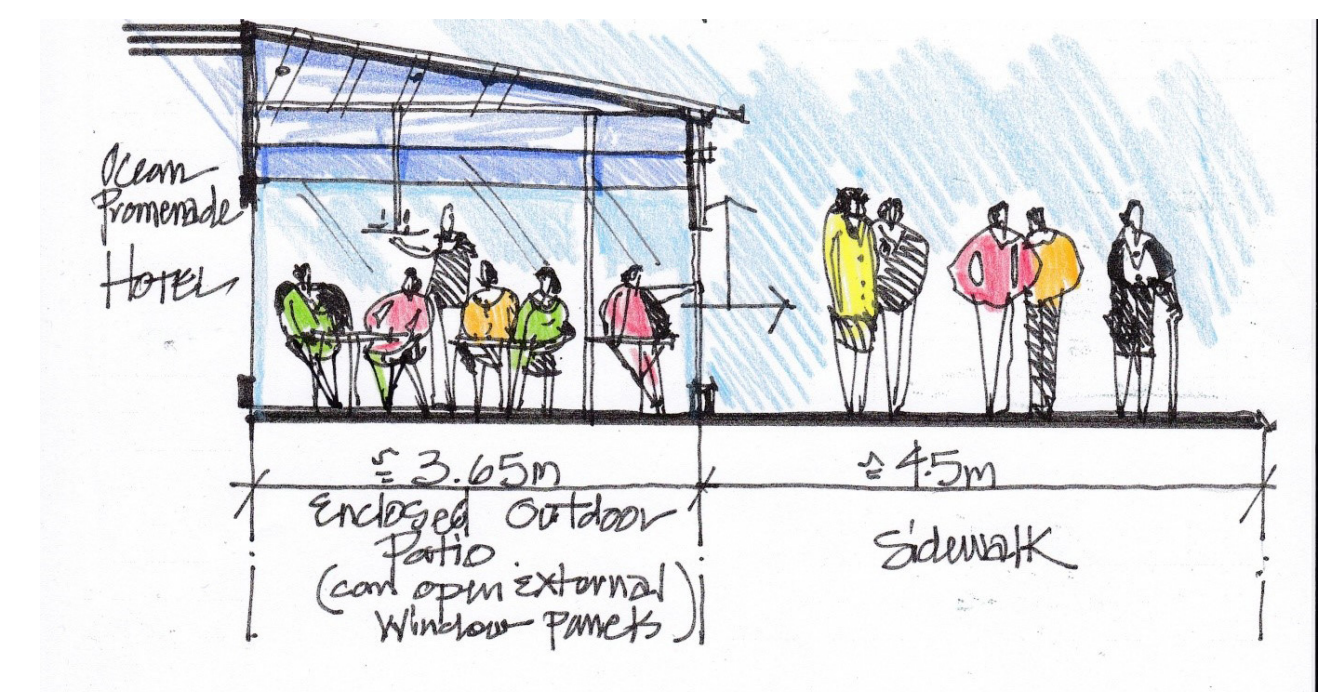
The "Festival of Lights" proposal is a spectacle of lighting and could to draw visitors over the festive Christmas season during the long evenings. It is an excellent opportunity and can be reviewed for improvements in future years.

### 2.6 Reinforce the "wellness" waterfront with "fit-bit" (workout) stations

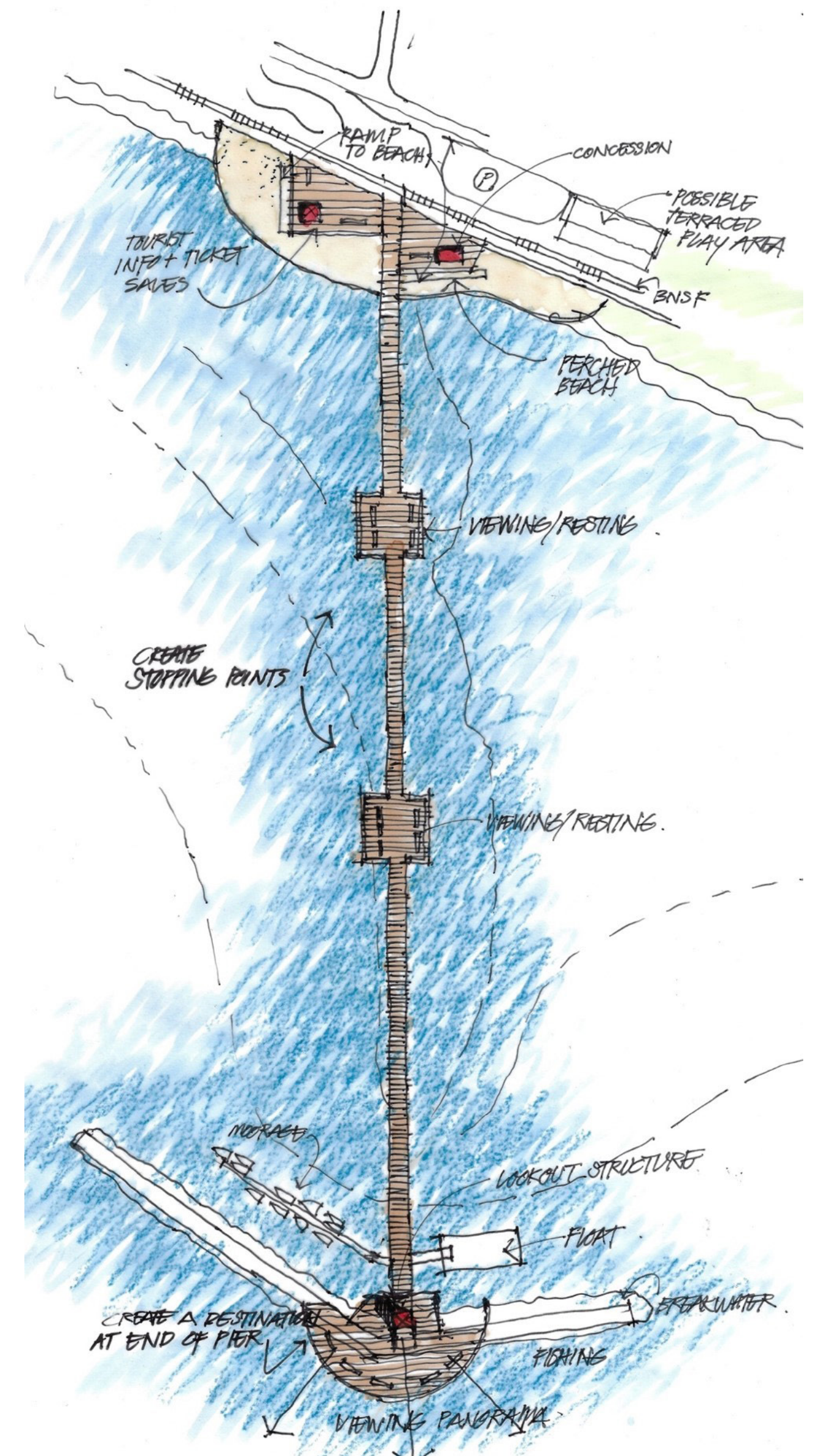
There are many simple ways to improve the "wellness" programming with distance markers and "fit bits" (small programmed workout spaces) with simple aids such as chin-up bars, leg-lift benches, and push-up areas.

### 2.7 Create a public realm furniture "tool kit"

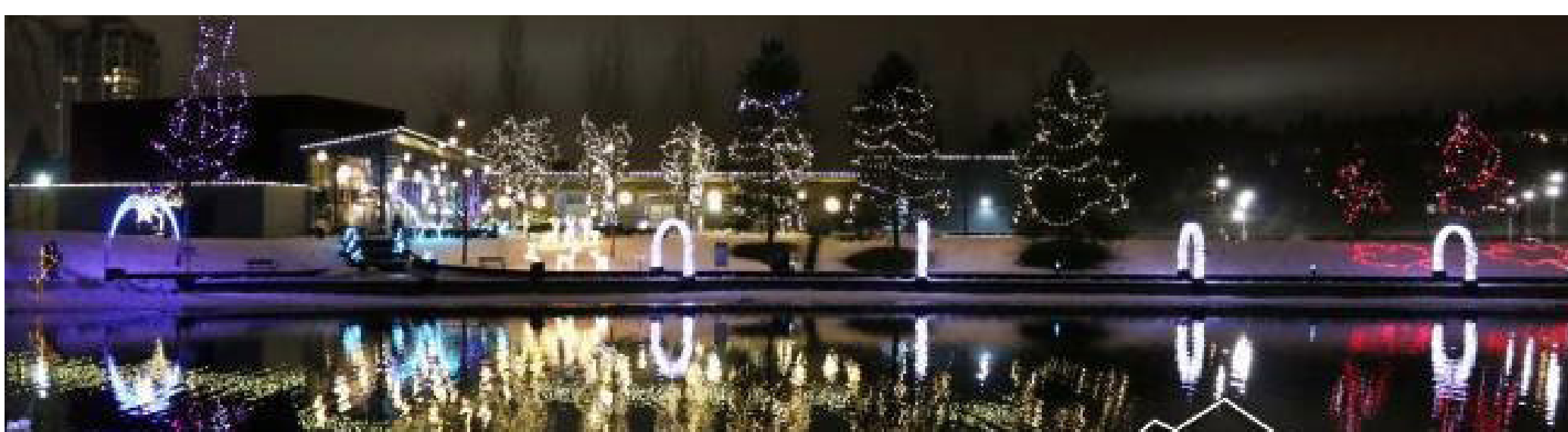
The City of White Rock has inconsistent lighting and street furnishing on the waterfront. Parks and Engineering should coordinate a standard "Public Realm" Tool Kit that specifies the kind of furniture and lighting in specific locations so there is continuity and coordination. At the same time, this coordinated effort will reduce excess replacement inventory and maintenance as well as improve safety, convenience, and enjoyment.



Example of all-season (weather protected) patio on private property. There may be possibilities to allow weather protection structures on sidewalks where there is not room on private property.



There is potential to activate Pier with an orientation, viewing, rest, and interpretative program as well as activities such as boating, fishing, and water tourism at the end of the Pier



Coquitlam Light Festival at Lafarge Lake from late November to January (inspiration for Festival of Lights event)

Did you know... the first White Rock Festival of Lights will be held from December 6, 2019 to January 5, 2020, focused around White Rock Museum and Archives and Memorial Park.





# STRENGTHEN WATERFRONT BUSINESS & CHARACTER

## Why is this important?.....

At the core of Marine Drive are businesses that require support to ensure that services and attractive activities are provided to residents and visitors.

## What can we do to make this better?.....

The following ideas were created with public input received so far:

### 3.1 Reintroduce a “Façade Facelift” Incentive Program

The City of White previously had a program to upgrade façades to make the buildings look more attractive and inviting but the program was not successful in attracting participation. The District of Mission has implemented a successful façade improvement program in partnership with local business through a cost-sharing initiative. A similar “Façade Facelift” program could be used for West Beach and East Beach businesses. The City could also combine a “Storefront Gardens” program with this Façade Facelift program that would introduce more attractive landscaping in front of businesses.

### 3.2 Complete character design guidelines for East and West Beaches

There appears to be a need for distinct design guidelines for West Beach and East Beach, recognizing their unique styles and expressions. Improving the façade treatments will reinforce these unique characters.

### 3.3 Create a “Vacancy No More” campaign

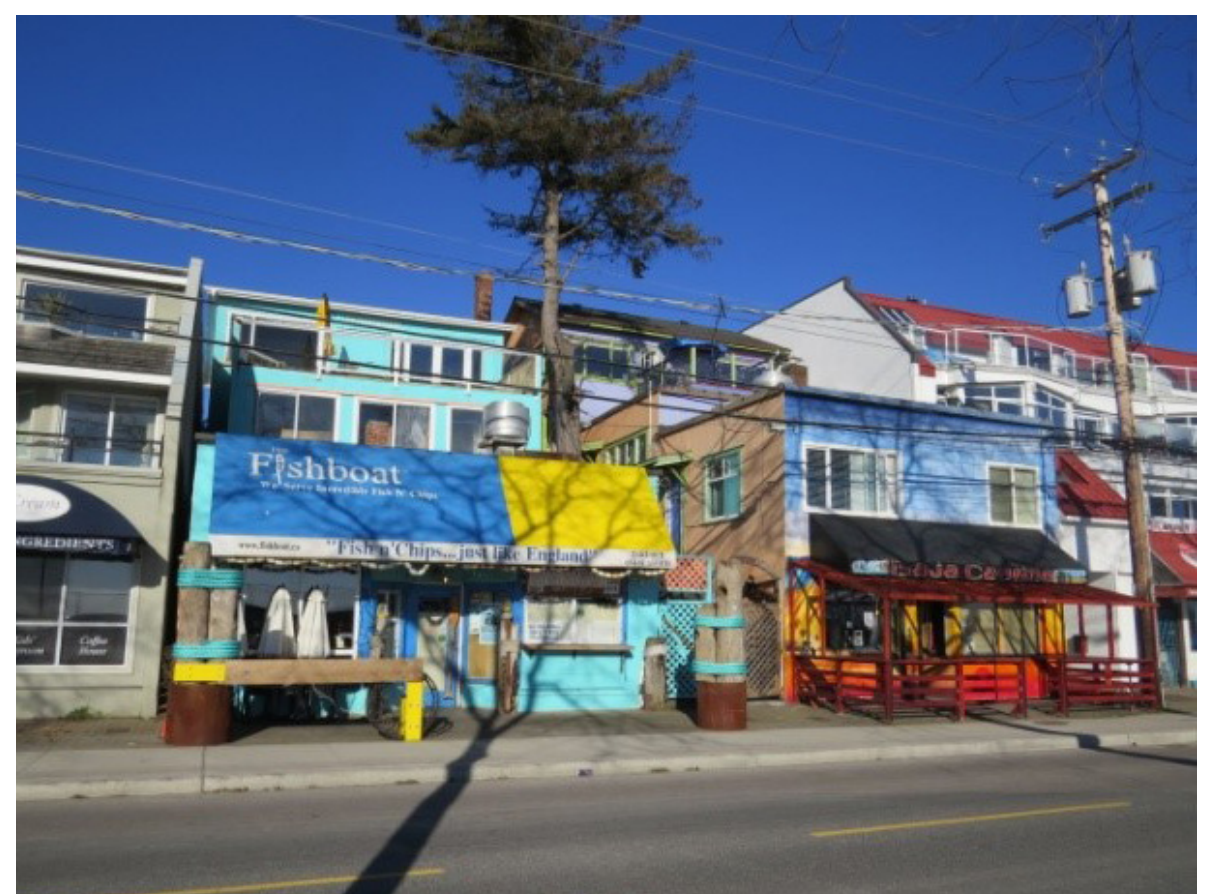
There are vacant businesses and inactive street fronts as well as vacant lots along Marine Drive that detract from creating a seamless pedestrian experience. The condition of these storefronts/lots and associated vacancy affects the overall waterfront image and other businesses. There should be a concerted effort to minimize or reduce these vacancies and improve their façade or land condition. This condition also applies to businesses that shutter their doors during the off or shoulder seasons. These situations should not be permitted to occur.

### 3.4 Support a richer mix of uses and expand promotion

The City of White Rock should work actively with the BIA to improve the richness and mix of businesses on Marine Drive. Promotion can also be expanded with a “Best in White Rock” campaign for example. La Conner (the Sister City of White Rock) in the State of Washington provides a localized offering of shops ranging from fine arts to crafts, one-of-a-kind clothing, woodworking, home décor, collectibles, personal care products, antiques, jewelry and Italian pottery. In addition, there is a vibrant mix and diversity of food and beverage ranging from seafood to barbecue, Mexican to farmhouse, and craft breweries to wine bars.

### 3.5 Improve policies and regulations

There are issues with land use regulations and permitting that should be considered for improvements as they are limiting business and creating difficulties for new development applications. There should also be consideration for creating incentives and a design review for year-round outdoor patio shelters. The Town of Wolfville (Nova Scotia) and the City of Saskatoon provide a policy for parking patio licencing that allow for the temporary use of parking spaces to accommodate outdoor dining.



Images of West Beach (contemporary West Coast) and East (working village) Beach architectural styles



Currently vacant lot in West Beach



Example of temporary use of vacant lot in Port Coquitlam, BC

.....  
*Did you know... in West Beach over 60% of businesses are related to food and beverage, and in East Beach it is over 50%. Other waterfront communities (La Conner, WA and Cannon Beach, OR) have ratios between 35-45%.*  
 .....



# ENHANCE THE WATERFRONT ENVIRONMENT & CULTURE

## Why is this important?.....

The natural waterfront landscape is essential and the foundation for the enhancement strategies.

## What can we do to make this better?.....

The following ideas were created with public input received so far:

### 4.1 Create an education, interpretation, and awareness program

The City of White Rock should work with partners, including the Ministry of Environment and other non-profit organizations, to develop a comprehensive nature and wildlife interpretation program to inform visitors of the sensitivities and desired behaviours in this delicate ecosystem. The associated information and signage/installations will provide interest and more awareness to residents and tourists as part of the Pacific Flyway and Salish Sea Ecological System.

### 4.2 Support a First Nations storytelling and art program

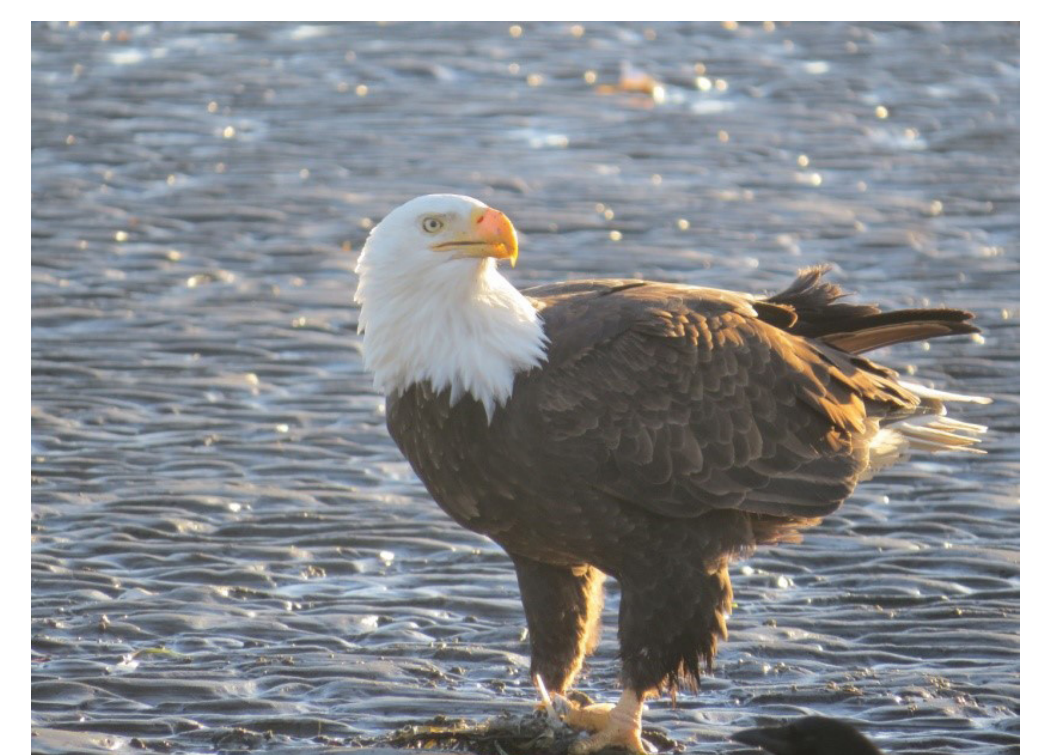
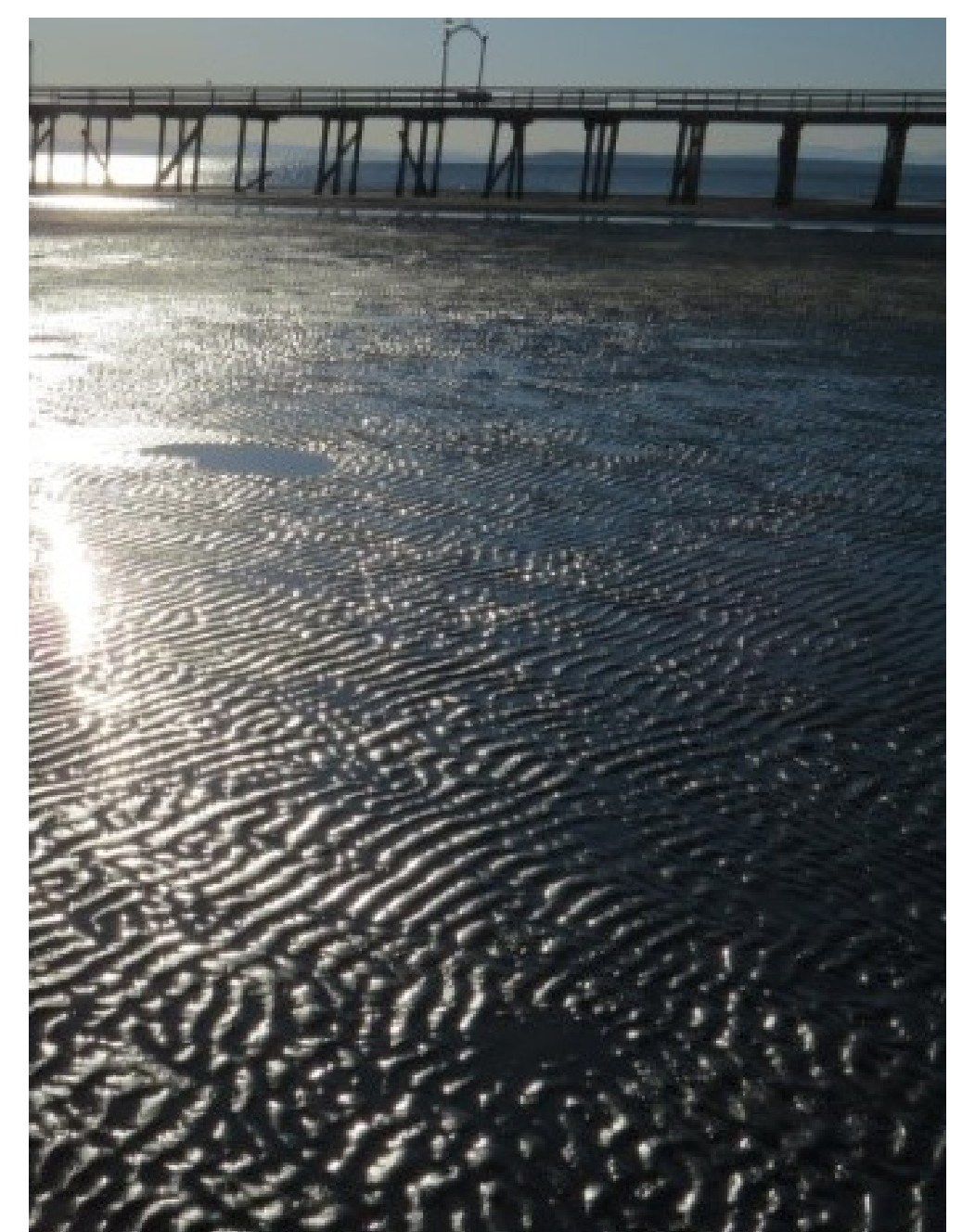
The Semiahmoo First Nation should be invited to participate in a naming and public art program along the waterfront. Its heritage and contributions to culture and area development are invaluable to the unique sense of place and history on the White Rock waterfront. There can be more meeting places with First Nations public art along the waterfront.

### 4.3 Enhance the trees and green

The City of White Rock could develop a "Wave Garden" on at least the bottom of the slope that is currently being stabilized in the Hump area between East and West Beach. This initiative could be part of a larger initiative to green the waterfront with native and other appropriate plant material and improve the landscaping along Marine Drive.

### 4.4 Provide a dog management program

The dog management issue continues on the waterfront. There have been some interim measures taken with a pilot project to allow dogs on the waterfront Promenade in the low season. Concerns for environment and wildlife continue to be challenges for permitting dogs in the beach area, which is part of the Boundary Bay Wildlife Management Area. The ability for the limited width of the Promenade sidewalk to accommodate dogs on leash during high pedestrian volume times has also been raised as a concern. A dog management program could be implemented to address these concerns.



The stunning and invaluable nature along the Waterfront should be interpreted for visitors



The existing plaza in East Beach with a Semiahmoo First Nation house pole and Haida First Nation totem

.....  
*Did you know... Boundary Bay Wildlife Management Area was created in 1995 to conserve critical, internationally significant habitat for year-round, migrating and wintering waterfowl populations, along with fish and marine mammal habitat.*  
.....



# IMPROVE ACCESSIBILITY

## Why is this important?

Parking, pedestrian access, safety, orientation, and circulation continue to be a significant challenge along Marine Drive and the waterfront.

## What can we do to make this better?

The following ideas were created with public input received so far:

### 1.1 Refine parking program and traffic management

Issues such as access and circulation as well as the impacts on pedestrian safety decrease the quality of the visitor experience. There are opportunities through parking programming, pricing, and traffic reconfiguration to improve both safety and business attraction.

### 1.2 Reconsider Marine Drive as “Pedestrian First Zone”

With the increase in pedestrian, bicycle, and vehicular traffic along Marine Drive and the desired increase of special event programming, there appears to be a need for considering Marine Drive and the adjoining parking lots for flexible use, especially during special events. The widening of sidewalks and walkways will also allow a safer and more accessible waterfront.

### 1.3 Improve the pedestrian connection to Uptown

The Johnston Road corridor is an important central pedestrian spine to the waterfront, especially in the future as the number of visitors and the population grow. The wayfinding along the sidewalks and pathway as well as landscaping need improvements to make the pedestrian route clear and safe. The wayfinding and crosswalks at Marine Drive and Five Corners are particularly important as the major pedestrian corridor is not self-evident and signed. Improvements to wayfinding and crosswalks are the immediate to short-term plan. The short- to medium-term plan could include creating a series of stairs and ramps down the slope south of Marine Drive, and a bridge over the railway tracks to end in an elevator/stair tower that will take visitors down to the Waterfront Promenade. This initiative requires further study regarding feasibility and cost.

### 1.4 Improve wayfinding and signage

Wayfinding and signage are a major challenge and relatively easy and inexpensive to fix. The right sign, right size, and in the right location with the right information are a formula for success. City parking locations continue to be important, especially with the addition of the new West Beach Parkade. First Nations culture and language should influence sign designs and messaging. Other overall coordinated signage is important for landmarks and businesses. Blade signage is also important for shoppers on foot. Location, dimensions, materials and colours should be included to achieve a coordinated and effective assembly of signs.

### 1.5 Expand access to the Beach

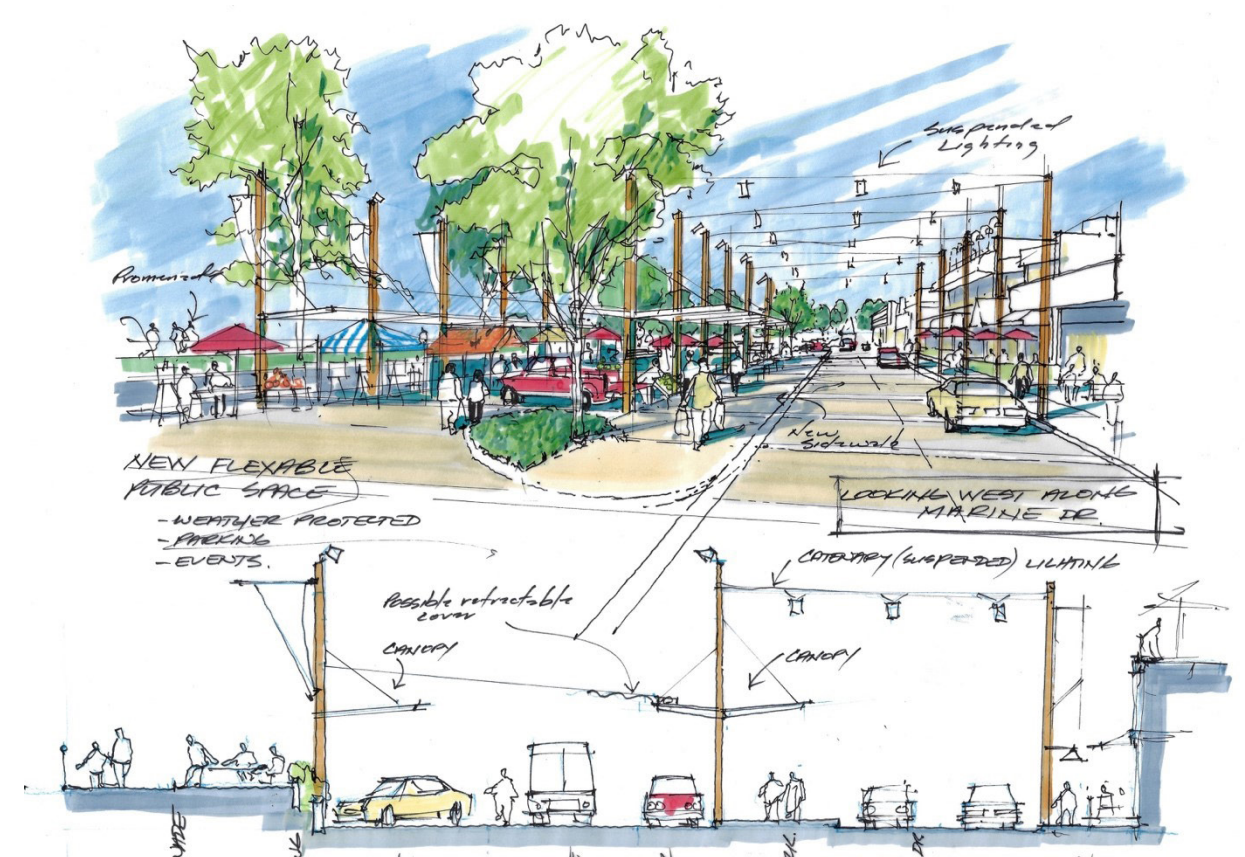
Safe access to the beach is paramount. The access points for people with a disability are limited but have improved with the addition of the eight railway crossings and associated ramps in West and East Beach. The access to the beach itself is particularly awkward and unsafe as the rip rap barrier walls impede access between the promenade and the sand beach areas. Additional safe accesses in the form of stone stairs and ramps are recommended, especially for wheelchair users, paddleboarders and kayakers.

### 1.6 Widen sidewalks in west section of West Beach

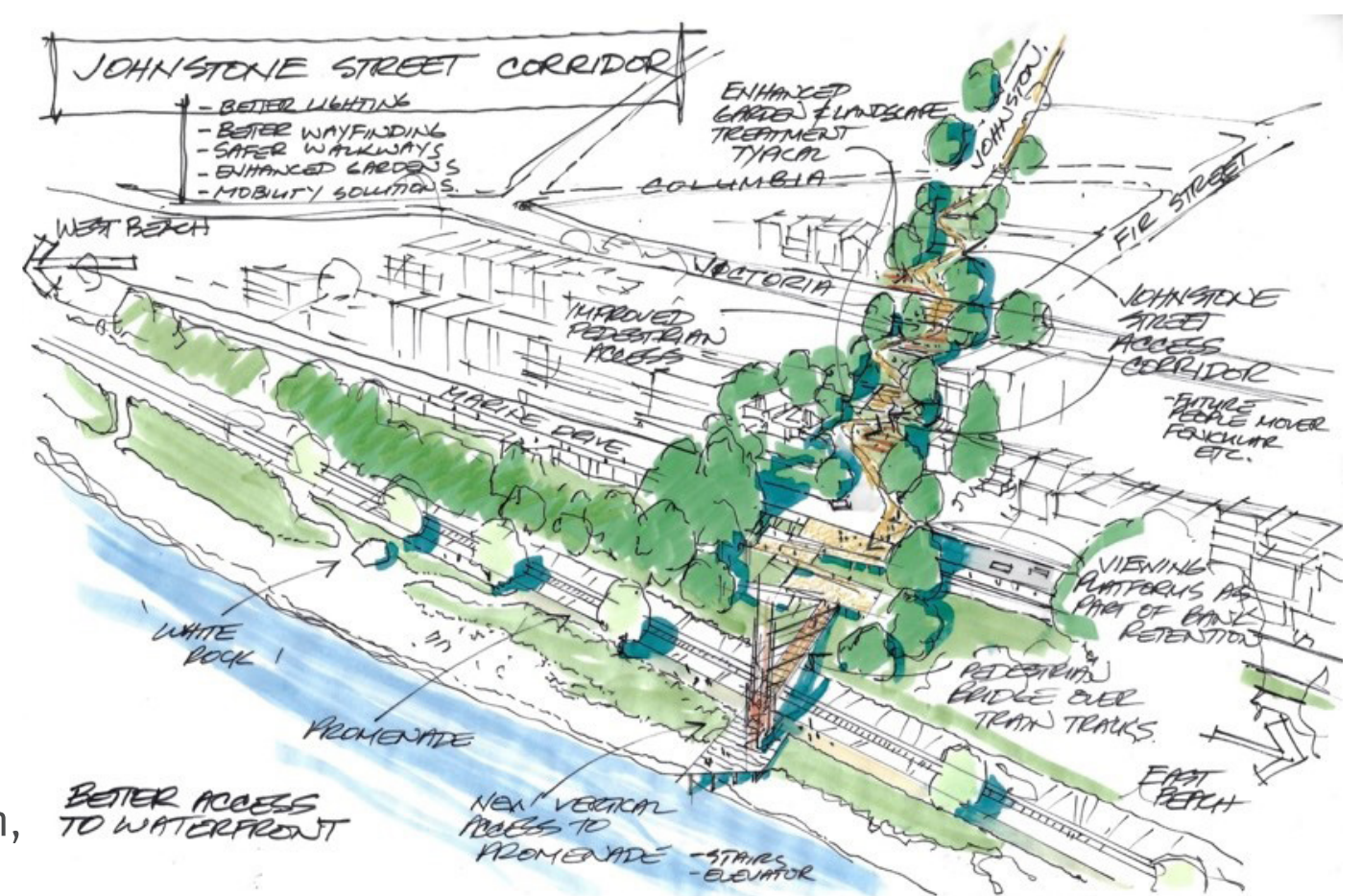
The sidewalks on the two blocks west of Vidal Street to Oxford Street are too narrow for adequate pedestrian movement. With telephone poles and other services, the pedestrian free zone is reduced to 1.2 metres (4 feet) in some cases, which is well below the pedestrian clear standard of 1.8 - 2.0 metres (6-6.5 feet). Visitors have to walk in single file in some sections of the sidewalk. There is potential to convert some parallel parking spaces into sidewalk space, allowing for not only wider pedestrian areas but outdoor patios.

### 1.7 Develop a rail-free waterfront in the mid- to long-term

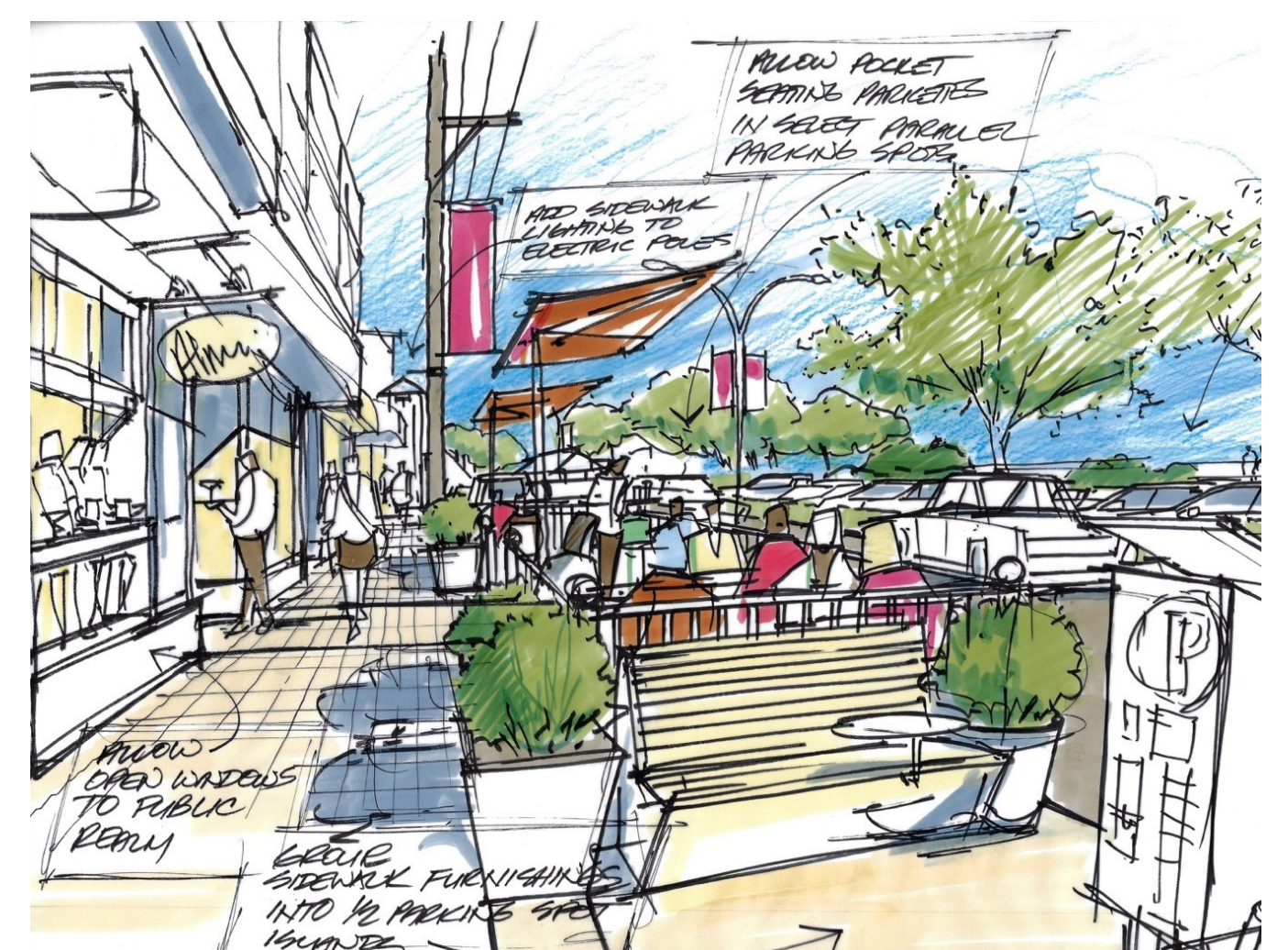
The City of White Rock leases the lands South of Marine Drive, including the parking lots, from BNSF Railway. The safety concerns, noise, and other issues continue, especially with the increase in traffic and pedestrian use of the waterfront. Recent railway crossing improvements and fencing are intended to improve safety, but the number of trains daily is increasing, and the railway is a main line for freight trains and Amtrak passenger rail. It is in this context that the work should continue with the longer-term goal of railway relocation. The relocation of the railway is a major challenge. It requires cooperation of jurisdictions outside the City of White Rock and is a very complex long-term aspiration. There are no guarantees and is constrained by many factors, especially ownership and relocation complexities.



Conversion of Marine Drive and Parking Lot west of the Museum, with all-weather cover and new sidewalks on south side of street.



Enhanced landscape treatment for walkway(s) from 5 Corners to Marine Drive, and potential future bridge/stair tower down to the Beach



Re-use of parallel parking spaces on West Beach to allow patios and reduce clutter from the sidewalk

Did you know... in 2018 and 2019, the City, with funds from Transport Canada and BNSF, completed safety upgrades to the pedestrian rail crossings at the following streets: Finlay, Ash, Balsam, Cypress, Oxford, Bay, Anderson and Martin (the pier).

## **APPENDIX B**

### Summary of Public Comments related to the Waterfront Enhancement Strategy

#### **Expand Activities for All Ages**

- Definitely playgrounds.
- Much needed.
- Bayview Park was a favourite place for the larger families to picnic. Dog waste on the ground is horrible for the kids to play on.
- This is fine but parking is expensive and limited.
- Definitely need a kid's park. Definitely need expanded wifi on the promenade!
- More concerts on each beach.
- Somehow must include activities...?; Stuff for East Beach.
- Agreed - Seniors and families, but also single / mid-age people.
- Same as my # 2. Creating events that bring the community together :-)
- Take back the waterfront. Make it as natural as possible. Remove the railway tracks for safety and open the beaches for public access without fear or noise, etc.
- Change promenade from pier to East Beach to a seasonal only bike lane to allow west - east access.
- Youth is important, you seem to be focusing on children with this outline. An outdoor swimming pool like at kits beach would be amazing. That would certainly be an activity for all ages.
- Outdoor work out jungle gym for all ages.
- Anyone who attended the children's' playground at Semiahmoo Park all remember how great it was. I was a real ADVENTURE for children and adults.
- A nice playground on east beach would be really nice.
- My primary concern is children's playground.
- Social media hot spots would be nice.
- The beach is no place for Wi-Fi hotspots.
- There is very little grass area at the end of east beach. Unless you can reclaim an area that is currently unusable, do not put a playground on the existing grass area, there is so little after the rebuild of East beach.
- Attractions like water fall, Marina or water sports should be introduced to attract people to visit White rock.
- Families already come down when the weather is good,. even if you create a playground and all that stuff, they still won't come down to the beach when it's cold.
- Make more passages to the beach; cut scruff only in small paths so people can get down to the beach....the reason they come here.

#### **Improve Accessibility**

- Free shuttle from Johnston Rd Central financed by merchants on Marine Drive.
- Funicular please. Uptown access needed. Pedestrian First Zone - yes pls. Reduce traffic!
- It is almost impossible to take a kayak safely down to the water, please improve the ramps, less steep, less slipping.
- 1.7 - The City (with Surrey) should start the initial stages of a feasibility study for moving the track.
- Better bike lanes. Biking on promenade!

- Upgrading the ravine access on the hillside would help. The existing parks/pathways are entirely neglected. They could provide a rich variety of landscaping for all seasons.
- I don't believe the railway issue can be solved in this way. Depend on political forces for the resources it moves. Funicular is an excellent option.
- Signage: Please gather input on designs. Many "art, signage" installations are not viewed favourably by many residents.
- Access to beach/lighting for older people walking. Get rid of cars on special events.
- I like expanded patios and zoning for covers in off season.
- All people deserve the right to go to the beach/wheelchairs, people who limp, etc. Access points!!!!
- Paddle board access. More access to walk to water.
- Boat launch and small boat / kayak access, paddle board holders and access.
- If people can't get to the water / tidal flats then no one will come. If people can't get on the beach then people won't come to the rest of it and it will fall apart.
- Looking at the proposed drawings and improvements of access "down the hill" it still appears like it is still "stairs only or slope" access and my concern is for those who walk but have some mobility issues.
- Providing inclusive beach access points is imperative to creating an inclusive and inviting community. They will be a sense of pride for our community.
- More beach wheelchair access points at White Rock beach.
- Like all these ideas - greater accessibility in general is important.
- No commercialization of the south side of Marine Drive. Remove the ???and create a "soft" berm style shoreline to reduce erosion. + see over.
- 1.1 and 1.2 are non starters but the rest is good.
- Funicular for tourism and connecting the town centre with the waterfront. A wider promenade.
- Rail free is vital.
- Initiate dialogue with the Semiahmoo Band to public access to the parkland as existed in the past.
- Restaurant patios (ancillary areas) should be reduced to enable pedestrians a comfortable walking area. Maybe more people would stop in to eat instead of walking the promenade past the establishments.
- I'm not to concerned about the railroad (I actually think it's kind of charming) but I would like to see marine drive set up to be a pedestrian-first zone and I like the idea of creating a better connection to uptown.
- Absolutely pedestrian first zone, would love to see limited one way traffic, and improved bicycle access and a funicular.
- Not every one can walk Uptown. The shuttle service that was provided in 2018 was a very good idea.
- The trains are part of White Rock. I would like to see all the sidewalks widen with a bike lane, this can be done by having one lane of traffic in one direction. Similar to Fraser hwy going through Langley Center.
- Connection to uptown is critical and missing completely. Support connection of the two business areas. Also, support extending the waterfront walkway that was abandoned for "environmental" reasons. I think we need it to keep folks off the tracks.

- I select \$70 purely for 1.3 connecting uptown to waterfront. We need to build the funicular. This solves the waterfront parking issue, it will grow business, enhance tourism and the arts. this should be a PRIORITY.
- Pedestrian free zone, connection to uptown very important.
- Get a funicular and definitely make Marine Drive a pedestrian-first zone.
- Improving pedestrian access via some automated people mover might eliminate a great many of the traffic issues.
- Leave the waterfront alone, it's processed more than enough and focus on the infrastructure of the city. I've been flooded 3 times by sewer back-up. We need systematic replacement of sewer and water pipes.

### **Create All-Season Programming and Activities**

- This would be good as winter months are dead.
- Point 2.7 seems like a better fit for the "Strengthening Waterfront Business & Character " pillar.
- Festival of Lights please. Fit bit - no thanks.
- I disagree strongly with #2.4 re. adding any activities at the end of the pier such as fishing or boating. Boundary Bay is fragile enough without adding more marina like activities.
- Expand festival of lights. Winter festival. Spring festival!!
- West Vancouver has a program of Christmas trees sponsored and provided (mostly) by local businesses. It attracts a lot of people in December and could be part of the Festival of Lights.
- Light up the festive season is a great idea.
- Light up ocean, more lights on Prom + Business areas.
- Concerts on the east beach was great.
- Yes, you are on the right track with all the points presented!
- Tall Ship event! Allow mooring - for a fee.
- #2 More of a personal thing as I love doing "Special Events" and have ideas to bring events and activities to the waterfront.
- The pier needs to be finished with a new (small) marina, a restaurant where the old one was. Also raised at least 3 feet.
- All season patios are a great idea as well as festival of lights.
- Create a Christmas market strung along East and West Beach and the promotion of other types of events like sand castle sculpting, skim boarding, kite sailing and children environmental learning activities.
- Bring back the sandcastle competition. I sure gave White Rock and identity.
- I think having some nice winter activities along the waterfront would be nice and might help bring people down during that time of year.
- Larger look out point at the end of the pier. Midway lookout point on the pier. And a expanded boat dock area that was there before last Dec's storm.. the rock buffer would need to be extended.
- For goodness sake, stop the toolkit creating money wasting and just do stuff instead. The xmas lights are really great. More tangibles, less reports!
- People are not on the patios in the winter anyway and creating all this other stuff not going to bring more people down in the off season. The only thing that has merit here is the festival of lights, keep that one.
- All season patios would likely have an inadvisable environmental impact. Definitely expand the Festival of Lights. No need for peer improvements but other ideas are good.

- People come here to see the view and use the beach, not to work out, apart from walking.

### **Strengthen Waterfront Business and Character**

- Should be taken care to create and keep ambiance.
- Why is it businesses have trouble staying in WR. Definitely should have an incentive for people to come down - Free Parking if you use the business.
- Redesign WR side of Marine Drive with pedestrian and people area! Initiate Municipal Tax Exemption program!
- Enforce a façade facelift via a carrot a stick approach.
- Currently in Vancouver a number of artists are being evicted from their studios to make way for redevelopment. They can't find economically priced space. Perhaps WR could address this need.
- Character design guidelines, do not necessarily require "modernizing". Let's preserve the character not try to improve it!
- Flowers and flower pots / trees are blocking view.
- Yes.
- This section is not as important as making accessible option for everyone.
- Bury power lines and improve views - trees to big.
- Clean it up / Business tax relied to do so / flowers. Stop blocking the view with stuff / trees / signs. Bury the power wires!!
- The drawings of potential improvements are great but will necessitate loss of parking spaces which is always a great concern for White Rock, Especially during peak season.
- So important to get a variety of businesses not just restaurants.
- Rent incentives / ideas.
- #1 So much potential to give character to the waterfront. As it is now especially in the winter, it's sad...so sad, vacancy signs, building looking like tear downs. Businesses struggling.
- Pier concession would be great to have to give it a flavour like Long Beach.
- Variety of businesses that cater to locals and day-trippers.
- This pillar needs to be re-examined...beautifying commercial area is essential but businesses need to be allowed to create a facade appropriate to their individual business.
- Have the business owners take initiative to promote their shops/restaurants. Is this not a BIA responsibility and not the City?
- Reduction in vacant properties along the waterfront would be a huge improvement. As well as diversified businesses.
- Most important issue on waterfront. We should definitely address vacant properties, shabby restaurant and storefronts, I am rarely inspired to eat in most restaurants as dirty and poorly maintained frontages, and important to encourage diversity in business.
- Public money should not be used to support private businesses.
- For 5 or so years offer tax breaks for the business's on Marine drive to improve the outside of their businesses as long as they stay open year around.
- Get really serious about cheap to fix stuff, like clean windows, removing garbage, cigarette butt collectors, painting siding. Drive the alley behind our waterfront businesses - yuck, ticketing may need to happen as it's nasty and likely non-compliant now!
- Marine Drive being the focal point of all the major activities, needs to be further beautified by ensuring that all year along, million dollar view of the ocean remains unobstructed. Regular pruning of unwanted shrubs, weeds and trees should be a priority.

- it does look like a run down street with all the old dirty buildings and vacancy issues. Get the landlords to at least power wash the buildings and put on a new coat of paint! Also the vacancy signs are terrible for other businesses.
- All suggestions very important, the mix, the look...(currently very run down) use the Train station as an inspiration for facades etc.
- Fundamentally, recognize the difference between property ownership and business ownership. Incentives go to businesses, property owners. What character design? The lack of one is the problem. Think La Conner. We are definitely the ugly cemented sister.
- Lower the rents so that businesses can afford to open here.
- Canopy to include light display similar to Fremont Street in Las Vegas.

### **Enhance the Waterfront Environment and Culture**

- Highlight first nation's culture at the White Rock site.
- More trees. No dogs. 4.3 good.
- 4.4. There is no dog management programme. Dogs run free on the beach chasing birds and polluting. The beach walk promenade has been completely spoilt, long leashes and dirt do not make for a pleasant experience.
- Suggest a mixture of businesses, clean up the beach. Add more sand. Revamp street design and greenery. Some sort of architectural controls on buildings.
- Any dog program should be financed via dog license.
- Presently, F. N. cultural activities, whatever they are, are mostly, if not entirely segregated from the rest of W.R. and Greater integration is desirable. Get rid of the blackberry vines and replant.
- Places to sit out of rain / light.
- Love the idea of fit bit stations with chin up bars and workout station. Maybe add workout in ravine.
- Bury the power lines and add lighting / more flower and less view blocking trees. Facade cleanup + redesign.
- We would rally like to see a dog park with access to water.
- The idea of adding First Nation culture is great!
- Only 4.3 and 4.4 are worth perusing.
- More historical photo displays referencing the evolution of the area.
- Open up Semiahmoo Park once again for public use.
- I fully support any First Nations programs we can add to the waterfront. And I've been enjoying having the dogs on the promenade.
- I support all recommended initiatives.
- This may fall under Federal Regulations.
- Allow dogs year around on the Promenade, this is a huge segment of consumers you do not allow to enjoy the beach. And I have see no problems with dogs over the last 2 months..and by the way I don't have a dog..
- Just more trees, plants and appropriate maintenance of them. Don't bother with the rest, seems like a bunch of reports and inaction. Focus on the trees and plants.
- Better landscaping by uprooting weeds and shrubs and planting small shrubs all along Marine drive and the railway track along the hump be introduced.
- We should keep the dogs on the promenade during off season as it has brought down way more people to the beach and has helped with pedestrian traffic thus helping businesses.
- This could come after the other improvements.



- Cooperation with the Indigenous people could provide a joint initiative to display native art and culture.
- Walk the dogs on the grass next to the promenade where their little feet would be much happier anyway.

### **Additional thoughts?**

- I think it would be fantastic if a true traffic free zone could be created. By that I mean a 'true' 'Pedestrian Zone' only, only open for suppliers for businesses at set time and emergency vehicle. This is done in Europe for many years and is successful in many ways, much healthier and more enjoyable for many and all visitors.
- Utilize small parking lot beside Memorial Park as a gathering place overlooking the ocean.
- Good luck!
- Yes, a walkway from White Rock to Crescent Beach would be awesome. The trail along the beach promenade is well used all year long. Now wouldn't be great to continue it along to Crescent Beach, maybe beyond.
- Need to fix what we have. Budget the costs so priorities can be set. More cultural attraction - participatory displays and events? How much are the consultants for each new phase cost.
- Funicular vs succession of covered escalators. Examples; Sienna, Italy and Medellin, Columbia.
- Unlike the beaches around English Bay, there are no large areas of sand above the high water mark. Although the beaches at the Kitsilano, English Bay, Spanish Banks, etc. were probably artificially created, they allow for sunbathing and other activities at high tide. Should expanding the area of sand be considered? There may be some environmentally based objections, but in proportion to the vast length of coastline, W.R. beach is a small area.
- Make sure that the Bar does not have loud people in parking lot after they close.
- Reduce size (width especially) of trees on waterfront. Blocking views! Especially in summer. Rebuild marina to allow for more temporary mooring AND permanent mooring. There are numerous vibrant marinas in the Gulf Island. This would bring in a lot of money - think long term especially. White Rock is a way better destination! Restaurant on pier? More sculptures!
- Point lights toward water / now they shine in our eyes.
- Most item displayed are for West Beach / there seem to be a West Beach bias and it is felt from the East Beach residents. Equal attention to both. The size of the tree are to much along the promenade / In summer they completely block views, smaller trees, weeping willows, the views are diminished trees / large silver boxes / barricades. Our view has been almost removed. Smaller trees!!! East Beach platform - 15441 Marine .
- Well done! Thank you so much for including the community in these decisions!
- I am very pleased with the Mayor & Council. They are excellent representatives of the community. They are doing an excellent job!
- I am very happy that you are making more wheelchair access points at White Rock beach.
- Love the linear park idea!
- Maintain resident parking decal. Not all the demographics is seniors, majority yes, but it is changing with all the development so please continue to appeal and plan for all ages. Love the waterfront ideas - large map schematic. Wonderful job! Creative ideas - lots of fun. Thank you to the City for being progressive.
- Investments in waterfront enhancement will help grow tourism and business in White Rock.

- Go ahead with the new pier report recommendations and build a funicular!
- We don't often go to White Rock beaches because it feels as though there are too many rules and parking for the day is expensive, however adding family friendly things as at Vancouver beaches like bike trails, outdoor pool, picnic areas, dog friendly areas, volleyball courts, etc. would be certainly be more enticing.
- Winter months are critical for most beach front businesses and attracting residents and visitors alike will always be a challenge..however one enhancement I have observed in many beach side communities (even in the more hostile climates of Europe) is the installation of hardy palm trees along promenades..something that could be done gradually..replacing the existing trees that were donated by one of the guest countries after Expo 86...thank you.
- Any further enhancements to the pier should only be done through fundraising. If it ain't broke don't fix it. City tax dollars should be used for more important problems, many which need addressing before the luxury. The pier has realistically lasted until the boats got loose. Many storms have hit this Bay over the years with damage only to the promenade.
- I just think the focus should be on improving the businesses along the waterfront and improving pedestrian access. It's such a nice area to walk around in already but with how busy it gets in the summer I think it could use some improvement.
- We should not look at White Rock as 2 separate parts but find a way to connect the uptown and beach as a single destination where both business communities provide a draw to creative independent businesses and restaurants. If they are connected by a funicular and it is an exciting place to walk, shop, eat and explore people will come to enjoy as in places like Steveston, Fort Langley. Businesses will also thrive and more will open. A funicular will also address some of the parking and access issues at the beach as long as adequate parking is available uptown.
- We have been to Valparaiso, Chile; Como, Italy; Lisbon, Portugal and Quebec City, Canada where they have funiculars. Riding these was such a beautiful experience! I think that would really put White Rock on the map.
- Additional granularity on the survey would be nice.
- I would like to see Marine Drive be one lane /one direction of car travel. With the extra room this would create, put in a wider sidewalk on the hump with a large viewing area at the Center of the hump..(please make sure the bushes are trim down so you can enjoy the view, not like now) This would also allow for expanded outside business seating areas on the larger sidewalk. Also a dedicated bike lane.
- Glad there is an opportunity for input. I really stress the need for not spending tax dollars and wasting staff time on writing more reports and god help us, not reports by consultants for big money when staff usually know what is needed and should be listened to. Focus on a few key things obvious things and get on it 1) Clean up the waterfront with the basics - windows, sidewalks, back alley grossness, cigarette butts everywhere. Derelict properties are a problem throughout the city including waterfront and bylaw enforcement is a HUGE part of what needs to happen. Maybe we need more money to increase bylaw enforcement - so be it if so. ALSO, Waterfront experience can be greatly enhanced by dealing enforcing noise bylaws for vehicles. This really really really needs to happen with the rise of so many coming to White Rock with modified exhaust and cruising the strip, wrecking the dining experience and environmental enjoyment for everyone else. We have "quiet zone" signs on Marine Drive now, but it's a total joke. THX!!
- Keeping in view the small lots along Marine Drive, By laws should be more practical to

be adhered to on ground by property owners. They should not be created to impose financial drain on property owners thus giving them a feeling that, they are being subject to Extortion. By laws before being formulated by City Hall should be addressed in public meetings and concerned property owners should be sent a written letter while bringing any change. Right now, although, the changes are posted on the City website, keeping in view the busy life style, most of the people do not get time to read them.

- During the offseason, how do you bring people down to the beach..with a reason!!! the dogs allowed is good, the funicular will be a huge tourist attraction all year round that solves so many issues for our city. Build the bloody thing already!
- Remove the wires, expand sidewalks. Currently Marine Drive is a car oriented, cruising street which distracts from the pedestrian experience.
- Further developing a historical/cultural awareness will give people more reason to come to White Rock - let's focus on the beach as a tourism destination for building education around cultural and historical awareness rather than recreational pursuits which the beach already provides.
- There is tremendous potential here for the cooperative effort with the Indigenous peoples to provide joint projects that benefit them and the City. The White Rock is a symbol of their culture and could be central to discussions on the future of the waterfront area.
- It's SO overkill what you are trying to do to make the waterfront a managed commodity. Pretty soon we won't even be able to hear the waves or smell the air. DON'T TURN PARADISE INTO ANOTHER PARKING LOT!
- 1)Funicular 2)Allow some development in the beachside parking lots so visitors can shop both sides. Then develop lane access to the beach between these developments as other major seaside towns have.

**PRESENT:** Councillor Manning, Chairperson  
Mayor Walker  
Councillor Fathers  
Councillor Kristjanson (arrived at 5:02 p.m.)  
Councillor Trevelyan

**PRESENT:** Councillor Chesney  
Councillor Johanson

**STAFF:** T. Arthur, Director of Corporate Administration  
S. Kurylo, Director of Financial Services  
C. Isaak, Director of Planning and Development Services  
E. Stepura, Director of Recreation and Culture  
C. Zota, Manager of Information Technology  
S. Lam, Deputy Corporate Officer

Press: 0  
Public: 0

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1. **CALL MEETING TO ORDER**  
The meeting was called to order at 5:00 p.m.

2. **ADOPTION OF AGENDA**

2020-G/L-009 **It was MOVED and SECONDED**  
THAT the Governance and Legislation Committee adopts the agenda for  
February 24, 2020 as circulated.

3. **ADOPTION OF MINUTES**

a) January 27, 2020

**CARRIED**

2020-G/L-010 **It was MOVED and SECONDED**  
THAT the Governance and Legislation Committee adopts the January 27, 2020  
meeting minutes as circulated.

**CARRIED**

4. **FIRST NATION ACKNOWLEDGEMENT AT COUNCIL MEETINGS**

Councillor Manning requested the topic of “First Nations Land Acknowledgements”  
be placed on the Governance and Legislation Committee agenda for discussion.

*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.*

The Director of Corporate Administration advised that the proposed wording is noted in the City's adopted protocol document.

Discussion ensued and the following comments were noted:

- The acknowledgement would be made at Council meetings (not Committee);
- Acknowledgements currently occur at public events;
- The statement could be noted on the agenda, which demonstrates the City's support of Semiahmoo First Nation and Indigenous People - supports reconciliation;
- Other municipalities have adopted similar language/ practices of giving land acknowledgments prior to events.

2020-G/L-011

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee recommends that the First Nation Acknowledgement be given at the start of each Council meeting as follows:

*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.*

**CARRIED**

Councillor Fathers voted in the negative

5.

**LEAN GOVERNMENT STUDY – COUNCILLOR MANNING**

Councillor Manning has requested the topic of "Lean Government Study" be placed on the Governance and Legislation Committee agenda for discussion. Link to a definition of "Lean Government" available at [https://en.wikipedia.org/wiki/Lean\\_government](https://en.wikipedia.org/wiki/Lean_government).

Councillor Manning introduced this item, noting that the Saskatchewan Provincial Government adopted a Lean Government policy.

Discussion ensued and the following comments were noted:

- Lean Government does not necessarily mean lower taxes, but it could mean bringing efficiencies to services and service satisfaction
- A consultant could conduct the study and facilitate staff to select and optimize process. This study would be about optimizing processes, not reduction of staff.
- If the City were to pursue a Lean Government study, there should be direction/criteria for the consultant to narrow and target the search

It was suggested that staff provide a report providing information regarding the topic of Lean Government and how this could apply to the City of White Rock.

As the City is in the process of hiring a new CAO, it was noted that this task be taken on by that role when they commence.

2020-G/L-012

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee directs the new Chief Administrative Officer (CAO) to review the concept of Lean Government and report back with information on how this could benefit the city, along with costs on conducting the study.

**CARRIED**

6.

**POLICY REVIEW**

6.1.

**PLANNING AND DEVELOPMENT SERVICES (500 SERIES)**

As part of the ongoing City Policy review, the following policies were reviewed by the Planning and Development Services department. These policies were presented for discussion / consideration.

The Director of Planning and Development Services introduced the policies for consideration, noting that they have been brought forward as part of the City's policy review.

The Committee noted they would speak to each Policy separately.

**POLICY NO. 505 – BED AND BREAKFAST ESTABLISHMENTS.**

Staff are proposing to repeal Policy No. 505. The following comments were noted:

- The City's current Zoning Bylaw No. 2000 addresses the matters noted in the Policy; as a result, Policy No. 505 is redundant
- In general, the subject of Bed and Breakfast establishments and how they operate, need to be addressed. It was noted that Policy 505 pertains to specific properties outlined in the policy (P.I.D)
- A broader discussion regarding Bed and Breakfasts would be done when this portion of the Zoning bylaw is reviewed by Council

2020-G/L-013

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee recommends that Council repeal Policy No. 505 – Bed and Breakfast Establishments.

**CARRIED**

The Committee noted that when the Policy returns for review, that the City's ticketing bylaw also be considered in conjunction. Staff noted that the City may only charge fees to a limit under the legislation.

2020-G/L-014

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee directs staff to bring forward the portion of the Zoning bylaw that addresses Bed and Breakfasts, Short-Term Rentals, and other related scenarios, as soon as possible and that the information include definitions and details regarding the fees for review.

**CARRIED**

**508 – SECONDARY SUITES**

Staff recommended that Policy No. 512 regarding the OCP Consultation Policy be ratified as presented with no changes. It was noted that this policy addresses secondary stoves as it pertains to scenarios like a spice kitchen.

Discussion ensued and the following comments were noted:

- Currently whether a suite is occupied or not (registered with the City or not registered) all known by the City suites are subject to two (2) fees – one (1) for sanitary sewer, and another for a secondary suite fee
- Not all owners who have a second stove have a secondary suite
- If a home is not in compliance, owners are given a six (6) month period to bring their home to compliance
- It was noted that the six (6) month period was given in order to consider permits or timing to bring certain requirements to standard
- Zoning Bylaw outlines permissions for having secondary suites
- Bylaws will supersede City guidelines and policies
- There are circumstances where a second stove is on the premises but there is not suite, this policy addressed this circumstance

2020-G/L-015

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee amends Council Policy No. 508 to include the wording “it is the City’s policy that non-compliant secondary suites will be fined in accordance with the Zoning Bylaw”.

**CARRIED**

Councilor Fathers voted in the negative

**512 – OFFICIAL COMMUNITY PLAN (OCP) CONSULTATION POLICY**

Staff advised that Policy 512 does not impact the City’s current OCP review.

2020-G/L-016

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee recommends that Council endorse 512 – OCP Consultation Policy as circulated.

**CARRIED**

**513 – SECONDARY STOVES IN DWELLING UNITS.**

Staff clarified that Policy 513 pertains to secondary stoves to allow spice kitchens. Secondary suites are addressed in the City’s Zoning Bylaw.

2020-G/L-017

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee recommends that Council endorse 513 – Secondary Stoves in Dwelling Units as circulated.

**CARRIED**

2020-G/L-018

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee recommends that Council endorse policy 509 – Development Approval Procedures City Owned Public Space as circulated.

**CARRIED**

**510 – CRITERIA FOR TYPE 2 TREE REMOVAL REQUESTS ON PRIVATE LANDS**

Staff clarified that trees designated “Type 2” are those that are not hazardous or a safety concern, and typically refers to a tree being unwanted and defines “nuisance” (eg: roots, fallen fruit, etc.). It was noted that the City does not have any active requests that would pertain to Policy 510 at this time, and that it is not a frequent circumstance.

Discussion ensued and the Committee suggested the 2(iv), permitting tree removal for obstructing views, be omitted from the Policy. The Committee noted that there are balances to consider with respect to directing how trees are treated on private property. It was noted that the City always looks to retain and protect trees as opposed to having them removed. It was also noted that general criteria notes that trees that are over 30 cm in diameter at approximately chest height are likely protected.

2020-G/L-019

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee recommends Council endorse that 2(iv) pertaining to tree removal be omitted from Policy No. 510.

**DEFEATED**

Councillors Fathers, Manning, Trevelyan and  
Mayor Walker voted in the negative

2020-G/L-020

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee recommends that Council endorse Policy 510 – Criteria for Type 2 Tree Removal Requests on Private Lands as circulated.

**CARRIED**



**6.2**                    **COUNCIL POLICY 135 – RECOGNITION AND STRATEGIC MESSAGES**

The Director of Corporate Administration introduced Council Policy 135 – Recognition and Strategic Messages, and provided the following information:

- A quarter page advertisement with the Peace Arch News costs approximately \$500
- There are currently twelve (12) strategic messages that are recognized through the advertisements
- Previously, each member of Council brought forward one (1) message for recognition
- This is noted on the agenda to obtain the Committee’s feedback and to see if there are any proposed changes for the upcoming year

Speaking to costs of the advertisements, it was suggested that the size be reduced and that Council’s photo be removed in order to allow room in the budget to recognize other occasions.

It was suggested that this matter be deferred to a later meeting where all members of the Committee are present.

2020-G/L-021

**It was MOVED and SECONDED**

THAT the February 24, 2020 Governance and Legislation Committee meeting recess until the conclusion of the Regular Council meeting which commences at 7:00 p.m.

**CARRIED**

Note: The meeting recessed at 6:34 p.m.

The meeting reconvened at 8:50 p.m. with the same members of Council and staff in attendance with the addition of the Director of Recreation and Culture and the Director of Engineering and Municipal Operations.

**7.**                    **COUNCIL MEMBER VOTING RECORDS**

Council referred this matter to the Governance and Legislation Committee from their November 18, 2019 regular Council meeting.

Director of Corporate Administration introduced the memo and information presented with respect to Council Member Voting Records.

The Committee expressed support for having voting records available for public view. It was noted that if a new system were to be purchased that this would impact the City’s budget and potentially impact taxes. Staff advised they could explore other ways for providing the information, such as creating an internal system or tracker through Excel, and report back with the information at a future meeting.

2020-G/L-022

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee directs staff to explore and report back with options on how voting records can be presented to the public on the City's website.

**CARRIED**

8.

**UBCM CHILD CARE PLANNING PROGRAM GRANT**

Correspondence dated December 2, 2019 from Michelle Kirby, Senior Manager, Partnerships and Engagements, from the Ministry of Children and Family Development regarding the "UBCM Child Care Planning Program".

Councillor Manning requested this item be placed on the agenda for discussion purposes. It was noted that the deadline has passed; however, the City could look into submitting a late application.

Staff advised that the \$20K award does not cover the cost of the full program, and that there would be additional costs to the City.

The Committee noted that perhaps this is something to investigate for next year.

9.

**ACCUMULATED SURPLUS FUND POLICY NO. 307**

Councillor Fathers requested that this item be placed on the agenda for discussion.

In response to the Committee's questions, the following information was noted:

- 10% calculates to approximately \$4M, and this is what the City is currently accumulating
- The "up to" 15% range provides the City flexibility. The City does not budget to add monies to the accumulated surplus fund. Monies that are not utilized are placed in this fund. The purpose of the fund is to have a buffer in case anticipated revenues are not made (eg: not enough revenue from pay parking)
- An example of utilizing the funds was what was needed to address the damage from the 2018 storm
- The accumulated funds provides the City a level of protection should repairs be needed

**10. INFORMATION TECHNOLOGY POLICY NO. 801 – OPEN DATA POLICY**

Corporate report dated February 24, 2020 from the Manager of Information Technology titled “Information Technology Policy No. 801 – Open Data Policy”.

The Manager of Information Technology provided a PowerPoint presentation titled “White Rock Open Data Portal”.

The Presentation introduced the meaning of Open Data, and spoke to how the program can benefit the City of White Rock.

In response to questions of the Committee, staff advised that it would require clerical staff (as opposed to technical staff) to build and maintain the open data portal.

2020-G/L-023

**It was MOVED and SECONDED**

THAT the Governance and Legislation Committee:

1. Receives for information the corporate report dated February 24, 2020 from the Manager of IT titled “Information Technology Policy No. 801 – Open Data Policy”; and
2. Recommends that Council endorse “Information Technology Policy No. 801 – Open Data Policy” as circulated.

**CARRIED**

**11. LMLGA PROPOSED RESOLUTION REGARDING CREATION OF RISK-SHARING MODEL THAT RETURNS STRATA PREMIUMS AND OWNER DEDUCTIBLES TO 2019 LEVELS**

Councillor Manning requested the following recommendation be noted for the Committee’s consideration at this time. If approved it was noted that the resolution would be forwarded to the Lower Mainland Local Government Association (LMLGA).

2020-G/L-024

**It was MOVED and SECONDED**

WHEREAS strata corporations in British Columbia have seen insurance premiums swell up to several hundred percent, and strata owners similarly had deductibles rise exponentially, all due in part to climate change-related risk aversion by insurers;

AND WHEREAS stratas have increasingly become British Columbians’ residence of choice because of their relative affordability and improved land use, but those perceived values are now threatened over escalating insurance costs;

AND WHEREAS the loss of multi-unit homes as a viable housing option for British Columbians would be economically catastrophic to our province;

THEREFORE BE IT RESOLVED THAT British Columbia local governments call on the province to act swiftly and decisively to create a risk-sharing model that returns strata premiums and owner deductibles to 2019 levels, adjusted for inflation.

**CARRIED**

**12. CONCLUSION OF THE FEBRUARY 24, 2020 GOVERNANCE AND  
LEGISLATION COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 9:29 p.m.

*S. Alam*

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Councillor Manning  
Chairperson

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Stephanie Lam, Deputy  
Corporate Officer

Unapproved

**PRESENT:** S. Johnson, Chairperson  
K. Jones, Vice-Chairperson  
D. Bower  
S. Doerksen  
D. Stonoga

**COUNCIL:** Councillor Trevelyan (Council Representative)

**ABSENT:** I. Lessner  
J. Yu

**STAFF:** J. Gordon, Director of Engineering and Municipal Operations  
S. Kurylo, Director of Finance  
A. Stewart, Committee Clerk

Public: 0  
Press: 0

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**1. CALL TO ORDER**

The Chairperson called the meeting to order at 4:03 p.m.

**2. ADOPTION OF AGENDA**

2020-WCAP-05 **IT was MOVED and SECONDED**

THAT the Water Community Advisory Panel adopts the agenda for February 11, 2020, as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

a) January 14, 2020

2020-WCAP-06 **IT was MOVED and SECONDED**

THAT the Water Community Advisory Panel amends the minutes of the January 14, 2020 meeting as follows:

- Under Item 5, the third bullet should be removed: ~~Research indicates that when chloride is introduced it reduces arsenic levels;~~ and

THAT the minutes be adopted as amended.

**CARRIED**

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

Staff reviewed the Environmental Analytical Report and provided the following update:

- Because Teflon can sometimes leach into the water, staff were asked to conduct testing. When it was tested a year ago, the results were negligible, and this report indicates the same.

Staff provided the following update on the regeneration process:

- The City is a bit behind schedule; improved results should be seen as early as next week.
- Panel members requested notification when the process begins.

**Action Item:** Staff to provide an update to the panel when the regeneration process begins.

In response to questions from the Panel, staff noted:

- Each time filters are regenerated, roughly 10% efficiency is lost. Eventually, a whole new filter is required.
- The current contract is for 39 months.
- Once the phosphorus is gone, there should not be a need to regenerate. The filter should be able to age naturally.
- There is currently a budget for \$460,000 to replace the filter every three (3) years.
- The contractor is paying for the injection system and will leave it in place. The cost of Phenol chloride is minimal. All of these expenses enable an extension of the filter life.
- The filter used is protected by trademark and patents. Similar products are not available on the market. There are other ways of treating arsenic, but it is difficult to change once treatment has begun.
- Incorrect data for iron levels were posted online. The error has been corrected, and training has occurred to prevent future errors.

## 5. CONSUMPTION-BASED MODEL

The Director of Financial Services attended the meeting to provide the following information:

- The panel previously discussed a user-fee model that could be implemented gradually. Financial Services tried several different ways to phase the change in structure but found 500-600 users experienced unpredictable, erratic fees when the model was projected forward in time. This needs more work and will be difficult for property owners to understand.
- Staff resources have not been available to address this request as thoroughly or quickly as desired. Staff will attempt to report back at the March 10<sup>th</sup> meeting, but between other priorities and a major system implementation, they may not have full information.
- Several things are being corrected/ adjusted through this process; such as moving towards a more consumption based structure, correcting the disparity between single-family and multi-family units etc.
- The next steps are to take apart the current phasing options to understand where most anomalies are originating. A new model needs to be clear for residents to understand.

Panel members made the following observations:

- It is better to take time to ensure that the model is correct and defensible with clearly understood timelines. Council will need time to reflect on the panel's recommendation and seek input from the public.

- It is was suggested that rates to be based entirely on consumption, with a recommendation ready for Council in September/ October 2020 for an implementation date of January 1, 2021.
- Panel members discussed several aspects of a model with a portion of the rate being fixed regardless of pipe size and the remainder of the rate based upon consumption.
- Until models are available for discussion, no firm decisions can be made.
- Any changes to the current model need to include reasoning.

In response to the discussion, staff provided the following information:

- Any changes will not be ready for implementation during 2020.
- There are several fixed costs in providing services such as reading meters, billing and collection, labour pool, and debt payments.
- Peak use during the summer is what governs expansions to the system.
- Eventually, expansion due to growth will be paid by developers.
- Older meters record less water than newer ones.

Discussion continued, and panel members made the following comments:

- More information is needed on the cost to replace meters at homes with larger pipes, what impact larger pipes have on the system in creating demand, and how much the annual maintenance cost is for maintaining and replacing meters.

Discussion continued, and panel members noted:

- Previous models were very dynamic and “plug” numbers may be needed for the fixed portion to understand the impact on users. A sample could be used to minimize the workload while still providing an understanding of impact.

2020-WCAP-08

**IT was MOVED and SECONDED**

THAT the Water Community Advisory Panel requests that staff provide the panel, for discussion, models based on a simplified rate, focused on consumption, with fixed base fees being the same for all meter sizes (with no consumption included).

**CARRIED**

**Note:** On January 27, 2020, Council endorsed the Water Community Advisory Panel’s work plan, which included a consumption-based model. This direction to staff is compliant with the endorsed Council direction.

Panel members discussed a communication plan and made the following comments:

- Communication needs to focus on water conservation and helping to control our water supply responsibly.
- Communication will need to focus on the future – a change is needed in the rate to make it equitable between single and multi-family homes.

**Action Item:** Add to the next agenda: Communication plan under consumption-based model.

6. **COMPARABLE WATER RATES/PROPOSED RATE INCREASES IN OTHER CITIES**

The Director of Financial Services provided the following information:

- In the 2021-2024 plan, the City requires an increase in revenue of 6% per year for water services.
- This estimate has accounted for major developments, based on when each are anticipated to require water service.
- Revenue in the proposed 2021-2024 plan:
  - 2020 – \$5,258,000
  - 2021 - \$5,621,000
- The 2021-2024 plan includes an assumed inflation rate of 2% per year, the target of the Bank of Canada.

Panel members discussed this information and made the following comments:

- A comparison of what other municipalities are charging and what is included in that price is needed. For instance, does the base charge include any water?
- Large increases are anticipated in other municipalities over the next three (3) years. Information based on the research of other municipalities was discussed.

Staff provided the following information:

- Other municipalities have been contacted to request detailed rate breakdowns. This information may be available for the next meeting.
- Municipalities likely won't be able to confirm anticipated rates into the future; they are typically approved every year. Estimates might be available.
- Rates in White Rock are anticipated to be higher, partly due to the recently purchased water utility that now carries debt. Other municipalities do not have this expense.

2020-WCAP-09

**IT was MOVED and SECONDED**

THAT the Water Community Advisory Panel meeting of February 11, 2020, be extended by five (5) minutes.

**CARRIED**

In response to questions from the panel, staff noted that the City has applied for grants and will continue to apply for grants to cover capital costs.

Panel members requested the following information:

- Rates in other municipalities when comparing similar services
- Anticipated Metro Vancouver rate increases
- Explanation of the year over year increase in the revenue proposed



**Action Item:** In the interest of time, the Chairperson requested that the following items be deferred to the next scheduled meeting:

7. **DCC BYLAW AMENDMENT UPDATE**
8. **NEW BUSINESS**
9. **RECOMMENDATIONS UPDATE**
10. **ACTION TRACKING**

11. **2020 MEETING SCHEDULE**

The 2020 meeting schedule as adopted was noted for reference purposes:

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

12. **CONCLUSION OF THE FEBRUARY 11, 2020 WATER COMMUNITY ADVISORY PANEL MEETING**

The Chairperson concluded the meeting at 6:07 p.m.

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S. Johnson, Chairperson

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A. Stewart, Committee Clerk

**PRESENT:** B. West, Chairperson  
B. Cooper, Vice-Chairperson  
E. Dufour  
Y. Everson  
U. Maschaykh

**COUNCIL:** Councillor Trevelyan (Council representative) (left at 4:52 p.m.)

**ABSENT:** G. Kennedy

**STAFF:** E. Stepura, Director of Recreation and Culture  
C. Isaak, Director of Planning and Development Services (arrived at 4:05 p.m.)  
(left at 5:02 p.m.)  
E. Keurvorst, Manager of Cultural Development  
D. Johnstone, Committee Clerk

Public: 0

Press: 0

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B. Cooper assumed the role of Chairperson

1. **CALL TO ORDER**  
The meeting was called to order at 4:01 p.m.

2. **ADOPTION OF AGENDA**

2020-PAAC-001 **IT was MOVED and SECONDED**  
THAT the Public Art Advisory Committee amends the February 13 meeting agenda to include the following items:

- Under Item 8 include Banners and Crosswalks as projects for discussion; and,

THAT the agenda be adopted as amended.

**CARRIED**

**Note:** C. Isaak arrived at the meeting at 4:05 p.m.

3. **ADOPTION OF MINUTES**

a) November 28, 2019

2020-PAAC-002 **IT was MOVED and SECONDED**  
THAT the Public Art Advisory Committee adopts the minutes of the November 28, 2019 meeting as circulated.

**CARRIED**

4. **ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON**

Members of the Committee to appoint a Chairperson and Vice-Chairperson for the 2020 Committee year.

2020-PAAC-003 **IT was MOVED and SECONDED**

THAT the Public Art Advisory Committee appoints the following members as Chairperson and Vice-Chairperson for the 2020 Committee year:

- Chairperson: B. West
- Vice-Chairperson: B. Cooper

**CARRIED**

**Note:** B. West assumed the role of Chairperson.

5. **UPDATE ON GRIZLEE REPLACEMENT**

The Manager of Cultural Development circulated pictures of the Grizlee statue located at East Beach. The following information was provided:

- The Grizlee bear statue was donated to the City by the Slavin family twenty (20) years ago in memorial of Lee Slavin.
- The Grizlee statue has sustained substantial damage and requires replacement. The brass plaque that accompanies the statue will also be replaced.
- The Slavin family has selected another granite bear as a replacement; however, as this is a gift to the City it needs to go through the public art process.
- Following Council consideration of this matter, a Memorandum of Understanding (MOU) would be established to identify the Grizlee as a gift to the City, and ensure that maintenance of the piece is undertaken by the City.

Discussion ensued, and the Committee noted that this statue is iconic for those visiting/ living in White Rock and walking the promenade. As this is a legacy piece, the Committee expressed support in its replacement.

2020-PAAC-004 **IT was MOVED and SECONDED**

THAT The Public Art Advisory Committee, given the history and the iconic placement of the Grizlee bear statue, recommends that Council accept the gift from the Slavin family of the public art piece “Grizlee” to replace the damaged statue.

**CARRIED**

6. **TOWN CENTRE UPDATE AND ROLE OF PUBLIC ART**

The Director of Planning provided an overview and PowerPoint presentation of the developing Town Centre area.

The following discussion points were noted:

- Potential art locations were discussed.

- With respect to Community Amenity Contributions (CACs) it was suggested that funds could be allocated for the creation of an art centre in White Rock. Staff noted that the need for artist hub/ an art centre was identified in the Parks and Recreation Master Plan as well as ongoing discussions for the developing Arts and Cultural Strategic Plan.
- Enquiries were made regarding how CAC funds are acquired, and if there is a requirement for funds to be donated towards public art. Staff noted that there are a variety of items that developers can contribute funds towards, not just public art.

**Action Item:** Public art funds – how they are spent and acquired to be added to an upcoming agenda for discussion.

**Note:** Councillor Trevelyan left the meeting at 4:52 p.m.

- Within the City’s capital budget, \$50,000 is allocated to public art each year. If these funds were not used, they would be carried over to the next year.
- It was noted that the budget for 2020 is currently being discussed by Council and has not yet been approved.
- Future development in the Town Centre shows the importance of establishing a cultural corridor.
- The City is working with a consultant to develop a vision for the Town Centre. This will be provided to Council for their consideration.

**Action Item:** Staff to provide the Committee with the consultant report on the Town Centre when available, and to invite the Director of Planning and Development Services back to a future Committee meeting to provide an update on its outcome.

**Note:** C. Isaac left the meeting at 5:02 p.m.

**7. UPDATE ON RECOMMENDATIONS PROVIDED TO COUNCIL**

The Director of Recreation and Culture provided an update on the Committee’s previous recommendations to Council. It was noted that updates would continually be provided through the Committee’s action tracking document.

U. Maschaykh, Committee member, reported that the Semiahmoo Arts Society is working on the development of a Public Art Registry. A grant has been submitted to the City to hire a research position to undertake this project. The Committee noted their support of this initiative.

**8. 2020 GOALS AND WORK-PLAN RECOMMENDATIONS FOR PUBLIC ART**

**Banners**

Staff reported that previously the White Rock Business Improvement Association (BIA) collaborated with the City on street banners; however, moving forward the BIA will not be continuing with this project.

Discussion ensued, and the following points were noted:

- A banner festival, similar to what has been done in Port Moody, could be considered.
- The cost of banner replacement through an artist call would be approximately \$25,000.
- The number of designs that could be implemented was discussed. It was noted that anywhere from one (1) to three (3) designs could be considered.
- Environmental concerns were expressed with the potential waste for banners. It was suggested that the Committee could also look at ways to dispose of the banners after they are taken down to eliminate waste (i.e. selling them, creating bags etc.)
- There is potential for 174 banners throughout White Rock.
- A theme for banners would need to be determined.

**Action Item:** Staff to bring back a banner proposal to the Committee for their next meeting.

**Crosswalks**

The Committee suggested this item be addressed at the next Committee meeting.

**Work Plan/ Vision**

Staff provided an on table document for discussion regarding changes that had been noted with the public art program over time (definition, purpose etc.).

The Committee discussed how best to go about developing a work plan/ vision. It was noted that the Committee has funds to be used but are looking to establish a collective vision for White Rock in order to allocate the funds to the right types of projects. The Committee determined that the best approach could be to develop some central themes and/ or a vision statement, which could be used when evaluating public art projects.

**Action Item:** Staff to include the banner program, sidewalks, and a discussion on central themes/ vision statements on the agenda for the next scheduled meeting.

**9. PUBLIC ART ADVISORY COMMITTEE 2020 MEETING SCHEDULE**  
The following meeting dates were approved by the Committee and are provided for information:

- February 27
- March 26
- April 23
- May 28
- June 25
- July 30
- September 30
- October 29
- November 26

**10. CONCLUSION OF THE FEBRUARY 13, 2020 MEETING**  
The Chairperson concluded the meeting at 5:40 pm.



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B. West  
Chairperson

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D. Johnstone  
Committee Clerk

**PRESENT:** C. Latzen, Chairperson  
G. Gumley, Vice-Chairperson  
S. Greysen  
S. MacDonald  
A. Shah  
H. Valentine

**NON-VOTING:** P. Giesbrecht, Semiahmoo First Nations representative  
A. Nixon, White Rock Business Improvement Association (BIA)  
C. James, Tourism White Rock

**COUNCIL:** Councillor C. Trevelyan (non-voting)

**ABSENT:** T. Blume  
R. Khanna, South Surrey/ White Rock Chamber of Commerce

**STAFF:** C. Isaak, Director of Planning and Development Services  
J. Gordon, Director of Engineering and Municipal Operations  
G. Newman, Manager of Planning  
A. Stewart, Committee Clerk

Public: 1  
Press: 0

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

**2. ADOPTION OF AGENDA**

2020-MDTF-13 **IT was MOVED and SECONDED**  
THAT the Marine Drive Task Force amends the February 18, 2020 agenda to include:

- 6.1 – West Wharf Update
- 6.2 – Festival of Lights Update

THAT the agenda be adopted as amended.

**CARRIED**

**3. ADOPTION OF MINUTES**

a) January 21, 2020

2020-MDTF-14 **IT was MOVED and SECONDED**  
THAT the Marine Drive Task Force adopts the January 21, 2020 meeting minutes as circulated.

**CARRIED**

#### **4. WATERFRONT ENHANCEMENT STRATEGY REVIEW AND DISCUSSION**

##### Enhancement

Staff provided the following information:

- Community Amenity Contribution (CAC) funds can only be used for enhancements or new capital projects, not repair of existing assets.
- It is possible to request a budget amendment mid-year for 2020; otherwise, items would be included in the budget request for 2021.
- Any grant funding for façade facelifts would need to be part of the operational budget.

##### Character design guidelines for east & west beaches

In response to questions from Task Force members, staff provided the following information:

- There are development permit guidelines currently in place in the Official Community Plan (OCP) for the “Waterfront Village” designation which includes both East and West Beach, but the guidelines do not have any specific differences between East and West Beach.
- The draft Waterfront Enhancement Strategy (WES) recommends unique guidelines for East and West Beach; the Task Force may recommend that staff review and update the guidelines so they reflect different approaches for East and West Beach, or that they have the same guidelines.
- Design guidelines can be a useful tool as long as they have flexibility where needed. Compatibility and fit with existing buildings is an important aspect of development permit guidelines.

Task Force members discussed the merits of having separate and unique guidelines for East and West beach, or unified guidelines for all of White Rock. The following views were shared:

- East and West Beach should have different guidelines.
- Any changes will be slow because they would only apply to new development and redevelopment.
- Any changes cannot be onerous and restrictive to ensure that development is encouraged.
- Clear design guidelines may help attract development because a plan is in place.
- There is a desire to attract new and different types of businesses to East and West Beach, guidelines should encourage this.
- East and West Beach have different characteristics (pier, the white rock, activities, etc.).

A discussion of possible distinct elements ensued. Staff offered examples of communities that had specific design themes, including:

- Fort Langley;
- Steveson;
- Canmore; and
- Leavenworth.



In response to questions from Task Force members, staff provided the following information:

- The ‘development strategy’ in terms of how much can be built in a property and the general height and bulk is expressed through the zoning bylaw.
- The current zoning bylaw needs to be updated to allow the higher height and density currently permitted in the OCP.
- Design guidelines apply to the form and character, typically focusing on the exterior of the building.
- Depending on an application’s compliance with the Development Permit guidelines, some designs could be rejected by Council if they do not meet the guidelines.

Discussion continued and different types of architecture and designs were noted. Staff provided examples of different styles used within the community. Interest was expressed in having specific examples available for community and professional input.

2020-MDTF-15

**It was MOVED and SECONDED**

THAT the Marine Drive Task Force recommends that Council direct staff to review design guidelines, giving consideration to the distinct elements and/ or unique neighbourhood characteristics of East and West beach.

**CARRIED**

**Façade facelift program**

In response to questions from Task Force members, staff provided the following information:

- Matching grant programs have been used in other municipalities and may have been used in White Rock in the past.
- Previous tax incentive programs were available for new buildings in the Town Centre, but this incentive has not been available for several years.
- Patios could potentially fit within a façade facelift program. However, patios are considered temporary structures due to their location in the City roadway (sidewalk), so it may be more beneficial for a program to apply to permanent elements, such as building facades themselves.
- Provincial/ federal grants to support this program are doubtful. It would most likely need to be funded through taxes.

Task Force members discussed the merits of having a façade facelift program. The following points were noted:

- A grant may encourage businesses to choose a higher quality for improvements already planned.
- An incentive may assist some businesses to participate. Some do not have the time, money or energy.
- Different shades of blue along East and West beach would tie together Marine Drive.
- Other municipalities have offered short term tax breaks. For example, a tax break on the increased value of your property after improvements.

- 2020-MDTF-16     **It was MOVED and SECONDED**  
THAT the Marine Drive Task Force recommends that Council direct staff to redevelop and implement a façade facelift program that provides incentives and encourages businesses to improve their exteriors.

**CARRIED**

**ATM Kiosk at Marine Drive & Martin Street**

Concern was noted about activity at Marine Drive and Martin Street. It is uncertain who owns the kiosk. Cash-only businesses in the area would be in favour of removing the kiosk. The location would be great for a pop-up park or patio area. Staff advised that the space could potentially be used as emergency access if other sections of Marine Drive were closed for events.

- 2020-MDTF-17     **It was MOVED and SECONDED**  
THAT the Marine Drive Task Force recommends that Council direct staff to investigate the removal of the ATM kiosk at Marine Drive & Martin Street and explore alternate uses for that space, such as pop-up park, patio area, etc.

**CARRIED**

**Pop-up Parks**

In response to questions from Task Force members, staff provided the following information:

- Pop-up parks can be on public or private land; their intent is to encourage the use of the space.
- Cost may be a deterrent to establishing new pop-up parks.
- Due to their temporary nature, likely not a good use of CAC funds.

Task Force members discussed the location of 15400 block of Marine Drive, the following comments were noted:

- Customers would appreciate seating in this area.
- In general, an incentive to have developers make use of the land would be helpful.

- 2020-MDTF-18     **It was MOVED and SECONDED**  
THAT the Marine Drive Task Force recommends that Council direct staff to investigate installing a table & seating area on the 15400 block of Marine Drive.

**CARRIED**

Widen Sidewalk on Marine Drive between Vidal Street and Oxford

Task Force members discussed the merits of widening the sidewalk on Marine Drive between Vidal Street and Oxford Street. The following points were made:

- Currently, there are approximately 20 parallel parking spaces. A loss of parking would impact businesses as well as City revenue. A TransLink tax applies to parking lots but not street parking.
- The City would need to consult with businesses to ensure they are not impacted.
- Turning Marine Drive into a one-way road would facilitate the widening of sidewalks and would provide space for a bike lane. There are concerns, such as emergency access, access for restaurant deliveries and waste disposal, vehicle circulation that would need to be addressed if this was pursued further.

In response to questions from Task Force members, staff noted that the City is working on a master transportation plan that will consider many different ideas.

2020-MDTF-19

**It was MOVED and SECONDED**

THAT the Marine Drive Task Force recommends that Council direct staff to investigate ways to improve the walkability of Marine Drive. For example, widening the sidewalks between Vidal Street and Oxford Street.

**CARRIED**

**Note:** Items listed under Capital Projects will be reviewed at the next scheduled meeting.

**5. RECOMMENDATIONS UPDATE**

The Task Force reviewed the recommendations endorsed by Council at the February 10, 2020 Regular Council meeting.

**6. OTHER BUSINESS**

West Wharf Update

In response to questions from Task Force members, staff provided the following information:

- Priority should be given to rebuilding the pier. A wheelchair connection to the west wharf can then be completed and integrated into the new Pier.
- It is up to Council to decide if it will be a private marina. One (1) option may be a public marina where people can dock for a few hours or overnight.
- Insurance is roughly \$300,000 and must be used by the end of this year. A request has been made to extend this deadline, but no reply has been received.
- Although it is possible to build the wharf and change the connection in the future, it would require a fast-track of other decisions and would cost considerably more than \$300,000.
- Insurance funds can only be used to restore the wharf to how it was. They cannot be used toward enhancements.

Task Force members discussed the two (2) slips previously held by Semiahmoo First Nation (SFN). P. Giesbrecht, Semiahmoo First Nations representative, expressed interest for SFN to have access to the space for docking a fishboat.

2020-MDTF-20

**It was MOVED and SECONDED**

THAT the Marine Drive Task Force endorses an open public facility, including access for Semiahmoo First Nation, when reviewing options for rebuilding the west wharf.

**CARRIED**

**7. MARINE DRIVE TASK FORCE TERM RENEWAL**

The current term ends on March 31, 2020. It is anticipated that the mandate will be fulfilled by the end of the next meeting. Should it not be, an extension will be requested at that time. However, any extension beyond fulfilling the assigned mandate would require the approval of a new mandate. A new committee can review all of these recommendations once the work assigned to staff has been completed.

Task Force members expressed gratitude to the Chairperson for her work and encouragement of different viewpoints.

**8. NEXT STEPS FOR THE MARINE DRIVE TASK FORCE**

**Note:** Agenda Items 7 and 8 were considered together.

**9. ACTION TRACKING**

Corporate Administration provided an updated action tracking spreadsheet.

**10. 2020 MEETING SCHEDULE**

The last scheduled meeting of the Marine Drive Task Force will be March 17, 2020.

**11. CONCLUSION OF THE FEBRUARY 18, 2020 MARINE DRIVE TASK FORCE MEETING**

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

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C. Latzen, Chairperson

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A. Stewart, Committee Clerk

**PRESENT:** A. MacDonald  
J. Thrall  
K. Sanderson  
D. Scott  
G. Wolgemuth

**COUNCIL:** Councillor S. Kristjanson (Chairperson)

**ABSENT:** Ar. MacDonald

**STAFF:** C. Isaak, Director, Planning & Development  
E. Tuson, Committee Clerk

Public: 0  
Press: 0

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**1. CALL MEETING TO ORDER**

The meeting was called to order at 4:02 p.m.

**2. ADOPTION OF AGENDA**

2020-DOP-001 **IT WAS MOVED AND SECONDED**

THAT the Dogs on the Promenade Task Force adopts the agenda for February 19, 2020 as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

a) November 8, 2019

2020-DOP-002 **IT WAS MOVED AND SECONDED**

THAT the Dogs on the Promenade Task Force adopts the meeting minutes for November 8, 2019 as circulated.

**CARRIED**

**4. UPDATE ON TASK FORCE RECOMMENDATIONS TO/ FROM COUNCIL**

The Chairperson provided a verbal update to the task force on the recommendations provided to Council at their December 2, 2019 Regular Council meeting.

Pilot project metrics, survey

Staff noted the following information:

- Planning and Development Services and Communications are working together on the survey.
- The survey will be administered through talkwhiterock.ca.

- In addition to the Peace Arch News, social media and the City website may be used as advertisement.
- Aiming for less than five (5) easy answer questions.
- The survey will likely require registration on talkwhiterock.ca in order to prevent people from taking the survey more than once.

Seniors impacted by the pilot project

Staff noted that at the last task force meeting some of the discussion was around the [dogs@whiterockcity.ca](mailto:dogs@whiterockcity.ca) feedback email. People are directed to send any feedback to this platform. Any comments made on social media should also be directed to provide them via email.

**Note:** The email can be located on the City website at the following link: <https://www.whiterockcity.ca/799/Dogs-in-White-Rock>. The survey will also be promoted on this page.

Recommendation(s) following the conclusion of the task force

The Chairperson noted that the intention of this meeting is to begin discussion around potential recommendations for the conclusion of the trial period.

**Action Item:** Include Evaluation of the Trial Period as an agenda item for discussion at the next scheduled meeting.

**5. DISCUSSION OF IMPACT OF DOGS ON THE PROMENADE ON BIRD POPULATION ON THE BEACH**

The Chairperson noted that the bird expert invited from the Province could not be attendance. It was noted that the bird expert had previously completed a study on Vancouver Island regarding the impact of birds of having dogs on the beach. White Rock is home to migrating birds. This should be considered when the task force conducts their evaluation of the trial period.

The task force noted that there are Canadian Geese along the beach and the foreshore; however, they are not on the promenade.

The Chairperson noted that the Kepner-Trego method is meant to capture both concrete and ‘fuzzy’ data. It allows the capture of impressions and weighs them appropriately. It is important to capture observations, even if they are not quantifiable.

The Committee noted it is important to consider that the beach is not the City’s jurisdiction. If the promenade closes to dogs, they will likely relocate to the beach, which has no enforcement of leash length, number of dogs per person etc. This will also have an impact on birds on the beach.

Staff noted that previously, when the beach was under City jurisdiction, dogs were not allowed on the beach according to City bylaws. When the City’s lease with the Province expired in 2015, the City could no longer enforce something more restrictive than the rules of the Wildlife Management Area and dogs were allowed on the beach.

6.

**METRICS**

The task force reviewed current metrics and brainstormed additional metrics for decision-making.

Negative dog interactions

The following discussion points were noted:

- Bites.
- Aggressive behavior.
- Off leash dogs.
- Number of dogs on Pier.
- The weight of importance of negative dog interactions and how they will influence the task force's recommendations.

Staff provided a verbal update of feedback received from the pilot project to date. The following key points were noted over the November 8, 2019 – February 18, 2020 period:

- Bylaw Complaints
  - Bites: 0
  - Aggressive dogs: 0
  - Tickets issued: 7 (2 on pier / 7 off leash)
  - Off leash: 20
  - Dogs on the pier: 144 (with increase during high volume of people observing the large number of herring/anchovy and seals over the holidays)
  - Defecation: 20 (overall there have been 26 complaints directed to Bylaw Enforcement since the beginning of the trial period (October 1, 2019))
- Written Correspondence
  - Defecation: 35
- Overall, there have been 79 negative comments through various channels, 35 of which were regarding defecation.

The Committee discussed the data provided by staff. Various influencing variables were also considered (anchovy incident, free parking at the waterfront etc.). This is indicative of the influx of people coming down to the promenade, yet there still were no bites.

In response to questions from the task force, staff noted that the City receives written correspondence regarding dog defecation to the Parks department. Comparing this specific data with other jurisdictions may result in impactful information (e.g. Stanley Park, Kitsilano and Crescent Beach). The Parks department have reached out to the City of Surrey for data regarding dogs; however, they were not able to provide information regarding dog defecation, as they do not collect that sort of data.

The task force suggested that there has been poor communication regarding why no dogs are allowed on the pier. If people understand why they are not allowed they may be more likely to abide. Staff noted that the pilot project is specific to the promenade and does not include the pier.

2020-DOP-003 **It was MOVED and SECONDED**  
THAT the Dogs on the Promenade Task Force request that Council direct staff to clarify the reasoning behind why dogs are not allowed on the Pier and communicate this explanation to the public.

**CARRIED**

2020-DOP-004 **IT WAS MOVED AND SECONDED**  
THAT the Dogs on the Promenade Task Force request that Council direct staff to contact the City of Vancouver for their data regarding negative dog interactions, in order to compare that information with the data collected by the City of White Rock.

**CARRIED**

G. Wolgemuth voting in the negative

**Positive dog interactions**

The task force discussed various positive variables that were noted from previous meetings. It was noted that Council is most concerned with the overall ‘happiness’ of White Rock residents. Community happiness regarding dogs on the promenade was discussed.

Staff noted the following data for positive feedback received during the period of November 8, 2019 – February 18, 2020:

- Written correspondence: 66 (60 different individuals)
- During the period of October 17 – November 8 there were six (6) positive written correspondence from six (6) individuals.
- During the period of October 1 – November 16 there was 33 positive written correspondence from 31 individuals.
- Overall, it is estimated 70 individuals have sent in positive written correspondence throughout the entire trial period. The exact number is not possible to confirm as a small number of submissions did not include the name of the individuals.

Staff also provided the following information regarding negative written correspondence received during the period of November 8, 2019 – February 18, 2020:

- 28 individuals submitted comments.
- 46 different individuals in total have provided negative comments throughout the trial period.

**Action item:** Task force members to go review all the concerns and benefits noted at previous meetings and brainstorm ways to measure them in order to prepare for the March meeting.

Staff noted that there are two (2) surveys taking place, one (1) of which is to gain feedback from the businesses. The City may be collaborating with the White Rock Business Improvement Association (BIA) to administer this survey.

**7. FEEDBACK RECEIVED FROM THE PILOT PROJECT TO DATE**

The task force noted that this was discussed under item 6.



Staff provided the following comments:

- Other complaints include dogs on pier, unleashed dogs, wildlife interference and general bylaw enforcement feedback.
- There are roughly 8-10 bag dispensers across the promenade.

The task force discussed how Bylaw Enforcement Officers could also keep track of dogs/ dog owners obeying the bylaws.

2020-DOP-005

**It was MOVED and SECONDED**

THAT the Dogs on the Promenade Task Force endorses that Task Force members, D. Scott and A. McDonald collect data on the number of dogs on the promenade that are both compliant and non-compliant with the bylaws.

**CARRIED**

J. Thrall voting in the negative

7.1

**BAG DISPENSER UPDATE**

Staff provided the following information:

- Number of bags used up to January 20, 2020 is approximately 15,000.
- 200-300 bags are loaded into a dispenser at a time.
- Parks staff monitor the dispensers every two (2) weeks during regular weather.
- Dispensers are refilled when a complaint is received.

The task force noted several complaints received regarding empty bag dispensers. The dispensers were not regularly filled during the holiday period (December 25, 2019 – January 1, 2020).

Staff noted that Parks staff believe that some individuals are taking multiple bags at a given time. The City is providing services that is not offered in parks by neighboring municipalities. There was a cost in staff time for refilling the dispensers, but no cost for the bags themselves.

**Action Item:** Staff to find out why the bags have advertising on them when Council noted they did not want any advertising on the bags or the dispensers.

7.2

**PILOT PROJECT EVALUATION KICK-OFF**

The task force noted that this was discussed under item 6.

8.

**SENIORS IMPACTED BY THE PILOT PROJECT**

The Committee asked if there was an age range when referring to seniors affected by the pilot project. The Chairperson noted there is no specific age range.

**9. INFORMATION**

Dogs on the Promenade City brochure

A copy of the printed brochure to was provided to the task force for information.

Bylaw Enforcement Officer scheduled hours of work

Staff provided the following information:

- There is no advertising on the dispensers themselves.
- The bags have advertising as it saved the City money in terms of the cost of implementing the dispensers.
- The Animal Control Bylaw No. 1959 details the distinction between allowing dogs on the Pier versus on the Promenade.
- Bylaw Enforcement Officer's hours on the Promenade of the month of February averaged approximately 4 hours per day. A patrol typically has two (2) officers at a time, and so 4 hours per day represents two officers for two hours during the day. There are maximum of four (4) patrols per day, which varies based on the weather and other duties.

2020-DOP-006

**It was MOVED and SECONDED**

THAT the Dogs on the Promenade Task Force requests that Council ask permission from Burlington Northern Santa Fe (BNSF) to have advertising on the dog bags in order to help the City save \$200 per month in operating cost.

**DEFEATED**

A. MacDonald, J. Thrall, K. Sanderson, D. Scott voting in the negative.

Approximate cost for the Pilot Project

The Director of Planning and Development Services provided an overview of the corporate report dated February 3, 2020 from the Director of Engineering and Municipal Operations and the Director of Planning and Development Services. The task force discussed the report. The cost of staff time was noted for the task forces information. Overall, the trial period has cost \$3,500 in materials and \$18,500 in staff time (not including staffing required for the task force).

**10. OTHER BUSINESS**

None.

**11. ACTION TRACKING**

Corporate Administration provided an action tracking sheets to the task force for information. This spreadsheet will be updated after each meeting and provided to members.

**12. 2020 SCHEDULE OF MEETING**

The following 2020 Dogs on the Promenade Task Force meeting dates were approved by the Committee and are noted on the agenda for information purposes:

- March 18
- April 15

2020-DOP-007

**It was MOVED and SECONDED**

THAT the Dogs on the Promenade Task Force endorses that J. Thrall, Committee member, assist Councillor Kristjanson in consolidating the flip charts into spreadsheets for the task forces for information.

**CARRIED**

**13. CONCLUSION OF THE FEBRUARY 19, 2020 DOGS ON THE PROMENADE TASK FORCE MEETING**

The Chairperson declared the meeting concluded at 5:47 p.m.

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Councillor Kristjanson  
Chairperson



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E. Tuson  
Committee Clerk

UNAPPROVED

**PRESENT:** R. Hynes, Chairperson  
S. Crozier, Vice-Chairperson  
J. Lawrence  
W. Boyd  
I. Lessner  
D. Riley

**COUNCIL:** Councillor S. Kristjanson (non-voting)

**ABSENT:** P. Byer

**GUESTS:** J. Lindner, Air Quality and Climate Change Department, Metro Vancouver (left at 4:59 p.m.)  
D. Jennejohn, Air Quality and Climate Change Department, Metro Vancouver (left at 4:59 p.m.)

**STAFF:** J. Gordon, Director of Engineering and Municipal Operations  
C. Isaak, Director of Planning and Development Services  
G. Newman, Manager of Planning  
D. Johnstone, Committee Clerk

Public: 1  
Press: 0

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

2. **ADOPTION OF AGENDA**

2020-EAC-008 **It was MOVED and SECONDED**

THAT the Environmental Advisory Committee amends the February 20, 2020 agenda to include the following:

- On-Table documents:
  - Item 3 – Suggested changes to the February 6, 2020 minutes;
  - Item 5 – EAC Review of White Rock Climate Change Strategy – A Proposed Starting Point;
  - Item 6 – Draft Report – Updating and Strengthening White Rock’s Management of Trees (together with comments provided by Committee member P. Byer);
- Item 9.1 – Update from D. Riley with respect to the Committee’s invitation to a representative from the Province regarding water quality; and,

THAT the agenda be adopted as amended.

**CARRIED**

3. **ADOPTION OF MINUTES**

2020-EAC-009

**It was MOVED and SECONDED**

THAT the Environmental Advisory Committee amends the minutes of the February 6, 2020 meeting as follows:

- Under Item 4 – bullet with respect to Committee comments on the presentation be amended to “Greening of the City is under review as part of the OCP review and Council has requested the Committee to review the City’s Climate change strategies; this project could be considered in the context of this work. ~~this project could easily fall within the work the Committee has underway.~~
- Action Item under Item 6 to read R, Hynes, Chairperson, will review the relevant sections in the Environmental Strategic Plan, the climate change action plan and the OCP and summarize documents to provide recommendations for the Committee to review propose an approach to the Committee’s mandate to review the City’s climate change strategies;
- S. Crozier be noted as the Vice-Chairperson; and,

THAT the minutes be adopted as amended.

**CARRIED**

4. **METRO VANCOUVER PRESENTATION – AIR QUALITY MANAGEMENT PLAN (CLEAN AIR PLAN)**

J. Lindner and D. Jennejohn, Air Quality and Climate Change Department, Metro Vancouver, provided a PowerPoint presentation regarding Metro Vancouver’s Air Quality Management/ Clean Air Plan.

The following discussion points were noted:

- Metro Vancouver is participating in a variety of engagement events to obtain feedback on the Clean Air Plan.
- Transit was identified as an important consideration when looking at the Clean Air Plan. Metro Vancouver will be working with TransLink to ensure that their goals (with respect to air quality and regional planning) are aligned.
- Industry, buildings and transportation were discussed as they relate to the Climate 2050 issue areas. It was noted that nature and ecosystems is also an important topic. Metro Vancouver is working on preparing a document on this item in the near future.
- The Clean Air Plan is integrated with Metro Vancouver parks planning.
- Greenhouse gas emissions were discussed, and the percentages of contributing factors (cars and trucks, buildings, industry etc.) The Committee expressed an interest in obtaining the percentage breakdown on how these factors contribute in White Rock.
- With respect to agricultural land it was noted that a consumption based inventory is being established.
- Challenges were noted with data only being provided every five (5) years. A more regular collection/ distribution of data was noted as something Metro

Vancouver would be looking into.

The Committee discussed the climate change motion that was endorsed by Council and how White Rock can work towards contributing to Metro Vancouver's Clean Air Plan.

It was noted that there are a number of committees/ subcommittees through Metro Vancouver (such as the Regional Engineers Advisory Committee (REAC)) that allow for representation from other municipalities. This could be one (1) way to ensure that White Rock has a voice in future discussions surrounding climate change. Metro Vancouver will also be working with smaller municipalities with respect to benchmarking etc. It was also suggested that reviewing building permits and zoning could be an important step for smaller municipalities.

Staff noted the following:

- Staffing levels in White Rock can be a challenge when looking for representatives to sit on outside committees/ subcommittees.
- In 2020 the City will be participating in the BC Green Homes program and will be adding in another electrical charge station for vehicles.

The Committee was encouraged to provide feedback to the Clean Air Plan via email ([CleanAirPlan@metrovancover.org](mailto:CleanAirPlan@metrovancover.org) / [Climate2050@metrovancover.org](mailto:Climate2050@metrovancover.org)).

Additional information and updates can be found at [www.metrovancover.org](http://www.metrovancover.org) (search "Clean Air Pan").

**Note:** Presenters J. Lindner and D. Jennejohn left the meeting at 4:59 p.m.

**5. OFFICIAL COMMUNITY PLAN AND CLIMATE CHANGE**

R. Hynes, Chairperson, summarized his On-Table document titled 'EAC Review of White Rock Climate Change Strategy – A proposed starting point'. It was suggested that the Committee follow the reporting template for the Province's Climate Action Revenue Incentive Program (CARIP) when conducting their review, and that the work take place within the same timeframe that staff would normally be working on the CARIP report.

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

S. Crozier, Committee member, summarized his On-Table document titled 'Draft Report – Updating and Strengthening White Rock's Management of Trees'. It was noted that Committee member, P. Byer had submitted his comments on the document (which were provided on table) as he was not able to attend the meeting.

Committee Members reviewed the document and noted that the discussion from the last committee meeting had been incorporated into the suggested list of recommendations. The following feedback was provided:

Improving Actions by Individuals: Education; Enforcement and Fines; Fees

- Recommendation #1: *Improve education and communication through updating information and using new tools for its dissemination and establish a hotline for residents to notify City Hall when Bylaw 1831 or Policy 611 is being contravened.*
  - Staff noted that there is currently already a Bylaw Enforcement number to call for complaints.
  - The Committee noted that as this is already covered, a recommendation would not be required.
- Recommendation #3: *Ban companies from working in White Rock if they contravene Bylaw 1831 or Policy 611.*
  - It may not be practical to ban a company from working in White Rock. It was suggested that stronger bylaw enforcement may be a better way to address this concern.
  - Staff noted that any type of tree removal/ maintenance would require a business licence issued in White Rock. Currently this is something that the bylaw staff monitors. With respect to bylaw contraventions – minor and major violations – fines can be issued or, if necessary, business licenses can be rescinded by Council (Staff have the authority to suspend a business licence and if the business appeals their suspension then Council can either reinstate or revoke the business licence).
  - Staff noted that the City hires businesses through a Request for Proposal (RFP) process. If there were issues with a company contravening a bylaw or policy they could be removed from that list.
  - Establishing a system of penalties (fines for business, home owners, etc.) was suggested.
  - Rather than banning companies from working in White Rock the idea of having the City maintain a record of contraventions was suggested.
- Recommendation #4: *Removing trees before receiving building permits should result in not receiving building permits.*
  - Staff noted that the City would not have the authority to permanently withhold a building permit based solely on this criteria.
  - The Committee noted that as the City does not have the authority to carry this out the suggested recommendation be removed.
- Recommendation #5 – *Review the enforcement of Bylaw 1831 and Policy 611 to ensure sufficient resources are available.*
  - Rewording of this was suggested – specifically to include “sufficient resources are available for effective enforcement.”
- Recommendation #6 – *Establish a Type 4 permit in cases that do not involve tree removal, replacement or excavation. In such cases there could be a lower application fee covering administration cost and a cap on tree securities for residents where barrier inspections are also performed by the City Arborist.*
  - Staff previously provided some language surrounding the addition of a Type Four (4) permit. The Committee suggested that similar language be used to describe the Type Four (4) permit in this recommendation.

- Recommendation #7 – *Establish an Environmental fund with fees and fines collected under Bylaw 1831 and Policy 611 to be used on initiatives, conforming to best practices, to improve the environment in White Rock.*
  - Staff noted that fines and securities confiscated would be the funds that could be allocated to the environmental fund. Fees are used towards administrative matters.

Decision making and Communications: Roles of arborists and Council:  
Communications about removals

- Recommendation #1 – *For any tree removal application on public or private land, City Arborists, being aware of the needs and rules of the city, should be consulted and permits never issued before they visit the site where the trees are growing.*
  - Staff noted that in many cases a site visit would already be in place; however, making this a requirement would add to the City Arborist's work load. Staff agreed to look into the practicality of this request and to report back to the Committee with information.
- Recommendation #2 – *No privately contracted arborists should be used for tree removal on public or private lands.*
  - Discussion ensued regarding potential concerns surrounding having staff prepare tree management plans on private lands as well as issues from a capacity standpoint.
  - The City currently reviews all tree removal applications.
  - The Committee suggested this recommendation be removed.
- Recommendation #3 – *All persons applying for a business license as an arborist to work in White Rock must have a valid International Society of Arborists (ISA) certification and produce any and all trade certificates.*
  - Staff clarified the ISA should be reflected as International Society of Arboriculture.
- Recommendation #4 – *All persons applying for a business license as a landscaper must produce all certifications and/ or trade tickets, etc.*
  - Discussion surrounding the variety of tasks that may be performed by a landscaper.
  - Smaller businesses may specialize in one area, such as lawn mowing. It was noted that the City should not turn away smaller 'mom and pop' type businesses.
  - Suggested change to include 'in accordance with the work they will be undertaken' to the recommendation for clarity.
- Recommendation #5 – *Bylaw 1831 and Policy 611 should be as clear as possible so that exemptions are minimal or non-existent. Furthermore, authority to grant exemptions should be shared among staff and Council, with attention given to the expertise of the City Arborist.*
  - Concerns were expressed with staff having the final say on exemptions. It was suggested that plans and zoning need to be in place so that the decision is not up to one (1) individual.
  - Ensuring that the City arborist has more control over this process was



encouraged (i.e. including in the bylaw that qualified staff members need to be consulted when making decisions). It was noted by staff that this is the current practice.

- The role of Council with respect to decision making authority was discussed.
- With respect to the City removing public trees it was suggested that public consultation should be required. This could take place through the decision going forward to Council to allow for public transparency and feedback.

In the interest of time the Chairperson noted that further discussions on the remainder of this document take place at the next scheduled Committee meeting.

**7. WHITE ROCK PIER/ WEST WHARF REPLACEMENT**

The Director of Engineering and Municipal Operations reported that the City has applied for grant funding for the pier and is awaiting the outcome of the application. Currently the City has \$300,000 of insurance funds to put towards the pier. The Director of Financial Services has applied for an extension for the insurance funds.

**Action item:** White Rock Pier/ West Wharf Replacement to remain as a standing item.

**Note:** Agenda items addressed out of order for this section.

**9. OTHER BUSINESS**

**9.1 Update from D. Riley re Provincial Representative Invitation**

D. Riley, Committee member, reported that he had met with a provincial representative within the Environmental Protection Division and they would be willing to attend an upcoming meeting.

**Action Item:** The Committee to determine a meeting date to invite the provincial representative to. Staff to extend an invitation to Council should they wish to attend the meeting.

**8. INFORMATION**

- Committee Action Tracking Document  
R. Hynes, Chairperson, requested that the Action Tracking Document be updated to better clarify that it was the motion creating a subcommittee surrounding Tree Management Bylaw 1831 and Tree Management on City Lands Policy 611 that was rescinded. The motion to create a working group for this purpose is still in place.

**10. ENVIRONMENTAL ADVISORY COMMITTEE MEETINGS**

The following 2020 Environmental Advisory Committee meeting dates were approved by the Committee are noted on the agenda for information purposes:

- March 5
- March 19

- April 2
- April 16
- May 7
- May 21
- June 4
- June 18
- July 2
- July 23
- September 3
- September 24
- October 8
- October 22
- November 5
- November 19

**11. CONCLUSION OF THE JANUARY 23, 2020 ENVIRONMENTAL  
ADVISORY COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 5:52 p.m.



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R. Hynes, Chairperson

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D. Johnstone, Committee Clerk

**PRESENT:** D. Campbell, Chairperson  
B. Sullivan, Vice-Chairperson  
H. Crawford  
K. Huang (arrived at 4:29 p.m.)  
A. Nielsen (arrived at 4:10 p.m.)  
C. Poppy (left at 5:35 p.m.)  
P. Zheng

**ABSENT:** M. Beales  
I. Filonova  
F. Kubacki

**STAFF:** E. Stepura, Director of Recreation and Culture (arrived at 4:10 p.m.)  
E. Keurvorst, Manager of Cultural Development  
A. Stewart, Committee Clerk

Public: 0  
Press: 0

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

**2. ADOPTION OF AGENDA**

2020-SFC-001 **IT was MOVED and SECONDED**  
THAT the White Rock Sea Festival Committee amends the February 20, 2020 agenda to include:

- 11.1 Working of Sea Festival Committee; and

THAT the agenda be adopted as amended.

**CARRIED**

**3. ADOPTION OF MINUTES**  
a) August 22, 2019

2020-SFC-002 **IT was MOVED and SECONDED**  
THAT the White Rock Sea Festival Committee adopts the August 22, 2019 meeting minutes as circulated.

**CARRIED**

#### 4. ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

2020-SFC-003 **IT was MOVED and SECONDED**

THAT the White Rock Sea Festival Committee appoints Donna Campbell as Chairperson for the 2020 Committee Year; and

THAT the White Rock Sea Festival Committee deferred the election of the Vice-Chairperson for the 2020 Committee Year to the March 19, 2020 meeting.

**CARRIED**

**Note:** A. Nielsen and E. Stepura arrived to the meeting at 4:10 p.m.

#### 5. SPONSORSHIP WORKING GROUP UPDATE

C. Poppy, Committee Member, provided an update on the progress of sponsorship to date. Approximately \$16,250 has been raised so far. Last year's total was \$29,000. The Committee discussed current, past and potential sponsors. The following points were made:

- Coast Capital corporate is not going to participate this year. The City's Event Programmer is in touch with the local branch.
- The Presenting Sponsor and Fireworks Sponsor have not yet been secured.

**Action Item:** D. Campbell, Chairperson to contact Committee Members, K. Huang, F. Kubacki and M. Beales to see if they are interested in assisting the Sponsorship Working Group.

**Action Item:** E. Keurvorst, Manager of Cultural Development, will circulate the Sponsorship package to the Committee.

In response to questions from the Committee, staff explained the budget approval process. It is possible that Council could give final reading to the budget on March 9, 2020. The draft budget includes funding for the White Rock Sea Festival.

#### 6. MARKETING WORKING GROUP

2020-SFC-004 **IT was MOVED and SECONDED**

THAT the White Rock Sea Festival Committee appoints the following members to the Marketing Working Group:

- D. Campbell
- A. Nielsen

**CARRIED**

The Committee discussed the need for a communications plan and noted several organizations / community partners that should be included in the plan.

It was noted the City of White Rock staff would be able to support the creation of a communications plan.

**Action Item:** The Marketing Working Group will draft a preliminary communications plan for discussion and revision at the next meeting.

**Note:** K. Huang arrived to the meeting at 4:29 p.m.

7. **PROGRAMMING WORKING GROUP**

2020-SFC-005 **IT was MOVED and SECONDED**

THAT the White Rock Sea Festival Committee appoints the following members to the Programming Working Group:

- B. Sullivan
- D. Campbell
- K. Huang

**CARRIED**

The Committee discussed the need to begin booking talent / entertainment and activities. The Committee expressed a desire to have a wide range of opinions in choosing entertainment.

8. **2019 WHITE ROCK SEA FESTIVAL SURVEY RESULTS**

The Director of Recreation and Culture provided an overview of the survey results as outlined in the January 13, 2020 corporate report. In response to the report, the following comments were made:

- Visiting businesses to gather feedback may be more effective than a survey. This could be a project for the Marketing Working Group.
- Potential sponsors might be interested in some of the information collected. For example, the demographics of attendees and the number of people surveyed who said they would attend next year. There is an opportunity to update the Sponsorship Package with this information.
- A visitor survey should be completed every second year. It is unlikely the Explore White Rock Street Team will be available to conduct surveys in 2020.
- The City of White Rock has an online survey tool that can be used to gather information but may not be effective for this use. Other modes of data collection, such as counting participants, could be considered.

9. **PARADE UPDATE**

C. Poppy, Committee member, provided an update and the following points were made:

- A website registration system has been set up, and 186 invitations have been sent. People can register online and receive a confirmation of receipt immediately. The system is designed to send out a thank you following the event.
- The parade will continue with a 7:30 p.m. start time as it allows families to attend.
- Antique Cars would like to be a part of the parade this year. This should eliminate the challenge of finding enough cars.

The following comments were noted:

- There have been three (3) invitations received to attend other parades (Penticton, Hyack and Brigade Days in Hope).
- The truck that tows the float is dated and requires maintenance each year to keep it updated. Locations outside of the lower mainland may be difficult for travel.
- There is limited volunteer and staff capacity to attend more than two (2) parades. Drivers need to be booked early as they must be City staff.
- Parades should be chosen based on location and reciprocal relationship with the White Rock Parade. Steveston (July 1) and Hyack (May 23) have always taken part in the White Rock Parade.
- Cloverdale Rodeo Parade would appeal to those most likely to come to Sea Festival, but it is the weekend directly after Hyack. This would be difficult for volunteers to undertake.
- A banner should be added to the float that includes the dates and website for the White Rock Sea Festival.

**Action Item:** K. Huang, Committee Member, will work with staff to oversee details relating to the float.

**Action Item:** C. Poppy, Committee Member, will send K. Huang, Committee Member, dates and times for the Steveston and Hyack parades, and will respond to Penticton and Brigade Days with regrets.

2020-SFC-006

**IT was MOVED and SECONDED**

THAT the White Rock Sea Festival Committee changes the name of the Torchlight Parade to the Twilight Parade.

**CARRIED**

10.

**PIRATES IN THE PARK (PIP) UPDATE**

H. Crawford provided an update and the following points were made:

- A. Nielsen, Committee Member, will be the Children’s Chair next year. She is shadowing the role for 2020.
- Currently waiting for a date to meet with Semiahmoo First Nation (SFN) to discuss this year’s event.
- A draft outline of the schedule for the event was shared.
- PIP will move to the park Saturday morning without a parade. They intend to use the donated gift certificate for a “Best Pirate Family” contest. Guidelines for judging will be in place, and the winner will be chosen before Open Ceremonies begin.
- H. Crawford clarified that the Fresh Air Cinema hosted Friday night by SFN is part of the White Rock Sea Festival and needs to be fully incorporated.
- SFN has requested a list of vendors for final approval before the event. This has always been done in the past and will be coordinated through Committee members H. Crawford and A. Nielsen.

**Note:** C. Poppy left the meeting at 5:35 p.m.

11.

**OTHER BUSINESS**

Working of the Sea Festival Committee

Recent challenges in reaching meeting quorum were discussed. Members questioned if the role of the Committee is clear and appealing. Staff provided an explanation of the difference of A, B and C events and described the Sea Festival as an A event (“City produced”) with the City’s role in Sea Festival more as implementer of the Committee’s vision.

**Action Item:** Add Role of Committee to the March 19, 2020 agenda. Committee members will bring new ideas to discuss.

**Action Items:** Initiate a Call for Volunteers to add more members to the Committee and sub-committees.

**12. COMMITTEE ACTION TRACKING**

It was noted that each of the outstanding items can be marked as completed.

**13. 2020 MEETING SCHEDULE**

2020-SFC-007 **IT was MOVED and SECONDED**

THAT the White Rock Sea Festival Committee adopts the 2020 meeting schedule as presented:

- March 19;
- April 16;
- May 21;
- June 18;
- July 23;
- August 6;
- August 20;
- September 24;
- October 22; and
- November 19.

**CARRIED**

**14. CONCLUSION OF THE FEBRUARY 20, 2020 WHITE ROCK SEA FESTIVAL COMMITTEE MEETING**

The Chairperson concluded the meeting at 5:56 p.m.

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D. Campbell, Chairperson

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A. Stewart, Committee Clerk

**PRESENT:** M. Partridge, Chairperson (left at 5:15 p.m.)  
P. Petrala, Vice-Chairperson (arrived at 4:05 p.m.)  
M. Bali (left at 5:34 p.m.)  
E. Cheung  
J. Davidson  
S. Fairbairn  
P. Higinbotham  
D. Thompson  
H. Vanderwolf

**NON-VOTING:** K. Bjerke-Lisle, White Rock Museum and Archives  
K. Woods, White Rock Library

**COUNCIL:** Councillor Manning

**ABSENT:** K. Breaks

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

Public: 0

Press: 0

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

2. **ADOPTION OF AGENDA**

2020-ACAC-006 **IT WAS MOVED AND SECONDED**  
THAT the Arts and Culture Advisory Committee adopts the agenda for  
February 25, 2020 as circulated.

**CARRIED**

3. **ADOPTION OF MINUTES**

a) January 28, 2020

2020-ACAC-007 **IT WAS MOVED AND SECONDED**  
THAT the Arts and Culture Advisory Committee adopts the January 28, 2020 meeting  
minutes as circulated.

**CARRIED**

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



## 5. UPDATE FROM FILM WORKING GROUP

Staff provided an “On-Table” document from the filming working group. The Committee reviewed the document for information.

Staff provided the following information regarding filming:

- Films would be approved on a case-by-case basis; however, a map would already be established to determine how sets would work.
- Capitalizing on the City of Surrey's production will help encourage films to also come to White Rock.
- The estimated finish date for the filming policy is the end of 2020.

The Committee added ‘the ravine’ to the list of filming locations/ set list on the “On-Table” document.

Staff noted that the goal is to create a filming policy for the City. This will provide the City with a road map of where they want to go in terms of attracting filming. White Rock needs to be known as film friendly. Previously, a location manager was hired to take photos of the community to highlight attractions and potential set locations. These photos need to be updated this year and posted with the Creative B.C. database.

## 4. CULTURAL STRATEGIC PLANNING NEXT STEPS

Staff summarized a working document that was provided to the Committee for information. It was noted that the goal for the meeting would be to review the action items listed on the document and categorize them in terms of impact and implementation.

The Committee reviewed each goal listed on the document. The following discussion points were noted:

### Goal #1: Grow the creative economy and culture led economic development.

- The Province governs the ability of the City to provide tax incentives.
- Providing arts and cultural specific guidelines for new development.
- Artists need to learn how to be entrepreneurs. Giving them the tools to do so will have a positive impact.
- The Economic Development Advisory Committee (EDAC) is currently reviewing the 2009 Economic Development Master Plan. Councillor Manning will report back after the next EDAC meeting with an update.

### Goal #2: Broaden the City's role in arts and culture, maximize partnerships and foster collaboration within the creative sector.

- Currently, the South Surrey / White Rock Chamber of Commerce (the Chamber) hosts the Business Excellence Awards annually. Having a separate gala that would solely focus on art in business could create a good networking event for artists.
- October 25 is International Artists Day.
- The Chamber, White Rock Business Improvement Association (BIA), Peninsula Arts & Culture Alliance (PACA), Semiahmoo Arts Society and the City of White Rock have their own events calendars. Combining all of these calendars could help spread information regarding events in the community.

Goal #3: Provide an adequate number of arts and cultural facilities to support expanding program participation and event hosting

- One (1) of the TD concerts for the Pier will be taking place at Central Plaza this year.
- The Engineering and Municipal Services Department is currently reviewing Five Corners and working towards small improvements that will make the area more event friendly.
- The Community Amenity Contributions (CAC) public forum had strong advocacy for building an arts center / space in White Rock.
- Both the Marine Drive Task Force (MDTF) and the History and Heritage Advisory Committee (HHAC) have addressed Wayfinding signage.

Goal #4: Enrich White Rock's spirit of celebration by increasing the range of arts programs, artistic opportunities and festivals

- At the February 24, 2020 Regular Council meeting, Council approved some additional busking locations throughout the City. Busking locations bring more people to surrounding businesses.
- The Vancouver Mural Festival was noted. The Committee needs to outline the feasibility of hosting such an event in White Rock.

**Action Item:** Committee members, J. Davidson, P. Petrala and S. Fairbairn to look at the feasibility and collect information regarding a mural festival in White Rock, and report back with any information to the Committee for discussion.

Goal #5: Increase community participation, engagement and the visibility of arts and culture

- Marketing is a tactic not an action item.
- Both the Public Art Advisory Committee (PAAC) and the MDTF are addressing outdoor seating and lighting.

Goal #6: The Arts and Cultural Advisory Committee will monitor, evaluate and report to City Council, Semiahmoo Arts Society and other key stakeholders on White Rock's Cultural Strategic Plan goals and actions

- There may be opportunity for volunteer development grants.

Staff noted that the Recreation & Culture department has asked for an assistant for the City's Special Events Coordinator. This will provide additional help in this area; however, there is also a lack of resources to determine the needs the community has for adult/ child/ youth art programs. The city does not currently have someone over-seeing the growth of arts and culture programs.

**Note:** M. Partridge, Chairperson, exited the meeting at 5:15 p.m.

**6. REPORT FROM THE CHAIR**

This item was deferred to next scheduled meeting.

**Note:** M. Bali, Committee member, exited the meeting at 5:34 p.m.

**7. WATERFRONT WAYFINDING SIGNAGE**

Staff noted that the PAAC will be working on design for waterfront wayfinding signage.

**8. WHALING WALL**

Councillor Manning noted that designating the Whaling Wall mural as a heritage site may help prevent occupants from tearing it down.

Staff noted that there are currently three (3) designated heritage structures in the City (the pier, white rock and the White Rock Museum). In order to register the Whaling Wall as a heritage site, it needs to be submitted to the Province for review. Staff will investigate the options for designating the mural as a heritage site.

**9. NEW BUSINESS**

The Committee enquired about putting up signage on the street to entice people to venture into the surrounding art galleries. Councillor Manning noted that the Director of Engineering and Municipal Operations might be able to provide better information as to where signage can be placed. The Sign Bylaw No. 1923 states what is permitted.

**10. ACTION TRACKING**

Corporate Administration provided an updated action tracking sheets to the Committee for information.

**11. 2020 SCHEDULE OF COMMITTEE MEETINGS**

The 2020 meeting schedule as adopted was noted for reference purposes:

- March 24
- April 28
- May 26
- June 23
- July 28
- September 29
- October 27
- November 24

**12. CONCLUSION OF THE FEBRUARY 25, 2020 ARTS AND CULTURE ADVISORY COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 6:02 p.m.

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M. Partridge, Chairperson



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E. Tuson  
Committee Clerk

**PRESENT:** B. West, Chairperson  
B. Cooper, Vice-Chairperson  
E. Dufour  
Y. Everson  
G. Kennedy  
U. Maschaykh

**STAFF:** E. Keurvorst, Manager of Cultural Development  
D. Johnstone, Committee Clerk

Public: 0  
Press: 0

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**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

2020-PAAC-005

**IT was MOVED and SECONDED**

THAT the Public Art Advisory Committee adopts the agenda for the February 27, 2020 meeting as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

a) February 13, 2020

2020-PAAC-006

**IT was MOVED and SECONDED**

THAT the Public Art Advisory Committee adopts the minutes of the February 13, 2020 meeting as circulated.

**CARRIED**

**4. MEMORIALS – BEST PRACTICES**

Staff reported the following information:

- The City has recently had a request for a memorial piece in White Rock.
- Best practices from other municipalities on a potential memorial policy were discussed at a recent BC Public Art network meeting.
- It would be beneficial to establish a policy surrounding memorial projects to assist the City when receiving these types of requests.

The Committee discussed a variety of factors that could weigh in to this process including political considerations, how much time has passed, how it will age, who is paying for it and if it is considered public art. It was suggested that a

policy should be established providing a definition for a memorial project, the criteria around it and information on how it would be funded.

2020-PAAC-006

**IT was MOVED and SECONDED**

THAT the Public Art Advisory Committee recommends that Council consider directing staff to develop a policy surrounding memorials in White Rock.

**CARRIED**

**5. 2020 GOALS AND WORK-PLAN RECOMMENDATIONS FOR PUBLIC ART**

**Banner Program:**

Staff summarized the draft version of the call for qualifications for artist-designed banners. The Committee expressed their support of the banner project, and the call for qualifications (with the noted changes):

- Rather than breaking the banner project into three (3) areas - East Beach, West Beach and Uptown – it was suggested that banners throughout the City alternate between artist designs for a more cohesive display. This would also provide an even number of banners per artist.
- Within the general information provided for the call, the reference to the previous street banner program (being through the White Rock Business Improvement Area with a tourism/ business development focus) should be removed.
- With respect to the number of artists to be selected – that the call remain general and only say ‘artists’. This allows for the opportunity for the selection panel to determine the number of designs to be commissioned.
- The Request for Proposals (RFP) should be communicated through the Peace Arch News, City Website, social media accounts as well as providing the information to other local art associations.
- The artwork budget of \$1,100 per selection was discussed. It was suggested that the City reach out to comparable cities (Langley, Port Moody and Pitt Meadows) to determine an aggregate of all three (3).
- With respect to the selection and commissioning process it was suggested that item D (*good communication skills and a desire and ability to work with other people*) be removed, and that item E (*Previous experience working efficiently, collegially and collaboratively with civic agencies*) be amended to state that this would be desirable (but not required).

In response to questions from the Committee, staff provided the following information:

- The cost for manufacturing the banners would be roughly \$18,000. An overall budget for the project has been set for \$25,000.
- The funds for this project would come from the public art fund. Council would still need to approve the allocation of funds to this project.

- In accordance with the Public Art Policy, a Public Art Selection Panel (PASP) would be created by the Public Art Advisory Committee to select the banner design(s).
- The goal would be to have the banners implemented by July 1, 2020.

The Committee selected *My City by the Sea* as a theme idea for the banner project.

**Note:** U. Maschaykh left the meeting at 4:55 p.m.

**Action Item:** Staff to provide Council with a corporate report regarding the banner program and to provide the Committee with an update on that report at their next scheduled meeting.

Sidewalks:-Crosswalks:

The Committee discussed the idea of implementing themed crosswalks defining the ‘cultural corridor’ in White Rock. The Committee expressed an interest in learning more about potential pricing, durability and upkeep.

**Action Item:** Staff to discuss the idea of a crosswalk project with the Director of Engineering and Municipal Operations and to provide additional information back to the Committee.

**Action Item:** Staff to look into the budget/ project details from the previous PAAC Rain Works project, and to provide that information back to the Committee.

Themes/ vision statement:

Staff provided an On-Table document titled ‘Creating Change through Arts, Culture, and Equitable Development: A Policy and Practice Primer’.

The Committee discussed how they wanted to spend the remainder of their term and if determining a theme or vision statement for public art in White Rock would be helpful moving forward.

Staff noted that in terms of projects the Committee currently has the several items underway or in discussion including: the project at the Saltaire (\$200,000 to put towards a public art piece/ pieces), the Blue Heron at George Street and Thrift Avenue, the mural at the Monico building as well as the banner project.

**Action Item:** Staff to add the Saltaire Project to the next committee agenda for discussion.

The Committee discussed other potential project ideas, such as a gateway project, animating the stairways on the east side of the city and a biennale.

**Action Item:** The Committee to come back to the next meeting with ideas on potential projects for 2020, and what they think success for their term would look like.

## 6. INFORMATION

- Committee Action Tracking Document

7. **OTHER BUSINESS**

None.

8. **PUBLIC ART ADVISORY COMMITTEE 2020 MEETING SCHEDULE**

The following meeting dates were approved by the Committee and are provided for information:

- March 26
- April 23
- May 28
- June 25
- July 30
- September 30
- October 29
- November 26

10. **CONCLUSION OF THE FEBRUARY 27, 2020 MEETING**

The Chairperson concluded the meeting at 5:46 pm.

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B. West  
Chairperson



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D. Johnstone  
Committee Clerk





the bed & breakfast on the signage permitted under the “White Rock Sign Bylaw, 1986, No. 1042, as amended”, with a maximum sign area of 0.37m<sup>2</sup> (4ft<sup>2</sup>).

This policy will be effective until December 31, 2011 (following review and update of the Zoning Bylaw).

**List of Subject Properties:**

Lot 9, Section 10, Township 1, New Westminster District Plan 6761  
PID: 011-206-560  
(14466 Sunset Drive)

Lot 18, Block 16, Section 11, Township 1, New Westminster District Plan 1334  
PID: 000-599-948  
(15964 Pacific Avenue)

South Half Lot 18, Section 10, Township 1, New Westminster District Plan 1390  
PID: 002-272-920  
(1185 Oxford Street)

Lot 1, Block 10, Section 11, Township 1, New Westminster District Plan 1334  
PID: 001-480-481  
(15671 Columbia)

Lot 27 Except: The North 200 Feet; Section 9, Township 1, New Westminster District Plan 6684  
PID: 011-204-478  
(13894 Terry Road)

Lot “M”, Section 10, Township 1, New Westminster District Plan 7710  
PID: 011-285-761  
(1287 High Street)

Lot 7, Section 10, Township 1, New Westminster District Plan 5729  
PID: 011-147-156  
(14647 Marine Drive)

Lot 15, Block 10, Section 10, Township 1, New Westminster District Plan 1390  
PID: 011-280-239  
(14778 Thrift Avenue)

Lot 16, Block 10, Section 10, Township 1, New Westminster District Plan 1390  
PID: 011-280-247  
(14778 Thrift Avenue)

Lot 47, Section 10, Township 1, New Westminster District Plan 5768  
PID: 011-163-666

(14635 Bellevue Crescent)

Lot 1, Section 10, Township 1, New Westminster District Plan BCP14412  
PID: 026-106-027  
(15089 Buena Vista Avenue)

Lot A, Section 11, Township 1, New Westminster District Plan LMP18400  
PID: 018-900-721  
(835 Kent Street)

Lot 8, Section 10, Township 1, New Westminster District Plan 4378  
PID: 011-079-720  
(14884 Hardie Avenue)

Lot 1, Block 35, Section 11, Township 1, New Westminster District Plan 2525  
PID: 012-693-804  
(1107 Fir Street)

Lot 4, Section 9, Township 1, New Westminster District Plan 7798  
PID: 011-262-028  
(14336 Marine Drive)

Lot 2, Section 10, Township 1, New Westminster District Plan BCP14412  
PID: 026-106-035  
(15093 Buena Vista Avenue)

Lot 103, Section 9, Township 1, New Westminster District Plan 30382  
PID: 002-280-621  
(1511 Phoenix Street)

Strata Lot C, Section 10, Township 1, New Westminster District Strata Plan LMS4719  
PID: 025-447-777  
(1353 Overall)

**Rationale:**

The City aims to encourage accessory bed & breakfasts as a form of tourist accommodation provided that they are safe and comfortable for tourists. Authorization, by way of licensing existing bed & breakfast establishments, is a valuable part of achieving this objective.

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



**POLICY TITLE: SECONDARY SUITES**

**POLICY NUMBER: PLANNING & DEV. SERVICES - 508**

<i>Date of Council Adoption:</i> January 2004	<i>Date of Last Amendment:</i> April 29, 2013
<i>Council Resolution Number:</i> 2004-15, 2013-134	
<i>Originating Department:</i> Planning and Development Services	<i>Date last reviewed by the Governance and Legislation Committee:</i> April 15, 2013

**Policy:**

Unauthorized secondary suites which are not yet registered through the City’s Secondary Suite registration process, but which have been given notice by the City that they must be inspected and registered in accordance with the Zoning Bylaw shall be given six months from the date of the notice to meet the requirements of the Zoning Bylaw for secondary suites.

Secondary suites which have voluntarily applied for registration but which are deficient in some manner shall also be given six months from the date of the initial inspection to complete the required work.

*Added at the February 24, 2020 Governance & Legislation Committee meeting:*

*It is the City's policy that non-compliant secondary suites will be fined in accordance with the Zoning Bylaw.*

**Rationale:**

Some secondary suites may require renovation or additional off-street parking to be constructed and they should be allowed a reasonable period of time to perform the required work.

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



**POLICY TITLE: OFFICIAL COMMUNITY PLAN CONSULTATION**

**POLICY NUMBER: PLANNING - 512**

<i>Date of Council Adoption: <b>November 7, 2016</b></i>	<i>Date of Last Amendment:</i>
<i>Council Resolution Number: <b>2016-482</b></i>	<i>Historical Change:</i>
<i>Originating Department: <b>Planning and Development Services</b></i>	<i>Date last reviewed: <b>November 7, 2016</b></i>

**1. Purpose:**

1.1 The *Local Government Act* requires local governments to provide one or more opportunities for consultation with persons, organizations and authorities that the local government considers will be affected by the development, repeal or amendment of an official community plan. This document sets out Council's consultation policies for implementing these requirements of the *Local Government Act*.

**2. Background:**

2.1 Section 475 (1) of the *Local Government Act* requires that during the development of an official community plan, or the repeal or amendment of an official community plan, a local government, in addition to a public hearing, must provide one or more opportunities it considers appropriate for consultation. Section 475 (2) of the *Local Government Act* requires local governments to consider whether the opportunities for consultation should be early and ongoing, and specifically to consider whether consultation is required with:

- i) the board of the regional district in which the area covered by the plan is located, in the case of a municipal official community plan;
- ii) the board of any regional district that is adjacent to the area covered by the plan;
- iii) the council of any municipality that is adjacent to the area covered by the plan;
- iv) first nations;
- v) boards of education, greater boards and improvement district boards; and
- vi) the Provincial and federal governments and their agencies.

2.2 Nothing in this policy fetters Council's absolute discretion in relation to any particular development of an official community plan, or repeal or amendment of an official community plan.

### 3. **Policy:**

3.1 During the development of an official community plan, or the repeal or amendment of an official community plan, Council will provide the following opportunities it considers appropriate for consultation with the following persons, organizations and authorities, being the persons, organizations and authorities Council considers will be affected, and the following consultation policy applies to the development of an official community plan and any repeal or amendment of an official community plan:

3.1.1 if a new plan, or a plan amendment or repeal, is in the opinion of the Director of Planning and Development Services inconsistent with the regional context statement, Metro Vancouver will be invited to participate in the early stages of the planning process, as soon as such inconsistency has been identified and will be consulted throughout the planning process;

3.1.2 if a new plan under development, or a plan amendment or repeal, requires new servicing from the Greater Vancouver Sewage and Drainage District, they will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process;

3.1.3 if a new plan under development, or a plan amendment or repeal, is in an area immediately adjacent to the City of Surrey or Semiahmoo First Nation Reserve, the City of Surrey or Semiahmoo First Nation, as applicable, will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process;

3.1.4 if a new plan under development, or a plan amendment or repeal, is in an area that includes the whole or any part of the School District, or proposes new residential development greater than three (3) dwelling units, the School District will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process and in any event will be consulted at least once in each calendar year under section 476 (1) of the *Local Government Act*;

3.1.5 if a new plan under development, or a plan amendment or repeal, includes land that is within an improvement district, that improvement district will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process;

3.1.6 if a new plan under development, or a plan amendment or repeal, affects areas of federal or provincial jurisdiction the appropriate department or agency or both will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process; and

3.1.7 if a new plan is under development, TransLink or any successor entity will be invited to participate in the early stages of the planning process and will be consulted throughout the planning process.

3.2 Consultation in the early stages of the planning process includes initial contact to discuss issues at the Staff level.

- 3.3 Consultation throughout the planning process will include:
  - 3.3.1 referral of draft options, concepts or plans;
  - 3.3.2 requests for comments, a timeline for response, and general outline of the approval process; and
  - 3.3.3 contact among staff members to review, discuss and clarify issues that might arise.
- 3.4 Consultation with the School District will include seeking input as to:
  - 3.4.1 the actual and anticipated needs for school facilities and support services in the School District;
  - 3.4.2 the size, number and location of the sites anticipated to be required for the school facilities referred to in s. 3.4.1;
  - 3.4.3 the type of school anticipated to be required on the sites referred to in s. 3.4.1;
  - 3.4.4 when the school facilities and support services referred to in s. 3.4.1 are anticipated to be required; and
  - 3.4.5 how the existing and proposed school facilities relate to existing or proposed community facilities in the area.
- 3.5 During the planning process for a new or updated official community plan, amendment or repeal of a plan, consultation with the public may include one or more of the following, subject to Council's discretion in each case:
  - 3.5.1 consultation at an early stage to determine a vision, goals, and potential policies (through a workshop or design charrette);
  - 3.5.2 open houses / public information meetings;
  - 3.5.3 questionnaires and surveys of opinions;
  - 3.5.4 meetings with individual landowners.

For certainty, during the planning process for an amendment of an official community plan initiated by an application, consultation with the public will include:

  - 3.5.5 open house / public information meeting as required in the Planning Procedures Bylaw, as amended.
- 3.6 Council will consider any input from the consultation process.
- 3.7 If an organization or authority listed under Section 2.1 does not respond to consultation efforts, within the timeline set out under Section 3.3.2, a notice will be sent to advise that the City will proceed with its consideration of the bylaw.

- 3.8 If an application has been submitted for an amendment to the zoning bylaw, which triggers an amendment to an existing official community plan, the zoning bylaw and official community plan amendments may be processed concurrently with consultation conducted as described in Section 3.1 through 3.5.
- 3.9 After first reading of an official community plan bylaw, Council will, in sequence:
  - 3.9.1 consider the plan in conjunction with the financial plan and any applicable waste management plan;
  - 3.9.2 hold a public hearing on the proposed official community plan in accordance with the requirements of the *Local Government Act*, as amended.

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



**POLICY TITLE: SECOND STOVES IN A DWELLING UNIT**

**POLICY NUMBER: PLANNING - 513**

<i>Date of Council Adoption: June 12, 2017</i>	<i>Date of Last Amendment:</i>
<i>Council Resolution Number: 2017-276</i>	
<b>Planning and Development Services</b>	<i>Date last reviewed by the Governance and Legislation Committee: April 24, 2017</i>

**Policy:**

**To allow a second stove in an ancillary kitchen within the main dwelling unit in a Single Family Dwelling Unit with or without an accessory registered secondary suite. The second stove must be adjacent to the main kitchen and not accessible to any part of the house other than the main kitchen.**

**Rationale:**

It has become popular for many homes to have an “Oil” or “Spice Kitchen” ancillary to the main kitchen. The purpose of this ancillary kitchen is to cook things that require deep frying or “messy” processes.

The Zoning Bylaw defines “*one - unit residential use*” means a *residential use* limited to one *dwelling unit* on a lot exclusive of an *accessory registered suite*.

The Zoning Bylaw defines “*dwelling unit*” means *one or more habitable rooms used for residential accommodation of one or more persons as independent and separate residence containing cooking, living, sleeping and sanitary facilities, containing of **one** stove and kitchen sink, and one or more sets of sanitary facilities for the exclusive use of such person or persons, but specifically excludes recreational vehicles*”.

In order to allow the ancillary kitchen, it must be subsidiary to the main kitchen in use and be adjacent to the main kitchen but cannot be accessible to or from any other room or part of the house other than the main kitchen.

The conformance to this policy shall be established through the plan review of the Building Permit application.

A second stove will not be permitted in any other part of the building unless it is in an accessory registered secondary suite.



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



**POLICY TITLE: DEVELOPMENT APPROVAL PROCEDURES CITY OWNED PUBLIC SPACE**

**POLICY NUMBER: PLANNING AND DEV. SERVICES - 509**

<i>Date of Council Adoption:</i> September 11, 2000	<i>Date of Last Amendment:</i> April 29, 2013
<i>Council Resolution Number:</i> 2013-134	
<i>Originating Department:</i> Planning and Development Services	<i>Date last reviewed by the Governance and Legislation Committee:</i> April 15, 2013

**Policy:**

~~All City-owned public buildings are required to proceed through a development and design approval process similar to that used by the private sector regardless of whether or not they are sited within a Development Permit area.~~

~~For new City-owned buildings that are publicly accessible, the architect and/or City staff managing the project will present the project to the City's Advisory Design Panel, and the Advisory Design Panel may provide feedback in the form of a resolution to Council on any recommended changes to the project.~~

~~This presentation to the Advisory Design Panel may be waived at the discretion of the Director of Planning and Development Services under extenuating circumstances, such as grant application timelines or the unavailability of the Advisory Design Panel.~~

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



**POLICY TITLE: CRITERIA FOR TYPE 2 TREE REMOVAL REQUESTS ON PRIVATE LANDS**

**POLICY NUMBER: PLANNING AND DEV. SERVICES - 510**

<i>Date of Council Adoption:</i> June 28, 2010	<i>Date of Last Amendment:</i> April 29, 2013
<i>Council Resolution Number:</i> 2010-323; 2013-134	
<i>Originating Department::</i> Planning and Development Services	<i>Date last reviewed by the Governance and Legislation Committee:</i> April 15, 2013

**Policy:**

1. **Who Can Apply** – The tree must be on the applicant’s lands or more than 50% on the applicant’s lands and the remainder is on the City right-of-way. If more than 50% is on the City right-of-way it is treated as a tree on City lands. Further, if the tree(s) or the critical root zone straddles the property lines of two privately owned properties, both property owners will be required to make joint application.
  
2. **Criteria for Making Type 2 Tree Removal Requests** – In order to be considered for removal (as defined in Bylaw No. 1831), the tree or trees must meet the following criteria:
  - i) the tree’s roots are destroying property and cannot be resolved through root pruning; or
  - ii) the tree is a nuisance and dropping pitch, sap, fruit or branches/nuts, causing damage to property (i.e. houses, cars); or
  - iii) the tree is getting large and mature and, although healthy, is generating concern that it could become a hazard during a major storm event; or
  - iv) the tree has been previously topped or inappropriately trimmed and although still healthy is at future risk of failure; or
  - v) the tree is impeding completely obstructing views and views cannot be improved through approved pruning practices such as crown thinning or width reduction.
  
3. **Notification Prior to Decision** – The City will mail or deliver letters to the property owners immediately adjacent to the property under consideration for Type 2 tree removal request with a request for comments to be returned by a specified date prior to consideration of the request.
  
4. **Criteria for Decision** – Requests for Type 2 requests shall be reviewed in relation to the following criteria:

- i) the topping of trees as defined in Bylaw No. 1831 is not permitted.
  - ii) the proposed tree removal must not adversely impact privacy, screening or shading for a neighboring property owner, unless they have no objections to the tree removal.
  - iii) the “~~nuisance-unwanted~~ tree” criteria must be supported by sufficient evidence, including photographs in order to determine the degree or type of nuisance or damage, where the accumulation of falling leaves or evergreen needles only does not qualify as a nuisance damage.
  - ~~iv) — Previously topped or inappropriately trimmed trees should be considered for removal and replacement.~~
5. **Notice of Decision** – copies of the decision will be given to Council, to the applicants, and to the immediately adjacent property owners.
6. **Appeals** – the opportunity to appeal the decision to Council shall be made within 14 days of the notification, and provided solely to applicants when their request has been denied. The decision of Council on the appeal shall be final. No tree cutting will be permitted until completion

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



**POLICY TITLE: OPEN DATA**

**POLICY NUMBER: NO. 801**

<i>Date of Council Adoption: February 24, 2020</i>	<i>Date of Last Amendment:</i>
<i>Council Resolution Number:</i>	
<i>Originating Department: Information Technology</i>	<i>Date last reviewed by the Governance and Legislation Committee:</i>

**Policy:**

**Policy Statement**

The City of White Rock actively disseminates Open Data while adhering to applicable legislation including the privacy, security, and confidentiality provisions of the Freedom of Information and Protection of Privacy Act (FIPPA).

**Rationale:**

The purpose of the City of White Rock Open Data Policy is to improve the management and use of the City’s data assets in order to deliver value and benefits for its residents. This includes a greater release of appropriate and high-value data to the public in ways that are easily discoverable and usable. It is intended that opening access to City’s data will increase productivity and improve service delivery by supporting innovation, research and education, and by facilitating collaboration and evidence-based decision making.

Furthermore, it outlines the principles, roles and responsibilities by which the City of White Rock data is made available to the public as valuable, machine-readable datasets.

**Introduction**

The City of White Rock collects and uses a wide array of data in the course of its everyday operations. This data is an important strategic asset and, when managed well, is a source of significant value to the City.

Many public sector organizations already make their data available to the public, including on their websites or in reports and publications. Taking steps to make this data easier to find and use, and opening access to other datasets, will unlock opportunities for the public sector, businesses and communities to utilize data in more and diverse ways. This gives rise to the development of new insights, ideas and services that have the potential to improve the way we work and live. Given the current fiscal constraints and pressures on government services, including increasing demand for flexible and high quality online and mobile services, better management and new uses of existing assets such as data is now more important than ever.

## What is Open Data?

In practice across Canada and the world, the approach to open data varies to some extent. For the purpose of this Policy, data is considered ‘open’ when it is:

- released and available for the general public (not for exclusive use);
- easily discoverable;
- in formats that are modifiable, non-proprietary and machine-readable;
- licensed to enable reuse and redistribution; and
- available at no cost to users.

## Why Open Data?

Opening access to public sector data, together with approaches to removing restrictions surrounding its use, is a growing trend nationally and internationally. Better management and use of data within government and enabling broader access and use (e.g. by non-government organizations, businesses and industry, academia and members of the public) has a range of potential benefits for both the public sector and the community.

This includes a more efficient and effective public sector through improvements in the use and application of data for financial and evidence-based policy decisions and the development of innovative solutions, services and tools where there is an identified policy or community need. Opening access to data also supports public sector efficiencies and savings through reduced duplication, streamlined processes, and the development and delivery of tools/services more quickly and at lower costs.

For the broader community, potential social and economic benefits include opportunities to develop new businesses (including the not-for-profit sector); improved research outcomes; and better business and community decision making. Opening access to public sector data also promotes a more transparent and accountable government by providing greater visibility around government activity and expenditure.

## Application

This policy applies to all City staff and to all data in the custody and under the control of the City of White Rock. Personal information must be removed from all datasets before publication. Constituency data of the City’s elected representatives are not considered to be in the custody and control of the City and therefore not subject to this policy. The data released by departments as part of the Open Data program will follow these principles where operationally feasible:

## Open Data Principles

1. **Data quality:** Any data that is not subject to valid privacy, security or privilege limitations is made available. It is important users have confidence in the data they are accessing and using and are made aware of any caveats relating to it. To enable users to determine whether a dataset is suitable for their purposes, data should be made available with a statement, or metadata, regarding its purpose and quality. Even where there are limitations with regard to a dataset, such as an incomplete dataset, releasing the data is encouraged, provided sufficient information is included to notify users of any limitations or gaps.

2. **Primary:** Data will be primary source data where possible with data collection methods documented.
3. **Timely:** Data is made available to the public in a timely fashion to preserve the value of the data taking into consideration the type of data (real-time vs. static).
4. **Accessible:** Data released by the City should be as accessible as possible, with accessibility defined as the ease with which information can be obtained. Providing an interface for users to make specific calls for data through an Application Programming Interface (API) makes data more accessible.
5. **Machine-readable:** Machines can handle certain kinds of inputs much better than others. Datasets released by the City should be stored in widely used file formats that easily lend themselves to machine processing (e.g. CSV, XML). Datasets will be published in machine-readable formats so that the data can be easily leveraged for various uses such as mobile applications, visualizations and websites.
6. **Non-discriminatory:** Non-discrimination refers to who can access data and how they must do so. Static data is available to anyone with no requirement of registration. Real-time data requires registration by the individual to keep them informed of system changes.
7. **Non-proprietary:** Datasets released by the City should be in freely available file formats as often as possible.
8. **Licensing:** The City releases datasets under the Open Data License. This license is based on the Open Government License – Canada, which was developed through public consultation. The license is designed to increase openness and minimize restrictions on use of the data. Datasets are not subject to any copyright, patent, trademark or trade secret regulation.
9. **Permanence of datasets:** The capability of finding information over time is referred to as permanence. For best use by the public, datasets made available online should remain online, with appropriate version-tracking and archiving over time.
10. **Usage costs:** The City releases the data on the Open Data Portal ([www.data.whiterockcity.ca](http://www.data.whiterockcity.ca)) free of charge.

## Release of Open Data

As part of their data management responsibilities, all City departments will establish an annual Open Data Release Plan that includes:

1. A publication plan, to be updated annually, outlining the general timelines for release of the datasets identified by the department.
2. A summary of datasets published to date by the respective department. Each department will take into account public requests for data and, whenever possible, attempt to match publication of datasets to public requests.

## Responsibilities

City Staff is responsible for:

- Sharing with the public its open and accessible datasets while adhering to rights of privacy, security and confidentiality as identified in the applicable provincial and federal legislation.
- Preparing and publishing datasets via the Open Data Portal ([data.whiterockcity.ca](http://data.whiterockcity.ca)), which meet the principles identified in this policy.
- Maintaining the dataset to ensure that the data is up-to-date to preserve the value and quality of the information provided. Review cycles will be established and at a minimum, the

datasets will be reviewed on an annual basis as part of the departmental Open Data Release Plans.

Open Data Team is responsible for:

- Managing the Open Data Portal ([www.data.whiterockcity.ca](http://www.data.whiterockcity.ca)) and ensuring that published data meets the principles identified in this policy.
- Proposing Open Data Release plans to departments for consideration based on public requests and what other municipalities are releasing using the Open Cities Index as a guide.
- Posting on the Open Data Portal an Open Data License, supported file formats, glossary and other dataset context information to promote the responsible use of City of White Rock data.
- Coordinating with the Manager of Property, Risk and Freedom of Information or designate:
  - Upon request from City Staff, reviewing proposed datasets for adherence to legislated privacy. Providing recommendations to City Staff regarding the removal of personal information and quasi-identifiers from proposed datasets.
  - Releasing datasets to the Open Data Team where a formal Freedom of Information request has already been made and the request aligns with principles outlined in this policy. Advising City Staff of the proposed Open Data release of datasets obtained through formal Freedom of Information requests.

Senior Managers are responsible for:

- Approving the annual departmental Open Data Release Plans that contribute to achieving the annual dataset release targets.
- Working with the Open Data Team on the planning, development and publication of new datasets, the review of existing datasets, and the archiving of superseded datasets as required.
- Consulting with the Corporate Services staff on proposed new datasets for guidance on legislated privacy requirements.
- Ensuring new proposed dataset releases conform with legislated privacy requirements.

## **Review**

This Policy is subject to review at the end of the first year and at least every two years, or as deemed appropriate, thereafter.

## **Definitions**

Confidential Information includes but is not limited to personally identifiable information such as home telephone numbers, personal health information, employee files, credit card information, in-camera minutes, third-party commercially valuable information, and solicitor-client and litigation privileged information. It also typically includes City or partner business information that would be withheld from disclosure pursuant to mandatory and/or discretionary exemptions to disclosure under the Freedom of Information and Protection of Privacy Act.

Data is information for computer processing. That is, in a form suitable for storage in, or processing by computer software. Data typically comprises numbers and text but can also comprise things such as images, sounds and symbols. A dataset is a collection of related data records. Raw data is data in a pre-interpreted form or not yet subjected to analysis or processing. Information is any

collection of data that is processed, analyzed, interpreted, classified or communicated in order to serve a useful purpose, present fact or represents knowledge in any medium or form.

Data linking is where separate sets of data are combined or a connection between the data is made. Data linking can provide a means for better analysis of the subjects of the data; however, caution needs to be exercised to ensure it does not reveal personally identifiable information.

Machine-readable (data) is data which is in a format that can be read and interpreted by a computer program or through a calculation process without the need for manual human intervention and can be read automatically by a web browser or computer system. Formats such as XML, JSON, or spreadsheets in CSV are machine-readable. Word processing documents in formats such as PDF are not.

FIPPA means the Freedom of Information and Protection of Privacy Act, as amended, and includes any regulations passed under it.

Open Data is a philosophy and practice requiring that certain data are made freely available to the public, in machine-readable format without restrictions from copyright, patents or other mechanisms of control.

Open Data Portal is the website at [data.whiterockcity.ca](http://data.whiterockcity.ca) that is the source of data released by the City of White Rock for free use by the public.

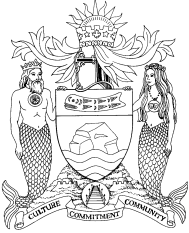
Open Data Team is a team of City of White Rock employees tasked with managing and posting data to the Open Data Portal.

Personal Information as defined by FIPPA means any recorded information about an identifiable individual, including:

- a. information relating to the race, national or ethnic origin, colour, religion, age, sex, sexual orientation or marital or family status of the individual,
- b. information relating to the education or the medical, psychiatric, psychological, criminal or employment history of the individual or information relating to financial transactions in which the individual has been involved,
- c. any identifying number, symbol or other particular assigned to the individual,
- d. the address, telephone number, fingerprints or blood type of the individual,
- e. the personal opinions or views of the individual except if they relate to another individual,
- f. correspondence sent to an institution by the individual that is implicitly or explicitly of a private or confidential nature, and replies to that correspondence that would reveal the contents of the original correspondence,
- g. the views or opinions of another individual about the individual, and
- h. the individual's name if it appears with other personal information relating to the individual or where the disclosure of the name would reveal other personal information about the individual;



**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2328**



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A bylaw to amend the White Rock Secondary Suite  
Service Fee Bylaw, 2012, No. 2009

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

1. Section 3 of the said Bylaw is hereby deleted in its entirety and replaced with the following:  
“The amount of the secondary suite service fee payable under Section 2 of this Bylaw shall be \$310.”
  
2. This Bylaw may be cited for all purposes as the “White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 6, 2019, No. 2328.”

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

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MAYOR

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DIRECTOR OF  
CORPORATE ADMINISTRATION

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2330**



A Bylaw to adopt a Financial Plan for 2020 to 2024

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

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

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

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

RECEIVED FIRST READING on the 24<sup>th</sup> day of February, 2020

RECEIVED SECOND READING on the 24<sup>th</sup> day of February, 2020

RECEIVED THIRD READING on the 24<sup>th</sup> day of February, 2020

ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DIRECTOR OF  
CORPORATE ADMINISTRATION

	2020	2021	2022	2023	2024
<b>Revenues:</b>					
Municipal Property Taxes	\$ 23,418,800	\$ 24,735,600	\$ 26,056,000	\$ 27,057,100	\$ 27,988,400
Regional Library Levy	977,800	997,400	1,017,300	1,037,600	1,058,400
BIA Levy	337,000	343,000	350,000	357,000	364,000
Local Improvement Parcel Tax	5,206	5,200	5,200	-	-
Grant in Lieu of Taxes & Utility Levy	280,200	285,800	291,500	297,300	303,200
Development Cost Charges	884,100	1,278,700	914,800	1,541,200	1,178,800
Fees & Charges	15,866,400	16,608,900	17,406,300	18,218,500	18,926,100
Own/Other Sources	16,860,334	14,812,300	8,944,100	8,989,500	8,867,000
Government Grants	10,497,400	6,823,800	523,800	862,800	862,800
<b>Total Revenues</b>	<b>\$ 69,127,240</b>	<b>\$ 65,890,700</b>	<b>\$ 55,509,000</b>	<b>\$ 58,361,000</b>	<b>\$ 59,548,700</b>
<b>Expenses:</b>					
Interest on Debt	694,663	694,700	694,700	687,000	681,300
Other Municipal Purposes	39,903,100	40,752,500	41,576,700	42,711,900	43,829,500
Amortization Expense	9,288,000	10,309,000	11,194,000	9,827,000	8,337,000
<b>Total Expenses</b>	<b>\$ 49,885,763</b>	<b>\$ 51,756,200</b>	<b>\$ 53,465,400</b>	<b>\$ 53,225,900</b>	<b>\$ 52,847,800</b>
<b>Surplus Before Adjustments</b>	<b>\$ 19,241,477</b>	<b>\$ 14,134,500</b>	<b>\$ 2,043,600</b>	<b>\$ 5,135,100</b>	<b>\$ 6,700,900</b>
<b>Adjustment for Non Cash Items:</b>					
Amortization Expense	9,288,000	10,309,000	11,194,000	9,827,000	8,337,000
<b>Adjustments for cash items not recognized as revenues or expenses in the Statement of Operations:</b>					
Tangible Capital Asset Expenditures	(28,685,000)	(32,097,000)	(12,797,000)	(13,998,000)	(13,652,000)
Principal Payments on Long Term Debt	(702,426)	(725,400)	(749,000)	(773,400)	(780,600)
Transfer from Capital Works Reserve	1,987,000	2,086,000	708,000	884,000	792,000
Transfer from Land Sale Reserve	200,000	-	-	-	-
Transfer from Equipment Replacement Reserve	1,372,000	498,000	383,000	80,000	210,000
Transfer from Statutory Community Amenity Contribution Reserve	3,110,000	50,000	50,000	50,000	50,000
Transfer from Water Fund Internal Loan Reserve	-	-	600,000	-	-
Transfer from Other Reserves	6,774,348	17,674,000	7,319,100	7,682,400	7,350,400
Transfer from Operating Funds	4,248,700	4,539,700	4,446,400	4,361,800	4,603,000
Transfer to Capital Works Reserve	(1,137,700)	(1,265,100)	(1,478,800)	(1,708,500)	(1,889,500)
Transfer to Equipment Replacement Reserve	(605,800)	(628,800)	(641,600)	(654,700)	(667,900)
Transfer to Statutory Community Amenity Contribution Reserve	(2,880,000)	(3,600,000)	(250,000)	(250,000)	-
Transfer to Water Fund Internal Loan Reserve	-	-	(600,000)	-	-
Transfer to Other Reserves	(7,926,899)	(6,400,200)	(5,746,300)	(6,238,900)	(6,415,300)
Transfer to Surplus	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
Transfer to Capital Funds	(4,248,700)	(4,539,700)	(4,446,400)	(4,361,800)	(4,603,000)
<b>Financial Plan Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

**Schedule B - Revenue and Tax Policy Statements**

**1. Proportions of 2020 Revenue:**

Property Value Taxes	36%
Fees & Charges	23%
Other Sources	41%

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

Fees and Charges represent 23% of 2020 budgeted revenue. The most significant of these are water, sanitary sewer, drainage and solid waste user fees, as well as Recreation and Culture program revenue.

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

Over the four years 2021 to 2024, these proportions are projected to remain similar, except for fluctuations in projected community amenity contribution revenue, building permit revenue and government grants.

**2. 2020 Municipal Property Tax Distribution:**

Class 1 Residential	91.04%
Class 2 Utility	0.21%
Class 5 Light Industry	0.01%
Class 6 Business & Other	8.71%
Class 8 Recreational & Nonprofit	0.03%

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

### **3. Permissive Tax Exemptions:**

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

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

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

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

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2326**

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A bylaw to amend the White Rock Drainage Utility  
User Fee Bylaw, 2004, No. 1739

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

1. Schedule “A” attached to and forming part of the “White Rock Drainage Utility User Fee Bylaw, 2004 No. 1739”, is hereby deleted and replaced by Schedule “A” attached hereto and forming part of this Bylaw.
2. This bylaw may be cited as “White Rock Drainage Utility User Fee Bylaw, 2004, No. 1739, Amendment No. 13, 2020, No. 2326.”

RECEIVED FIRST READING on the	24 <sup>th</sup>	day of	February, 2020
RECEIVED SECOND READING on the	24 <sup>th</sup>	day of	February, 2020
RECEIVED THIRD READING on the	24 <sup>th</sup>	day of	February, 2020
ADOPTED on the		day of	

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MAYOR

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DIRECTOR OF  
CORPORATE ADMINISTRATION

**Schedule “A”**

**Drainage Utility Fees**

A fee is based upon parcel size, a runoff factor calculated for each Land Zoning and a city-wide annual rate.

A fee is calculated as follows:

$$A \times R \times \text{rate} = \text{drainage utility fee (but subject to the minimum fee)}$$

Where:

A is - the gross area of a parcel\* (square metres) and,

R is - the runoff factor established for a parcel based on the following land use zoning:

R	Land Zoning
0.25	RE-1, RE-2, and RS-1 parcels with an area equal to or greater than 2,000 square metres
0.45	RS-4, RE-3, RT-1, RT-2, CD-7, CD-24, and RS-1 parcels with an area less than 2,000 square metres
0.60	RS-2, CD-10, CD-26, CD-51, CD-59
0.65	RS-3, RI-1, RI-2, RM-1, CD-9, CD-25, CD-27, CD-28, CD-30, CD-31, CD-32, CD-35, CD-39, CD-40, CD-41
0.70	RM-2, CD-11, CD-13, CD-15, CD-21, CD-34
0.75	RM-3, RM-4, CD-4, CD-5
0.80	P-3
0.90	P-1, P-2, CR-3, CR-4, CD-3, CD-6, CD-8, CD-14, CD-18, CD-19, CD-20, CD-36, CD-46, CD-48, CD-54, CD-56, CD-57
0.95	CR-1, CR-2, CR-5, CR-6, CD-2, CD-16, CD-17, CD-23, CD-29, CD-58, CD-61

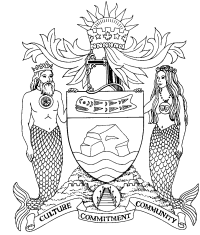
“Rate” is – the annual charge established by the Council of the City, being \$1.5641 per square meter of parcel area.

The minimum drainage utility fee for any property is \$50.00.

\* If a parcel has been subdivided into strata units to accommodate residential or commercial uses each unit created will be charged an equal share of the user fee calculated for that parcel.

e.g. A parcel has been developed to create 10 strata units. Each unit owner pays 1/10 of the Fee calculated for the parcel.

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2327**



A Bylaw to amend the Sewer Connection and Rental  
Charges Bylaw, 1970, No. 396

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

1. SCHEDULE “B” of the said Bylaw and amendments thereto shall be deleted and the following shall be substituted:

**SCHEDULE “B”**

		<b>ANNUAL RENTAL</b>
(1)	Each Single-Family Home	\$ 265
(2)	Each Self-contained Suite	265
(3)	Motel (for each unit)	278
(4)	Hotels, Rest Homes and Lodging Houses (for each two sleeping rooms or fraction thereof)	278
(5)	Liquor outlets (for each flush)	278
(6)	Public Recreational Centres and Public Halls (for each flush)	278
(7)	Commercial and business establishments (for each flush)	278
(8)	Peace Arch District Hospital (per available bed)	265
(9)	Schools (for each flush)	278
(10)	Coin-Operated Laundries (for each machine)	170



2. This Bylaw may be cited for all purposes as the “Sewer Connection and Rental Charges Bylaw, 1970, No. 396, Amendment No. 30, 2020, No. 2327”.

RECEIVED FIRST READING on the	24 <sup>th</sup>	day of	February, 2020
RECEIVED SECOND READING on the	24 <sup>th</sup>	day of	February, 2020
RECEIVED THIRD READING on the	24 <sup>th</sup>	day of	February, 2020
ADOPTED on the		day of	

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MAYOR

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DIRECTOR OF  
CORPORATE ADMINISTRATION

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2329**



A bylaw to amend the Collection, Removal, Disposal  
and Recycling of Solid Waste Bylaw 2015, No. 2084

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

1. SCHEDULE “A” of the said Bylaw and amendments thereto shall be deleted and the following shall be substituted:

**SCHEDULE “A”**

<b>Service</b>	<b>Fee</b>
Solid Waste Collection Service	\$337

2. This Bylaw may be cited for all purposes as the “Collection, Removal, Disposal and Recycling of Solid Waste Bylaw 2015, No. 2084, Amendment No. 5, 2020, No. 2329”.

RECEIVED FIRST READING on the 24<sup>th</sup> day of February, 2020  
RECEIVED SECOND READING on the 24<sup>th</sup> day of February, 2020  
RECEIVED THIRD READING on the 24<sup>th</sup> day of February, 2020  
ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DIRECTOR OF  
CORPORATE ADMINISTRATION

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2318**

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A Bylaw to impose fees and charges for various services offered by the City that are not included in any other City Bylaw.

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

**1. Definition**

1.1 In this bylaw, the following definition applies:

**City** means the City of White Rock

**2. Bylaw Duration**

2.1 The fees and charges are set out in this bylaw for the year 2020.

2.2 “*2020 Fees and Charges Bylaw, 2020, No. 2318*” will take effect the date this bylaw is adopted. If a new bylaw regarding Fees and Charges has not been adopted by January 1, 2021, the fees and charges contained in this bylaw will continue to remain in effect until a new bylaw on this matter has been adopted by City Council.

**3. Fees and Charges Schedules**

3.1 A person will pay the specified fees / charges for services set out in the following schedules which are attached to and form part of this bylaw:

Schedule A	Planning and Development Services
Schedule B	Engineering and Municipal Operations
Schedule C	RCMP
Schedule D	Centennial Park Leisure Centre - Arena Facility Rental
Schedule E	Centennial Park Leisure Centre – Hall / Lounge / Boardroom / Recreation Room Facility Rentals
Schedule F	Centre for Active Living - Facility Rental
Schedule G	Kent Street Activity Centre - Facility Rental
Schedule H	White Rock Community Centre - Facility Rental
Schedule I	Centennial Park Leisure Centre - Outdoor
Schedule J	Recreation and Culture - Miscellaneous
Schedule K	Financial Services
Schedule L	Photocopies, Mapping and Computer Information
Schedule M	Fire Rescue

4. **Tax**

4.1 Unless specifically indicated otherwise, the fees and charges in this bylaw are subject to applicable taxes.

5. **Further Fees / Charges Considerations**

5.1 In addition to paying the facility rental fee or filming fee, a person must also provide liability insurance to rent a facility listed in **Schedules D – J** or film on City property as in **Schedule J** by:

- (a) paying the City an insurance liability premium according to the User Group Rating Schedule provided by the City's insurance provider; or
- (b) naming the City as a co-insured on the liability insurance policy, valued at least \$5 million, and providing the City with proof of coverage.

6. **Refunds (when applicable) and Cancellations**

6.1 For a facility rental fee in Schedules D – J the City may issue a refund of 100% if the refund is requested at least 14 days before the actual booked date.

6.2 For a facility rental fee in Schedules D – J the City will not issue a refund, if:

- a) the refund is requested less than 14 days before the actual booked date; and/or;
- b) the booked date has previously been amended; and/or;
- c) there is inclement weather that affects the booking for outdoor special events.

In these circumstance only the damage deposit is refundable.

6.3 Three months advance notice is required to cancel an ongoing facility user contract.

6.4 The City of White Rock Recreation and Culture Department reserves the right to cancel bookings at any time, with a full refund of funds paid.

7. **Repeal of Bylaws**

7.1 City of White Rock "2019 Fees and Charges Bylaw, 2019, No. 2298" and all its amending bylaws are repealed as of the date this bylaw is adopted.

8. **Severability**

8.1 If a portion of the bylaw is held invalid by a Court of competent jurisdiction, the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

9. **Citing**

9.1 This Bylaw may be cited as the “*2020 Fees and Charges Bylaw, 2020, No. 2318*”.

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

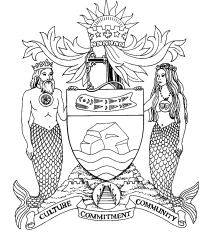
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MAYOR

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DIRECTOR OF CORPORATE  
ADMINISTRATION

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2331**



A bylaw to amend the Street and Traffic Bylaw,  
1999, No. 1529

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

1. Section 94 of the said Bylaw is hereby deleted in its entirety and replaced with the following:

“Where a person is in violation of any provision of this bylaw, a Peace Officer, Director of Development Services and their Assistants, Building and Licence Inspector or Bylaw Enforcement Officer, may issue a violation notice and such person shall be liable to pay the City of White Rock the respective penalties, indicated in the violation notice set out as follows:

\$60.00 for each violation of the Bylaw

\$30.00 for each violation if paid within 7 days of the issuance of the violation notice.

With the exception of the penalties stipulated in the “Ticketing for Offences Bylaw, 2011, No, 1929” for the following offenses:

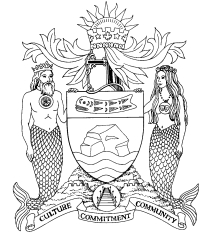
<i>Section</i>	<i>Designated Offense</i>
Sec. 23. (a)	Stopping and parking where prohibited or restricted
Sec. 23. (b)	Stopping and parking in a bus zone
Sec. 23. (c)	Stopping and parking, or moving from one location to another to avoid time limit regulations
Sec. 23. (d)	Stopping and parking in a manner that obstructs signs
Sec. 23. (e)	Stopping and parking so as to impede or obstruct traffic
Sec. 23. (f)	Stopping and parking other than parallel to a curb except where angle parking is expressly permitted.
Sec. 23. (g)	Stopping and parking other than facing in the direction of traffic
Sec. 23. (h)	Stopping and parking other than the manner indicated for angle parking
Sec. 23. (i)	Stopping and parking on a landscaped boulevard
Sec. 23. (j)	Stopping and parking on a crosswalk

Sec. 23. (k)	Stopping and parking in an intersection
Sec. 23. (l)	Stopping and parking a trailer over 6 metres in length in an angle parking zone
Sec. 23. (m)	Stopping and parking in a fire lane
Sec. 23. (n)	Stopping and parking within 5 metres of a fire hydrant
Sec. 23. (o)	Stopping and parking in a lane leaving less than 3 metres clearance
Sec. 23. (p)	Stopping and parking for repair of vehicle
Sec. 23. (q)	Stopping and parking within 6 metres of an entrance
Sec. 23. (r)	Stopping and parking within 15 metres of railway crossing
Sec. 23. (s)	Stopping and parking where pavement is 6 metres or less
Sec. 23. (t)	Stopping and parking in front or within 1 metre of a driveway
Sec. 23. (u)	Stopping and parking within 10 metres of an intersection
Sec. 23. (v)	Stopping and parking within 10 metres of a crosswalk
Sec. 23. (w)	Stopping and parking within 10 metres of stop sign
Sec. 24	Trailer/commercial vehicle in commercial area for more than 3 hours
Sec. 25	Trailer/commercial vehicle in residential area for more than 3 hours
Sec. 26	Parking overweight vehicle between 10:00 pm and 6:00 am
Sec. 27	Parking over 3 or 72 hours
Sec. 28	Parking unattached trailer
Sec. 29	Parking vehicle for accommodation exceeding 72 hours without a permit
Sec. 31	Parking vehicle for purpose of washing
Sec. 32	Parking unlicensed vehicle
Sec. 4. (1)	Stopping in loading zone except for loading or unloading
Sec. 4. (2)	Stopping in loading zone beyond permitted time limit
Sec. 44	Displaying vehicle for sale
Sec. 74. (a)	Vehicle exceeding any of the limitations without a permit from the City Engineer
Sec. 80 (1)(j)	No person shall drive a vehicle over or across a boulevard, curb, sidewalk except with a permit from the City Engineer





**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2332**



A bylaw to amend the Ticketing for Bylaw Offences  
Bylaw, 2011, No. 1929

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

1. Schedule B6 and Schedule B10 of the said Bylaw are hereby deleted in their entirety and replaced with the following:

**SCHEDULE B6  
White Rock Parking Meter Bylaw, 1990, No. 1216**

<i>Designated Offense</i>	<i>Section</i>	<i>Penalty</i>
Parking in a regulated pay parking zone without obtaining a parking ticket	Sec. 13 (c)	\$60 or \$35 if paid within 7 days
Parking in a regulated pay parking zone without displaying a parking ticket	Sec. 13 (d)	\$60 or \$35 if paid within 7 days
Parking for a longer period than the maximum length of time posted	Sec. 13 (e)	\$60 or \$35 if paid within 7 days
Parking over the line of a designated parking space	Sec. 13 (f)	\$60 or \$35 if paid within 7 days
Parking in a temporarily discontinued parking space	Sec. 13 (g)	\$60 or \$35 if paid within 7 days
Ticket dispenser deposits restricted to credit cards or coins	Sec. 13 (h)	\$60 or \$35 if paid within 7 days
Expired Parking Meter	Sec. 6 (a)	\$60 or \$35 if paid within 7 days
Displaying unauthorized Permit or Decal	Sec. 8	\$60 or \$35 if paid within 7 days

**SCHEDULE B10**  
***White Rock Street and Traffic Bylaw, 1999, No. 1529***

<b><i>Designated Offense</i></b>	<b><i>Section</i></b>	<b><i>Penalty</i></b>
Stopping and parking where prohibited or restricted	Sec. 23. (a)	\$60 or \$35 if paid within 7 days
Stopping and parking in a bus zone	Sec. 23. (b)	\$80 or \$55 if paid within 7 days
Stopping and parking or moving from one location to another to avoid time limit regulations	Sec. 23. (c)	\$60 or \$35 if paid within 7 days
Stopping and parking in a manner that obstructs signs	Sec. 23. (d)	\$60 or \$35 if paid within 7 days
Stopping and parking so as to impede or obstruct traffic	Sec. 23. (e)	\$80 or \$55 if paid within 7 days
Stopping and parking other than parallel to a curb except where angle parking is expressly permitted.	Sec. 23. (f)	\$80 or \$55 if paid within 7 days
Stopping and parking other than facing in the direction of traffic	Sec. 23. (g)	\$80 or \$55 if paid within 7 days
Stopping and parking other than the manner indicated for angle parking	Sec. 23. (h)	\$80 or \$55 if paid within 7 days
Stopping and parking on a landscaped boulevard	Sec. 23. (i)	\$80 or \$55 if paid within 7 days
Stopping and parking on a crosswalk	Sec. 23. (j)	\$80 or \$55 if paid within 7 days
Stopping and parking in an intersection	Sec. 23. (k)	\$80 or \$55 if paid within 7 days
Stopping and parking a trailer over 6 metres in length in an angle parking zone	Sec. 23. (l)	\$60 or \$35 if paid within 7 days
Stopping and parking in a fire lane	Sec. 23. (m)	\$80 or \$55 if paid within 7 days
Stopping and parking within 5 metres of a fire hydrant	Sec. 23. (n)	\$80 or \$55 if paid within 7 days
Stopping and parking in a lane leaving less than 3 metres clearance	Sec. 23. (o)	\$80 or \$55 if paid within 7 days
Stopping and parking for repair of vehicle	Sec. 23. (p)	\$80 or \$55 if paid within 7 days

Stopping and parking within 6 metres of an entrance	Sec. 23. (q)	\$60 or \$35 if paid within 7 days
Stopping and parking within 15 metres of railway crossing	Sec. 23. (r)	\$80 or \$55 if paid within 7 days
Stopping and parking where pavement is 6 metres or less	Sec. 23. (s)	\$80 or \$55 if paid within 7 days
Stopping and parking in front or within 1 metre of a driveway	Sec. 23. (t)	\$60 or \$35 if paid within 7 days
Stopping and parking within 10 metres of an intersection	Sec. 23. (u)	\$60 or \$35 if paid within 7 days
Stopping and parking within 10 metres of a crosswalk	Sec. 23. (v)	\$80 or \$55 if paid within 7 days
Stopping and parking within 10 metres of stop sign	Sec. 23. (w)	\$80 or \$55 if paid within 7 days
Trailer/commercial vehicle in commercial area for more than 3 hours	Sec. 24	\$60 or \$35 if paid within 7 days
Trailer/commercial vehicle in residential area for more than 3 hours	Sec. 25	\$60 or \$35 if paid within 7 days
Parking overweight vehicle between 10:00 pm and 6:00 am	Sec. 26	\$80 or \$55 if paid within 7 days
Parking over 3 or 72 hours	Sec. 27	\$60 or \$35 if paid within 7 days
Parking unattached trailer	Sec. 28	\$80 or \$55 if paid within 7 days
Parking vehicle for accommodation exceeding 72 hours without a permit	Sec. 29	\$60 or \$35 if paid within 7 days
Parking vehicle for purpose of washing	Sec. 31	\$60 or \$35 if paid within 7 days
Parking unlicensed vehicle	Sec. 32	\$80 or \$55 if paid within 7 days
Stopping in loading zone except for loading or unloading	Sec. 4. (1)	\$60 or \$35 if paid within 7 days
Stopping in loading zone beyond permitted time limit	Sec. 4. (2)	\$60 or \$35 if paid within 7 days
Displaying vehicle for sale	Sec. 44	\$60 or \$35 if paid within 7 days

Vehicle exceeding any of the limitations without a permit from the City Engineer	Sec. 74. (a)	\$60 or \$35 if paid within 7 days
No person shall drive a vehicle over or across a boulevard, curb, sidewalk except with a permit from the City Engineer	Sec. 79 (1)(j)	\$60 or \$35 if paid within 7 days
Driving the wrong way on a one-way street	Sec. 5.	\$100
Making a U-turn	Sec. 7. (1)	\$80
Obstructing traffic	Sec. 13.	\$80
Cuts, destroys, damages or removes any tree in the ROW	Sec. 41	\$500 for 1st offense; \$1,000 for 2nd or subsequent offense

2. This Bylaw may be cited for all purposes as the “*Ticketing for Bylaw Offences Bylaw No. 1929, Amendment No. 9, 2020, No. 2332.*”

RECEIVED FIRST READING on the \_\_\_\_\_ day of \_\_\_\_\_  
 RECEIVED SECOND READING on the \_\_\_\_\_ day of \_\_\_\_\_  
 RECEIVED THIRD READING on the \_\_\_\_\_ day of \_\_\_\_\_  
 ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
 MAYOR

\_\_\_\_\_  
 DIRECTOR OF CORPORATE ADMINISTRATION

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW 2333**



A bylaw to amend the White Rock Parking Meter Bylaw,  
1990, No. 1216

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

1. Section 17.B of the said Bylaw is hereby deleted in its entirety and replaced with the following:

Where a person is in violation of any provision of this bylaw, a Peace Officer, Director of Development Services and his Assistants, Building and Licence Inspector or Bylaw Enforcement Officer, may issue a violation notice and such person shall be liable to pay the City of White Rock the respective sum or sums, indicated in the violation notice as set out in the "Ticketing for Offences Bylaw, 2011, No, 1929".

If the penalty indicated on the Violation Notice is not paid within seven (7) days of the issuance, a Summons may be issued in respect to the violation. *(Added by Bylaw 1827)*

2. This Bylaw may be cited for all purposes as the "*White Rock Parking Meter Bylaw, 1990, No. 1216 Amendment Bylaw, 2020, No. 2333.*"

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

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DIRECTOR OF CORPORATE ADMINISTRATION

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW NO. 2334**

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A Bylaw to amend the White Rock Business License Bylaw, 1997, No. 1510.

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

1. THAT White Rock Business License Bylaw, 1997, No. 1510, as amended, be further amended:

1) By adding the following definitions to section 1 Interpretation, in the correct alphabetical order:

**“Accessible Passenger Directed Vehicle”** has the same meaning as in the *Passenger Transportation Act*.

**“Passenger Directed Vehicles”** means taxis, limousines, and vehicles operated under a license held by a transportation network service provider under the *Passenger Transportation Act*.

**“Passenger Directed Vehicle Service”** means a person carrying on the business of providing passenger directed vehicles.

**“Transportation Network Services”** has the same meaning as in the *Passenger Transportation Act*.

**“Zero-Emission Vehicle”** means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source;

2) By deleting the existing subsection 4 (b) in its entirety and replacing the subsection with the following new subsection 4 (b);

(b) Any Transportation Network Services business that is in receipt of an Inter-Municipal Business Licence (IMBL) which authorizes the business to operate in the Region 1 operating area of the Passenger Transportation Board.

3) By deleting the existing subsection 4 (c) in its entirety and replacing the subsection with the following new subsection 4 (c);

(c) Owners or operators of passenger directed vehicles who only discharge passengers within the City;

4) By adding to section 4 the following new subsection 4 (g);

(g) Owners or operators of passenger directed vehicles other than taxis or Transportation Network Services businesses, who either pick up passengers or chattels in the City for discharging or delivery outside the City, or discharge passengers or chattels picked up outside the City or both;

- 5) By deleting the business type “Taxi” from Schedule “A” Group 1.
- 6) By adding the following business type and associated fees to Schedule “A” Group 4:

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Passenger Directed Vehicle Service (Taxi)

Per licence period: \$155 (per business) plus:

- \$50 per standard vehicle (to a maximum of \$250);
- \$0 per Zero-Emission Vehicle; and
- \$0 per Accessible Passenger Directed Vehicle

- 
- 7) By adding to section 19 a new section 19 (g) as follows:

(g) Passenger Directed Vehicle Service

Every person carrying on the business of providing a Passenger Directed Vehicle Service must ensure that they comply with all other City bylaws in addition to any orders or regulations under any other provincial or federal laws that may apply to the delivery of the Service.

2. This Bylaw may be cited for all purposes as the “*White Rock Business Licence Bylaw, 1997, No. 1510, Amendment, 2020, No. 2334*”

RECEIVED FIRST READING on the	day of	March,	2020
RECEIVED SECOND READING on the	day of	March,	2020
RECEIVED THIRD READING on the	day of	March,	2020
Published in the Peace Arch News on the	day of	March,	2020
ADOPTED on the	day of	March,	2020

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MAYOR

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DIRECTOR OF CORPORATE ADMINISTRATION

**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW NO. 2335**

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**A bylaw to enter into an agreement among the Participating Municipalities regarding an Inter-municipal Transportation Network Services Business Licence Scheme**

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

1. Council hereby authorizes the City to enter into an Agreement with the Participating Municipalities in substantially the form and substance of the Agreement attached to this Bylaw as "Schedule A", and also authorizes the Director of Corporate Administration to execute the Agreement on behalf of the City, and to deliver it to the Participating Municipalities on such terms and conditions as the Director of Corporate Administration deems fit.
2. This Bylaw is to come into force and take effect on the date of its enactment.
3. This Bylaw is to be cited as the "White Rock Inter-Municipal Transportation Network Service (TNS) Business Licence Agreement Bylaw, 2020, No. 2335".

RECEIVED FIRST READING on the	day of	March,	2020
RECEIVED SECOND READING on the	day of	March,	2020
RECEIVED THIRD READING on the	day of	March,	2020
Published in the Peace Arch News on the	day of	March,	2020
ADOPTED on the	day of	March,	2020

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MAYOR

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DIRECTOR OF CORPORATE ADMINISTRATION



## Schedule A

### Inter-municipal TNS Business Licence Agreement

WHEREAS the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock (the “Participating Municipalities”), wish to permit transportation network services (“TNS”) businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

NOW THEREFORE the Participating Municipalities agree as follows:

1. The Participating Municipalities agree to establish an Inter-municipal TNS Business Licence scheme among the Participating Municipalities, pursuant to section 14 of the Community Charter and section 192.1 of the Vancouver Charter.
2. The Participating Municipalities will request their respective municipal Councils to each ratify this Agreement and enact a bylaw to implement an Inter-municipal TNS Business Licence scheme effective April 1, 2020.
3. In this Agreement:

“Accessible Vehicle” means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

“Administrative Costs” means the direct and indirect costs and investments attributable to setting up and administering the Inter-municipal TNS Business Licence scheme, including wages, materials, corporate overhead and rent;

“Business” has the same meaning as in the Community Charter;

“Community Charter” means the Community Charter, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

“Inter-municipal TNS Business” means a TNS Business that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

“Inter-municipal TNS Business Licence” means a business licence which authorizes an Inter-municipal TNS Business to be carried on within the jurisdictional boundaries of any or all of the Participating Municipalities;

“Inter-municipal TNS Business Licence Bylaw” means the bylaw adopted by the Council of each Participating Municipality to implement the Inter-municipal TNS Business Licence scheme contemplated by this Agreement;

“Mobility Aid” has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“Municipal Business Licence” means a licence or permit, other than an Inter-municipal TNS Business Licence, issued by a Participating Municipality that authorizes a Business to be carried on within the jurisdictional boundaries of that Participating Municipality;

“Participating Municipality” means any one of the Participating Municipalities;

“Premises” means one or more fixed or permanent locations where the TNS Business ordinarily carries on Business;

“TNS Business” means a person carrying on the business of providing Transportation Network Services;

“Transportation Network Services” has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“Vancouver Charter” means the Vancouver Charter, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

“Zero Emission Vehicle” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of the Inter-municipal TNS Business Licence Bylaw, each Participating Municipality will permit a TNS Business that has obtained an Inter-municipal TNS Business Licence to carry on the Business of providing Transportation Network Services within that Participating Municipality for the term authorized by the Inter-municipal TNS Business Licence without obtaining a Municipal Business Licence for the TNS Business in that Participating Municipality.
5. All Inter-municipal TNS Business Licences will be issued by the City of Vancouver.
6. The City of Vancouver may issue an Inter-municipal TNS Business Licence to a TNS Business if the TNS Business is an Inter-municipal TNS Business and meets the requirements of the Inter-municipal TNS Business Licence Bylaw, in addition to the requirements of the City of Vancouver’s License Bylaw No. 4450.
7. Notwithstanding that a TNS Business may hold an Inter-municipal TNS Business Licence that would make it unnecessary to obtain a Municipal Business Licence for the TNS Business in the Participating Municipalities, the TNS Business must still comply with all orders and regulations under any municipal business licence bylaw in addition to those under any other bylaws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the TNS Business carries on Business.
8. Any Participating Municipality may require that the holder of an Inter-municipal TNS Business Licence also obtain a Municipal Business Licence for any Premises that are maintained by the licence holder within the jurisdiction of the Participating Municipality.
9. The annual Inter-municipal TNS Business Licence fee is \$155, plus \$150 for each vehicle operating under the authority of the Inter-municipal TNS Business, except that the per vehicle fee for Zero

Emission Vehicles will be \$30, and there will be no per vehicle fee charged for Accessible Vehicles. Any fees paid by an applicant to any Participating Municipality for a Municipal Business Licence for the TNS Business prior to the availability of the Inter-municipal TNS Business Licence that are not refunded by that Participating Municipality will be credited against the initial Inter-municipal TNS Business Licence fee owing under this section 9.

10. The fee for any additional vehicles that begin operating under the authority of an Inter-municipal TNS Business License holder after the annual license fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
11. The City of Vancouver will distribute the revenue generated from Inter-municipal TNS Business Licence fees amongst all Participating Municipalities based on the City of Vancouver retaining an amount to cover its Administrative Costs, with the remaining fees to be distributed proportionally to the Participating Municipalities, including the City of Vancouver, based on the number of pick-ups and drop-offs in that Participating Municipality. The City of Vancouver will provide the other Participating Municipalities with an itemized accounting of the fees collected and disbursed, including an accounting of its Administrative Costs, at the time it distributes the remaining fees to those Participating Municipalities.
12. If the revenue generated from Inter-municipal TNS Business Licence fees in the initial year is insufficient to cover the Administrative Costs relating to the initial set up of the scheme, then the City of Vancouver may retain such portion of the Inter-municipal TNS Business Licence fees collected in the subsequent year or years as is necessary to reimburse the City of Vancouver for such initial Administrative Costs, until the full amount has been recovered.
13. Any revenue payable to a Participating Municipality in the initial year will be offset by any fees collected and not refunded by that Participating Municipality for a Municipal Business License for the TNS Business prior to the availability of the Inter-municipal TNS Business Licence, and if the fees collected by the Participating Municipality exceed the amount owing to that Participating Municipality, then that Participating Municipality shall remit the difference to the City of Vancouver for inclusion in the revenue distribution set out above.
14. The revenue generated from Inter-municipal TNS Business Licence fees collected from January 1 to December 31 inclusive that is to be distributed to the Participating Municipalities in accordance with section 11, including the fees collected for any additional vehicles under section 10, will be distributed by the City of Vancouver by February 28 of the year following the year in which fees were collected.
15. The length of term of an Inter-municipal TNS Business Licence is 12 months, except that the length of term of the initial Inter-municipal TNS Business Licence issued to an Inter-municipal TNS Business by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the Inter-municipal TNS Business Licence with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
16. An Inter-municipal TNS Business Licence will be valid within the jurisdictional boundaries of all of the Participating Municipalities until its term expires, unless the Inter-municipal TNS Business Licence is suspended or cancelled. If a Participating Municipality withdraws from the Inter-

municipal TNS Business Licence scheme among the Participating Municipalities in accordance with the Inter-municipal TNS Business Licence Bylaw, then the Inter-municipal TNS Business Licence will cease to be valid within the jurisdictional boundary of that former Participating Municipality.

17. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and suspend an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to suspend a business licence under the Community Charter or Vancouver Charter or under the business licence bylaw of the Participating Municipality. The suspension will be in effect throughout all of the Participating Municipalities and it will be unlawful for the holder to carry on the Business authorized by the Inter-municipal TNS Business Licence in any Participating Municipality for the period of the suspension.
18. A Participating Municipality may exercise the authority of the of the City of Vancouver as the issuing municipality and cancel an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to cancel a business licence under the Community Charter or Vancouver Charter or the business licence bylaw of the Participating Municipality. The cancellation will be in effect throughout all of the Participating Municipalities.
19. The suspension or cancellation of an Inter-municipal TNS Business Licence under section 17 or 18 will not affect the authority of a Participating Municipality to issue a Municipal Business Licence, other than an Inter-municipal TNS Business Licence, to the holder of the suspended or cancelled Inter-municipal TNS Business Licence.
20. Nothing in this Agreement affects the authority of a Participating Municipality to suspend or cancel any Municipal Business Licence issued by that municipality or to enact regulations in respect of any category of Business under section 15 of the Community Charter or sections 272, 273, 279A, 279A.1, 279B, and 279C of the Vancouver Charter.
21. A Participating Municipality may, by notice in writing to each of the other Participating Municipalities, withdraw from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities, and the notice must:
  - (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of Inter-municipal TNS Business Licences, which date must be at least 6 months from the date of the notice; and
  - (b) include a certified copy of the municipal Council resolution or bylaw authorizing the municipality's withdrawal from the Inter-municipal TNS Business Licence scheme.
22. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Councils of the Participating Municipalities. Further, nothing contained or implied in this Agreement shall prejudice or affect the Participating Municipalities' rights, powers, duties or obligations in the exercise of their functions pursuant to the Community Charter, Vancouver Charter, or the Local Government Act, as amended or replaced from time to time, or act to fetter or otherwise affect the Participating Municipalities' discretion, and the rights, powers, duties and obligations under all public and private statutes, bylaws, orders and regulations, which may be, if each Participating Municipality so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the Participating Municipalities.

23. Despite any other provision of this Agreement, an Inter-municipal TNS Business Licence granted in accordance with the Inter-municipal TNS Business Licence Bylaw does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the Participating Municipalities. Furthermore, a business licence granted under any other inter-municipal TNS Business licence scheme is deemed not to exist for the purposes of this Agreement even if a Participating Municipality is a participating member of the other inter-municipal TNS business licence scheme.
24. This Agreement may be executed in several counterparts, each of which shall be deemed to be an original, and may be delivered by email or facsimile transmission, and each such counterpart, howsoever delivered, shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument, notwithstanding that all of the Participating Municipalities are not signatories to the original or the same counterpart.
25. In the event that the municipal Council of a Participating Municipality other than the City of Vancouver does not ratify this Agreement, then that municipality will not be considered a Participating Municipality for the purposes of this Agreement, and the terms and conditions of this Agreement shall be effective as among the other Participating Municipalities.

Signed and delivered on behalf of the Participating Municipalities, the Councils of each of which have, by Bylaw, ratified this Agreement and authorized their signatories to sign on behalf of the respective Councils, on the dates indicated below.

The City of Abbotsford

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

Village of Anmore

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

Bowen Island Municipality

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Burnaby

City Clerk

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Date

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City of Chilliwack

Mayor

---

Corporate Officer

---

Date

---

City of Coquitlam

Mayor

---

City Clerk

---

Date

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City of Delta

Mayor

---

City Clerk

---

Date

---

Village of Harrison Hot Springs

Mayor

---

Corporate Officer

---

Date

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The Corporation of the City of Langley

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the Township of Langley

Mayor \_\_\_\_\_

Township Clerk \_\_\_\_\_

Date \_\_\_\_\_

Village of Lions Bay

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Maple Ridge

Presiding Member \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of New Westminster

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of North Vancouver

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the District of North Vancouver

Mayor \_\_\_\_\_

Municipal Clerk \_\_\_\_\_

Date \_\_\_\_\_

The City of Pitt Meadows

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of Port Coquitlam

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Port Moody

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_



The City of Richmond

Chief Administrative Officer \_\_\_\_\_

General Manager \_\_\_\_\_

Corporate and Financial Services

Date \_\_\_\_\_

District of Squamish

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Surrey

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

The City of Vancouver

Director of Legal Services \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the District of West Vancouver

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

Resort Municipality of Whistler

Mayor

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Municipal Clerk

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Date

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The Corporation of the City of White Rock

Mayor

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Director of Corporate Administration

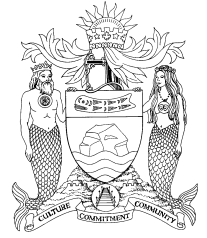
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Date

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**THE CORPORATION OF THE  
CITY OF WHITE ROCK  
BYLAW NO. 2336**

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**A bylaw to permit transportation network services to operate across jurisdictional boundaries thereby minimizing the need to obtain a separate municipal business licence in each jurisdiction.**

WHEREAS the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock (the "Participating Municipalities"), wish to permit transportation network services ("TNS") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

AND WHEREAS each of the Participating Municipalities has or will adopt a similar bylaw to implement the Inter-municipal TNS Business Licence scheme;

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

1. There is hereby established an Inter-municipal TNS Business Licence scheme among the Participating Municipalities, pursuant to section 14 of the Community Charter and section 192.1 of the Vancouver Charter.

2. In this Bylaw:

"Accessible Vehicle" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

"Business" has the same meaning as in the Community Charter;

"Community Charter" means the Community Charter, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

"Inter-municipal TNS Business" means a TNS Business that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

"Inter-municipal TNS Business Licence" means a business licence which authorizes an Inter-municipal TNS Business to be carried on within the jurisdictional boundaries of any or all of the Participating Municipalities;

"Mobility Aid" has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39. as may be amended or replaced from time to time;

“Municipal Business Licence” means a licence or permit, other than an Inter-municipal TNS Business Licence, issued by a Participating Municipality that authorizes a Business to be carried on within the jurisdictional boundaries of that Participating Municipality;

“Participating Municipality” means any one of the Participating Municipalities;

“Premises” means one or more fixed or permanent locations where the TNS Business ordinarily carries on Business;

“TNS Business” means a person carrying on the business of providing Transportation Network Services;

“Transportation Network Services” has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“Vancouver Charter” means the Vancouver Charter, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

“Zero Emission Vehicle” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

3. Subject to the provisions of this Bylaw, each Participating Municipality will permit a TNS Business that has obtained an Inter-municipal TNS Business Licence to carry on the Business of providing Transportation Network Services within that Participating Municipality for the term authorized by the Inter-municipal TNS Business Licence without obtaining a Municipal Business Licence for the TNS Business in that Participating Municipality.
4. All Inter-municipal TNS Business Licences will be issued by the City of Vancouver.
5. The City of Vancouver may issue an Inter-municipal TNS Business Licence to a TNS Business if the TNS Business is an Inter-municipal TNS Business and meets the requirements of this Bylaw, in addition to the requirements of the City of Vancouver’s License Bylaw No. 4450.
6. Notwithstanding that a TNS Business may hold an Inter-municipal TNS Business Licence that would make it unnecessary to obtain a Municipal Business Licence for the TNS Business in the Participating Municipalities, the TNS Business must still comply with all orders and regulations under any municipal business licence bylaw in addition to those under any other bylaws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the TNS Business carries on Business.
7. Any Participating Municipality may require that the holder of an Inter-municipal TNS Business Licence also obtain a Municipal Business Licence for any Premises that are maintained by the licence holder within the jurisdiction of the Participating Municipality.
8. The annual Inter-municipal TNS Business Licence fee is \$155, plus \$150 for each vehicle operating under the authority of the Inter-municipal TNS Business, except that the per vehicle fee for Zero Emission Vehicles will be \$30, and there will be no per vehicle fee charged for Accessible Vehicles. Any fees paid by an applicant to any Participating Municipality for a Municipal Business Licence for the TNS Business prior to the availability of the Inter-municipal TNS Business Licence

that are not refunded by that Participating Municipality will be credited against the initial Inter-municipal TNS Business Licence fee owing under this section 8.

9. The fee for any additional vehicles that begin operating under the authority of an Inter-municipal TNS Business License holder after the annual license fee is paid will be the per vehicle fee set out in section 8, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
10. The length of term of an Inter-municipal TNS Business Licence is 12 months, except that the length of term of the initial Inter-municipal TNS Business Licence issued to an Inter-municipal TNS Business by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the Inter-municipal TNS Business Licence with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.
11. An Inter-municipal TNS Business Licence will be valid within the jurisdictional boundaries of all of the Participating Municipalities until its term expires, unless the Inter-municipal TNS Business Licence is suspended or cancelled. If a Participating Municipality withdraws from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities in accordance with this Bylaw, then the Inter-municipal TNS Business Licence will cease to be valid within the jurisdictional boundary of that former Participating Municipality.
12. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and suspend an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to suspend a business licence under the Community Charter or Vancouver Charter or under the business licence bylaw of the Participating Municipality. The suspension will be in effect throughout all of the Participating Municipalities and it will be unlawful for the holder to carry on the Business authorized by the Inter-municipal TNS Business Licence in any Participating Municipality for the period of the suspension.
13. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and cancel an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to cancel a business licence under the Community Charter or Vancouver Charter or the business licence bylaw of the Participating Municipality. The cancellation will be in effect throughout all of the Participating Municipalities.
14. The suspension or cancellation of an Inter-municipal TNS Business Licence under section 12 or 13 will not affect the authority of a Participating Municipality to issue a Municipal Business Licence, other than an Inter-municipal TNS Business Licence, to the holder of the suspended or cancelled Inter-municipal TNS Business Licence.
15. Nothing in this Bylaw affects the authority of a Participating Municipality to suspend or cancel any Municipal Business Licence issued by that municipality or to enact regulations in respect of any category of Business under section 15 of the Community Charter or sections 272, 273, 279A, 279A.1, 279B, and 279C of the Vancouver Charter.

16. A Participating Municipality may, by notice in writing to each of the other Participating Municipalities, withdraw from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities, and the notice must:
  - (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of Inter-municipal TNS Business Licences, which date must be at least 6 months from the date of the notice; and
  - (b) include a certified copy of the municipal Council resolution or bylaw authorizing the municipality's withdrawal from the Inter-municipal TNS Business Licence scheme.
17. The invalidity or unenforceability of any provision of this Bylaw shall not affect the validity or enforceability of any other provisions of this Bylaw and any such invalid or unenforceable provision shall be deemed to be severable.
18. Despite any other provision of this Bylaw, an Inter-municipal TNS Business Licence granted in accordance with this Bylaw does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the Participating Municipalities.
19. A business licence granted under any other inter-municipal TNS Business licence scheme is deemed not to exist for the purposes of this Bylaw, even if a Participating Municipality is a participating member of the other inter-municipal TNS Business licence scheme.
20. This bylaw may be cited as "*White Rock Inter Municipal Transportation Network Service (TNS) Business licence Bylaw, 2020, No. 2336*".

RECEIVED FIRST READING on the	day of	March,	2020
RECEIVED SECOND READING on the	day of	March,	2020
RECEIVED THIRD READING on the	day of	March,	2020
Published in the Peace Arch News on the	day of	March,	2020
ADOPTED on the	day of	March,	2020

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MAYOR

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DIRECTOR OF CORPORATE ADMINISTRATION

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

Dear Mayor Walker and Council,

As May marks both Melanoma Awareness Month and the beginning of summer, it is imperative that communities across Canada be reminded of the importance of sun safety at this time of the year. In order to keep your citizens aware, informed, and vigilant about the potential risks of over-exposure to UV radiation, we ask that you, as a mayoral body, **publicly proclaim May as Melanoma Awareness Month in your municipality.**

Over-exposure to UV radiation is one of the major causes of melanoma and non-melanoma skin cancers. Though skin cancers should be largely preventable, their diagnosis rates are increasing. Skin cancer is the most common of all cancers. **1 in 6 Canadians born in the 1990s will get skin cancer in their lifetimes.** There are more new cases of skin cancer each year than the number of breast, prostate, lung and colon cancers COMBINED. While most forms of non-melanoma skin cancer can be surgically removed, melanoma is an aggressive form of cancer. The five-year relative survival rate of melanoma that has metastasized is 18%.

Despite these figures, many people seek sun without taking the advisable precautionary measures, or believe that only severe burns contribute to one's risk of skin cancer. In fact, **any darkening of skin colour, including a tan, is indicative of UV damage.**

Mayor of New Westminster, Jonathan Coté, has committed to proclaim May 2020 as Melanoma Awareness Month, and **challenges other BC municipalities to follow his example** and promote sun safety, skin cancer awareness, and early detection information among their populations. *"Skin cancers are largely preventable, and yet there are more cases now than ever. This is why as Mayor of New Westminster, I'm happy to support this important initiative and challenge all BC municipalities to do the same."*

If you choose to do so, Save Your Skin Foundation will provide you with an online resource package providing information on these matters and a certificate recognizing your municipality's efforts.

Save Your Skin Foundation is a Canadian non-profit registered charity founded by North Vancouver resident and melanoma survivor Kathleen Barnard. It is dedicated to the fight against non-melanoma skin cancers, melanoma and ocular melanoma through nationwide education, advocacy, and awareness initiatives like this one.

Thank you for your consideration. We look forward to working with you.

Sincerely,



**Kathleen Barnard, Founder and President**  
Save Your Skin Foundation

“MELANOMA AWARENESS MONTH”

WHEREAS It is imperative that communities across Canada be reminded of the importance of sun safety;

AND WHEREAS Over-exposure to UV radiation is one of the major causes of melanoma and non-melanoma skin cancers;

AND WHEREAS Skin cancer is the most common of all cancers. 1 in 6 Canadians born in the 1990s will get skin cancer in their lifetimes;

AND WHEREAS Many people seek sun without taking the advisable precautionary measures and are unaware that any darkening of skin colour, including a tan, is indicative of UV damage;

AND WHEREAS Skin self-examinations should be performed on a monthly basis because skin cancers are highly treatable when detected early;

AND WHEREAS Save Your Skin Foundation is dedicated to the fight against non-melanoma skin cancers, melanoma and ocular melanoma through nationwide education, advocacy, and awareness initiatives:

NOW, THEREFORE the month of May 2020 will hereby be proclaimed as

MELANOMA AWARENESS MONTH



FEB 10 2020

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

RECEIVED

FEB 14 2020

CITY OF WHITE ROCK  
ADMINISTRATION

Dear Mr. Bottrill:

**Expression of Interest – Identifying Member Jurisdiction Lands for  
Metro Vancouver Housing Affordable Rental Development**

This letter outlines a call for member jurisdiction lands suitable for the development of affordable rental housing through partnership with Metro Vancouver Housing. Metro Vancouver Housing is looking to connect with member jurisdictions to identify opportunities for partnership. As participants in the region's affordable housing function, member jurisdictions are natural partners to collaborate with to develop new affordable housing throughout the region. The recent approval of the *Metro Vancouver Housing 10-Year Plan*, including an annual \$4 million tax requisition to support the development of new affordable rental housing on member and regional lands, facilitates this Expression of Interest.

We recognize that some member jurisdictions may have limited available land, and therefore also encourage members to contact us to discuss other opportunities for collaboration. Metro Vancouver Housing is looking to increase its housing portfolio, through the development of new sites, but also through redevelopment of existing sites and through other innovative partnerships. Metro Vancouver is currently undertaking a Redevelopment Plan to identify opportunities to renew and redevelop its existing housing sites over time and where possible, increase density to provide more affordable housing.

**About Metro Vancouver Housing**

Established in 1974, Metro Vancouver Housing provides affordable rental housing, primarily geared towards families, seniors, and people with special housing needs. Owned solely by the Metro Vancouver Regional District, the Metro Vancouver Housing Corporation's mandate is to supply affordable rental housing to people not served by the private sector. Metro Vancouver Housing currently provides affordable homes to over 9,400 people (3,400 units) on a rent-geared-to-income or low-end-of-market rental basis. As one of the region's largest affordable housing providers, Metro Vancouver recognizes the need and opportunity to renew and expand its housing portfolio to support resolving the region's affordable housing crisis.

36880235

The *Metro Vancouver Housing 10-Year Plan* provides a vision for how the organization will provide, preserve, and expand its portfolio of affordable housing across the region. This includes a commitment of approximately \$190 million over the next decade to support the renewal of its existing stock and develop 1,350 new and redeveloped units, at least 500 of which are targeted as new affordable rental units on member and regional lands.

### **Tax Requisition to Support Affordable Housing Development**

Expanding the supply of affordable rental housing is impossible without two critical resources: stable funding and suitable land. While Metro Vancouver Housing operations are sustained predominantly through tenant rents, this is not sufficient to support the development of new housing. Therefore, the 2020 budget includes a new annual \$4 million tax requisition to support Metro Vancouver Housing to expand its portfolio through new development on lands leased from member jurisdictions.

This stable source of funding will support the development of new housing and may be further leveraged through provincial and federal funding. To apply these funds to the development of new affordable housing across the region, Metro Vancouver Housing is now seeking opportunities to purchase or lease land from member jurisdictions at a nominal rate.

### **Call for Member Jurisdiction Lands**

Metro Vancouver Housing is seeking lands owned by member jurisdictions to lease or purchase at a nominal rate to develop new affordable rental housing across the region.

The following provides an overview of key considerations that will be used to help prioritize opportunities. While all responses will be considered, Metro Vancouver Housing will prioritize land that is site and development ready and offers the greatest benefit to Metro Vancouver Housing.

#### Key Considerations:

1. Development potential: total number of units that can be achieved<sup>1</sup>
  - a. Allowable density under current zoning (or willingness to pre-zone land)
  - b. Site readiness (e.g., bare land)
  - c. Site size and configuration
  - d. Consideration for sites adjacent to existing Metro Vancouver Housing sites that could increase opportunities for redevelopment
  - e. Geographic constraints that may impact developable area (e.g., floodplain, high water table, steep slopes)
  - f. Environmental constraints that may impact developable area or have significant financial implications (e.g., sensitive ecological areas, requirements for environmental remediation)
2. Tenant livability: convenient access / walking distance to community amenities
  - a. Proximity to amenities, for example:

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<sup>1</sup> Metro Vancouver Housing will work with member jurisdictions to identify the most relevant housing needs in each community (i.e., Housing Needs Assessments) so that the type and mix of housing units provided can be targeted to each community's unique context.

- i. Frequent Transit Network, or regular transit service
  - ii. Schools and or daycares
  - iii. Greenspace
  - iv. Recreation (e.g., community centres, senior centres)
  - v. Shops and services (e.g., grocery store)
3. Financial feasibility for Metro Vancouver Housing
  - a. Lease agreement and/or housing agreements that support Metro Vancouver Housing's financial and operational models
  - b. Affordability mix that can be supported through Metro Vancouver Housing operations and or other government operating subsidy
4. Regional equity: consideration of existing distribution of Metro Vancouver Housing throughout the region
5. Municipal actions: actions to support the development of affordable housing (e.g., expedited approval processes, parking reduction, fee waivers, grants, density bonuses, etc.)

To identify potential partnership opportunities, Metro Vancouver Housing requests interested member jurisdictions complete the attached form in **Appendix 1** and submit it by email to [Housing@metrovancover.org](mailto:Housing@metrovancover.org) by 4:00 p.m., **April 3, 2020** to provide basic information about proposed site(s). Further due diligence and technical studies may be completed by Metro Vancouver Housing to determine feasibility of sites.

We look forward to collaborating with members to achieve our common goals. For more information, please feel free to have your staff contact Laurel Cowan, Program Manager, Housing Planning, Policy and Projects, by phone at 604-451-6510 or by email at [Laurel.Cowan@metrovancover.org](mailto:Laurel.Cowan@metrovancover.org).

We recognize that not all member jurisdictions have available land at this time and strongly encourage member jurisdictions to contact us with other opportunities to work together to increase the supply of affordable housing in the region.

Yours sincerely,



Jerry W. Dobrovolny, P.Eng., MBA  
Commissioner/Chief Administrative Officer

JD/HM/lc

cc: Carl Isaak, Director, Planning and Development Services, City of White Rock

Encl: Form titled "Appendix 1: Expression of Interest Submission Form" (Doc# 36879446)

36880235

## Appendix 1: Expression of Interest Submission Form

Please provide a brief description of the proposed property and attach any additional information as required. For multiple properties, please complete separate forms. While all responses will be considered, Metro Vancouver Housing will prioritize land that is site and development ready and offers the greatest benefit to Metro Vancouver Housing.

Staff contact information	Name/title: _____ Email: _____ Phone: _____
Map showing location of the site	<i>attach</i>
Site address	
Proposed partnership	<input type="checkbox"/> Sale at nominal cost <input type="checkbox"/> Lease at nominal cost
Land title	<i>attach</i>
Site Profile (if applicable)	<i>attach</i>
Site context	<i>brief description of site history and surrounding uses</i>
Site readiness	<input type="checkbox"/> Bare land <input type="checkbox"/> Need for deconstruction <input type="checkbox"/> Need for extensive tree removal
Environmental and/or geographic constraints	<i>brief description of any geographic constraints (e.g., floodplain, high water table, steep slopes) and/or environmental constraints (e.g., sensitive ecological areas)</i>
Gross site area	
Current and/or recommended zoning to reach maximum density permitted in OCP	<i>include any information as to need for rezoning or variances</i>
Anticipated building form and height	
Anticipated maximum unit count	
Parking requirements	
Development readiness	<input type="checkbox"/> Existing zoning supports intended uses <input type="checkbox"/> Willing to pre-zone land <input type="checkbox"/> Rezoning process required
Municipal actions for affordable / rental housing, if any	<input type="checkbox"/> Waive/reduce municipal portion of DCCs <input type="checkbox"/> Waive/reduce CACs <input type="checkbox"/> Waive/reduce permit application fees <input type="checkbox"/> Municipal grants or financial contributions <input type="checkbox"/> Expedited development approvals <input type="checkbox"/> Density bonusing <input type="checkbox"/> Parking relaxations <input type="checkbox"/> Other: _____
Potential for mixed-use, if applicable	
Specific municipal requirements for lease agreements and/or housing agreements, if applicable	<i>e.g., specific requirements for length, tenure, affordability, tenant priority groups, etc.</i>
Other relevant information:	

ON TABLE  
REGULAR - March 9, 2020  
Item 5.1.1

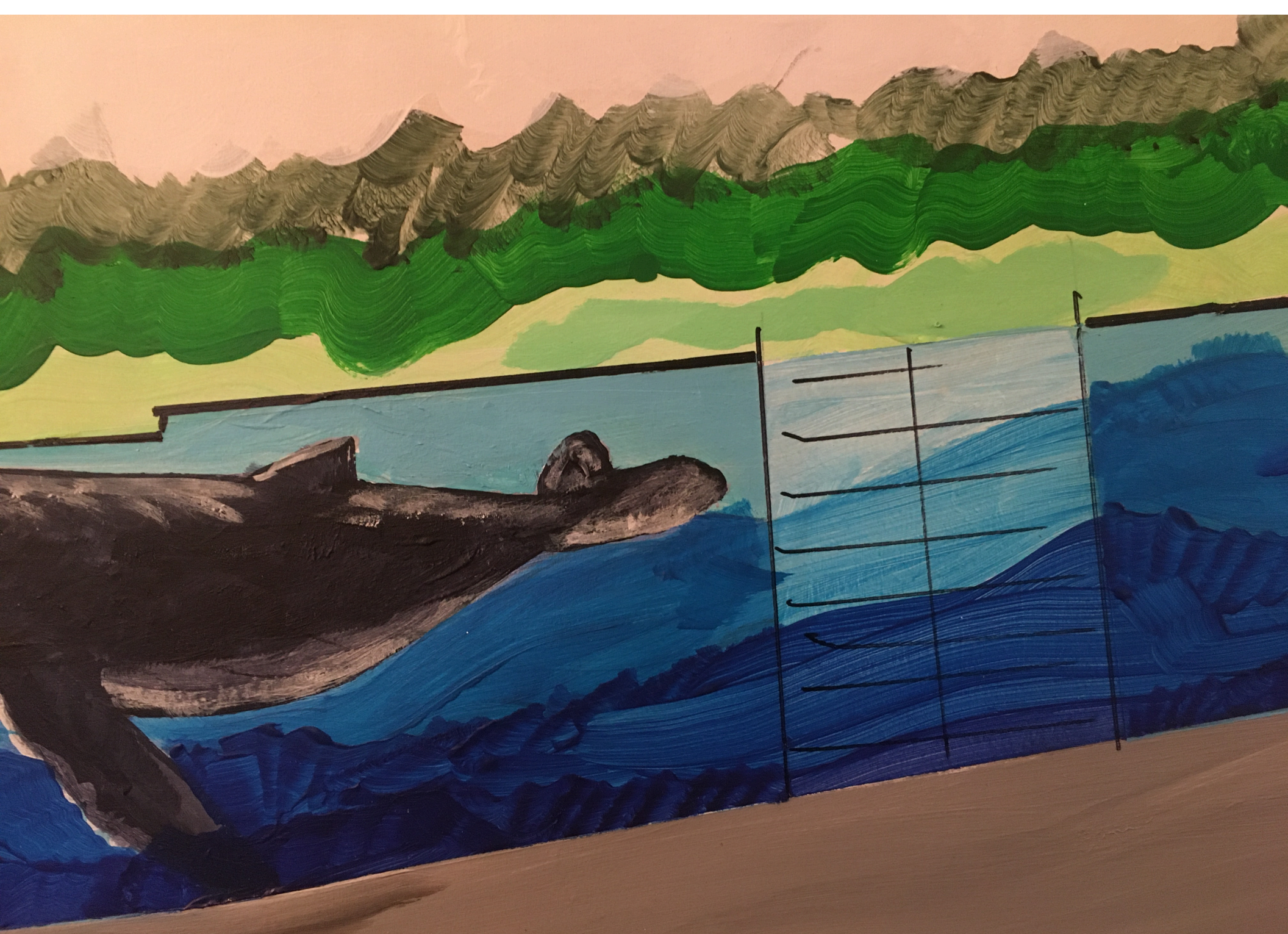




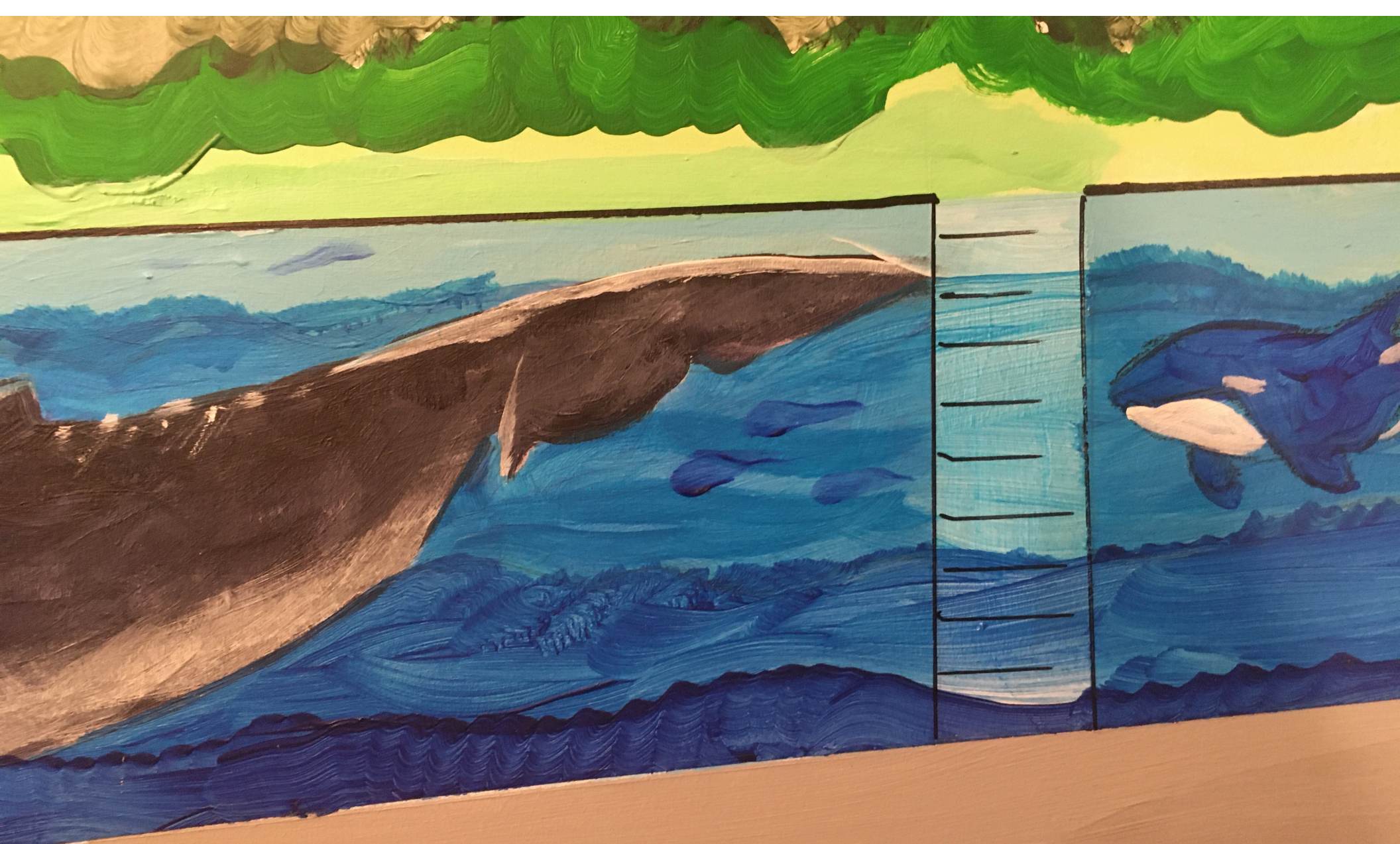




































**REGULAR AGENDA**  
**PAGE 326**

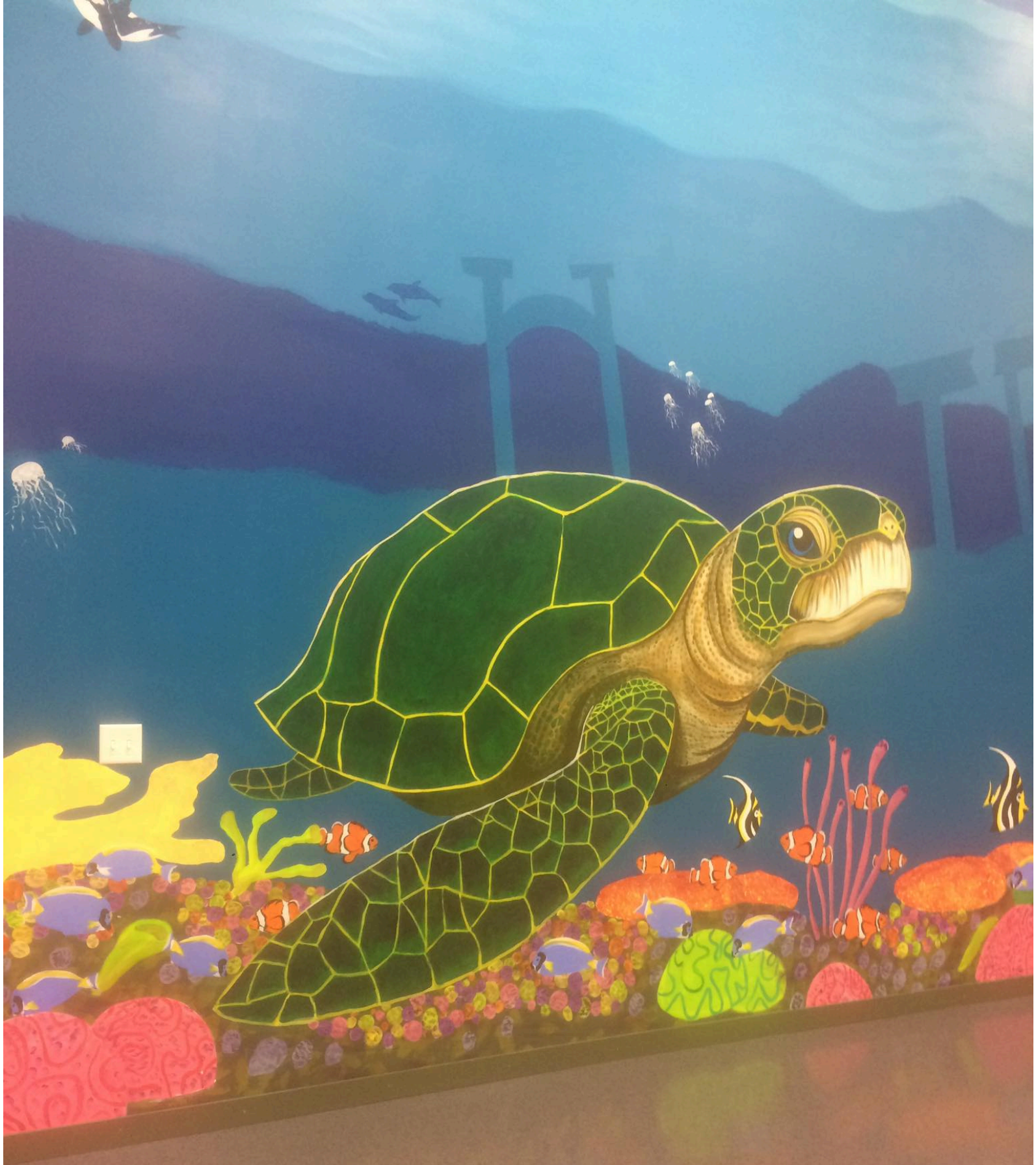




















DAVIDSON '10

ON TABLE  
REGULAR - March 9, 2020  
Item 6.1a

# Healthier Community Partnership (HCP)

City of White Rock & Fraser Health



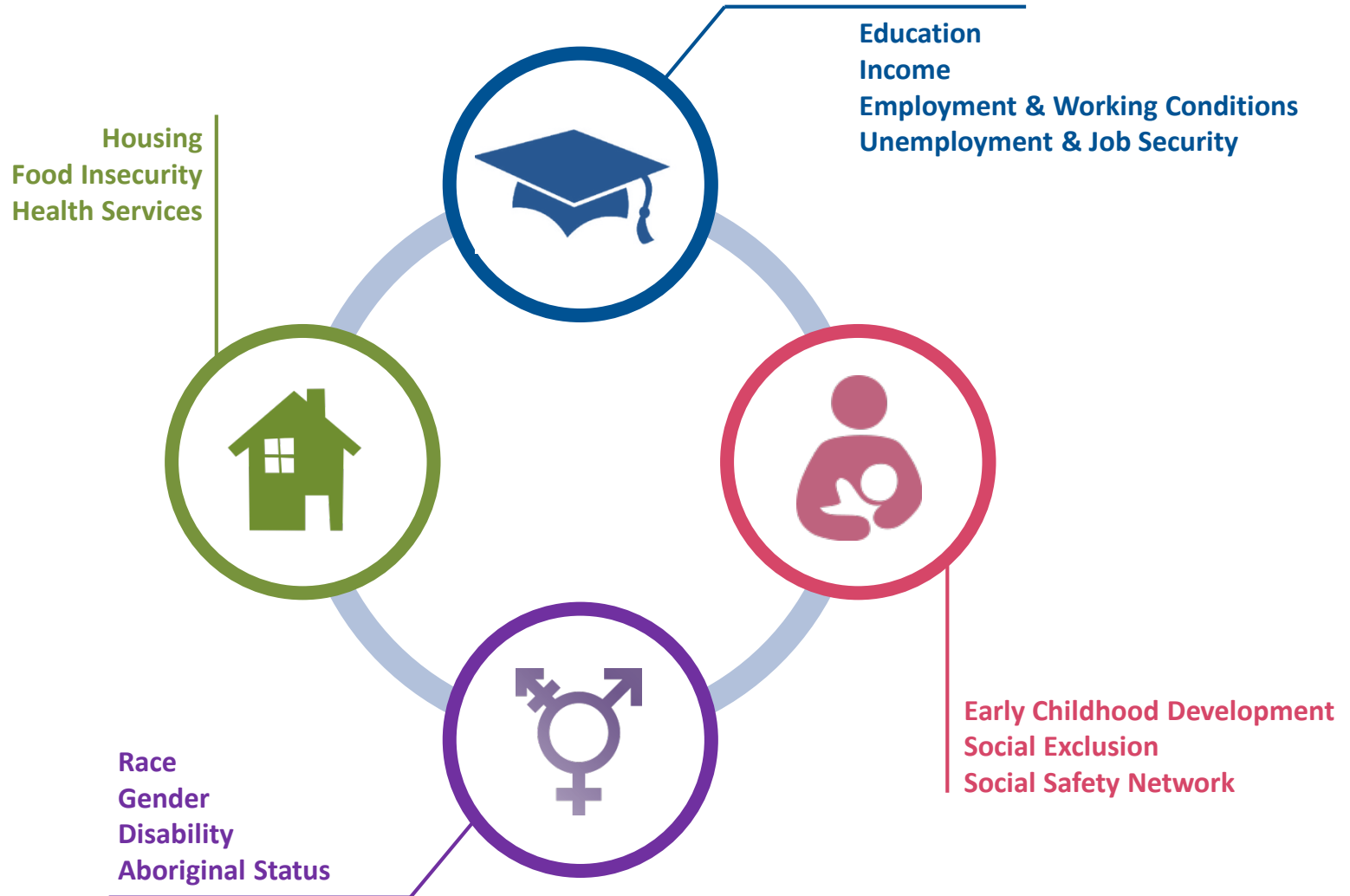
# What is a Healthy Community?

Healthy communities make it easier for residents to make healthier choices every day.

It takes the combined effort of everyone, including local governments, businesses, volunteers, organizations, schools, health authorities and health services to create a healthy community.



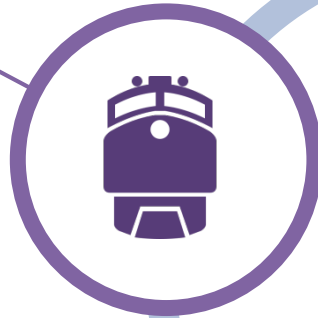
# Social Determinants of Health



# Environmental Determinants of Health

## Transportation Networks

Healthy transportation networks prioritize and support active transportation modalities.



## Neighbourhood Design

Healthy neighbourhood design is facilitated by land use decisions which prioritize complete, compact and connected communities.



## Housing

The design, quality, and affordability of diverse housing options has a critical influence on health and well-being.



## Natural Environments

Community planning which preserves and connects the surrounding natural environment can have significant health and well-being impacts.



## Food Systems

Accessibility and affordability of healthy foods can be supported through land use planning and design.

Source: BC Centre for Disease Control. (2018). *Healthy Built Environment Linkages Toolkit: making the links between design, planning and health, Version 2.0*. Vancouver, BC: PHSA.

# Background

- **2008:** Fraser Health began working with municipal leaders across the region to establish formal partnerships between local government, Fraser Health, and community organizations to promote health and well-being in each community.
- **2012:** the Province's Healthy Communities initiative mandated health authorities to work in partnership with municipalities to build healthier communities.

# What is an HCP?

## Fraser Health

- Dedicated team:
  - Executive Director
  - Medical Health Officer
  - Community Health Specialist
- Support, connect, facilitate local health promotion and chronic disease prevention actions and community partnerships through HCP


## City of White Rock

- Municipal co-chair
- HCP reports up to Council and/or Committee of Council
- Engage stakeholders, develop relationships across sectors, champion actions and ensure alignment with existing municipal strategic plans and efforts

# Five Strategies



Community Involvement



Intersectoral Partnerships



Political Commitment



Healthy Public Policy



Asset-Based Community Development

# HCP Objectives

- Initial objectives for the HCPs:
  - 1) To gain a better understanding of the health needs of each community;
  - 2) To identify areas of priority for each community; and
  - 3) To collectively develop goals, objectives and strategies to structurally address determinants of health (social, economic, environmental, and physical).

# HCP Achievements

- **Langley:** The Langley HCP supported the establishment of a new Langley Youth Hub that facilitates youth programs and helps youth meet basic needs.
- **New Westminster and Burnaby:** In 2018 and 2019, the New West and Burnaby HCPs collaborated to host WALK30, a challenge for people to walk at least 30 minutes a day to create a walking culture, increase awareness of walking benefits and physical activity levels and foster social connections.
- **New Westminster:** In 2015 an Enhanced Smoking Bylaw came into effect in New Westminister. This bylaw extended the distance from doors, windows and air intakes to 7.5 meters, prohibited smoking on restaurant and pub patios, and prohibited smoking within 15 meters of outdoor sports facilities, playgrounds, off leash dog parks and picnic areas within City parks.



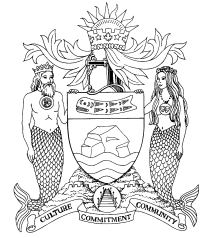
# Council & Community Input

- What might community engagement to determine our health priorities look like?
- How would you as Council like to be involved in the formation of the table?

**For further information, please  
contact:**

Erin Daly  
Community Health Specialist, South  
Surrey/White Rock  
[erin.daly@fraserhealth.ca](mailto:erin.daly@fraserhealth.ca)  
(604) 364-3089

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



**DATE:** March 9, 2020

**TO:** Mayor and Council

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

**SUBJECT:** Investing in Canada Infrastructure Program (ICIP)  
Green Infrastructure – Environmental Quality Sub-Stream Application

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**RECOMMENDATIONS**

THAT Council

1. Receive for information the corporate report dated March 9, 2020 from the Director of Engineering and Municipal Operations, titled “Investing in Canada Infrastructure Program (ICIP) – Green Infrastructure – Environmental Quality Sub-Stream Application”;
  2. Approve the Investing in Canada Infrastructure Program (ICIP) – Green Infrastructure – Environmental Quality Sub-Stream grant application for the Columbia Avenue Storm Diversion Project; and
  3. Support the project and commit to the City’s share (\$1,333,500) of the project.
- 

**INTRODUCTION**

On September 25, 2019 the Canadian and British Columbian governments committed up to \$150 million towards the second intake of the Investing in Canada Infrastructure Program – BC - Green Infrastructure – Environmental Quality Sub-Stream to support cost sharing of infrastructure projects in communities across the province.

Eligible projects are projects that support public infrastructure and must meet at least one of the following outcomes:

- Increased capacity to treat and/or manage wastewater and stormwater
- Increased access to potable water
- increased capacity to reduce and/or remediate soil and/or air pollutants

Funding is available up to 73.33% of eligible project costs (40% Government of Canada, 33.33% Province of British Columbia). This program only allows municipalities to submit one application. The application deadline for this program was February 26, 2020. The deadline to submit a Council resolution is March 26, 2020.

City staff reviewed and found that the Columbia Avenue Storm Diversion project meets the program eligibility requirements. The purpose of this corporate report is to obtain Council’s concurrence on the application submitted by the City.

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

White Rock Council recognized the “Climate Emergency” and committed on January 13, 2020 to Climate change mitigation and adaptation strategies.

### **DISCUSSION**

The Green Infrastructure – Environmental Quality Sub-Stream is focused on infrastructure that will support quality and management improvements for drinking water, wastewater and stormwater, as well as reductions to soil and air pollutants through solid waste diversion and remediation.

There are issues with White Rock’s storm water discharges including erosion, flooding and poor stormwater quality contributing to environmental conditions in Semiahmoo Bay negatively affecting the Regional ecosystem and preventing the harvesting of shellfish. These conditions are exacerbated by the increased frequency and intensity of storms resulting from Climate Change.

It is intended to divert stormwater from erosion prone locations and fish spawning areas and to develop an upgraded conveyance system incorporating treatment facilities to reduce oil, grit and other deleterious materials in the stormwater before discharge to the Bay. This diversion will also enable the removal of stormwater and encroachments from Semiahmoo First Nation (SFN) lands. Regional benefits include mitigation of flood waters and erosion in fish spawning areas, improvements to Semiamhoo Bay water quality and the removal/restoration of encroachments on SFN lands.

This application is for Phase 1 (\$5M) design and construction of a new stormwater outfall west of Finlay Street, habitat enhancement infrastructure and restoration, diversion piping and stormwater treatment. Phase 2 includes installation of new storm mains on Stayte Road and Columbia Avenue to divert flow from the City of Surrey and Semiahmoo First Nation Lands to the new outfall west of Finlay.

### **BUDGET IMPLICATIONS**

The total project cost (for the above noted Phase 1) is \$5,025,000, of which \$5M represents grant program eligible costs. Grant funding is available for up to 73.33% of eligible project costs (40% Government of Canada, 33.33% Province of British Columbia), leaving \$1,333,500 in eligible costs to be funded by the City. The 2020 to 2024 Financial Plan reflects the previous plan to replace the Habgood Pump Station. Now that this drainage project scope has been modified, an amendment to the 2020 to 2024 Financial Plan is required. Sufficient funding for the City’s portion (\$1,333,500 or 26.67%) is available through a re-allocation of project funding, and the 2020 to 2024 Financial Plan will be amended accordingly in April 2020.

Phase 2 of this project is estimated to cost in the range of \$13M. Based on the 2020 to 2024 Financial Plan, enough City funding is available to contribute \$3.46M (26.67%) towards Phase 2. However another grant in the amount of \$9.5M (73.33%) is required before Phase 2 can proceed.

### **CLIMATE CHANGE CONSIDERATIONS**

This project will divert stormwater from low lying and erosion prone areas that will become more vulnerable to environmental damage due to increasingly intense storms related to climate change and due to increased sea levels.

**CONCLUSION**

The Green Infrastructure – Environmental Quality Sub-Stream is focused on infrastructure that will support quality and management improvements for drinking water, wastewater and stormwater, as well as reductions to soil and air pollutants through solid waste diversion and remediation. The Columbia Avenue Storm Diversion project meets the program eligibility requirements. It is recommended that Council approve the Investing in Canada Infrastructure Program – BC - Green Infrastructure – Environmental Quality Sub-Stream grant application for the Columbia Avenue Storm Diversion Project and support the commitment of the City's share of the project.


Respectfully submitted,



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

**Comments from the Chief Administrative Officer:**

I concur with the recommendations of this corporate report.



Dan Bottrill  
Chief Administrative Officer

Recommendations to Council –  
Marine Drive Task Force  
March 9th, 2020

## **A. Waterfront Enhancement Strategy – Character design guidelines for east & west beaches**

### Recommendation #1

THAT Council directs staff to review design guidelines, giving consideration to the distinct elements and/ or unique neighbourhood characteristics of East and West beach.

## **B. Waterfront Enhancement Strategy – Façade facelift program**

### Recommendation #2

THAT Council direct staff to re-develop and implement a façade facelift program that provides incentives and encourages businesses to improve their exteriors.

#### **East Beach**



#### **West Beach**

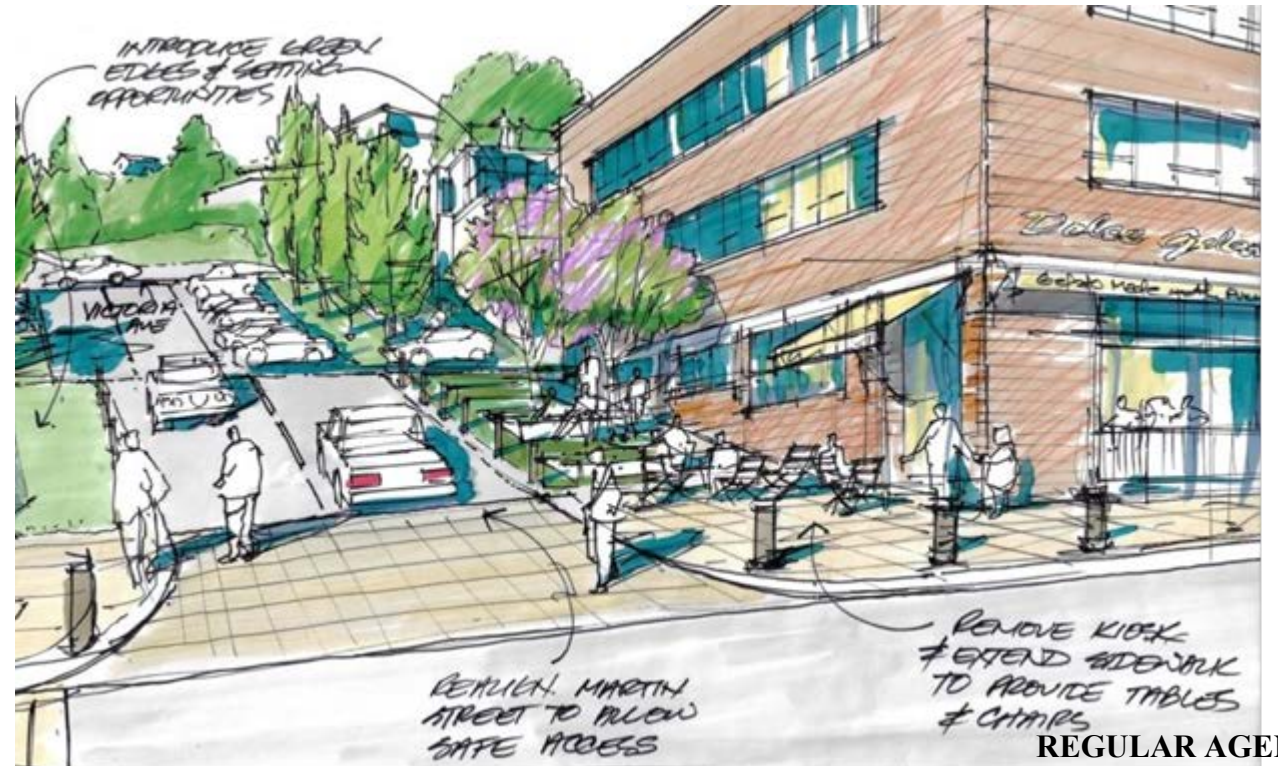




## C. Waterfront Enhancement Strategy – ATM Kiosk at Marine Drive & Martin Street

### Recommendation #3

THAT Council direct staff to investigate the removal of the ATM kiosk at Marine Drive & Martin Street and explore alternate uses for that space, such as pop-up park, patio area, etc.



# D. Waterfront Enhancement Strategy – Pop-up Parks

## Recommendation #4

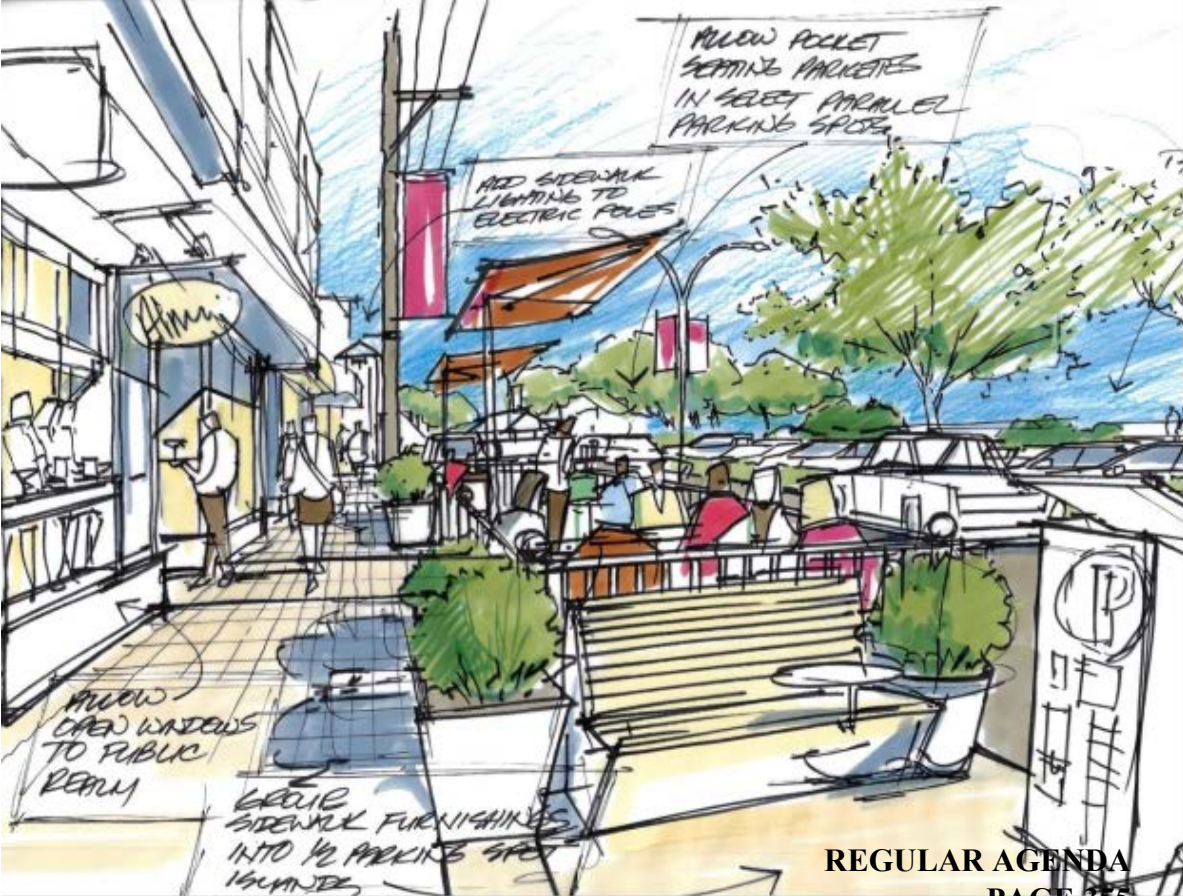
THAT Council direct staff to investigate installing a table & seating area on the 15400 block of Marine Drive.



# E. Waterfront Enhancement Strategy – Widen Sidewalk on Marine Drive between Vidal Street and Oxford

## Recommendation #5

THAT Council direct staff to investigate ways to improve the walkability of Marine Drive. For example, widening the sidewalks between Vidal Street and Oxford Street.



**Schedule 'A'**  
**PLANNING and DEVELOPMENT SERVICES**

<b>ITEM</b>	<b>2020</b>	
Building Code Alternative Solution/Equivalency	\$649	
Change of Address	\$574	
<b>Letter of Enquiry</b>		
• Residential	\$162	
• Multi-family or commercial	\$636	
Noise Bylaw Extension of Hours – Admin Fee	\$265	
<b>Property File Research and Copies</b>		
• Research and first printed copy	\$16	
• Each additional copy	\$5	
• Copies on disc or flash drive (excluding print cost)	\$22	
<b>Building Permit Plans (Architectural Drawing Size)</b>		
• First Print	\$50	
• Each additional print	\$25	
Property Site Survey Certificate	\$21	
Sidewalk Use License – per square foot *	\$4	
Sidewalk Use Agreement Application	\$172	
<b>Other Fees</b>		
• Accessory registered secondary suite in conjunction with a new house building permit registration	\$245	
• All other secondary suite registrations	\$324	
• Underground Oil Storage Tank Removal documentation	\$223	
<b>Building Permit Fees:</b>		
<b>Range of “Construction Value”</b>	<b>Initial Fee</b>	<b>Additional fee per \$1,000 or part thereof</b>
\$0 to \$1,000	\$205	
\$1,001 to \$100,000	\$205	\$18
\$100,001 to \$250,000	\$1,987	\$14
\$250,000 and over	\$4,087	\$12
<b>NOTES:</b>		
The current edition of the Marshal Valuation Service or the Marshall and Swift Residential Cost Handbook may be used by the Building Official to determine the “Construction Value” of the work for the purpose of assessing permit fees.		
Any Building Permit fee payable shall be reduced by 2.5% to a maximum reduction of \$500.00 where any aspect of the construction of the proposed building or alteration is under the review and Letters of Assurance of a CRP – Coordinating Registered Professional.		

**Schedule 'A'**  
**PLANNING and DEVELOPMENT SERVICES - Continued**

<b>Other Building Permit Related Fees</b>	
• Extension of Building Permit	\$212
• Creation of New Civic Address	\$575
• Building Permit Transfer	\$371
• Re-review of Plans Fee - per hour	\$265
• Building Move Fee	\$212
• Digital Archive Fee – per page	\$5
• Re-Inspection Fee	\$265
<b>Demolition Permit</b>	
• Accessory Building	\$85
• SFD/Duplex	\$1,114
• Commercial/Multi-Family	\$1,325
<b>Plumbing Permit Fees</b>	
• First Fixture	\$80
• Each Additional Fixture	\$43
• First Sprinkler Head	\$80
• Each Additional Sprinkler Head to 100	\$5
• Each Additional Sprinkler Head over 100	\$3
• Each Fire Hydrant	\$48
• Each Standpipe	\$48
• Each Hose Valve	\$48
• Fire Department Connection	\$48
• SFD/Duplex Sanitary Sewer	\$80
• SFD/Duplex Storm Sewer	\$80
• SFD/Duplex Water Service	\$80
• MFD/Commercial Sanitary Sewer first 30m	\$139
• MFD/Commercial Storm Sewer first 30m	\$139
• MFD/Commercial Water Service first 30m	\$139
• Each Additional 30m of Commercial Sanitary Sewer, Storm Sewer, or Water Service or part thereof	\$68
• Each Sump, Manhole, or Catch Basin	\$68
• Re-Inspection Fee	\$265
• Non-compliance Inspection Fee	\$265
• Special or Other Inspection Fee	\$265

\* Pro-rated based on license coverage dates for seasonal licenses.

**Schedule 'B'**  
**ENGINEERING and MUNICIPAL OPERATIONS**

<b>ITEM</b>	<b>2020</b>	
<b>Waste Bags</b>		
• Kitchen – large (lined) – per 5 pack		\$6.50
• Kitchen – small (lined) – per 10 pack		\$5.20
• Yard – per 5 pack		\$4.47
Roll Outs (for eligible locations of 6 or less units)		\$160
Curbside Blue or Red Recycling Boxes		\$5
Surplus Household Waste Decals		\$5
<b>Parks Dedication Program</b>	<b>Initial</b>	<b>Renewal</b>
• Bench	\$4,000	\$2,000
• Drinking Fountain	\$4,600	\$2,300
• Light Standard	\$3,100	\$1,550
• Picnic Table	\$3,500	\$1,750
<b>Parks Dedication Program – Replacement Plaques</b>		\$230
<b>Road and Right of Way Fees</b>		
• Road and ROW Administration Fee		\$55
• Road and ROW Re-Inspection Fee		\$260
• Road and ROW Alteration Permit Fee		\$700
• Road and ROW Use Permit Fee		\$220
• Road and ROW Use Fees – per linear meter per week		
• Walkway/pathway		\$2.00
• Boulevard		\$1.00
• Arterial		\$7.00
• Collector		\$5.00
• Local Road		\$3.00
<b>Servicing Agreement Fees</b>		
• Application fee		\$3,000
• Extension fee		\$350
• Latecomer Agreement Application Fee		\$3,000
<b>Engineering Administration Fees on Service Agreements</b>		
• First \$250,000 of estimated construction cost		4.0%
• Next \$250,000 of estimated construction cost		2.5%
• Remaining estimated cost exceeding \$500,000		1.5%

**Schedule 'C'**  
**RCMP**

<b>ITEM</b>	<b>2020</b>
Accident Reports (MV6020's) copies for ICBC	\$65
Request for information relating to Thefts/B & E's etc. received from insurance companies	\$65
Police Certificates (Form 1868)	\$65
Court Ordered File Disclosure Copy of File (Notice of Motion)	\$65 flat fee \$0.50/page \$10 Shipping
Police Information Checks	\$65
<ul style="list-style-type: none"> <li>• Volunteers – live in White Rock and volunteer in either White Rock or South Surrey (requires letter from agency) n/c</li> <li>• Students – for school or training program (requires letter from the agency/school) n/c</li> </ul>	
Photographs	\$2
CD of Photographs	\$5
Fingerprints	\$65
Traffic Analyst Report	\$175
Field Drawing Reproduction	\$65
Mechanical Inspection Reproduction	\$65
Crash Data Retrieval Report – Black Box	
<ul style="list-style-type: none"> <li>• (Non ICBC request) \$175</li> <li>• (ICBC request) \$65</li> </ul>	
Field Drawing Reproduction	\$65
Scale Drawing Reproduction	\$65
Measurements – Provided by Member	\$65
Confirmation letter	\$65

**Schedule 'D'**  
**CENTENNIAL PARK LEISURE CENTRE**  
**ARENA**  
**Facility Rental**

<b>ITEM</b>	<b>Aug 2019 to April 2020 Per Hour unless otherwise stated</b>	<b>Aug 2020 to April 2021 Per Hour unless otherwise stated</b>
<b>Ice Rentals (Non-Subsidized)</b>		
• Prime Rate	\$313	\$323
• Non-Prime Rate	\$239	\$246
• Statutory Holiday Rate	\$359	\$370
<b>Ice Rentals (Partially Subsidized)</b>		
• Prime Rate	\$149	\$154
• Non-Prime Rate	\$84	\$87
• Statutory Holiday Rate	\$221	\$228
<b>Ice Rentals (Bonus Days)</b>		
• Minor Hockey Tournament (all hours)	\$221	\$228
• Minor Hockey Bonus Days & Ringette Tournament (all hours)	\$84	\$87
• Hockey School (non-profit society or WR Rec and Culture - all hours)	\$150	\$155
• Skills Academy (school hours)	\$73	\$75
• School/Family Skates (all hours)	\$119	\$123
• Figure Skating (three Special Event/Test Days)	\$84	\$87
• White Rock Adult Hockey League	\$260	\$268
<b>ITEM</b>		<b>April 2020 to August 2020 Per Hour unless otherwise stated</b>
<b>Dry Floor</b>		
• Minor Lacrosse, Ball Hockey, Roller Hockey (includes non-profit)		\$72
• Adult Lacrosse, Ball Hockey, Roller Hockey (includes non-profit) before 9p.m.		\$104
• Adult Lacrosse, Ball Hockey, Roller Hockey (includes non-profit) after 9 p.m.		\$72
• Special Event Days (one Tournament – 3 days max)		\$72
• Dances/Major Events (8 hours)		\$1,015
• Commercial Dry Floor (not-subsidized)		\$159
• Statutory Holiday		\$107



**Schedule 'E'**  
**CENTENNIAL PARK LEISURE CENTRE**  
**HALL/LOUNGE/BOARDROOM/RECREATION ROOM**  
**Facility Rentals**

<b>ITEM</b>	<b>2020 Per Hour unless otherwise stated</b>
<b>Hall</b> <ul style="list-style-type: none"> <li>• Commercial Rate</li> <li>• Not for Profit Rate</li> <li>• Wedding Parties (1:30 pm – 1:00 am)</li> <li>• Private Rental</li> <li>• Deposit for Key/Access</li> <li>• Statutory Holiday (min 2 hours)</li> </ul>	\$55 \$37 \$503 \$47 \$37 \$66
<b>Lounge</b> <ul style="list-style-type: none"> <li>• Commercial Rate</li> <li>• Not for Profit Rate</li> <li>• Wedding Parties (with Hall rental (1:30 pm – 1:00 am)</li> <li>• Private Rental</li> <li>• Deposit for Key/Access</li> <li>• Statutory Holiday (min 2 hours)</li> </ul>	\$43 \$25 \$100 \$38 \$37 \$54
<b>Boardroom</b> <ul style="list-style-type: none"> <li>• Commercial Rate</li> <li>• Not for Profit Rate</li> <li>• Private Rental</li> <li>• Deposit for Key/Access</li> <li>• Statutory Holiday (min 2 hours)</li> </ul>	\$32 \$19 \$28 \$37 \$42
<b>Recreation Room</b> <ul style="list-style-type: none"> <li>• Commercial Rate</li> <li>• Not for Profit Rate</li> <li>• Private Rental</li> <li>• Deposit for Key/Access</li> <li>• Statutory Holiday (min 2 hours)</li> </ul>	\$43 \$30 \$38 \$37 \$54

**Schedule 'F'**  
**CENTRE FOR ACTIVE LIVING**  
**Facility Rental**

<b>ITEM</b>	<b>2020 Per Hour</b>
<b>Cardio Gym 1</b>	
• Commercial Rate	\$92
• Not for Profit Rate	\$57
• Private Rental Rate	\$75
• Statutory Holiday (min 2 hours)	\$102
<b>Cardio Gym 2</b>	
• Commercial Rate	\$92
• Not for Profit Rate	\$57
• Private Rental Rate	\$75
• Statutory Holiday (min 2 hours)	\$102
<b>Fitness Studio 1</b>	
• Commercial Rate	\$56
• Not for Profit Rate	\$37
• Private Rental Rate	\$49
• Statutory Holiday (min 2 hours)	\$66
<b>Fitness Studio 2</b>	
• Commercial Rate	\$56
• Not for Profit Rate	\$37
• Private Rental Rate	\$49
• Statutory Holiday (min 2 hours)	\$66
<b>Education Room</b>	
• Commercial Rate	\$50
• Not for Profit Rate	\$32
• Private Rental Rate	\$41
• Statutory Holiday (min 2 hours)	\$57

**Schedule 'G'**  
**KENT STREET ACTIVITY CENTRE**  
**Facility Rental**

<b>ITEM</b>	<b>2020 Per Hour</b>
<b>Auditorium</b>	
• Commercial Rate	\$96
• Not for Profit Rate	\$62
• Private Rental Rate	\$81
• Statutory Holiday (min 2 hours)	\$106
<b>Classroom</b>	
• Commercial Rate	\$64
• Not for Profit Rate	\$51
• Private Rental Rate	\$55
• Statutory Holiday (min 2 hours)	\$74
<b>ITEM</b>	<b>2020 Per Year</b>
<b>Kent Street Activity Centre Membership Fees</b>	
• Adult	\$40

**Schedule 'H'**  
**WHITE ROCK COMMUNITY CENTRE**  
**Facility Rental**

<b>ITEM</b>	<b>2020 Per Hour unless otherwise stated</b>
<b>Presentation Room ABC with Lobby</b>	
• Commercial Rate	\$217
• Not for Profit Rate	\$134
• Wedding Parties (11:30am – 11:00pm)	\$2,161
• Private Rental Rate	\$184
• Statutory Holiday (min 2 hours)	\$223
<b>Presentation Room ABC</b>	
• Commercial Rate	\$187
• Not for Profit Rate	\$112
• Private Rental Rate	\$161
• Statutory Holiday (min 2 hours)	\$197
<b>Hall A, B, or C</b>	
• Commercial Rate	\$64
• Not for Profit Rate	\$41
• Private Rental Rate	\$55
• Statutory Holiday (min 2 hours)	\$74
<b>Art Room</b>	
• Commercial Rate	\$48
• Not for Profit Rate	\$31
• Private Rental Rate	\$42
• Statutory Holiday (min 2 hours)	\$58
<b>Gallery</b>	
• Commercial Rate	\$58
• Not for Profit Rate	\$37
• Private Rental Rate	\$51
• Statutory Holiday (min 2 hours)	\$68
<b>Studio</b>	
• Commercial Rate	\$58
• Not for Profit Rate	\$37
• Private Rental Rate	\$51
• Statutory Holiday (min 2 hours)	\$68
<b>Kitchen</b>	
• Commercial Rate / hour	\$64
• Damage Deposit	\$561
• Statutory Holiday / hour (min 2 hours)	\$74

**Schedule 'T'**  
**CENTENNIAL PARK LEISURE CENTRE**  
**Outdoor**

<b>ITEM</b>	<b>2020 Per Hour</b>
<b>Lacrosse Box</b>	
• Youth – non-profit	n/c
• Adult – non-profit	\$8
• Private	\$13
• Commercial – adult or youth	\$19
<b>ITEM</b>	<b>2020 Per Hour</b>
<b>Sports Fields &amp; Ball Diamond Rentals</b>	
• Youth – non-profit	n/c
• Adult – non-profit	\$16
• Commercial – adult or youth	\$24
<b>ITEM</b>	<b>2020 Per Season</b>
<b>Advertising Boards</b>	
• Taylor Box, per season (Mar-Feb)	\$286
• Centennial Park Ball Diamond, per season (Apr-Mar)	\$286

**Schedule 'J'**  
**RECREATION AND CULTURE – PROGRAM AND MISCELLANEOUS FEES**

<b>ITEM</b>	<b>2020</b>
<p><b>Activity and Program Fees</b></p> <ul style="list-style-type: none"> <li>Registered and drop-in program rates will be set to cover all costs including; labour, materials and supplies, facilities and administrative. Surveys and promotions may occasionally offer a discount.</li> </ul> <p><b>Developmental and Partnership Programs</b></p> <ul style="list-style-type: none"> <li>New activities or programs may be initially offered at a loss to encourage and promote interest</li> <li>Activities and programs with limited users but important to community mandates may be subsidized to ensure public access</li> <li>Partnership programs have external partners so standard fees and charges may not apply</li> </ul>	
<p><b>Advertising Fees – Recreation Guide</b></p> <ul style="list-style-type: none"> <li>The price of advertisements are based on the: size, color, and placement and are subject to the overall design of the recreation guide. In determining fees for each publication, the City uses a cost recovery method, including costs to produce and distribute the recreation guide. Therefore, fees can vary from guide to guide. Frequent advertisers (those that advertise in the Spring/Summer and Fall issues will receive a 10% discount on their Winter advertisement).</li> </ul>	
<p><b>Miscellaneous Fees</b></p> <ul style="list-style-type: none"> <li>Contract Amendment Fee per Occurrence</li> </ul>	\$27
<ul style="list-style-type: none"> <li><b>Miscellaneous Rentals</b></li> <li>Food Cart Pad Rental – per square foot – per year</li> <li>Food Cart Pad Power Fee – per year</li> <li>Bayview Park Plaza Rental (per 3 hour time slot)</li> </ul>	\$4 \$100 \$259
<p><b>Filming Fees</b></p> <ul style="list-style-type: none"> <li>Filming Application Fee (includes one day of filming)</li> <li>Filming Fee - Additional Days – per day</li> <li>Operations Site Supervisor, RCMP or Fire Personnel</li> <li>Pay Parking stalls</li> <li>Other Street Parking per space per day</li> <li>Street Use Fee for (30m or 100ft) per day</li> <li>Pier per day</li> <li>Location on Promenade per day</li> <li>Sidewalk Site – per location per day</li> <li>Other City Park or Land Site per day</li> <li>City Building Site per day unless hourly rate applies</li> </ul>	\$312 \$104 Cost recovery Current hourly rate \$13 \$57 \$1,142 \$826 \$464 \$571 \$444

**Schedule 'K'**  
**FINANCIAL SERVICES**

<b>ITEM</b>	<b>2020</b>
<b>Property Tax information (Tax Certificate)</b>	
• property owners	n/c
• requested online	\$37
• requested at City Hall	\$53
• Reprinting Copies of prior period Tax Notices or Water Utility Bills - each	\$2
Property Tax information to Mortgage Companies (per property)	\$40
Returned Payment fee	\$34
Refund Fee	\$25
Transfer between accounts fee (Property Tax & Utility)	\$10
Apportionments (per property)	\$40
Electronic copy of annual property tax information for Fraser Valley Real Estate Board (per property)	\$0.04
Accounts receivable administration fee on billable services	15% (min \$15, max \$200)
City of White Rock Flag	\$120

**Schedule 'K'**  
**FINANCIAL SERVICES - Continued**

<b>Waterfront Pay Parking</b>	
<ul style="list-style-type: none"> <li>• The following waterfront rates are per hour from 10:00 am – 12:00 midnight unless otherwise stated</li> <li>• A 4-hour maximum stay applies to the prime parking area (Oxford St. to Hump), with the exception of the Montecito and the West Beach Parkades.</li>   <li>• WINTER SEASON – November to January <ul style="list-style-type: none"> <li>- Monday to Friday</li> <li>- Saturday and Sunday</li> <li>- Daily Weekend Rate for Montecito and West Beach Parkades</li> </ul> </li>   <li>• SHOULDER SEASON – October, February and March <ul style="list-style-type: none"> <li>- Daily Rate for Montecito and West Beach Parkades</li> </ul> </li>   <li>• SUMMER SEASON – April to September <ul style="list-style-type: none"> <li>- High Demand Zones – all lot and on-street waterfront parking locations (including the parkades), except for locations west of Oxford Street</li> <li>- Value Priced Zone – all lot and on-street waterfront parking locations west of Oxford Street</li> <li>- Daily Rate for Montecito and West Beach Parkades</li> </ul> </li> </ul>	<p>FREE</p> <p>\$2.00</p> <p>\$7.50</p> <p>\$2.00</p> <p>\$7.50</p> <p>\$3.75</p> <p>\$3.25</p> <p>\$15.00</p>
<b>Centennial Arena Pay Parking</b>	
<ul style="list-style-type: none"> <li>• In effect 24 hours per day – rate is per day</li> </ul>	<p>\$2.00</p>
<b>Peace Arch Hospital Pay Parking</b>	
<ul style="list-style-type: none"> <li>• In effect 10:00 am – 12:00 midnight – rate is per hour</li> </ul>	<p>\$2.50</p>
Note: all pay parking rates are inclusive of applicable taxes	
<b>Parking Decals (4 hours maximum in pay parking stalls)</b>	
<ul style="list-style-type: none"> <li>• Centennial Park/Arena</li> <li>• Resident</li> <li>• Non - Resident Commercial Property**</li> <li>• Merchant Decals (on Marine Dr &amp; Vidal St)**</li> <li>• Residential Decals (specific properties on Marine Dr)**</li> <li>• Replacement Decal</li> </ul>	<p>\$17</p> <p>\$48</p> <p>\$148</p> <p>\$355</p> <p>\$315</p> <p>\$5</p>
**These decals pertain to specific properties - see staff for guidelines	
Montecito Complex Parkade – Reserved Stall Parking Rate (decals are sold annually)	\$144 / month
Reserved Stall Additional Decals	\$30



**Schedule 'K'**  
 FINANCIAL SERVICES - Continued

<p><b>Resident Parking Permits for use in areas designated as Permit Parking Only</b> (maximum 4 per dwelling unit)</p> <ul style="list-style-type: none"> <li>• Parking Permit</li> <li>• Replacement Parking Permit</li> </ul>	<p>\$12 \$12</p>
<p><b>Temporary Construction Period Permit</b>                  Up to two (2) permits are available to residents and up to four (4) permits to each church on the 1300 block of Foster Street, exempting them from the two (2) hour parking limit on weekdays from 8am to 6pm, on the west side of the street and on the east side of the street adjacent to 1368 Foster Street only, as indicated by the signage.</p> <ul style="list-style-type: none"> <li>• Temporary Construction Period Permit</li> </ul>	<p>\$1</p>

**Schedule ‘L’  
PHOTOCOPIES, MAPPING AND COMPUTER INFORMATION**

<b>ITEM</b>	<b>2020</b>
<b>Mapping Data</b>	
• Zoning Maps set	\$124
• large	\$66
• small	\$31
• sheet	\$25
• menu size drawing (11” x 17”) B&W	\$31
• City contour map (24” x 68”)	\$18
• small street map (11” x 34”)	\$13
• standard (24” x 36”) engineering drawing B&W	\$6
<b>Photocopies and Prints</b>	
Black & White	
• 8½” x 11” or 8½” x 14” single-sided	\$0.35
• 8½” x 11” or 8½” x 14” double-sided	\$0.65
• 11” x 17” single-sided	\$1.20
• 11” x 17” double-sided	\$2.40
Colour	
• 8½” x 11” or 8½” x 14” single-sided	\$1.25
• 8½” x 11” or 8½” x 14” double-sided	\$2.45
• 11” x 17” single-sided	\$2.45
• 11” x 17” double-sided	\$4.75
<b>Annual Report</b>	
• Black and White	\$5.00
• Colour	\$10.00
<b>Council and Committee Agenda Packages</b>	
Black and White only (double sided)	
• 1-300 pages	Free
• 1-300+ pages*	\$10
*Note: As per Council and Committee Procedure Bylaw, 2018, 2232, five (5) copies of each agenda are printed and available for the public free of charge on a first come, first serve, basis. Once those agendas have been picked-up, the above fees shall apply.	

**Schedule 'M'**  
**FIRE RESCUE**

<b>ITEM</b>	<b>2020</b>
<b>Burning</b>	
Outdoor burning violation	
• first offence	\$110
• each offence thereafter	\$220
Non-compliance of residential fireplace/woodstove burning	
• first offence	\$110
• each offence thereafter	\$220
<b>Fire Prevention</b>	
Fire Safety Plan Review	
• first 2 hours	\$166
• per hour thereafter	\$82
Re-Inspection of outstanding violations (each occurrence)	\$110
Requested Inspection	\$110
<b>Contact</b>	
Failure to comply with requirement for contact person	
• first non-compliance	\$110
• second non-compliance	\$220
• per hour standby charge	\$275
Fire Investigation of incident over \$5,000 in damage	\$550
Comfort Letter	\$166