



## **Governance and Legislation Committee**

### **Minutes**

April 7, 2021, 5:00 p.m.

City Hall Council Chambers

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

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

**ABSENT:** Councillor Fathers

**STAFF:** Guillermo Ferrero, Chief Administrative Officer  
Tracey Arthur, Director of Corporate Administration  
Jim Gordon, Director of Engineering and Municipal Operations  
Carl Isaak, Director of Planning and Development Services  
Jacquie Johnstone, Director of Human Resources  
Colleen Ponzini, Director of Financial Services  
Eric Stepura, Director of Recreation and Culture  
Ed Wolfe, Fire Chief  
Chris Zota, Manager of Information Technology  
Greg Newman, Manager of Planning  
Debbie Johnstone, Deputy Corporate Officer  
Donna Kell, Manager of Communications and Government Relations



1. **CALL TO ORDER**

Councillor Trevelyan, Chairperson

The meeting was called to order at 5:01 p.m.

2. **ADOPTION OF AGENDA**

**Motion Number: 2021-G/L-012** It was MOVED and SECONDED

THAT the Governance and Legislation Committee adopt the agenda for April 7, 2021 as circulated.

Absent (1): Councillor Fathers

**Motion CARRIED (6 to 0)**

3. **ADOPTION OF MINUTES**

**Motion Number: 2021-G/L-013** It was MOVED and SECONDED

THAT the Governance and Legislation Committee adopt the meeting minutes for February 22, 2021 as circulated.

Absent (1): Councillor Fathers

**Motion CARRIED (6 to 0)**

4. **CITY ADVISORY BODY / COMMITTEE TERMS OF REFERENCE AND WORK ITEM DISCUSSION**

In accordance with Council direction at the March 15, 2021 Special Council meeting the following Advisory Body/ Committee (AC) Terms of Reference have been brought forward with draft mandates for review and discussion.

1. **Discussion on each Terms of Reference with a focus on the new mandates for consideration by the Committee ; and**
2. **Discussion on possible work plan items for consideration by the Committee to forward to the AC's in order to help draft their work plan.**

It was noted by the consultant that it would be beneficial for Council to assist the committees in the development of their work plan items (tying in with the mandate). The work plan should be limited to a few items given that the majority of the ACs meet monthly. Example: in most cases, approximately ten (10) times per year (there would be approximately 20 hours of time per year for them to advance their work plan).



- Arts and Culture Advisory Committee
- Economic Development Advisory Committee
- Environmental Advisory Committee
- History and Heritage Advisory Committee
- Housing Advisory Committee
- Public Art Advisory Committee

**Note:** The 2021/ 2022 Strategic Priorities have been included as reference material.

**Note:** The staff liaison will be available to offer suggestions as to their work plans have been based on the Strategic Priorities. It was further noted by the consultant that the ACs can also act as a "sounding board" for staff in relation to their work in developing and updating policy, plans and projects.

The following discussion points were noted:

- A template for the workplans would be helpful
- Use of the word Ambassadors is a concern, the Chairperson (now a member of Council) would be better suited for this
- Workplan items to be discussed at a further / future meeting

**Motion Number: 2021-G/L-014** It was MOVED and SECONDED

THAT The Governance and Legislation Committee directs there be a general orientation for all committee members conducted, at the same time, prior to the initial Committee meetings being scheduled.

Absent (1): Councillor Fathers

**Motion CARRIED (6 to 0)**

**Motion Number: 2021-G/L-015**It was MOVED and SECONDED

THAT the Governance and Legislation Committee request staff in regard to Policy 143 Terms of Reference: Arts and Cultural Advisory Committee mandate to incorporate more of the vision that has been noted verbally by the Director of Recreation and Culture at this time.



Voted in the Negative (4): Mayor Walker, Councillor Chesney, Councillor Manning, and Councillor Trevelyan

Absent (1): Councillor Fathers

**Motion DEFEATED (2 to 4)**

**Motion Number: 2021-G/L-016** It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommend Council endorse Policy 143 Terms of Reference: Arts and Cultural Advisory Committee as circulated.

Voted in the Negative (2): Councillor Johanson, and Councillor Kristjanson

Absent (1): Councillor Fathers

**Motion CARRIED (4 to 2)**

**Motion Number: 2021-G/L-017**It was MOVED and SECONDED

THAT The Governance and Legislation Committee direct Policy 137 Terms of Reference: Economic Development Advisory Committee mandate be amended as follows:

- Replace the third bullet to now read as follows: *Members bring the strengths of their individual networks to improve the Committee outcomes. This may include members connecting with personal / business networks such as business operators, government and non-profit agencies, and potential partners, to improve and receive information on economic conditions and initiatives by the City*

Voted in the Negative (2): Councillor Johanson, and Councillor Trevelyan

Absent (1): Councillor Fathers

**Motion CARRIED (4 to 2)**

**Motion Number: 2021-G/L-018** It was MOVED and SECONDED

THAT The Governance and Legislation Committee recommend Council endorse Policy 137 Terms of Reference: Economic Development Advisory Committee, as amended (third bullet of mandate).

Voted in the Negative (2): Councillor Johanson, and Councillor Kristjanson



Absent (1): Councillor Fathers

**Motion CARRIED (4 to 2)**

**Motion Number: 2021-G/L-019** It was MOVED and SECONDED

THAT The Governance and Legislation Committee endorse for Policy 138 Terms of Reference: Environmental Advisory Committee (Committee) mandate be amended where the first paragraph of the previous mandate for the Committee, with the following amendments, be noted as the Committee mandate:

*The Environmental Advisory Committee will advise City Council and staff on Environmental issues in the City. The Environmental Advisory Committee will also review the City's Integrated Storm-Water Management Plan, Environmental Strategic Plan, the Climate Action Revenue Incentive Program, Energy Step Code, Review of the Official Community Plan (changes to tree canopy and the tree bylaw) and the City's water quality monitoring. The Committee may make representation to Council on Environmental matters.*

Absent (1): Councillor Fathers

**Motion CARRIED (6 to 0)**

**Motion Number: 2021-G/L-020** It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommend Council endorse Policy 138 Terms of Reference: Environmental Advisory Committee, as amended (the full mandate).

Absent (1): Councillor Fathers

**Motion CARRIED (6 to 0)**

**Motion Number: 2021-G/L-021** It was MOVED and SECONDED

THAT the Governance and Legislation Committee direct Policy 159 Terms of Reference: History and Heritage Advisory Committee mandate point h) be replaced with the following:

*The committee will endeavor to engage through staff liaison and/or Council the*



*Semiahmoo First Nation (SFN) and other Ingenious groups in order to celebrate White Rock and the history of the SFN and other indigenous groups.*

Absent (1): Councillor Fathers

**Motion CARRIED (6 to 0)**

**Motion Number: 2021-G/L-022** It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommend Council endorse Policy 159 Terms of Reference: History and Heritage Advisory Committee, as amended (mandate Item h).

Voted in the Negative (1): Councillor Fathers

**Motion CARRIED (6 to 1)**

**Motion Number: 2021-G/L-023**It was MOVED and SECONDED

THAT the Governance and Legislation Committee direct Policy 164 Terms of Reference: Housing Advisory Committee mandate final bullet, the first sentence be replaced to state as follows:

*Members bring the strengths of their community networks to support committee outcomes.*

**Final Bullet will now read as follows:**

*Members bring the strengths of their individual networks to improve the Committee outcomes. This may include consulting with community stakeholders, government and non-profit agencies, potential partners and the public to develop strategic goals and actions to protect and maintain the City's rental housing stock while creating new opportunities along a housing continuum (e.g., homeless shelters, transitional housing, affordable (non-market) rental housing, market rental and ownership housing, etc.).*

Voted in the Negative (2): Councillor Johanson, and Councillor Kristjanson

Absent (1): Councillor Fathers



**Motion CARRIED (4 to 2)**

**Motion Number: 2021-G/L-024** It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommend Council endorse Policy 164 Terms of Reference: Housing Advisory Committee, as amended (final bullet of mandate).

Voted in the Negative (1): Councillor Johanson

Absent (1): Councillor Fathers

**Motion CARRIED (5 to 1)**

**Motion Number: 2021-G/L-025** It was MOVED and SECONDED

THAT the Governance and Legislation Committee directs Policy 147 Terms of Reference: Public Art Advisory Committee mandate be amended by adding the following wording:

*They will make efforts to buy local artwork and from local artists when possible.*

Absent (1): Councillor Fathers

**Motion CARRIED (6 to 0)**

**Motion Number: 2021-G/L-026** It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommend Council endorse Policy 147 Terms of Reference: Public Art Advisory Committee, as amended (mandate in regard to buying local when available).

Absent (1): Councillor Fathers

**Motion CARRIED (6 to 0)**

**5. PETITIONS TO COUNCIL**

Councillor Johanson requested this item be placed on the agenda for discussion.

The *Community Charter* in regard to petitions:



*Petitions to Council, Section 82*

*(1) A petition to a council is deemed to be presented to council when it is filed with the corporate officer.*

*(2) A petition to a council must include the full name and residential address of each a petitioner.*

Previously Council adopted the following in the City Council and Committee Procedure Bylaw in regard to petitions:

Section (8) Every petition presented to Council by a Delegation, or otherwise, must include:

- (a) the date of the petition;
- (b) legible full names of each signatory petitioner with their address; and,
- (c) a statement at the top of the page clearly indicating why signatures have been collected.

Section (9) All petitions addressed to Council will be placed on the Council agenda for receipt. Petitions must be received by 8:30 a.m. on the Monday prior to the next regular scheduled meeting. Petitions received after this agenda deadline will be automatically placed on the next regular scheduled meeting agenda. *(Amended by Bylaw 2284).*

**Motion Number: 2021-G/L-027**It was MOVED and SECONDED

THAT the Governance and Legislation Committee request the Council and Committee Procedure Bylaw be amended to reflect wording in regard to petitions be the same as *Community Charter* (date not required).

Voted in the Negative (1): Councillor Trevelyan

Absent (1): Councillor Fathers

**Motion CARRIED (5 to 1)**

**6. HIRING OF CONSULTANTS**

Councillor Trevelyan requested this item be placed on the agenda in order to review the City's current procedures and guidelines for hiring consultants.



The Chief Administrative Officer gave examples of when / why consultants would be utilized. There would be rationale or past experience with the City used during the selection process for a consultant.

It was noted that the keeping of metrics as to the consultants performance would be helpful for Council.

**7. FUTURE GOVERNANCE AND LEGISLATION TOPICS**

Discussion regarding topics for future Governance and Legislation Committee meetings.

- Councillor Johanson requested financial planning policies in regard to process that can implemented for the 2022 budget onward (including a consistent way to address Department Budgets)**Noted:** The Cities of Victoria and Coquitlam have the policies in this regard
- Councillor Kristjanson requested the creation of a Excellence Service Delivery Community Advisory Panel, opportunity for feedback (more information will be provided)

**8. CONCLUSION OF THE APRIL 7, 2021 GOVERNANCE AND LEGISLATION COMMITTEE MEETING**

The meeting was concluded at 6:51 p.m.

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Mayor Walker

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Tracey Arthur, Director of Corporate Administration