



Governance and Legislation Committee

Minutes

November 9, 2020, 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
Stephanie Lam, Deputy Corporate Officer
Debbie Johnstone, Committee Clerk

1. **CALL TO ORDER (Councillor Manning, Chairperson)**

The Chairperson called the meeting to order at 5:00 p.m.

1.1 MOTION TO CONDUCT GOVERNANCE AND LEGISLATION COMMITTEE MEETING WITHOUT THE PUBLIC IN ATTENDANCE

Motion Number: 2020-G/L-085 It was MOVED and SECONDED

WHEREAS COVID-19 has been declared a global pandemic;

WHEREAS the City of White Rock has been able to continue to provide the public access to the meetings through live streaming;

WHEREAS holding public meetings in the City Hall Council Chambers, where all the audio/video equipment has been set up for the live streaming program, would not be possible without breaching physical distancing restrictions due to its size, and holding public meetings at the White Rock Community Centre would cause further financial impact to City Operations due to staffing resources and not enable live streaming;

WHEREAS Ministerial Order No. 192 requires an adopted motion in order to hold public meetings electronically, without members of the public present in person at the meeting;

THEREFORE BE IT RESOLVED THAT the Governance and Legislation Committee (including all members of Council) authorizes the November 9th meeting to be video streamed and available on the City's website, and without the public present in the Council Chambers.

Motion CARRIED

2. ADOPTION OF AGENDA

Motion Number: 2020-G/L-086 It was MOVED and SECONDED

THAT the Governance and Legislation Committee adopt the agenda for November 9, 2020 as amended by deferring Item 8 titled Lightspark: Innovative Technology to Map Carbon and Energy Intensity in Residential Communities to a future meeting.

Motion CARRIED

3. ADOPTION OF MINUTES

Councillor Kristjanson arrived at the meeting at 5:02 p.m.

Motion Number: 2020-G/L-087 It was MOVED and SECONDED

THAT the Governance and Legislation Committee adopt the following meeting minutes as circulated:

- September 23, 2020; and
- September 28, 2020.

Motion CARRIED

4. CITY COMMITTEES

Note: Staff were requested to add the following information on the City's Committee Calendar: include the Councillor Liaison of each committee and the Committee Term.

It was noted that a review of the City's committees / structure would be beneficial. The Committee mandates and how they align with Council corporate priorities would be included within the review.

There are some current vacancies on various committees, advertising will be placed in the coming weeks to help fill them.

Motion Number: 2020-G/L-088 It was MOVED and SECONDED

THAT The Governance and Legislation Committee recommend the Environmental Advisory Committee meet twice in December 2020.

Motion CARRIED

Motion Number: 2020-G/L-089It was MOVED and SECONDED

THAT the Governance and Legislation Committee:

1) Recommend that Council extend the following City's Advisory Bodies / Committee appointments to March 31, 2021:

- Arts and Cultural Advisory Committee;
- Advisory Design Panel
- Economic Development Advisory Committee;
- Environmental Advisory Committee;
- History and Heritage Advisory Committee;

- Public Art Advisory Committee;
- Seniors Advisory Committee;
- Tour de White Rock Task Force;
- Water Community Advisory Panel;
- White Rock Sea Festival Task Force; and

2) Endorse that there be a full review of the City's Advisory Bodies / Committees to be conducted early in 2021 (including the work the Committees are producing and required involvement by staff to maintain the Committees) .

Motion CARRIED

5. CONTINUED POLICY REVIEW: HUMAN RESOURCES (400 SERIES)

The Director of Human Resources gave an outline of each of the noted policies for consideration.

Motion Number: 2020-G/L-90 It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommend Council endorse the following Human Resource policies as circulated:

- a. Policy 401 - Employee Recognition Program;
- b. Policy 405 - Respectful Workplace; and
- c. Policy 406 - Anti-Racial Discrimination and Anti-Racism.

Motion CARRIED

6. CONTINUED POLICY REVIEW: COUNCIL AND ADMINISTRATION

Note: In relation to Policy 120 - City News, staff were asked to review the ads for possible repetitiveness, consider some format changes in order to receive more interest.

Motion Number: 2020-G/L-91 It was MOVED and SECONDED

THAT The Governance and Legislation Committee recommends Council endorse Policy 112 - Freedom of the City as circulated.

Motion CARRIED

Motion Number: 2020-G/L-92 It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommend Council endorse Policy 129 - City News as circulated.

Motion CARRIED

Motion Number: 2020-G/L-93 It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommend Council endorse Policy 130 - Operational Communications Objective as circulated.

Motion CARRIED

Motion Number: 2020-G/L-94 It was MOVED and SECONDED

THAT The Governance and Legislation Committee recommend Council endorse Policy 131 - City Website as circulated.

Motion CARRIED

Motion Number: 2020-G/L-95 It was MOVED and SECONDED

THAT The Governance and Legislation Committee recommend Council endorse Policy 132 - Communication of Council Decisions: Facebook Live as circulated.

Motion CARRIED

Motion Number: 2020-G/L-96 It was MOVED and SECONDED

THAT The Governance and Legislation Committee recommend Council endorse Policy 133 - Internal Handling of Media Requests as circulated.

Motion CARRIED

Motion Number: 2020-G/L-97 It was MOVED and SECONDED

THAT The Governance and Legislation Committee recommend Council endorse Policy 134 - Media Releases as circulated.

Motion CARRIED

7. FILMING POLICY

Motion Number: 2020-G/L-98 It was MOVED and SECONDED

THAT the Governance and Legislative Committee recommend Council to endorse the Filming Policy as circulated.

Motion CARRIED

8. LIGHTSPARK: INNOVATIVE TECHNOLOGY TO MAP CARBON AND ENERGY INTENSITY IN RESIDENTIAL COMMUNITIES

In accordance with motion 2020-G/L-86 this item was deferred to a future Governance and Legislation Committee meeting.

9. SHORT-TERM RENTAL HOST COMPLIANCE SOFTWARE

Councillor Manning presented a PowerPoint titled "Host Compliance" a program offered by Granicus giving a platform for short-term rental registration, compliance monitoring, fraud, audit and enforcement challenges.

Motion Number: 2020-G/L-99 It was MOVED and SECONDED

THAT the Governance and Legislation Committee requests staff to bring forward for the list of projects for future discussion (Short Term Rental Fees - tiered license fees) so Council can consider it in regard to prioritization.

Motion CARRIED

Motion Number: 2020-G/L-100 It was MOVED and SECONDED

THAT the Governance and Legislation Committee direct staff to add the item of software regarding "Short Term Rental Fees - tiered license fees" as a topic for the upcoming budget discussion / consideration.

Motion CARRIED

10. CLOSED COUNCIL MEETINGS

It was noted that items for closed meetings are usually of an urgent nature but staff do try and wait for a few topics, when possible, prior to requesting a meeting be scheduled.


It was noted the Committee would like to see more in relation to information release. The City is currently working on a communication item in regard to closed meetings (FAQ / Q & A) to help the community understand the process.

Further work will be conducted in regard to more information being released to topics as permitted.

11. **CONCLUSION OF THE NOVEMBER 9, 2020 GOVERNANCE AND LEGISLATION COMMITTEE MEETING**

The Chairperson concluded the meeting at 6:43 p.m.

Mayor Walker



Tracey Arthur, Director of Corporate Administration