

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



**DATE:** January 24, 2022

**TO:** Mayor and Council

**FROM:** Tracey Arthur, Director of Corporate Administration

**SUBJECT:** City Advisory Body (Committee) 2022 Meeting Schedule

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**RECOMMENDATION**

THAT Council consider and endorse commencing the City Advisory Body (Committee) 2022 meeting schedule as outlined in this corporate report.

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**EXECUTIVE SUMMARY**

Staff are reviewing Council's last direction whereby the City's Advisory Bodies (Committees) will resume meeting from February 1, 2022.

It is noted that the City is still experiencing permanent staffing shortages in some key departments that are liaisons to the Committees. In addition, it has been found they are also being impacted by illness due to COVID-19 and the variant(s).

**PREVIOUS COUNCIL DIRECTION**

<b>Motion # &amp; Meeting Date</b>	<b>Motion Details</b>
2021-IC-78 October 25, 2021	THAT Council suspend all their Advisory Bodies / Committees, due to staffing issues, starting in November until end of January 2022.

**INTRODUCTION/BACKGROUND**

The following six (6) Committees suspended meeting since November 2021; included is a notation of the City department that is the standing liaison to the Committee:

- Arts and Cultural Advisory Committee (Recreation and Culture)
- Economic Development Advisory Committee (Planning and Development Services)
- Environmental Advisory Committee (Engineering and Municipal Operations)
- History and Heritage Advisory Committee (Recreation and Culture)
- Housing Advisory Committee (Planning and Development Services)
- Public Art Advisory Committee (Recreation and Culture)

No further meetings are anticipated to be scheduled for the City's At-Risk and Priority Population Task Force in accordance with Mayor Walker's comments made at the October 25, 2021, regular Council meeting:

*The City has been working with the City of Surrey in regard to a full-time shelter. Any outstanding items will be moved to the City's Housing Advisory Committee.*

At the October 25, 2021, closed meeting staffing challenges were brought to the attention of Council. At that time challenges were particularly being felt both within the Engineering & Municipal Operations and Planning and Development Services Departments. It was following this discussion that Council adopted the motion to suspend Committee meetings until the end of January 2022.

The Engineering and Municipal Operations department are still experiencing key position staffing shortages. In particular, the Manager of Engineering position has not yet been filled. This continues to have an impact on the workload whereby others, such as the Director and the Manager of Public Works and Municipal Operations, have had to take on pertinent projects. In addition, the department has been experiencing temporary staff shortages due to illness. In November 2021, staff were successful in hiring an Acting Director of Planning and Development Services who has been reviewing the department functions and has been able to keep the department in a position where they have been able to manage pertinent workload items. Staff continue to work on completing the hiring of a Director of Planning and Development Services, as well as the Manager of Planning position.

It is further noted that within the Recreation and Culture Department the Manager of Cultural Development will be out of the office on medical leave until mid-March 2022.

### **Committee Meetings for 2022**

The Director of Engineering and Municipal Operations has requested the Environmental Advisory Committee not to resume meeting until the new Manager of Engineering is hired. It is anticipated this will be completed in time for meetings to re-commence starting in March 2022. It has been noted that current staff do not have the time to work with the Committee due to full time staffing shortages and the number of sickness absences they are experiencing. The nature of this department's work requires day to day services to continue to be delivered even with shortages (example: infrastructure, garbage and recycling etc.). As well, they oversee the majority of Council's top corporate priority projects (Solid Waste Pick Up for Multi-Family, Community Amenity Contribution, Shovel-in the Ground Projects – Emerson Park Playground, Maccaud Park, Centre Street Hillside Walkway, Review Options for Upgrading Multiple Hillside Walkways).

The Acting Director of Planning and Development Services Department has requested the following Committees resume meetings as noted:

- Housing Advisory Committee: February 2022; and
- Economic Development Advisory Committee: February 2022

The additional Planning and Development's Committees: Advisory Design Panel (ADP) and Board of Variance (BOV) were not included in the discussion in regard to the suspended meeting resolution. The ADP is scheduled to have a meeting in January 2022 and the BOV meets as the need arises.

The Director of Recreation and Culture has requested the Public Art Advisory Committee and the Arts and Cultural Advisory Committee not resume meeting until the Manager of Cultural Development is back to work, with that expectation to be mid-March 2022.

Due to COVID numbers being on the rise it would be anticipated that any Committee meetings scheduled would be held via electronic means.

### **OPTIONS / RISKS / ALTERNATIVES**

Across the province municipalities and local businesses are facing staffing shortages due to illness. The City of White Rock is included in that, as well as experiencing some further challenges with vacant key positions within the organization. The City is looking forward to getting its Committees back up and running; however, to help address internal workload, and to ensure that once the Committees are brought back online they have the necessary support, it is requested they be brought back gradually.

### **CONCLUSION**

The proposed commencement of the 2022 Committee meeting schedule:

#### February

- Housing Advisory Committee (Planning and Development Services)
- Economic Development Advisory Committee (Planning and Development Services)


#### March

- Environmental Advisory Committee (Engineering and Municipal Operations)
- Arts and Cultural Advisory Committee (Recreation and Culture)
- Public Art Advisory Committee (Recreation and Culture)

#### April

- History and Heritage Advisory Committee (Recreation and Culture)

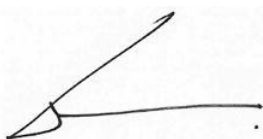
Respectfully submitted,



Tracey Arthur  
Director, Corporate Administration

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

I concur with the recommendations of this corporate report.



Guillermo Ferrero  
Chief Administrative Officer