

Regular Council Meeting of White Rock City Council

Minutes



January 15, 2024, 4:00 p.m.
City Hall Council Chambers
15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

PRESENT: Mayor Knight
Councillor Chesney
Councillor Cheung
Councillor Klassen (via electronic means)
Councillor Lawrence
Councillor Partridge
Councillor Trevelyan

STAFF: Guillermo Ferrero, Chief Administrative Officer
Tracey Arthur, Director of Corporate Administration
Anne Berry, Director of Planning and Development Services
Candice Garty, Director of Financial Services
Jim Gordon, Director of Engineering and Municipal Operations
Kari Laing, Director of Human Resources
Ed Wolfe, Fire Chief
John Woolgar, Director of Recreation and Culture
Shannon Johnston, Manager of Budget and Accounting
(via electronic means)
Janessa Auer, Acting Corporate Officer

PUBLIC 12 (approximately)

1. **CALL MEETING TO ORDER**

The meeting was called to order at 4.00 p.m.

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**

Motion Number: 2024-004 It was MOVED and SECONDED

THAT the Corporation of the City of White Rock Council adopt the agenda for its regular meeting scheduled for January 15, 2024 as amended to:

- **Remove Delegation 5.1.C. by S. Latti, as the presenter is unable to attend; and**
- **Add for Item 4. Question and Answer Period On-Table submissions from G. Gumley.**

Motion CARRIED (7 to 0)

3. **ADOPTION OF MINUTES**

Motion Number: 2024-005 It was MOVED and SECONDED

THAT the Corporation of the City of White Rock adopt the December 11, 2023 Regular Council meeting minutes as circulated.

Motion CARRIED (7 to 0)

4. **QUESTION AND ANSWER PERIOD (15 MINUTES / 2 MINUTES PER SPEAKER)**

Question and Answer Period was held both in person at the meeting, as well as electronically through email.

As of 8:30 a.m., January 10, 2024, there were two (2) Question and Answer period submissions received:

- Submission dated January 4, 2024 from D. Biggar suggesting an update for a more accessible path across the track on the beachside between Oxford and Bayview Street.
 - Staff provided the following response:

It appears they are referring to the beachside strip of land on the south side of the train tracks from Oxford to Bayview

Given the proximity of this area to the ocean environment and sensitive dune habitat it is currently being maintained in its natural state as much as possible, with occasional invasive plant removal work by staff and partnership with the Lower Mainland Green Team.

We will take this feedback into consideration and will assess the area with this in mind.

- Submission dated January 9, 2024 from G. Gill regarding building permit wait time.

On-Table submissions were noted along with staff responses provided at the meeting:

- G. Gumley, City's Operating Surplus 2023: Why does Council wait until the financial planning process is almost complete to learn the amount of the operating surplus; and How are Council able to make informed decisions about the financial plan for 2024 - 2027 if they do not have access to the operating surplus from the 2023 budget?

Staff provided the following response:

Best practice, in a best-case scenario, is that budgets would be approved before the fiscal year starts, meaning before January 1 of the year, at which time operating surplus would not be known as the current year hasn't ended yet. Most BC municipalities do not approve their budgets until sometime in the 1st quarter of the year. The City of White Rock is aiming to do the same and have its budget approved in early March 2024.

As the City's year-end is December 31, the year-end work can only start in January. This early in the year-end process, operating surpluses are not yet known as it is only after the year-end work that these are finalized. This is why they are not available until after the year-end work has been completed and are discussed as part of the audited financial statements.

As is standard practice, the public will be notified of the year's operating surplus when Council is made aware.

As was stated in the CFO's Letter of Transmittal for the 2022 Financial Statements, page 3 (part of the Jun 12, 2023, Agenda package), the \$18.7M surplus that the writer is referring to is the consolidated surplus and before any of the budgeted transfers to reserves have been considered. The General Fund surplus was \$12.8M. From that, the planned (budgeted) transfers to reserves of \$9.3M left the city with an unallocated surplus of only \$3.4M. The majority of this amount was transferred to capital reserves. The writer is encouraged to read the Chief Financial Officer's Letter of Transmittal.

- G. Gumley, City Warming Centre: Why has Council endorsed \$360,000 of the COVID-19 recovery funds to pay for this? Why not fund this from the Emergency Fund Contingency Reserve set up in 2023 from operating surplus from 2022?; and further Why not use that reserve to pay for this use in future years instead of increasing property taxes?

Staff provided the following response:

The City did not set-up an 'Emergency Fund Contingency Reserve in 2023. The new reserve that was established in 2023 was the Growing Communities Fund reserve, which was set up to hold the Growing Communities Fund grant received in 2023. Perhaps the writer is referring to the unallocated accumulated surplus amount for 2023 of \$3.4M. If so, according to Finance Policy 307, "The transfer of a portion of the General Operating Fund accumulated surplus balance to current year operations can only be used for emergencies, non-recurring operating expenditures, or early debt repayment expenditures." The expenses related to the Warming Shelter do not meet this criteria.

Motion Number: 2024-006 It was MOVED and SECONDED

THAT Council receive for information the correspondence submitted for Question and Answer Period by noon (12:00 p.m.) January 15, 2024, including "On-Table" information provided with staff responses that are available at the time.

Motion CARRIED (7 to 0)

4.1 CHAIRPERSON CALLS FOR SPEAKERS TO QUESTION AND ANSWER PERIOD

No speakers came forward for Question and Answer Period.

5. DELEGATIONS AND PETITIONS

5.1 DELEGATIONS (5 MINUTES)

5.1.a SOURCES FOUNDATION - COLDEST NIGHT OF THE YEAR 2024

Abby Gemino and Marc Burchell, Sources Foundation, provided information on the Coldest Night of the Year event to be held Saturday, February 24, 2024.

5.1.b FRASER HEALTH AUTHORITY - LOCAL LEGIONELLA PREVENTION AND MITIGATION

Dr. Emily Newhouse and Adrianna Spyker, Fraser Health Authority, provided a presentation on local legionella prevention and mitigation across the municipality via cooling tower registry and bylaws.

The Mayor noted the information will be provided to staff.

5.1.c SACHIN LATTI - MENTAL HEALTH AWARENESS AND COMMUNITY ENGAGEMENT

In accordance with Motion 2024-004, due to the presenter being unable to attend, the delegation was removed from the agenda and is anticipated to be in attendance for the January 29, 2024 Regular Council meeting.

5.2 PETITIONS

None

5.3 SPECIAL PRESENTATION

5.3.a BAYSIDE U16 BOYS MAKOS RUGBY TEAM

The Bayside U16 Boys Makos rugby team and their Coach was in attendance to be recognized for their undefeated season and their Provincial Championship win.

6. PRESENTATIONS AND CORPORATE REPORTS

6.1 PRESENTATIONS (10 MINUTES)

None

6.2 CORPORATE REPORTS

6.2.a 2023 AUDIT PLANNING REPORT AND PRESENTATION

Corporate report dated January 15, 2024 from the Director of Financial Services, titled "2023 Audit Planning Report and Presentation".

Brandon Ma, Engagement Partner, KPMG LLP (City Auditors) provided a PowerPoint presentation titled "The Corporation of the City of White Rock Audit Planning Report for the year ending December 31, 2023".

Motion Number: 2024-007 It was MOVED and SECONDED

THAT Council:

1. **Receive the corporate report dated January 15, 2024, from the Director of Financial Services, titled '2023 Audit Planning Report and Presentation'; and**
2. **Receive the verbal presentation by the KPMG Engagement Partner summarizing its audit planning process for the City of White Rock for the year ended December 31, 2023.**

Motion CARRIED (7 to 0)

6.2.b DRAFT 2024 - 2028 CONSOLIDATED FINANCIAL PLAN

Corporate report dated January 15, 2024 from the Director of Financial Services, titled "Draft 2024-2028 Consolidated Financial Plan".

Note: Tables noted in Appendix A do not reflect the proposed 0.46% WorkSafeBC rate increase, which brings the proposed property tax rate increase to 6.14% for 2024

Note: The attached Consolidated Financial Plan document is in draft format only at this time. Key Activity Levels noted for each department will be updated with 2023 Actual numbers for the January 29, 2024 Council meeting.

The following discussion points were noted:

- Warming Centre, it does not appear a security guard has been required (no issues thus far this year)
- COVID-19 funding: a full list of criteria as to how the funds can be spent - staff to provide

Motion Number: 2024-008 It was MOVED and SECONDED

THAT Council direct staff not to hire the discussed security guard, included in the draft budget, for the City's Warming Centre.

Motion CARRIED (7 to 0)

Motion Number: 2024-009 It was MOVED and SECONDED

THAT Council:

1. **Receive the January 15, 2024, corporate report from the Director, Financial Services, titled “Draft 2024 – 2028 Consolidated Financial Plan”;**
2. **Provide feedback to staff on the Draft 2024 – 2028 Consolidated Financial Plan;**
3. **Approve the recruitment for the Financial Services managerial position to start now, prior to final approval of the 2024 – 2028 Consolidated Financial Plan; and**
4. **Direct staff as to whether to fund the 2024 Warming Shelter costs from the unspent balance in the COVID-19 Restart Grant funding for 2024, thereby decreasing the proposed 2024 property tax increase.**

Motion CARRIED (7 to 0)

6.2.c REVENUE ANTICIPATION BORROWING BYLAW, 2024, NO. 2492

Corporate report dated January 15, 2024 from the Director of Financial Services titled "Revenue Anticipation Borrowing Bylaw, 2024, No. 2492".

Note: Bylaw 2492 is on the agenda for consideration of staff recommended first, second and third reading under Item 9.1.a

Motion Number: 2024-010 It was MOVED and SECONDED

THAT Council receive for information the corporate report dated January 15, 2024, titled “Revenue Anticipation Borrowing Bylaw, 2024, No. 2492” from the Director, Financial Services, for consideration of first, second and third readings.

Motion CARRIED (7 to 0)

6.2.d CONTRACT AWARD - NEW WATER WELL #5 COMPLETION AND SITE WORK

Corporate report dated January 15, 2024 from the Manager of Engineering titled "Contract Award - New Water Well #5 Completion and Site Work".

Motion Number: 2024-011 It was MOVED and SECONDED

THAT Council:

1. **Receive the corporate report dated January 15, 2024, from the Manager, Engineering, titled "Contract Award – New Water Well #5 Completion and Site Work";**
2. **Approve additional funding of \$800,000 in 2024 for this project from the Water Infrastructure (capital) Reserve in advance of approving the 2024 Consolidated Five-Year Financial Plan;**
3. **Approve award of New Water Well #5 Civil Work to Drake Excavating (2016) Ltd. In the amount of \$1,420,000 (excluding GST);**
4. **Approve award of construction management and contract administration to Kerr Wood Leidal in the amount of \$68,250 (excluding GST); and**
5. **Authorize the Director of Engineering and Municipal Operations to execute all contract documentation required for the project.**

Motion CARRIED (7 to 0)

7. MINUTES AND RECOMMENDATIONS OF COMMITTEES

7.1 SELECT COMMITTEE MINUTES

None

7.2 SELECT COMMITTEE RECOMMENDATIONS

None

8. POLICIES

None

9. **BYLAWS AND PERMITS**

9.1 **BYLAWS**

9.1.a **BYLAW 2492 - WHITE ROCK REVENUE ANTICIPATION BORROWING BYLAW, 2024, NO. 2492**

Bylaw 2492 - A revenue anticipation bylaw providing for the borrowing of sums of money as may be required to meet the current lawful expenditures of the City.

Note: Bylaw 2492 was the subject of a corporate report under Item 6.2.c

Motion Number: 2024-012 It was MOVED and SECONDED

THAT Council give first, second and third reading to *"White Rock Revenue Anticipation Borrowing Bylaw, 2024, No. 2492"*.

Motion CARRIED (7 to 0)

9.1.b **BYLAW 2491 - COLLECTION, REMOVAL, DISPOSAL AND RECYCLING OF SOLID WASTE BYLAW 2015, NO. 2084, AMENDMENT NO. 10, 2024, NO. 2491**

Bylaw 2491 - A bylaw to amend the Collection Removal, Disposal and Recycling of Solid Waste Bylaw in relation to collection hours (between 7:00 a.m. and 7:00 p.m.) Bylaw 2491 received three (3) readings on December 11, 2023 and was on the agenda for consideration of final reading at this time.

Motion Number: 2024-013 It was MOVED and SECONDED

THAT Council give final reading to *"Collection, Removal, Disposal and Recycling of Solid Waste Bylaw 2015, No. 2084, Amendment No. 10, 2024, No. 2491"*.

Motion CARRIED (7 to 0)

9.1.c **BYLAW 2489 - COLLECTION, REMOVAL, DISPOSAL AND RECYCLING OF SOLID WASTE BYLAW 205, NO. 2084, AMENDMENT NO. 9, 2023 NO. 2489**

Bylaw 2489 - A bylaw to amend the Collection, Removal, Disposal and Recycling of Solid Waste Bylaw in relation to solid waste collection service fees (Schedule A). Bylaw 2489 received three (3)

readings on December 11, 2023 and was on the agenda for consideration of final reading at this time.

Motion Number: 2024-014 It was **MOVED** and **SECONDED**

THAT Council give final reading to "*Collection, Removal, Disposal and Recycling of Solid Waste Bylaw 2015, No. 2084, Amendment No. 9, 2023 No. 2489*".

Motion CARRIED (7 to 0)

9.1.d BYLAW 2488 - SEWER CONNECTION AND RENTAL CHARGES BYLAW, 1970, NO. 396, AMENDMENT BYLAW, 2023, NO. 2488

Bylaw 2488 - A bylaw to amend the Sewer Connection and Rental Charges Bylaw in relation to rental fees (Schedule B). Bylaw 2488 received three (3) readings on December 11, 2023 and was on the agenda for consideration of final reading at this time.

Motion Number: 2024-015 It was **MOVED** and **SECONDED**

THAT Council give final reading to "*Sewer Connection and Rental Charges Bylaw, 1970, No. 396, Amendment Bylaw, 2023, No. 2488*".

Motion CARRIED (7 to 0)

9.1.e BYLAW 2487 - WHITE ROCK DRAINAGE UTILITY USER FEE BYLAW, 2004, NO. 1739, AMENDMENT BYLAW, 2023, NO. 2487

Bylaw 2487 - A bylaw to amend the White Rock Drainage Utility User Fee Bylaw in relation to Drainage Utility Fees (Schedule A). Bylaw 2487 received three (3) readings on December 11, 2023 and was on the agenda for consideration of final reading at this time.

Motion Number: 2024-016 It was **MOVED** and **SECONDED**

THAT Council give final reading to "*White Rock Drainage Utility User Fee Bylaw, 2004, No. 1739, Amendment Bylaw, 2023, No. 2487*".

Motion CARRIED (7 to 0)

9.1.f BYLAW 2486 - WHITE ROCK SECONDARY SUITE SERVICE FEE BYLAW, 2012, NO. 2009, AMENDMENT NO. 8, 2023, NO. 2486

Bylaw 2486 - A bylaw to amend the White Rock Secondary Suite Service Fee Bylaw in relation to fee amounts (Section 3 to be deleted and replaced). Bylaw 2486 received three (3) readings on December 11, 2023 and was on the agenda for consideration of final reading at this time.

Motion Number: 2024-017 It was MOVED and SECONDED

THAT Council give final reading to " *White Rock Secondary Suite Service Fee Bylaw, 2012, No. 2009, Amendment No. 8, 2023, No. 2486*".

Motion CARRIED (7 to 0)

9.2 PERMITS

None

10. CORRESPONDENCE

10.1 CORRESPONDENCE - RECEIVED FOR INFORMATION

Motion Number: 2024-018 It was MOVED and SECONDED

THAT Council receive correspondence item(s) 10.1 a - b, within the January 15, 2024 agenda, as circulated.

Motion CARRIED (7 to 0)

10.1.a 2024 LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION CONFERENCE CALL FOR RESOLUTIONS

Information received from the Lower Mainland Government Association (LMLGA) regarding the call for local government resolutions to be considered at the May 1-3, 2024 Annual Conference. The deadline for resolutions is **Wednesday, February 28, 2024.**

Each resolution:

- Must include a separate backgrounder that is a maximum of 2 pages and specific to a single resolution. Do not submit

backgrounders for multiple resolutions. The backgrounder may include links to other information sources and reports.

- Must be regional in nature and relevant to other local governments within the Lower Mainland LGA rather than specific to a single member government.
- The resolution must have at least one “whereas” clause and should not contain more than two "whereas" clauses. Each whereas clause must only have one sentence.

The information provided includes further details in regard to guidelines that must be adhered to.

Note: The information was provided at this time for information purposes giving Council time to consider if they had any resolutions they wanted brought forward with the consideration of the required resolution criteria being met.

10.1.b MINISTER OF HOUSING - NEW LEGISLATION TO SUPPORT LOCAL GOVERNMENT HOUSING INITIATIVES

Correspondence dated December 8, 2023 from Ravi Kahlon, Minister of Housing, regarding regulations and policy manuals to support local government housing initiatives following the Province passing Bills 44, 46, 47 and 35 (which regulates short-term rentals).

11. MAYOR AND COUNCILLOR REPORTS

11.1 MAYOR'S REPORT

Mayor Knight provided the following information:

- Requested the Community to help advocate for more transit in our region: TransLink has recently launched a campaign calling on residents in the region to contact our local MLA'S and MP'S, Ministers of Finance as well as Ministers responsible for funding infrastructure, as a strong, unified message to the Provincial and Federal Governments is urgently needed
- Dec 14, TransLink Mayor's Council on Regional Transportation meeting
- Dec 15, City's Annual Christmas Staff get together
- Dec 15, Metro Vancouver's Special Mayors' meeting

- Jan 12, Metro Vancouver Regional Planning Committee
- Thank you to Councillor Chesney for attending some of the Community events as the Deputy Mayor during the Holiday Season

11.2 COUNCILLORS REPORTS

Councillor Partridge noted the following information:

- Feb 24, Coldest Night of the Year event will be held, encourage everyone to sign up for the event or to donate
- A reminder that you can donate to the City's Daytime Warming Centre through the city's website

Councillor Trevelyan noted the following information:

- Feb 24, Coldest Night of the Year event, announced that an Earl Marriott Team is to be assembled to participate

12. MOTIONS AND NOTICES OF MOTION

12.1 MOTIONS

12.1.a CONCERNS REGARDING HOUSING BILL 44, BILL 46 AND BILL 47

Note: This motion was put forward at the December 11, 2023 Regular Council meeting, however was withdrawn at that time as it was noted there would be more information expected on this matter in the coming weeks.

Councillor Klassen requested that this motion be put forward for consideration at this time:

THAT Council authorize staff to draft and dispatch a letter, under the Mayor's signature and on behalf of City Council, addressed to the Honourable Ravi Kahlon, Minister of Housing expressing concerns regarding Bill 44, Bill 46, and Bill 47.

Note: The above noted motion was withdrawn due to staff notification that a detailed report regarding the new legislation and how it relates to White Rock will now be ready to be brought forward at the January 29, 2024 Regular Council meeting.

12.2 NOTICES OF MOTION

None

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

None

14. **OTHER BUSINESS**

None

15. **CONCLUSION OF THE JANUARY 15, 2024 REGULAR COUNCIL MEETING**

The meeting was concluded at 5:14 p.m.

Mayor Knight



Tracey Arthur, Director of Corporate
Administration

Unapproved