

PRESENT: Councillor Manning, Chairperson
Mayor Walker
Councillor Fathers
Councillor Kristjanson (arrived at 5:02 p.m.)
Councillor Trevelyan

ABSENT: 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

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.

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 circualted.

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;

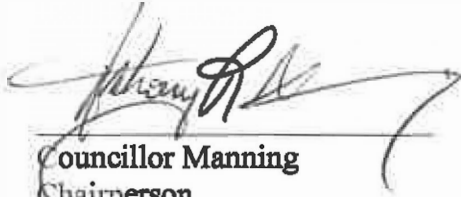
AND WHEREAS stratas have increasingly become British Columbians’ residence of
choice because of their relative affordability and improved land use, but those
perceived values are now threatened over escalating insurance costs;

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.



Councillor Manning
Chairperson

S. Alam

Stephanie Lam, Deputy
Corporate Officer