

PRESENT: Councillor Fathers, Chairperson
Mayor Walker
Councillor Chesney
Councillor Johanson
Councillor Kristjanson
Councillor Manning
Councillor Trevelyan

ABSENT: Councillor Manning

STAFF: S. Kurylo, Director of Financial Services / Acting Chief Administrative Officer
T. Arthur, Director of Corporate Administration
J. Gordon, Director of Engineering and Municipal Operations
C. Isaak, Acting Director of Planning and Development Services
E. Stepura, Director of Recreation and Culture
S. Jasim, Manager of Utilities
J. Nyhus, Manager of Buildings and Bylaws
S. Lam, Deputy Corporate Officer

Press: 0

Public: 3

1. **CALL MEETING TO ORDER**
The meeting was called to order at 4:48 p.m.

2. **ADOPTION OF AGENDA**

2019-G/L-106 **It was MOVED and SECONDED**
THAT the Governance and Legislation Committee adopts the agenda for
September 9, 2019 as circulated.

CARRIED

3. **ADOPTION OF MINUTES**
a) July 22, 2019

2019-G/L-107 **It was MOVED and SECONDED**
THAT the Governance and Legislation Committee adopts the following meeting
minutes as circulated:

a) July 22, 2019

CARRIED

***Note:** Items 4 to 8 were initially presented at the July 22, 2019 meeting. Due to time constraints, they were deferred to the next Governance and Legislation Committee meeting.*

3.1 **INTRODUCTION: MANAGER OF COMMUNICATIONS AND GOVERNMENT RELATIONS**

The Director of Corporate Administration introduced Donna Kell, the City of White Rock's new Manager of Communications and Government Relations.

4. **PROPOSED UPDATES: VACATION (SHORT TERM) RENTAL REGULATIONS**

Corporate report dated July 22, 2019 from the Acting Director of Planning and Development Services titled "Proposed Updates: Vacation (Short Term) Rental Regulations".

Staff advised that concerns and complaints regarding unlicensed short-term vacation rentals may be forwarded to 604 541 2146 or they may email the City at bylaws@whiterockcity.ca

2019-G/L-108

It was MOVED and SECONDED

THAT the Governance and Legislation Committee:

1. Receives for information the corporate report dated July 22, 2019, from the Director of Planning and Development Services, titled "Proposed Updates: Vacation (Short Term) Rental Regulations"; and
2. Directs staff to bring forward proposed amendments to the Zoning Bylaw, 2012, No. 2000 and Business Licence Bylaw, 1997, No. 1510 to Council, to add new vacation rental regulations as outlined in this corporate report and/or as directed by Committee.

CARRIED

5. **COUNCIL AND COMMITTEE PROCEDURE BYLAW, 2018, NO. 2232 – DELEGATIONS TO COUNCIL**

Councillor Fathers requested the City's Council and Committee Procedure Bylaw be placed on the agenda to discuss Section 20. Delegations / Petitions.

It was noted that there have been instances where delegations have appeared to speak about their development projects when their applications were still active with the City. It was suggested that it seems to conflict with the City's process, and it was suggested that these types of delegations not be permitted in the future.

In response to the Committee's comments, staff advised that appearing as a delegation has been recommended as an option for applicants to speak with Council in instances feedback is needed prior to Council's consideration of the final application.

The Committee expressed preference for receiving the information in a staff report, and suggested an amendment be placed in the Council procedure bylaw to reflect this circumstance.

2019-G/L-109 It was **MOVED** and **SECONDED**

THAT the Governance and Legislation Committee recommends that the Council and Committee Procedure Bylaw, 2018, No. 2232 be amended to include the following restriction under delegations:

Persons with an active development permit with the City of White Rock may not appear as a delegation. Applicants should forward their comments for staff to present in a corporate report.

CARRIED

Councillor Johanson and Mayor Walker voted in the negative

6. **CITY POLICY AND SELECT BYLAW REVIEW**

Corporate report date July 22, 2019 from the Director of Corporate Administration titled "City Policy and Select Bylaw Review".

2019-G/L-110 **It was MOVED and SECONDED**

THAT the Governance and Legislation Committee receives for information the corporate report dated July 22, 2019 from the Director of Corporate Administration titled "City Policy and Select Bylaw Review".

CARRIED

7. **POLICY ENDORSEMENT**

As part of the ongoing City Policy review, the following policies have been reviewed by staff and the proposed updates (shown with proposed tracked changes) are presented for Council's consideration. Policies 207, 800 and 405 are presented for discussion / consideration.

ADMINISTRATION POLICY NO. 207: DISTRIBUTION OF CITY LAPEL PINS

2019-G/L-111 **It was MOVED and SECONDED**

THAT the Governance and Legislation Committee endorses Administration Policy No. 207: Distribution of City Lapel Pins as circulated.

CARRIED

INFORMATION TECHNOLOGY POLICY NO. 800: VIDEO SURVEILLANCE/RECORDING AT CIVIC PROPERTIES

Discussion ensued and staff provided the following information in response to the Committee's questions:

- A formal policy for outdoor CCTV security cameras has not been drafted
- Canadian Border Services and the RCMP have reached out to the City requesting permission to monitor areas of the water at the end of the pier
- If the City were to install more security cameras, new equipment would be needed
- Areas such as Centennial Park have been impacted by graffiti and vandalism

As there have been several negative incidences that have taken place near Memorial Park, including the theft of a plaque, it was suggested that a corporate report be brought forward with respect to additional surveillance in areas of concern.

2019-G/L-112 **It was MOVED and SECONDED**

THAT the Governance and Legislation Committee requests staff to provide a corporate report that outlines options for surveillance in problem areas, including city facilities such as centennial park.

CARRIED

Discussion continued and the Committee reported that the RCMP have indicated that there may be security footage already being recorded at the waterfront. Staff reported that the RCMP may be referring to the security camera that monitored the Memorial Park construction site, noting that it has not yet been decommissioned. The Committee questioned if camera security fits within smart cities, and if so, how would the City be able to enhance that. Staff noted that smart cities is a broad term, that it may not fit within that umbrella, and that if it were funding would need to be allocated to support the connection.

The Privacy Commissioner has a process for public bodies to access CCTV that must be adhered to. It was suggested that the City could consider using camera/footage, software, and technology that can record and blur faces/identities/licence plates, noting that this could be a resource for the police.

2019-G/L-113

It was MOVED and SECONDED

THAT the Governance and Legislation Committee endorses Information Technology Policy No. 800: Video Surveillance/Recording at Civic Properties as circulated.

CARRIED

HUMAN RESOURCES POLICY NO. 405: RESPECTFUL WORKPLACE

Staff introduced Human Resources Policy No. 405 and advised that the proposed changes include updates to housekeeping (formatting), the addition of gender identity and expression under matters that could be considered discriminatory under the Charter of Human Rights and Freedoms. It was also reported that the time frame for filing a formal complaint has also been removed from the policy.

2019-G/L-114

It was MOVED and SECONDED

THAT the Governance and Legislation Committee endorses Human Resources Policy No. 405: Respectful Workplace as circulated.

CARRIED

8.

PROPOSED AMENDMENTS TO THE BUSINESS LICENCE BYLAW, 1997, NO. 1510

Corporate report dated September 9, 2019 from the Acting Director of Planning and Development Services titled "Proposed Amendments to the Business Licence Bylaw, 1997, No. 1510".

A PowerPoint presentation was provided and the following comments were noted in response to the Committee's questions:

- Not aware of the RCMP increasing patrol with respect to the matter of "body works" within the City;
- The City is in line with other municipalities in terms of fees. It was noted that the fees imposed for non-compliance with respect to accessory vacation rentals have

been established to cover the anticipated staff-time involved in enforcing the bylaw requirements.

2019-G/L-115

It was MOVED and SECONDED

THAT the Governance and Legislation Committee receives for information the corporate report dated September 9, 2019 from the Acting Director of Planning and Development Services, titled "Proposed Amendments to the Business Licence Bylaw, 1997, No. 1510".

CARRIED

9.

MEMORIAL PARK PLAQUE LOCATION

Staff noted that there were three (3) options/possible placements of the plaque (24" x 24") included in the agenda package for consideration.

2019-G/L-116

It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommends to Council that the Memorial Park Plaque location be selected as Option 3, presented in the September 9, 2019 Governance and Legislation Committee agenda package.

CARRIED

10.

PARKADE PLAQUE LOCATION

Staff noted that there were two (2) options/proposed locations for the plaque at the Waterfront Parkade included in the agenda package for consideration.

2019-G/L-117

It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommends to Council that the Waterfront Parkade Plaque location be selected as Option 2, presented in the September 9, 2019 Governance and Legislation Committee agenda package.

CARRIED

11.

ACTION TRACKING: GOVERNANCE AND LEGISLATION COMMITTEE AND REGULAR COUNCIL

Action tracking documents included on the agenda for information purposes

- The Action Tracking document for Governance and Legislation Committee
- The Action Tracking document for Regular Council meetings

In response to the Committee's question, staff advised they will look into ways of advising the public of the City's Action Tracking system (possible through the City's website).

2019-G/L-118

It was MOVED and SECONDED

THAT the Governance and Legislation Committee receives the following for information purposes:

- The Action Tracking document for Governance and Legislation Committee; and
- The Action Tracking document for Regular Council meetings.

CARRIED

12.

DATA POLICY REVIEW

Councillor Kristjanson requested the topic of Data Policy Review be placed on the agenda for discussion. It was suggested that a policy be brought forward that addresses data visibility for residents. It was noted that PDF documents are not accessible, and that residents who wish to have the data currently have to reproduce the information in a table.

2019-G/L-119

It was MOVED and SECONDED

THAT the Governance and Legislation Committee recommends that Council directs staff to report back with a data visibility policy that can be referenced when Council considers the release of information.

CARRIED

13.

CLASSIFICATION OF WEEKLY BULLETIN AND WEEKLY CORRESPONDENCE

Councillor Trevelyan requested the topic of Classification of Weekly Bulletin and Weekly Correspondence be placed on the agenda for further discussion from the July 22, 2019 Governance and Legislation Committee.

The Committee discussed the change in process with respect to the Council weekly bulletin and weekly Council correspondence packages, and it was clarified that all emails addressed to whiterockcouncil@whiterockcity.ca are being received in each member of Mayor and Council's individual inboxes.

Some members of the Committee noted that they appreciated the previous method of having staff summarize all of the incoming correspondence, and suggested that process be reinstated.

Discussion continued and the Committee noted that large correspondence packages can be difficult to navigate. It was also noted that it is onerous for Committee members to respond to the public as they are receiving the correspondence in PDFs.

It was noted that at this time, the summary of invitations and upcoming events has been helpful, and would like that to continue to be distributed on the Council Bulletin. The Committee agreed to keep the process as status quo where email sent directly to Mayor and Council will not be included in the Council Bulletin.

14.

PIER RECOGNITION (PLANKS AND PLAQUES)

Councillor Fathers requested the topic of Pier Plank Recognition and Mayor Walker requested Pier Plaques Recognition be placed on the agenda for discussion. Concerns were expressed that the proposed design does not align with Council's vision.

With respect to methods of marking the planks, staff suggested that light etching would be susceptible to wearing off, and that the metal plaques will have a longer lifespan. The Committee reviewed examples of pier plank plaques located in other cities.

2019-G/L-120

It was MOVED and SECONDED

THAT the Governance and Legislation Committee requests staff to report back on the matter of Pier Plank Plaques and options for recognizing the donors.

CARRIED

15.

BYLAW 854: A BYLAW TO DESIGNATE THE PIER AS A HERITAGE SITE

Councillor Chesney requested Bylaw 854 be placed on the agenda for information purposes.

It was noted that Bylaw No. 854 designates the White Rock pier as a heritage site, adding that any alterations may need to be done in consultation with the Bylaw. It was suggested these details be included in the corporate report requested under Item 14 of this agenda.

16.

BYLAW 2018: WHITE ROCK NOISE CONTROL BYLAW, 2013, NO. 2018

Councillor Johanson requested Bylaw 2018 be placed on the agenda to discuss concerns regarding vehicles with modified exhaust systems causing excessive noise in the parkade due to high speed driving.

Councillor Johanson referred to complaints received by the public with respect to vehicles with altered exhaust pipes. It was reported that the noise has been very loud.

Staff provided the following comments/information:

- No complaints have been received by the City with respect to noise at the parkade to date
- Bylaw Enforcement Officers may be addressing scenarios as they arise;
- The Motor Vehicle Act takes precedent over City Bylaws;
- The only authority that can stop a moving vehicle or a violation is a police officer;
- Bylaw Officers are authorized to address vehicles on private property (eg: parked in a driveway)

The Committee noted that the RCMP have several recommendations with respect to revising the City's bylaws which will be brought forward at a future meeting.

17.

GRANT APPLICATION: WHITE ROCK WATERFRONT AND PIER

In accordance with Finance Policy 324 a grant application was submitted to Infrastructure Canada for the White Rock waterfront and pier. A copy of the City policy and the grant as submitted on August 23, 2019 are attached for information purposes.


- Finance Policy 324 – Grant Applications / Infrastructure and Operational
- August 23, 2019 – Infrastructure Canada – Disaster Mitigation and Adaptation Fund (Grant Application)

Councillor Trevelyan reported that this summer the City of White Rock submitted a grant application with respect to the White Rock Waterfront and Pier. The item was placed on the agenda for information purposes.

18.

CONCLUSION OF THE SEPTEMBER 9, 2019 GOVERNANCE AND LEGISLATION COMMITTEE MEETING

The Chairperson declared the meeting concluded at 6:05 p.m.



Councillor Fathers
Chairperson



Stephanie Lam
Deputy Corporate Officer