

THE CORPORATION OF THE
CITY OF WHITE ROCK
CLOSED CORPORATE REPORT



DATE: April 29, 2019
TO: Chief Administration Officer
FROM: Tracey Arthur, Director of Corporate Administration
SUBJECT: 2019 Committee Appointments

RECOMMENDATIONS

THAT Council:

1. Receive for information the April 29, 2019 closed corporate report from the Director of Corporate Administration titled "2019 Committee Appointments";
 2. Appoint up to thirteen (13) members to the Arts and Cultural Advisory Committee, with a term expiring December 31, 2020;
 3. Appoint up to thirteen (13) members to the Economic Investment Committee, with a term expiring December 31, 2020;
 4. Appoint up to seven (7) members to the Environmental Advisory Committee, with a term expiring December 31, 2020;
 5. Appoint up to seven (7) members to the History and Heritage Advisory Committee, with a term expiring December 31, 2020;
 6. Appoint up to five (5) members to the Marine Drive Task Force, with a term expiring March 30, 2020;
 7. Appoint up to eleven (11) members to the Seniors Advisory Committee, with a term expiring December 31, 2020;
 8. Consider the appointment of one (1) additional member to the Tour de White Rock Committee, with a term expiring December 31, 2020;
 9. Appoint up to seven (7) members to the Water Community Advisory Panel, with a term expiring December 31, 2020;
 10. Consider the appointment of two (2) additional members to the White Rock Sea Festival Committee, with a term expiring December 31, 2020; and,
 11. Authorize the release of the 2019 Committee Appointments Corporate Report and the committee appointments.
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INTRODUCTION

The purpose of this corporate report is to appoint members to the following committees in accordance with their Terms of Reference. Council Policies – Terms of Reference for each committee are included for reference under the appendices as follows:

- Arts and Cultural Advisory Committee – Appendix A;
- Economic Investment Committee – Appendix B;
- Environmental Advisory Committee – Appendix C;
- History and Heritage Advisory Committee – Appendix D;
- Marine Drive Task Force – Appendix E;
- Seniors Advisory Committee - Appendix F;
- Tour de White Rock Committee – Appendix G;
- Water Community Advisory Panel – Appendix H; and,
- White Rock Sea Festival Committee – Appendix I.

Volunteer opportunities for the Arts and Cultural Advisory Committee (ACAC), and the Environmental Advisory Committee (EAC) were advertised in the Peace Arch News, February 8, 15, and 22 requesting those interested in serving to submit an application. Committee vacancy positions were also advertised on the City website and through social media. In accordance with the City's practice, previous ACAC and EAC members were contacted as a reminder to reapply. The original deadline for both Committee's was February 28, 2019; however, the Committee deadline was extended to March 28, 2019.

Volunteer opportunities for the Economic Investment Committee (EIC), History and Heritage Advisory Committee (HHAC), Water Community Advisory Panel (WCAP) and Seniors Advisory Committee (SAC) were advertised in the Peace Arch News, March 1, 8, 15, 20 and 22 requesting those interested to serve to submit an application. Committee vacancy positions were advertised on the City Website and through social media. Previous EIC members were also contacted as a reminder to reapply. The original deadline for applications was March 15, 2019; however, this deadline was extended to March 28, 2019.

Volunteer opportunities for the Marine Drive Task Force (MDTF) were advertised in the Peace Arch News March 20, 22 and 27 requesting those interested to serve to submit an application. Committee vacancy positions were advertised on the City Website and through social media. The deadline for applications was March 28, 2019.

PAST PRACTICE/POLICY

Committee appointments are discussed by Council in a closed meeting in accordance with Section 90(1)(a) of the *Community Charter* to allow for discussion including personal information about an identifiable individual.

ANALYSIS

Arts and Cultural Advisory Committee

The Arts and Cultural Advisory Committee (ACAC) will collaborate with stakeholders in the community to develop and implement a Cultural Strategic Plan which will make the arts a mainstay of the City's economic base and advance arts and culture in White Rock.

In accordance with the Terms of Reference, ACAC will consist of up to thirteen (13) voting members, and one (1) non-voting representative from the White Rock Museum. The majority of the committee members must be City of White Rock residents, or representatives of local organizations. Committee members would be appointed for a two (2) year term.

There have been twenty-eight (28) applications received for the ACAC.

Nine (9) of the applicants have noted on their application forms that they have previously served on the Cultural Advisory Committee. Twenty-four (24) of the applicants indicated that they are either White Rock residents or are representatives of local organizations.

Redacted



Economic Investment Committee

The Economic Investment Committee (EIC) will advise City Council on matters regarding economic investment in the City. In accordance with the Terms of Reference, thirteen (13) voting members are to be appointed by Council, representing a range of perspectives and expertise from the community's business, investment, marketing, development and planning sectors. The majority of the Committee will be White Rock residents or business owners. Committee members would be appointed for a two (2) year term.

There have been twenty-five (25) applications received for the EIC.

Nine (9) of the applicants have noted in their applications forms that they have previously served on the EIC. Eighteen (18) of the applicants indicated that they are either White Rock residents or business owners.

Environmental Advisory Committee

The Environmental Advisory Committee (EAC) will advise Council and staff on environmental matters in the City. The Environmental Advisory Committee will also review the City's Integrated Storm-Water Management Plan and the Environmental Strategic Plan. In accordance with the Terms of Reference, the EAC will consist of up to seven (7) community members. Committee members would be appointed for a two (2) year term.

There have been twenty (20) applications received for the EAC.

Six (6) of the applicants have noted in their application forms that they have previously served on the EAC.

History and Heritage Advisory Committee

The History and Heritage Advisory Committee (HHAC) shall act as an advisory body to Council on matters relating to White Rock's built, natural, and cultural heritage resources.

In accordance with the Terms of Reference, HHAC will consist of up to five (5) members from the community with an interest in local heritage conservation and history, architecture, planning and design, and environmental and cultural preservation and interpretation. The majority of members are to be White Rock residents, or representatives of local organizations.

There have been eight (8) applications received for the HHAC, seven (7) of which are White Rock residents.

Marine Drive Task Force

The Marine Drive Task Force (MDTF) will advise Council on Marine Drive issues such as: business viability, economic development, tourism, redevelopment, building and public realm design and character, signage, sidewalk use and programming, beautification, events and Marine Drive business areas relationship to the Promenade/Pier, beach and parking. Council, at their January 28, 2019 Regular Council meeting, appointed former Mayor Catherine Ferguson as Chairperson for the Marine Drive Task Force.

In accordance with the Terms of Reference, the MDTF will consist of up to five (5) members from the community at large, with a preference for Marine Drive residents and/or business representatives.

There have been nineteen (19) applications received for the MDTF.

Five (5) applicants have indicated that they are Marine Drive residents and/or business representatives. Thirteen (13) applicants have identified that they are White Rock residents.

Seniors Advisory Committee

The Seniors Advisory Committee (SAC) will act as a resource to Council regarding long term and short term issues for seniors in the community. SAC will consider and evaluate issues referred from City Council, and will initiate research on matters deemed to be of concern to local seniors.

In accordance with the Terms of Reference, SAC will consist of up to eleven (11) community members, the majority of which will be White Rock residents. The Terms of Reference also indicates that the majority of the Committee members will be representatives of organizations or groups that provide programs or services to local seniors. Committee members would be appointed for a two (2) year term.

There have been seventeen (17) applications received for the SAC.

Twelve (12) of the applicants indicated that they are White Rock residents, and seven (7) applicants have indicated that they are members or representatives of seniors organizations or groups.

Tour de White Rock Committee

At the February 11, 2019 closed meeting Council appointed nine voting members to the Tour de White Rock Committee. **Redacted**

The Terms of Reference for the Tour de White Rock states that the Committee will consist of up to nine (9) voting members from the community at large, as well as one (1) additional member from the community with expertise in planning and organizing cycling races. Currently the Committee has eight (8) voting members, as well as one (1) member with expertise in planning and organizing cycling races.

Redacted

Water Community Advisory Panel

The Water Community Advisory Panel (the Panel) advises Council on White Rock Water issues such as: water quality (source and treated), distribution system, rate structure proposals, infrastructure proposals, infrastructure improvement proposals, and communication with the community. In accordance with the

Terms of Reference, the Panel will consist of up to seven (7) members appointed by Council. Committee members would be appointed for a two (2) year term.

There have been fourteen (14) applications received for the WCAP, eleven (11) of which are White Rock residents.

White Rock Sea Festival Committee

At the February 11, 2019 closed meeting Council appointed nine (9) voting members to the White Rock Sea Festival Committee.

In accordance with the Terms of Reference, the membership structure indicates that the Committee will consist of the following positions: Chairperson, Vice-Chairperson, Children's Activities Coordinator, Volunteer Coordinator, Sponsorship Coordinator, Transportation Coordinator, Marketing and Communications Coordinator, Parade Coordinator, and Business Liaison Coordinator, and that the Committee consist of a minimum of nine (9) voting members.

Following Council's Committee appointments, two (2) additional applications have been received who could be considered to fill the Parade Coordinator as well as the Marketing and Communications Coordinator positions on the Committee. If selected, this would bring the Committee membership to eleven (11) members, which is still within the parameters of the Terms of Reference.

Redacted

CONCLUSION

Council is requested to make appointments to the following committees:

1. Arts and Cultural Advisory Committee (up to thirteen (13) appointments required);
2. Economic Investment Committee (up to thirteen (13) appointments required);
3. Environmental Advisory Committee (up to seven (7) appointments required);
4. History and Heritage Advisory Committee (up to five (5) appointments required);
5. Marine Drive Task Force (up to five (5) appointments required);
6. Seniors Advisory Committee (up to eleven (11) appointments required);
7. Tour de White Rock Committee (consider appointment of one (1) additional member);
8. Water Community Advisory Panel (up to seven (7) appointments required); and,
9. White Rock Sea Festival Committee (consider appointment of two (2) additional members).


Respectfully submitted,



Tracey Arthur
Director of Corporate Administration

Comments from the Chief Administrative Officer:

This corporate report is provided for information in order to assist Council with appointments to committees.



Dan Bottrill
Chief Administrative Officer

Terms of Reference can be found on the City's Policy webpage ([click here](#))

The list of appointed committee members can be found on the Committee's webpage ([click here](#))

Attachments: Appendix A: Arts and Cultural Advisory Committee

Terms of Reference
Committee Application Index
Committee Application Worksheet
Committee Applications

Appendix B: Economic Investment Committee

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Appendix C: Environmental Advisory Committee

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Appendix D: History and Heritage Advisory Committee

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Appendix E: Marine Drive Task Force

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Appendix F: Seniors Advisory Committee

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Appendix G: Tour de White Rock Committee
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Appendix H: Water Community Advisory Panel
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Appendix I: White Rock Sea Festival Committee
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