

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**

15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6

**MEETING NOTICE**

Pursuant to the *Community Charter* a Special and Closed meeting of Council have been called to begin at **5:00 p.m.** on **Monday, January 11, 2021.**

**DATE:** JANUARY 11, 2021

**MEETING TIME:** 5:00 P.M.

**LOCATION:** WHITE ROCK CITY HALL COUNCIL CHAMBER –  
15322 BUENA VISTA AVENUE, WHITE ROCK BC

These meetings have been called to discuss items that are in accordance with Sections 90(1) (a) of the *Community Charter*:

**90 (1)** A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

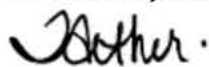
- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

**PURPOSE:** Committee Appointments as follows:

- Two (2) architects to the Advisory Design Panel
- One (1) additional community member to the Arts and Cultural Advisory Committee
- Three (3) additional community members to the Economic Dev Advisory Committee
- One (1) additional community member to the History and Heritage Advisory
- Three (3) additional community members to f the Housing Advisory Committee
- One (1) additional community member to the Public Art Advisory Committee
- One (1) additional community member to the Seniors Advisory Committee
- One (1) additional community member to the Tour de White Rock Committee
- Two (2) additional community members to the Water Community Advisory Panel
- One (1) additional community member to the White Rock Sea Festival Committee

The City of White Rock is committed to the health and safety of our community. In keeping with Health Minister Order of British Columbia, City Council meetings will take place without the public in attendance at this time until further notice.

Date: January 6, 2021



Tracey Arthur, Director of Corporate Administration

**WHITE ROCK**  
*My City by the Sea!*

[www.whiterockcity.ca](http://www.whiterockcity.ca)

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**

15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



January 6, 2021

A **CLOSED MEETING** of CITY COUNCIL will be held in the **CITY HALL COUNCIL CHAMBER** on **MONDAY, JANUARY 11, 2021** following the Special to Close Meeting at **5:00 p.m.** for the transaction of business as listed below.

T. Arthur, Director of Corporate Administration

## A G E N D A

1. **AGENDA APPROVAL**

**RECOMMENDATION:**

THAT the Corporation of the City of White Rock Council adopt the agenda for the January 11, 2021 closed meeting as circulated.

2. **PREVIOUS MINUTES**

Closed Meeting – December 2, 2020

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**RECOMMENDATION:**

THAT the Corporation of the City of White Rock Council adopt the minutes of the December 2, 2020 closed meeting as circulated.

3. **2021 COMMITTEE APPOINTMENTS FOR CURRENT VACANCIES**

Page 6

*[Community Charter Section 90 (1) (a)]*

Corporate report dated January 11, 2021 from the Director of Corporate Administration titled “2021 Committee Appointments for Current Vacancies”.

**RECOMMENDATION:**

THAT Council:

1. Appoint one (1) architect as a member to the Advisory Design Panel, as submitted by the Architectural Institute of British Columbia, with a term expiring December 31, 2022;
2. Appoint one (1) architect as member to the Advisory Design Panel, as submitted by the Architectural Institute of British Columbia, with a term expiring December 31, 2021;
3. Appoint up to one (1) additional community member to fill a vacancy on the Arts and Cultural Advisory Committee with a term expiring March 31, 2021;



4. Appoint up to three (3) additional community members to fill vacancies on the Economic Development Advisory Committee with a term expiring March 31, 2021;
  5. Appoint up to one (1) additional community member to fill a vacancy on the History and Heritage Advisory Committee with a term expiring March 31, 2021;
  6. Appoint up to three (3) additional community members to fill vacancies on the Housing Advisory Committee with a term expiring September 30, 2021;
  7. Appoint up to one (1) additional community member to fill a vacancy on the Public Art Advisory Committee with a term expiring March 31, 2021;
  8. Appoint up to one (1) additional community member to fill a vacancy on the Seniors Advisory Committee with a term expiring March 31, 2021;
  9. Appoint up to one (1) additional community member to fill a vacancy on the Tour de White Rock Committee with a term expiring March 31, 2021;
  10. Appoint up to two (2) additional community members to fill vacancies on the Water Community Advisory Panel with a term expiring March 31, 2021;
  11. Appoint up to one (1) additional community member to fill a vacancy on the White Rock Sea Festival Committee with a term expiring March 31, 2021; and,
  12. Authorize the release of the 2021 Committee Appointments for Current Vacancies corporate report and the committee appointments.
- 4. CONCLUSION OF THE JANUARY 11, 2021 CLOSED COUNCIL MEETING**

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



**DATE:** January 11, 2021  
**TO:** Mayor and Council  
**FROM:** Tracey Arthur, Director, Corporate Administration  
**SUBJECT:** 2021 Committee Appointments for Current Vacancies

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**RECOMMENDATIONS**

THAT Council:

1. Appoint one (1) architect as a member to the Advisory Design Panel, as submitted by the Architectural Institute of British Columbia, with a term expiring December 31, 2022;
  2. Appoint one (1) architect as member to the Advisory Design Panel, as submitted by the Architectural Institute of British Columbia, with a term expiring December 31, 2021;
  3. Appoint up to one (1) additional community member to fill a vacancy on the Arts and Cultural Advisory Committee with a term expiring March 31, 2021;
  4. Appoint up to three (3) additional community members to fill vacancies on the Economic Development Advisory Committee with a term expiring March 31, 2021;
  5. Appoint up to one (1) additional community member to fill a vacancy on the History and Heritage Advisory Committee with a term expiring March 31, 2021;
  6. Appoint up to three (3) additional community members to fill vacancies on the Housing Advisory Committee with a term expiring September 30, 2021;
  7. Appoint up to one (1) additional community member to fill a vacancy on the Public Art Advisory Committee with a term expiring March 31, 2021;
  8. Appoint up to one (1) additional community member to fill a vacancy on the Seniors Advisory Committee with a term expiring March 31, 2021;
  9. Appoint up to one (1) additional community member to fill a vacancy on the Tour de White Rock Committee with a term expiring March 31, 2021;
  10. Appoint up to two (2) additional community members to fill vacancies on the Water Community Advisory Panel with a term expiring March 31, 2021;
  11. Appoint up to one (1) additional community member to fill a vacancy on the White Rock Sea Festival Committee with a term expiring March 31, 2021; and,
  12. Authorize the release of the 2021 Committee Appointments for Vacancies corporate report and the committee appointments.
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## **INTRODUCTION**

At the November 23, 2020 regular Council meeting, Council directed that Committee appointments be extended to March 31, 2021. The purpose of this corporate report is to appoint members and fill vacancies on 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:

- Advisory Design Panel (two (2) vacancies both for Architect positions) – Appendix A;
- Arts and Cultural Advisory Committee (one (1) vacancy) – Appendix B;
- Economic Development Advisory Committee (three (3) vacancies) – Appendix C;
- History and Heritage Advisory Committee (one (1) vacancy) – Appendix D;
- Housing Advisory Committee (three (3) vacancies) – Appendix E;
- Public Art Advisory Committee (one (1) vacancy) – Appendix F;
- Seniors Advisory Committee (one (1) vacancy) – Appendix G;
- Tour de White Rock Committee (one (1) vacancy) – Appendix H;
- Water Community Advisory Panel (two (2) vacancies) – Appendix I; and
- White Rock Sea Festival Committee (one (1) vacancy) – Appendix J.

Volunteer opportunities for Committee vacancies were advertised in the Peace Arch News on November 12, 19 and 26, 2020 requesting those interested in serving to submit an application to the City of White Rock. Committee positions were also advertised on the City website and through social media posts in November and December. The deadline for all applications was December 15, 2020.

## **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 that includes personal information about an identifiable individual.

Attached, as Appendix K is Council Policy 120 – Code of Conduct for Committee Members as a reference for further consideration during the Committee appointment process.

## **ANALYSIS**

### **Advisory Design Panel**

The Advisory Design Panel (ADP) is appointed by Council to advise Council on the quality of the built environment of the City, and specifically to provide comments and suggestions to improve the design quality of new development and redevelopments in the City. The ADP is regulated by the White Rock Planning Procedures Bylaw and the ADP Terms of Reference.

At the November 23, 2020 regular Council meeting, Council directed that Committee appointments be extended to March 31, 2021. While this recommendation extended the terms for all community member positions, the Architectural Institute of British Columbia (AIBC) has noted that their original appointments would still expire as of December 31, 2020.

To maintain consistency and address this expiration, the AIBC has provided two (2) applicants for consideration to fill the architect positions on the ADP. It has been suggested by the AIBC that one (1) member be appointed for a two (2) year term, and the other for a one (1) year term.



There continues to be a vacancy on the ADP for the position of a person with physical challenges. While several community members expressed an interest in serving on the Panel, none noted that they would be able to serve in this capacity. The information has been provided for Council information at this time.

#### **Arts and Cultural Advisory Committee**

The Arts and Cultural Advisory Committee (ACAC) collaborate with stakeholders in the community to develop and implement a Cultural Strategic Plan to build the arts as 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.

There is currently one (1) vacancy available on the Committee, with a term expiring March 31, 2021.

There has been one (1) application received for the ACAC.

#### **Economic Development Advisory Committee**

The Economic Development Advisory Committee (EDAC) advise City Council on matters regarding economic development 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 must be comprised of White Rock residents or business owners.

There are currently three (3) vacancies on the Committee with terms expiring March 31, 2021.

There have been six (6) applications received for the EDAC, five (5) of which have noted that they are White Rock residents.

#### **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 appoint 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 must be comprised of White Rock residents, or representatives of local organizations.

There is currently one (1) vacancy on the History and Heritage Advisory Committee, with a term expiring March 31, 2021.

There has been one (1) application received for the HHAC.

#### **Housing Advisory Committee**

The Housing Advisory Committee (HAC) provides advice to Council regarding potential housing and affordable housing policies, tools, incentives and partnerships that support a range of housing options and affordability levels in the City of White Rock.

Appointments were made to the Housing Advisory Committee at the October 7, 2019 closed Council meeting. Members were appointed for two (2) year terms (ending September 30, 2021).

Following these appointments, three (3) members of the Committee have resigned. Resignation emails were provided to Corporate Administration.

In accordance with the Terms of Reference, Council may appoint up to three (3) additional voting members from the community at large to the HAC.

There have been seven (7) applications received for the Housing Advisory Committee, five (5) of which have indicated that they are White Rock residents. Two (2) of the applications have been carried over



from recruitment that took place in March 2020. As Committee meetings were suspended due to the pandemic these applications were held and being brought forward for Council's consideration at this time.

#### **Public Art Advisory Committee**

The Public Art Advisory Committee (PAAC) advise City Council on implementation of public art policies and projects for the City of White Rock.

There is currently one (1) vacancy on the PAAC, with a term ending March 31, 2021.

There have been six (6) applications for the PAAC, five (5) of which have indicated that they are White Rock residents. Three (3) of the applications have been carried over from recruitment that took place in March 2020. As Committee meetings were suspended due to the pandemic these applications were held and being brought forward for Council's consideration at this time.

#### **Seniors Advisory Committee**

The Seniors Advisory Committee (SAC) consider and evaluate issues referred from City Council. It will also initiate research on matters deemed to be of concern to local seniors and will submit recommendations to Council.

There is currently one (1) vacancy on the SAC with a term ending March 31, 2021.

There have been two (2) applications received for the SAC, both of which have indicated that they are White Rock residents.

#### **Tour de White Rock Committee**

The Tour de White Rock Committee is mandated by City Council to organize, promote, and host a longstanding and high-profile elite caliber cycling event, the "Tour de White Rock."

There is currently one (1) vacancy on the Committee, with a term ending March 31, 2021.

There have been three (3) applications received for the Tour de White Rock Committee.

#### **Water Community Advisory Panel**

The Water Community Advisory Panel (WCAP) advise City Council on White Rock water issues such as: water quality, distribution system, rate structure proposals, infrastructure improvement proposals and communication with the community.

There are currently two (2) vacancies on the WCAP, with a term ending March 31, 2021.

There have been two (2) applications received for the WCAP, both of which have indicated that they are White Rock residents.

#### **White Rock Sea Festival Committee**

The White Rock Sea Festival Committee (SFC) is mandated by City Council to organize, promote and host a long-standing and high-profile summer festival.

Appointments were made to the SFC at the February 11 and April 29, 2019 Closed Council meeting. Following these appointments, the SFC requested that up to three (3) additional members be appointed to assist with the planning of the event.

In accordance with the Terms of Reference, the Committee is to consist of a minimum of nine (9) voting members. There is currently nine (9) voting members serving on the Committee.

There have been two (2) applications received for the SFC. One (1) of the applications has been carried over from recruitment that took place in March 2020. As Committee meetings were suspended due to the pandemic these applications were held and being brought forward for Council's consideration at this time,



## **CONCLUSION**

Council is requested to consider appointments to the relative committees:

1. Advisory Design Panel (2 members, as provided by the AIBC);
2. Arts and Cultural Advisory Committee (1 member);
3. Economic Development Advisory Committee (3 members);
4. History and Heritage Advisory Committee (1 member)
5. Housing Advisory Committee (3 members);
6. Public Art Advisory Committee (1 member);
7. Seniors Advisory Committee (1 member);
8. Tour de White Rock Committee (1 member);
9. Water Community Advisory Panel (2 members); and,
10. White Rock Sea Festival (1 member).

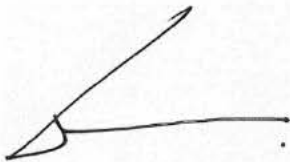
Respectfully submitted,



Tracey Arthur  
Director, Corporate Administration

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

I concur with the recommendations of this corporate report.



Chief Administrative Officer

- Appendix A: Advisory Design Panel Terms of Reference, Current Membership List, Committee Application Index and Worksheet, Committee Applications
- Appendix B: Arts and Cultural Advisory Committee Terms of Reference, Current Membership List, Committee Application Index and Worksheet, Committee Applications
- Appendix C: Economic Development Advisory Committee Terms of Reference, Current Membership List, Committee Application Index and Worksheet, Committee Applications
- Appendix D: History and Heritage Advisory Committee, Terms of Reference, Current Membership List, Committee Application Index and Worksheet, Committee Applications
- Appendix E: Housing Advisory Committee, Terms of Reference, Current Membership List, Committee Application Index and Worksheet, Committee Applications
- Appendix F: Public Art Advisory Committee Terms of Reference, Current Membership List, Committee Application Index and Worksheet, Committee Application
- Appendix G: Seniors Advisory Committee Terms of Reference, Current Membership List, Committee Application Index and Worksheet, Committee Applications



- Appendix H: Tour de White Rock Committee, Terms of Reference, Current Membership List, Committee Application Index and Worksheet, Committee Applications
- Appendix I: Water Community Advisory Panel Terms of Reference, Current Membership List, Committee Application Index and Worksheet, Committee Applications
- Appendix J: White Rock Sea Festival Committee Terms of Reference, Current Membership List, Committee Application Index and Worksheet, Committee Applications
- Appendix K: Council Policy 120- Council Code of Conduct for Committee Members

Confidential



**PRESENT:** Mayor Walker  
Councillor Chesney  
Councillor Fathers  
Councillor Johanson  
Councillor Kristjanson  
Councillor Manning  
Councillor Trevelyan

**STAFF:** G. Ferrero, Chief Administrative Officer  
T. Arthur, Director of Corporate Administration  
D. Johnstone, Acting Deputy of Corporate Administration

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The meeting was called to order at 5:02 p.m.

**1. AGENDA APPROVAL**

2021-IC-001 **It was MOVED and SECONDED**  
THAT the Corporation of the City of White Rock Council adopt the agenda of the January 11, 2021 closed meeting as circulated. **CARRIED**

**2. PREVIOUS MINUTES**  
Closed Meeting – December 2, 2020

2021-IC-002 **It was MOVED and SECONDED**  
THAT the Corporation of the City of White Rock Council adopt the minutes of the December 2, 2020 closed meeting as circulated. **CARRIED**

**3. 2021 COMMITTEE APPOINTMENTS FOR CURRENT VACANCIES**  
*[Community Charter Section 90 (1) (a)]*  
Corporate report dated January 11, 2021 from the Director of Corporate Administration titled “2021 Committee Appointments for Current Vacancies”.

2021-IC-003 **It was MOVED and SECONDED**  
THAT Council:  
1. Appoint Joe Muego, Architect, as a member to the Advisory Design Panel, as submitted by the Architectural Institute of British Columbia, with a term expiring December 31, 2022; and  
2. Appoint Nicholas Waissbltuh, Architect, as member to the Advisory Design Panel, as submitted by the Architectural Institute of British Columbia, with a term expiring December 31, 2021. **CARRIED**



- 2021-IC-004      **It was MOVED and SECONDED**  
                    THAT Council appoint Mia Pedersen, community member, to fill a vacancy on the Arts and Cultural Advisory Committee with a term expiring March 31, 2021.  

**CARRIED**
- 2021-IC-005      **It was MOVED and SECONDED**  
                    THAT Council appoint the following community members to fill vacancies on the Economic Development Advisory Committee with a term expiring March 31, 2021:  
  - Grace Cleveland;
  - Robert Laflamme; and
  - Aroon Shah.

**CARRIED**
- 2021-IC-006      **It was MOVED and SECONDED**  
                    THAT Council appoint the following community member to fill a vacancy on the History and Heritage Advisory Committee with a term expiring March 31, 2021:  
  - Robert Laflamme.
- 2021-IC-007      **It was MOVED and SECONDED**  
                    THAT Council appoints the following community members to fill vacancies on the Housing Advisory Committee with a term expiring September 30, 2021:  
  - Greg Duly
  - Barbara Holm; and
  - Abhishek Mamgain.

**CARRIED**
- 2021-IC-008      **It was MOVED and SECONDED**  
                    THAT Council appoint the following community member to fill a vacancy on the Public Art Advisory Committee with a term expiring March 31, 2021:  
  - Patryck Stasieczek.

**CARRIED**
- 2021-IC-009      **It was MOVED and SECONDED**  
                    THAT Council appoint the following community member to fill a vacancy on the Seniors Advisory Committee with a term expiring March 31, 2021:  
  - Aroon Shah.

**CARRIED**



2021-IC-010      **It was MOVED and SECONDED**  
THAT Council appoint the following community member to fill a vacancy on  
the Tour de White Rock Committee with a term expiring March 31, 2021:

- Vail Thomas

**CARRIED**

2021-IC-011      **It was MOVED and SECONDED**  
THAT Council appoints the following community members to fill vacancies  
on the Water Community Advisory Panel with a term expiring  
March 31, 2021:

- Jeff Holm; and
- Mia Pedersen.

**CARRIED**

2021-IC-012      **It was MOVED and SECONDED**  
THAT Council appoint the following community member to fill a vacancy on  
the White Rock Sea Festival Committee with a term expiring March 31, 2021:

- **Personal Information**

**DEFEATED**

Councillors Johanson, Kristjanson, Manning and  
Mayor Walker voted in the negative

2021-IC-013      **It was MOVED and SECONDED**  
THAT Council appoint the following community member to fill a vacancy on  
the White Rock Sea Festival Committee with a term expiring March 31, 2021:

- Mia Pedersen.


**CARRIED**

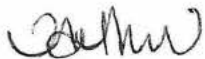
2021-IC-014      **It was MOVED and SECONDED**  
THAT Council authorize the release of the 2021 Committee Appointments for  
Current Vacancies corporate report and the committee appointments.

**CARRIED**

4.                    **CONCLUSION OF THE JANUARY 11, 2021 CLOSED COUNCIL  
MEETING**

The Chairperson declared the meeting concluded at 5:24 p.m.

  
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Mayor Walker

  
\_\_\_\_\_  
Tracey Arthur, Director of  
Corporate Administration