

THE CORPORATION OF THE
CITY OF WHITE ROCK
CLOSED CORPORATE REPORT



DATE: March 13, 2023
TO: Mayor and Council
FROM: Anne Berry, Director, Planning and Development Services
SUBJECT: 2023 Committee Appointments – Advisory Design Panel

RECOMMENDATIONS

THAT Council:

1. Receive for information the March 13, 2023, closed corporate report from the Director of Planning and Development Services, titled “2023 Committee Appointments – Advisory Design Panel;”
 2. Appoint one (1) architect, as submitted by the Architectural Institute of British Columbia, to the Advisory Design Panel, with a term expiring December 31, 2024;
 3. Appoint four (4) community members to the Advisory Design Panel, with a term expiring December 31, 2024;
 4. Appoint one (1) City of White Rock resident or owner of city property to the Advisory Design Panel, with a term expiring December 31, 2024;
 5. Authorize the release of the 2023 Committee Appointments – Advisory Design Panel corporate report and the committee appointments.
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INTRODUCTION

The purpose of this corporate report is to appoint members to the Advisory Design Panel (ADP). The revised ADP Terms of Reference are included for reference under Appendix A.

Volunteer opportunities for the ADP were advertised in the Peace Arch News on November 10, 17, 24 and December 1, 2022, requesting those interested in serving to submit an application. Committee positions were also advertised on the city website and through social media. The deadline for applications was December 5, 2022.

Following Council’s adoption of a revised Terms of Reference for the ADP at the January 30, 2023, Regular Council meeting, the recruitment search was extended. Volunteer opportunities for the ADP were advertised again in the Peace Arch News on February 9, 16 and 23, 2023, as well as on the city website and through social media. The extended deadline for applications was March 2, 2023.

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.

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

ANALYSIS

The Advisory Design Panel provides independent, professional design advice, from an urban design and architecture perspective, on matters related to the evaluation of the design and construction of buildings and other significant developments within the municipality to the Planning and Development Services Department. The ADP is regulated by the White Rock Planning Procedures Bylaw and the ADP Terms of Reference.

In accordance with the revised ADP Terms of Reference, the panel's membership will consist of a minimum of six (6) and a maximum of eight (8) voting members as follows:

- Two (2) architects currently registered with the Architectural Institute of British Columbia (AIBC);
- One (1) landscape architect currently registered with the British Columbia Society of Landscape Architects (BCLSA);
- Four (4) members with demonstrated background or experience in development or design, which may include:
 - A person with expertise in accessible design;
 - A member of the Urban Development Institute (UDI) or a person from the construction industry, preferably active in construction activities within the South of Fraser (east) region;
 - A member who possesses knowledge of the arts and, more specifically, visual arts; and,
 - A person with recognized qualifications in sustainable building design or sustainable community design (i.e., an accredited member of the Canadian Green Building Council or Built Green builder).
- One (1) City of White Rock resident or owner of city property.

ADP membership will also include one (1) non-voting representative from the White Rock Business Improvement Association and city staff as required.

The ADP currently has vacant positions available for up to five (5) community members and one (1) architect.

The Architectural Institute of British Columbia has provided one (1) applicant for consideration for the architect position on the ADP.

One (1) community member, who is also a White Rock resident, has applied to serve on the ADP as a representative for those who have physical mobility limitations.

Twelve (12) community members have applied to serve on the ADP, nine (9) of which have noted they currently live in White Rock. Three (3) applicants noted on their application forms that they have previously served on the ADP. One (1) applicant who submitted their application prior to Council's adoption of the revised ADP Terms of Reference provided an additional cover

letter with supplemental information relating to the new Terms of Reference (also noted on the applicant's document in Appendix C).

STAFF RECOMMENDATIONS

Based on the information provided within each application, staff recommends that Council consider the following appointments:

Architect (1): Abhishek Sinha

Community Members (4): Linda Nielsen
Kacy Otter
John Riley
Lynne Sinclair

Resident (1): Howard Steiss

The following members have terms that have not yet expired and will continue to serve on the Panel unless Council chooses to direct otherwise:

- James Vasto (Architect)
- Ruchir Dhall (Landscape Architect)

CONCLUSION

Council is requested to make the following six (6) appointments to the ADP, with a term expiring December 31, 2024:

- One (1) architect, as submitted by the Architectural Institute of British Columbia;
- Four (4) community members meeting the revised requirements; and,
- One (1) City of White Rock resident or owner of city property.

Respectfully submitted,



Anne Berry
Director, Planning and Development Services

Comments from the Chief Administrative Officer

I concur with the recommendations of this corporate report.

A handwritten signature in black ink, consisting of a stylized 'G' followed by a horizontal line and a small dot at the end.

Guillermo Ferrero
Chief Administrative Officer

- Appendix A: Advisory Design Panel Terms of Reference
- Appendix B: Council Policy 120 – Council Code of Conduct for Committee Members
- Appendix C: Committee Application Index/Worksheet Committee Applications

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