

DATE OF MEETING | DECEMBER 16, 2019 |

AUTHORED BY | SKY SNELGROVE, STENO COORDINATOR/DEPUTY CORPORATE OFFICER

SUBJECT | **DESIGN ADVISORY PANEL MANDATE AND OBJECTIVES AMENDMENT**

OVERVIEW

Purpose of Report

To obtain Council approval to amend the Design Advisory Panel Mandate and Objectives to include an alternate member of Council. |

Recommendation

That Council direct Staff to amend the Design Advisory Panel Mandate and Objectives to include an alternate Council Member.

BACKGROUND

The membership of the Design Advisory Panel is comprised of

- One Council Member
- Two architects – recommended by the Architectural Institute of BC
- One landscape architect – recommended by the BC Society of Landscape Architects
- Four members of the general public

The chair is selected annually from amongst the members. |

DISCUSSION

It is recommended that the Mandate and Objectives of the Design Advisory Panel be amended to include an alternate member of Council. Once appointed, this member would attend meetings in the absence of the primary member. The additional member would only be requested to attend meetings when the primary member is absent.

The term of the current Council appointee on the Design Advisory Panel expires 2020-FEB-24. Staff anticipate bringing forward a report to appoint a Council member and alternate in February 2020. The term for each member of Council will be for one year. |

OPTIONS

1. That Council direct Staff to amend the Design Advisory Panel Mandate and Objectives to include an alternate Council Member.
 - The advantages of this option: Amending the mandate and objectives to include an additional member provides coverage when the primary member is unavailable.
 - The disadvantages of this option: Council may wish to provide alternative direction not previously considered.
 - Financial Implications: There is no additional remuneration associated with Council appointments to the Design Advisory Panel.

2. That Council deny amending the Design Advisory Panel Mandate and Objectives to include an alternate Council member.
 - The advantages of this option: Council could provide alternative direction.
 - The disadvantages of this option: Coverage would not be provided if the primary member is unable to attend meetings.
 - Financial Implications: There are no financial implications.

SUMMARY POINTS

- It is recommended that the Mandate and Objectives of the Design Advisory Panel be amended to include an alternate member of Council.
- The additional member would only be requested to attend meetings when the primary member is absent.
- Staff will be bringing forward a report in February 2020 to appoint a new Council member and an alternate Council member.

ATTACHMENTS:

Attachment A: Design Advisory Panel current Mandate and Objectives |

Submitted by:

Sheila Gurrie
Director, Legislative Services |

Concurrence by:

Lainya Rowett
Manager, Current Planning |