

**NEW WESTMINSTER DESIGN PANEL**  
**MINUTES**

**Tuesday, February 22, 2022, 3:00 p.m.**  
**Meeting held electronically and open to public attendance**  
**Council Chamber, City Hall**

**PRESENT**

|                 |  |
|-----------------|--|
| Winston Chong   | Architectural Institute of BC (AIBC)       |
| Bryce Gauthier  | BC Society of Landscape Architects (BCSLA) |
| Brad Howard     | Development Industry Representative (UDI)  |
| Caroline Inglis | Architectural Institute of BC (AIBC)       |
| Narjes Miri     | Architectural Institute of BC (AIBC)       |
| Micole Wu       | BC Society of Landscape Architects (BCSLA) |

**REGRETS**

|              |                                      |
|--------------|--------------------------------------|
| Stanis Smith | Architectural Institute of BC (AIBC) |
|--------------|--------------------------------------|

**STAFF PRESENT**

|                |   |
|----------------|---|
| Mike Watson    | Acting Supervisor of Development Planning |
| Katie Stobbart | Committee Clerk                           |

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**1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Before a Chair was elected, Katie Stobbart opened the meeting at 3:02 p.m. and recognized with respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem-speaking peoples. She acknowledged that colonialism has made invisible their histories and connections to the land. She recognized that, as a City, we are learning and building relationships with the people whose lands we are on.

**2. CHANGES TO THE AGENDA**

There were no changes to the agenda.

**3. REPORTS AND PRESENTATIONS**

**3.1 Legislative Services Committee Orientation**

Katie Stobbart, Committee Clerk, provided a presentation entitled “Committee Orientation” which included introductions, meeting conduct, policies, Oaths of Office, and Election of a Chair and Alternate Chair.

**a. Oaths of Office**

As part of the orientation, new members recited their Oaths of Office.

**b. Election of Chair and Alternate Chair**

MOVED and SECONDED

**THAT** Winston Chong be appointed as the Chair for the 2022 term of the New Westminster Design Panel.

**Carried.**

All members present voted in favour of the motion.

MOVED and SECONDED

**THAT** Narjes Miri be appointed as the Alternate Chair for the 2022 term of the New Westminster Design Panel.

**Carried.**

All members present voted in favour of the motion.

**3.2 Planning Committee Orientation**

Mike Watson, Acting Supervisor of Development Planning, provided a presentation entitled “NWDP Orientation 2022.”

In response to a question from the Panel, Mr. Watson clarified that the goal with second visits is to revisit the areas of a proposal that need support, not repeat discussion from the first visit.

**4. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

**4.1 Minutes of January 11, 2022**

MOVED and SECONDED

**THAT** the minutes of the New Westminster Design Panel meeting held on January 11, 2022 be adopted.

**Carried.**

All members present voted in favour of the motion.

**5. STANDING REPORTS AND UPDATES**

There were no items.

**6. NEW BUSINESS**

There were no items.

**7. END OF MEETING**

On MOTION, the meeting ended at 3:52 p.m.

**8. UPCOMING MEETINGS**

The remaining scheduled meetings for the year, which take place at 3:00 p.m. unless otherwise noted:

- March 22
- April 26
- May 24
- June 28
- July 26
- August 23
- September 13
- October 25
- November 23
- December 13

Certified Correct,

Original Signed \_\_\_\_\_  
Winston Chong  
Chair

Original Signed \_\_\_\_\_  
Katie Stobbart  
Committee Clerk