



EDMONTON DESIGN COMMITTEE MINUTES

**Location: (Hybrid) Edmonton Tower, 03-340 / Google Meet
SPECIAL MEETING Tuesday, April 22, 2025**

MEMBERS:

J. Mills, Chair
N. LaMontagne, Vice-Chair
C. Dorward, Vice-Chair
D. Brown
G. Freer
J. Monfries
K. Dieterman
K. Oxley
M. Tindall
N. Pryce
R. Subramanian

PRESENT:

J. Mills, Chair
N. LaMontagne, Vice-Chair
C. Dorward, Vice-Chair
D. Brown

J. Monfries

K. Oxley
M. Tindall
N. Pryce

ALSO IN ATTENDANCE:

P. Spearey, Urban Form and Economy, Lead Urban Designer
W. Sims, Urban Planning and Economy Department, EDC Administration

A. CALL TO ORDER AND RELATED BUSINESS

A.1. CALL TO ORDER

J. Mills called the meeting to order at 4:05p.m.

A.2. ADOPTION OF AGENDA

MOTION: J. Mills

Motion to adopt the April 22, 2025 agenda with the addition of Item D.3. Onboarding of new members

SECONDED: M. Tindall

The motion passed unanimously.

A.3. ADOPTION OF MINUTES

MOTION: J. Mills

Motion to adopt the April 15, 2025 Minutes

SECONDED: D. Brown

The motion passed unanimously.

A.4 REQUESTS TO SPEAK

None.

D. OTHER BUSINESS

D.1. Review of EDC Standards and Procedures Final Draft

- The Committee was invited to make comments and ask questions of Administration on the final draft of the EDC Standards and Procedures.
- N. Pryce identified the need to clarify that Item 3.2.3 should apply specifically to rezoning applications involving a direct control zone. **Action: Administration to revise item 3.2.3 to suit.**
- K. Oxley inquired about the possibility of obtaining project synopses in advance of each meeting. **Action: Administration to work with Development Services to encourage this practice.**

MOTION: J. Mills

Motion to adopt the final draft of the EDC Standards and Procedures with minor changes as identified above.

SECONDED: D. Brown

The motion passed unanimously.

D.2. Review of EDC Submission Guide Final Draft

- The Committee was invited to make comments and ask questions of Administration on the final draft of the EDC Standards and Procedures.
- C. Dorward inquired about the timeline to enact the new Submission Guide. **Action: Administration will work with the EDC Sub-committee to develop this timeline and the associated procedures, public-facing communications, etc., to enact the new Submission Guide.**

MOTION: J. Mills

Motion to adopt the final draft of the EDC Submission Guide as presented.

SECONDED: D. Brown

The motion passed unanimously.

D.3. Onboarding of New Members

- The Committee discussed the most efficient way to onboard new EDC members. **Action: Administration to reach out to the Office of the City Clerk for information on the new member, and as appropriate, will schedule a 1x1 onboarding with that individual outside of a regular committee meeting.**
- The Committee discussed the information requirements of the 2025-26 onboarding package, including the need to provide links to the updated Standards and Procedures and new Submission Guide. **Action: Administration to update the onboarding package as required.**
- C. Dorward suggested that it may be beneficial to, if quorum allows, let the new Committee know that they can participate in the May 6 meeting but abstain from voting on motions if they would prefer not to. **Action: Administration and/or the Chair will communicate this to the new Committee member in advance of the May 6 meeting.**

E. UPCOMING APPLICATIONS, CONFLICTS AND REGRETS (Tuesday, May 6, 2025)

Century Park	Informal, RZ	Anna Moir- B&A
Rhodium	Formal, DP	-Eleven Architects
10603-108 Ave Apartment Building	Formal, DP	Amaan Hameed- TCSYEG

10823- 107 Street Apartment Building	Formal, DP	Songlin Pan- SPAN Architecture
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Conflicts: None.

Regrets: None.

F. ADJOURNMENT

The meeting adjourned at 4:38 p.m.

G. NEXT MEETING

Tuesday, May 6, 2025 at 4:00p.m. Hybrid.