

Development Assessment Steering Committee

Urban Planning and Economy (UPE)

MEETING MINUTES —Thursday January 8, 2026 2:30PM-4:00PM

Invitees:

- Dan Yeung - DCY - Subdivision and Development Coordination - **Chair**
- Luciano Salvador - LS - Rohit Group - **Member**
- Bonnie Bryks - BB - Financial Services - **Member**
- Kelly Sizer - KS - Subdivision and Development Coordination - **Member**
- Kraig Radke - KRa - Qualico Communities - **Member**
- Katrina Rowe - KRo - Cantiro Communities - **Member**
- Kevin Backus - KB - Anthem Developments - **Member**
- Dave Kinders - DK - Stantec - **Ex Officio**
- Keith Shillington - KSh - Stantec - **Ex Officio**
- Faisal Saeed - FS - Planning Coordination
- Jatinder Tiwana - JT - Subdivision and Development Coordination
- Jason Cunha - JC - Future Growth
- Andrea Chmilar - AC - Subdivision and Development Coordination
- Loretta Michel - LM- Subdivision and Development Coordination
- Kristin Kelly - KK - Subdivision and Development Coordination
- Thomas Sun - TS - Subdivision and Development Coordination

Guests:

- Mark Pivovar - MP - Technical and Regulatory Services
- Tazul Islam - Safe Mobility

Agenda:

1. Agenda Review - LS
2. Review & Approve Previous Minutes - LS
 - Will be circulated when Kristin completes them.
3. New Chair (City) - LS
 - Dan
 - Raghda is now ARA Senior
 - Do not have quorum today - nothing will be passed.

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- 4. Signal timing and installation - KR, MP, TI
 - Is there a way that industry can help support the city with the back log in signal installation.
 - Recently there have been significant safety concerns - including fatalities.
 - Having looked at this in the past, cost is not a motivation, safety is the main motivation.
 - Signal and design has been moved under Jessica. TI has started some of that work.
 - Often relied on looking at traffic delays, moving forward we are looking at more proactive ways to install signals. Looking at pedestrian connectivity, transit connectivity and safety of the intersection.
 - i. Have reached out to the transit branch so when new stops are added they can proactively look at signaling requirements to get to the stop.
 - ii. New neighbourhoods may have many entrances to the arterial road. Adding signals to create a safe crossing to increase safety getting to transit stops.
 - The City previously would look to do 10-12 new signalized crossings per year. Moving forward 2026 goal is 15 and 2027-2030 is 20
 - i. KR: Do you have a list at the start of the season of new signal locations?
 - 1. Does the City feel like they have enough capacity to take on the new signals and don't feel like industry is needed to meet the goal?
 - ii. If a developer feels a signalized intersection is needed they can bring it to the City and there may be capacity for the city to complete the work.
 - ARA contribution - we are looking at each of the catchments to see the funds available. We have not come into a situation where there were no funds available.

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- There are funds available outside of the ARA. Also looking for opportunities for some seed funding from Council.
 - i. We will be doing an annual report including the signals that went in and the funding received.
 - Transparency of costs: still having issues with developers to close out last obligation. The requested cost comes without enough back up information. Some developers do not follow these obligations so there is no transparency in how those costs are arrived at.
 - Holding security (5-10% for 5 years) sometimes developers want to pay what is remaining on the invoice.
 - Having conversations with the developers to see what finish is needed. Galvanized, coated, coloured etc how does that information get passed to TI's team? Do they need to match with street lights? What are the arterial roads?
 - A list of the 12 new signals for 2026 was presented at the last meeting in December - TI to share with KR after updates are completed.
 - Signal designs are done in house, contractor or both.
5. 2026 Land Dedication Rates - DCY
- DCY has reached out to the real estate team for some numbers, but has not received anything from them as of yet. However, it is this committee that ultimately approves land dedication rates.
 - Thoughts if land costs (ARA) should go up?
 - i. Currently: SW, SE and NW still seem reasonable
 - ii. Unsure about the West End

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- Land acquisition costs have gone up significantly, not sure they want to make decisions without land and construction costs - *defer until the Working group has more information on construction cost increases. Will be discussed during the next meeting.*
 - i. Last year was a modest increase, it was the first increase in 10 years. The increase was around 200.
 - 1. 618 to 650
 - 2. 740 to 775
 - 3. Works out to about a rough increase of 2-3%.
 - ii. Concerns about the West End. Are we basing it off of what land is today? It would be difficult for developers to purchase developable land today at \$263,000 an acre. Is \$300,000 more of a baseline?
 - 1. Past conversations were some of these lands were being held for a number of years with developers. So are lands based on a balance between what it is trading for today if someone was to sell it versus book value someone has and not someone making a profit?
 - iii. The working group may not have the information until the first week of February.
 - Questions about construction costs, has there been any resolution? AC updated unit rate spreadsheets to the 2025 standards rather than the 2007 standards. Now included in the City ARA, will be using updated cross sections instead of 2007 cross sections.
6. Interest rate escalation - DCY
- 3.886% difference in residential building construction price index increase based off

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the servicing agreement

- i. Prime +1 for the previous year or its the difference between the Q3 2025 and Q3 2024 non-residential construction price index.

7. Cost Estimates - Docusign - DCY

- o Previously DCY would be given a cost update then would approve the cost and release monies from a holding account based on the difference between the previous estimate and actuals spent. Was uncomfortable releasing money based on cost without some sort of reasoning behind cost estimates.
- o A couple years ago it was approved to have developers use docusign.
- o Proposing providing costs through docusign any issues?
 - i. No

8. [Terms of Reference Annual Review](#) - DCY

- o Names of the committee update (Dan and Raghda chair of area working committee)
 - i. Appendix 1 (Committee)
 - ii. Working committee (alternating chair)
 - 1. Can be voted on via email or at next meeting

9. Burial of Aerial Lines - DCY - deferred to next meeting

- o Dan had a discussion with DES and EPCOR power. If you are burying lines there is an inconsistency in rebate amounts.
 - i. Getting numbers ahead of time when trying to do an estimate would help.
 - ii. If EPCOR doesn't fully cover burial costs should it be cost shareable under the ARA program? - may not be as simple as that.
 - 1. If the cost is large it should go to the committee.

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2. Are costs going up or down since last year?
 - a. LM: Generally staying the same.
 - i. One or two where they are going up (West side like Heritage valley, Windermere).
 - b. If seeing a huge increase in rates, how does the city compete with other municipalities (Strathcona, City of Leduc, Beaumont) when they are building arterials?
 - i. Not going to be an apples to apples comparison but no doubt there will be an increase seen in rates.
 3. The cross section being used was an old one, some things were not being included in it (smaller costs that add up) and there have been standard changes in the past few years.
 - a. Will be asking the working committee to try and understand the difference in rates based purely on standards changes.
 - b. The working committee did not meet last month due to overlapping with Christmas.
- Will be significant questions if substantial increase, not sure what the differential between us COE and other municipalities. This information will be needed before an increase.
 - Having the working committee looking at the costs of lanes three and 4. Have not done a lot of 3 / 4 lanes. There could be upwards of \$100,000 in cuts because of the focus on two lanes and underestimated lanes 3 and 4.
 - i. Not budgeting for those lanes because we don't know - there is a generic

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approach to costing.

10. [Cadence for Remaining Assessable Area and Construction Cost Reviews](#) - DCY - deferred to next meeting
11. **Next Meeting Date** - Thursday February 12, 2026