Development Assessment Working Committee

Urban Planning and Economy (UPE)

MEETING MINUTES - March 19, 2026 3:00 - 4:00pm

Invitees:
(Checkmark confirms attendance at this meeting)

- [x] Stephen Musselwhite - Brookfield Residential - **Chair**
- [x] Clayton Komick - Qualico Communities - **Member**
- [x] Rafi Seraj (for Ahsan Karim) - Subdivision and Development Coordination - **Member**
- [x] Dan Yeung - ARAs, Boundary Assessments, and Off-Site Levies - **Member**
- [x] Tariq Mahmood (for Darrin Penney) - Scheffer Andrew Ltd.
- [ ] Mark Sadownyk - Select Engineering Consultants
- [x] Mike Graham - Al-Terra Engineering
- [x] Keith Shillington - Stantec (Guest from DA Steering Committee)
- [x] Raghda Abdelmonem - Subdivision and Development Coordination
- [x] Andrea Chmilar - Subdivision and Development Coordination
- [x] Girmay Kashay - Subdivision and Development Coordination
- [x] Kristin Kelly - Subdivision and Development Coordination
- [x] Benardette Amenaghawon - Subdivision and Development Coordination
- [x] Loretta Michel - Subdivision and Development Coordination

Meeting Minutes:

1. Agenda Review and Minutes Approval

- S. Musselwhite initiated the meeting and reviewed the agenda with no additions or removals.
- The committee reviewed and approved the meeting minutes from February 19th.
- D. Yeung noted that K. Kelly has been attaching links to previous minutes in the meeting agendas.

2. Unit Rates Update and Methodology

- **Background:** The Working Committee had initially approved a 7% increase to last year's unit rates. However, the Steering Committee requested a closer review of the methodology.
- **Steering Committee Concerns:** K. Shillington joined to explain that consultant estimates and actual costs are coming in significantly higher than the arterial calculations. Keith noted that current costs average over $6,000 per meter, while the committee's 7% increase recommendation only brought the rate to around $4,300 to $4,600 per meter. Keith emphasized that calculation errors are magnified yearly as accessible land dwindles.
- **Discussion on Methodology:** D. Yeung and C. Komick discussed how they previously factored in construction increases (e.g., surface, underground, earthworks) but

found major gaps, particularly in the two-lane to four-lane cross-section unit rates.

- **Strategy for Base Rates:** Keith and Clayton agreed that applying a single percentage increase is flawed due to unique project anomalies (e.g., wildlife crossings, grading). They agreed that consultants need to start from scratch to establish a new base unit rate strictly for building two lanes of straight arterial roadway, treating anomalies as "unique costs".
- **Decision:** Due to the urgency of needing agreements by April 1st, S. Musselwhite proposed, and the committee agreed, to approve the 7% increase for 2026 to not halt current agreements. A mid-year rate update was discussed but cautioned against by Keith as it disrupts developer budgets. The committee committed to determining a new two-lane cross-section unit rate from scratch using industry numbers by June.

3. Overhead Power Lines Unit Rate

- S. Musselwhite inquired about incorporating the costs of overhead permanent power line relocations.
- D. Yeung explained the difficulty of creating a standard unit rate because EPCOR Power only provides ad hoc estimates, and rebate amounts are uncertain and can take up to a year to determine.
- T. Mahmood noted that his 167 Avenue widening project involves relocating 1.5 kilometers of overhead power lines and offered to share cost information when it becomes available. The committee agreed to add this topic to the June agenda.

4. Greenfield Three-Lane Unit Rate

- R. Abdelmonem requested a unit rate for a Greenfield three-lane construction for a road in Rampart Industrial.
- D. Yeung and C. Komick proposed a simple placeholder solution: take the Greenfield two-lane rate and multiply it by 1.5, noting it is for a single industrial area road.

5. Basin Remaining Accessible Area Implementation Plan

- G. Kahsay presented an issue regarding how to handle over- or underestimated basin costs when a basin's remaining accessible area becomes small or hits zero.
- **Triggering Mechanism**: S. Musselwhite and Girmay agreed that a cost-sharable study should be triggered when a basin crosses a 50% development threshold and a developer requests a servicing agreement.
- **Cost & Responsibility:** D. Yeung noted these studies are relatively inexpensive (e.g., $5,000) but crucial for maintaining accurate costs. The committee decided to use discretion, targeting the developer who has to construct the most infrastructure in the basin to take on the study, ensuring it does not hold up smaller servicing agreements.

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6. Committee Leadership Transition

- D. Yeung announced will be stepping down from his role on the committee.
- R. Abdelmonem will take over as the lead for all ARA related matters moving forward.

Action Items

- K. Kelly: Add the derivation of the two-lane unit rate and overhead power lines to the subsequent meeting agenda for June.
- S. Musselwhite: Send an email to K. Shillington (cc'ing R. Abdelmonem) to formally request Keith's work on the linear meter rates to share with the other consultants as a starting point.
- S. Musselwhite: Share the cost of permanent power line relocations at 215 Street, including the rebateable amount through EPCOR, for future unit rate discussions.
- T. Mahmood: Share cost data regarding the relocation of 1.5 kilometers of overhead power lines for the 167 Avenue widening project once the information is available.
- G. Kahsay: Move forward with the implementation plan to request cost and area updates when basins hit the 50% (or 25%) development triggers. This request should target the developer constructing the most infrastructure to avoid delaying smaller projects