

Development Assessment Steering Committee

Urban Planning and Economy (UPE)

MEETING MINUTES—Thursday May 14, 2026 2:30PM-4:00PM

Voting Members:

- ☒ Dan Yeung - DCY - Subdivision and Development Coordination - **Chair**
- ☐ Luciano Salvador - LS - Rohit Group - **Member**
- ☒ Bonnie Bryks - BB - Financial Services - **Member**
- ☒ Kent Bjornstad - Financial Services
- ☒ Ahsanul Karim (for 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**
- ☒ Patrick Shaver - PS - Avillia
- ☐ Peter Tsoukalas - PT - Brookfield

Regular Attendees:

- ☒ Dave Kinders - DK - Stantec - **Ex Officio**
- ☐ Keith Shillington - KSh - Stantec - **Ex Officio**
- ☐ Leigh Melnychuk - LMel - Genstar
- ☒ Faisal Saeed - FS - Planning Coordination
- ☐ Mark Pivovar - Subdivision and Development Coordination
- ☒ Jason Cunha - JC - Future Growth
- ☒ Raghda Abdelmonem - RA - Subdivision and Development Coordination
- ☐ Andrea Chmilar - AC - Subdivision and Development Coordination
- ☒ Loretta Michel - LM - Subdivision and Development Coordination
- ☒ Eunice Padua (for Kristin Kelly) - KK - Subdivision and Development Coordination

Meeting Minutes

Administration

- **Approval of Minutes:** The committee reviewed and accepted the minutes from March 12th. Regarding the April 9th minutes, the committee identified an issue where Peter Tsoukalas was listed as both a voting member and a non-voting participant. It was requested that future agendas clearly separate voting members from city representatives and other

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non-voting participants for clarity. The committee agreed to accept the April 9th minutes following the requested correction.

- Kevin, Patrick, and Peter Tsoukalas identified as the voting members for the 170th Street item.
- Bonnie Bryks introduced Kent Bjornstad, who will be taking over Bonnie's position and managing the fire hall and OSL files.
- **Deferred Items:** Discussions on a recent city council motion regarding zoning and roadways were deferred until more information is available. Broader strategies regarding basin updates remain an ongoing, long-term project and will be evaluated in upcoming working committee meetings.

170th Street Project Proposals

- **Presentations:** A memo prepared by K. Shillington outlining a three-phase approach for the 170th Street project.
 - **Phase 1:** Focuses on a previously approved 3.6-hectare storm pond dedication in the highway area.
 - **Phase 2:** Adds highway lands for developers with committed servicing agreements (1.897 hectares for Cantiro and 3.432 hectares for Allard land), proposed at a \$660k/ha upset (i.e. max value) rate for the purposes of calculating the 2026 ARA rate and not holding up agreement execution and therefore not holding up construction and registration.
 - **Phase 3:** Involves new development with the numbered company and Glenidding Ravine lands, proposed at the full \$775k/ha land dedication rate.

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- **Impact:** The total proposed rate impact for all three phases is ~\$26,000 per hectare, leaving 351 hectares of developable land in Windermere.
- **Clarifications:** J. Cunha clarified that the \$660k/ha rate is an upset limit for these lands intended to move 2026 servicing agreements forward, while \$775k/ha remains the primary approved rate. Developers agreed that Keith's framework was fair, though a formal group conversation on specific valuation had not yet occurred.
- **Concerns Addressed:** The committee addressed McLab's concerns regarding notification, acknowledging that communication processes have been inconsistent. It was clarified that City Land Development is treated like any other developer regarding fees. The committee also confirmed that dedicating and compensating for land transfers it to the City, avoiding double-compensation risks and resolving liabilities for private landowners holding storm water management systems.

Voting on 170th Street

- **Governance:** Crystal, Kate, and Kraig left the room to avoid a conflict of interest during deliberation..
- **Rate Adjustments:** D. Kinders inquired about recalibrating rates if final numbers fall lower than proposed offsets. DCY Confirmed that mid-year or 2027 adjustments could be made if necessary to avoid interrupting the construction season.
- **Motion:** To accept the phase 1, 2, and 3 proposals. Patrick seconded the motion, and it was carried.

Governance and Communication Refinements

- Formalized presentation process requiring a justification letter and a strict 14-day document

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submission deadline before meetings.

- Members suggested improving notification requirements to explicitly show whether affected landowners supported, opposed or did not respond to proposals, enhancing transparency. This document will be finalized for adoption at the next meeting.

Decisions Made

- **Approval of March 12 Minutes:** The committee formally accepted the minutes from the March 12th meeting.
- **Approval of April 9 Minutes & Agenda Formatting:** The April 9th minutes were approved with a requested correction regarding Peter Tsoukalas's listing. The committee decided that future agendas will separate voting members and non-voting participants on different lines for clarity.
- **170th Street Proposal Approved:** The committee formally approved the 3-phase development proposal for 170th Street to facilitate 2026 servicing agreements. Phase 1, 2, and 3 requests are included in the 2026 rate calculation, establishing offset rates of \$660k/ha and \$775k/ha to manage land dedication.

Action Items (Next Steps)

- **Update Agenda Format:** Separate voting members from non-voting participants on future agendas.
- **Discuss Land Inclusion:** Evaluate inclusion of City Land Development lands in the 170th Street calculations (Assigned to: DCY, JC).
- **Clarify Compensation Process:** Provide written clarification to MacLab regarding land

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dedication compensation to address double counting misunderstandings (Assigned to: DCY, JC). (A follow-up meeting with MacLab is scheduled for the following Thursday with MP).

- **Propose Land Valuation:** Develop and submit a mutually agreed-upon land valuation scenario for the dedication process for the Windermere lands currently assigned the \$660K/ha upset value (Assigned to: KS and the Developer group).
- **Draft & Refine Presentation Process:** Finalize a formal process document for meeting presentations, including a 14-day submission timeline, checklists, and requirements for notifying affected landowners and tracking their support/opposition and submit the finalized presentation process document as a formal motion at the next meeting.
- **Develop Operating Procedures:** Create procedures allowing affected landowners to review substantial rate increases before implementation.

Attachments

- [170 Street Highway Lands Memo](#)
- [DA SC - 170 Street Highway Lands Motion - DCY and JC Follow Up E-mail](#)
- [ARA Document Submission \(DRAFT\)](#)

Next Meeting Date - **June 11, 2026**