

Development Assessment Working Committee

Urban Planning and Economy (UPE)



MEETING Minutes – May 21, 2026

Invitees:

(Checkmark confirms attendance at this meeting)

- ☒ Elise Shillington - Cantiro - **Chair**
- ☒ Stephen Musselwhite - Brookfield Residential - **Member**
- ☒ Greg Persson on behalf of Clayton Komick - Qualico Communities - **Member**
- ☒ Ahsan Karim - Subdivision and Development Coordination - **Member**
- ☒ Raghda Abdelmonem - ARAs, Boundary Assessments, and Off-Site Levies - **Member**
- ☐ Darrin Penney - Scheffer Andrew Ltd.
- ☒ Mark Sadownyk - Select Engineering Consultants
- ☐ Mike Graham - Al-Terra Engineering
- ☒ Andrea Chmilar - Development Servicing Agreements
- ☐ Dan Yeung - Subdivision and Development Coordination
- ☒ Girmay Kashay - Subdivision and Development Coordination
- ☒ Kristin Kelly - Subdivision and Development Coordination
- ☒ Benardette Amenaghawon - Subdivision and Development Coordination
- ☒ Loretta Michel - Subdivision and Development Coordination

Minutes Review

- E. Shillington opened the meeting by asking for a review of the minutes from the previous working group session.
- R. Abdelmonem confirmed that attendees had reviewed the minutes and that everyone was satisfied with their accuracy.
- The minutes from the previous meeting were approved as accurate.

Agenda Review

- The meeting agenda was presented with the primary focus dedicated to discussing the 2026 unit rates.
- No additional items were added or changed and the agenda was accepted as presented.

2026 Unit Rates Methodology

- R. Abdelmonem initiated a discussion on finding a better approach for the 2026 arterial roadway assessment rates.
- The current rates are based on an inaccurate methodology and carry outdated, irrelevant costs.
- G. Persson highlighted that construction rates have seen a 20 to 30 percent increase post-COVID, making pre-COVID rates unrepresentative.
- S. Musselwhite described a new proposal developed by K. Shillington, using a one-kilometer stretch of arterial road to isolate standard surface costs from variable underground

MEETING Minutes – May 21, 2026

components and grading.

- E. Shillington Would this rate review delay any servicing agreements.
- R. Abdelmonem assured the committee that area memos are prepared and agreements will not be held up.
- **Decisions:**
 - The unit rates will be revisited midway to ensure accurate calculations without delaying any current servicing agreements.
 - Review legacy costs to remove outdated data and properly adjust for the 20 to 30 percent post-COVID inflation.

Review and Feedback Strategy & Project Timeline

- Discussion regarding sharing the spreadsheet detailing K. Shillington's exercise with outside consultants like Arcadus, WSP, and Select for feedback.
- S. Musselwhite expressed concern that the two-part nature of the exercise might be confusing before the document is fully finalized.
- E. Shillington asked about setting target dates.
 - 2-3 week timeframe from distribution - End of June target date.
- **Action Items:**
 - S. Musselwhite: Distribute the draft 2026 arterial road unit rate calculation spreadsheet to the project group by next week, requesting feedback on the two-piece framework during a 2 to 3 week review window.
 - Committee: Review the shared arterial road unit rate draft and provide feedback on the proposed methodology within 2 to 3 weeks of receiving it.

Next meeting - June 18, 2026