

Development Assessment Steering Committee

Urban Planning and Economy (UPE)

MEETING MINUTES — June 11, 2026 2:30PM-4:00PM

Voting Members:

- ☒ Dan Yeung - DCY - Subdivision and Development Coordination - **Chair**
- ☒ Melanie Cullingham (On behalf of Kent Bjornstad) - KBjo- Financial Services - **Member**
- ☒ Luciano Salvador - LS - Rohit Group - **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**

Regular Attendees:

- ☐ Mark Pivovar - MP - Subdivision and Development Coordination
- ☒ Jason Cunha - JC - Future Growth
- ☒ Dave Kinders - DK - Stantec - **Ex Officio**
- ☒ Keith Shillington - KSh - Stantec - **Ex Officio**
- ☐ Kirk Kwan - KK - Planning Coordination
- ☒ Raghda Abdelmonem - RA - Subdivision and Development Coordination
- ☐ Loretta Michel - LM- Subdivision and Development Coordination
- ☒ Kristin Kelly - KKe - Subdivision and Development Coordination

Meeting Minutes

1. Agenda Review

- The agenda was reviewed with no additions or deletions made.

2. Review & Approve Previous Minutes

- The committee reviewed the May 14, 2026, meeting minutes. Members requested clarification on the voting records, specifically asking to identify special roles or neutral voting status (ie. Patrick Shaver was a voting member) to clarify who voted on previous items like the 170th Street project. It was also confirmed that previous meeting minutes are currently being uploaded to the https://www.edmonton.ca/city_government/urban_planning_and_design/arterial-roadway-assessments.ca website.

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- **Decisions:** The approval of the minutes was deferred to the next meeting.
- **Action Items:**
 - K. Kelly: Update the previous meeting minutes to clarify the voting roles of the attendees prior to the next meeting.

3. Windermere ARA Rate Ratification

- **Details:** R. Abdelmonem presented a new 2026 winter rate of \$365,672 per hectare, which included 3.6 hectares of land dedication. A June 5 memo from K. Shillington was discussed, which introduced individualized rates based on landowner agreements and recommended a core rate of \$381,676.
- **Decisions:** D. Yeung made a motion to approve the core rate of \$381,676 plus or minus 2%, which was seconded by K. Rowe and carried by the committee.
- **Action Items:**
 - R. Abdelmonem: Update the rate calculation to reflect the core rate and confirm the figures with K. Shillington by Wednesday, June 17.
 - D. Yeung: Distribute the updated Windermere area rate to the committee via email if the calculated rate deviates from the approved figure by more than 2%
 - *D. Yeung signed the Windermere rate on June 15, 2026. \$381,678/ha core and \$12,839/ha signals. The City will start moving forward with assessment calculations in this catchment based on these numbers.*

4. [170 Street Memo](#)

- **Details:** The committee discussed the status of highway dedication lands, including a small portion owned by the City of Edmonton. K. Shillington emphasized that developers have already accepted significant land dedication costs and expressed a desire for the City to recognize past highway land situations and absorb some costs.
- **Decisions:** Approved in a previous motion.
- **Action Items:**
 - D. Yeung and J. Cunha: Meet with Neal Ozadiuk to discuss the City of Edmonton

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lands component regarding 170th Street.

- *Meeting scheduled for Monday June 29, 2026*

5. ARA (Arterial Roadway Assessment) Review

- **Details:** Deferred from the April meeting, K. Shillington presented a March 31 memo highlighting the need to update the 1999/2000 ARA principles to reflect 2026 standards, citing constant cost surprises for developers. Key discussion points included:
 - **Construction Variables:** Accurately calculating rates is difficult due to high variability in storm water, grading, and landscaping costs. Building two lanes initially and two later creates different costs than building four lanes upfront. Intersection costs are understated.
 - **Basin Definitions & Pooling Funds:** With accessible land area dwindling, smaller basins struggle to absorb extra costs. K. Shillington suggested consolidating some basins and establishing an early pooled fund for major shared infrastructure (e.g., creek crossings) so single developers are not burdened with sudden multi-million dollar conditions.
 - **Guidelines & City Policy:** The committee discussed the need for construction guidelines to prevent developers from adding unaffordable extra costs that burden future developers. The City's "50/50" bylaw interpretation creates the need to release funds from the city trust earlier to alleviate developer cash flow issues.
 - **Redefining Arterial Roadways:** The definition has become too broad, with collector roadways or 100m land dedications extending into collectors being claimed as arterial benefits.
 - **Update Triggers:** Currently, Transportation Impact Assessments (TIA) lack a required section that mandates an ARA update when plans change (e.g., new roundabouts), leading to inaccurate rates before development begins.
 - **Strategic Governance:** The system lacks consistent oversight from the City.

6. Process Documentation Followup

- **Details:** D. Yeung introduced a new policy for Steering Committee presentations to improve

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efficiency. Presenters are now required to submit information, including justification letters and confirmation that affected landowners have been notified, two weeks prior to the meeting. This allows voting members one week to review the materials.

- **Decisions:** D. Yeung motioned to put the document into practice, which was seconded by K. Rowe and passed by the committee.
- **Action Items:** Use new [presentation submission guidelines](#) for all future meetings.

Attachments:

- [2026-05-14 DASC Meeting Minutes](#)
- [March 31, 2026 Memo](#)
- [170 Street Memo](#)
- [Process documentation followup](#)

7. Next Meeting Date

- The next steering committee meeting is scheduled for **July 9, 2026**.
- An additional agenda item, "Money in trust," was proposed for the upcoming meeting.