



## **EDC SUB-COMMITTEE MINUTES**

**Location: Hybrid (ET 07-127 / Google Meet)**

**Thursday, March 26, 2026**

### **MEMBERS:**

T. Ziola, Chair  
J. Mills, Vice Chair  
D. Brown  
N. LaMontagne  
J. Monfries

### **PRESENT:**

T. Ziola, Chair  
J. Mills, Vice Chair  
D. Brown  
N. LaMontagne  
J. Monfries

### **ALSO IN ATTENDANCE:**

E. Backstrom, Chief Urban Designer, Urban Planning and Economy Department  
E. Voutchkov, Principal Urban Designer, Urban Planning and Economy Department  
W. Sims, Principal Urban Designer, Urban Planning and Economy Department

---

## **A. CALL TO ORDER AND RELATED BUSINESS**

### **A.1. CALL TO ORDER**

T. Ziola called the meeting to order at 3:04p.m.

### **A.2. ADOPTION OF AGENDA**

MOTION: T. Ziola

Motion to adopt the March 26, 2025 Agenda.

SECONDED: J. Mills

The motion passed unanimously.

### **A.3. ADOPTION OF MINUTES**

MOTION: T. Ziola

Motion to adopt the November 7, 2025 meeting minutes.

SECONDED: J. Monfries

The motion passed unanimously.

### **A.4. REQUESTS TO SPEAK**

None.

## **B. NEW BUSINESS**

### **B.1 2024-25 Work Plan Update**

E. Backstrom informed that the updated Standards and Procedures and Submission Guide with updated Urban Design Principles have been reviewed by Administration and are pending internal approval in 2026. The only change to the draft Standards and Procedures is that EDC will not be authorised to exempt applications at an informal presentation from doing a formal presentation later. The revised EDC boundary will be approved through an amendment of the EDC bylaw.

## **C. OTHER BUSINESS**

- The Subcommittee agreed that its membership and scope will be re-evaluated after the new EDC members join in May 2026.

## **D. ADJOURNMENT**

The meeting adjourned at 3:30 p.m.

## **E. NEXT MEETING**

TBD