



EDMONTON DESIGN COMMITTEE MINUTES

**Location: (Hybrid) Edmonton Tower, 03-340 / Google Meet
Tuesday, October 29, 2024**

MEMBERS:

J. Mills, Chair
N. LaMontagne, Vice-Chair
C. Dorward, Vice-Chair
D. Brown
E. Dunn
G. Freer
J. Monfries
K. Dieterman
K. Oxley
M. Tindall
N. Pryce
R. Subramanian

PRESENT:

J. Mills, Chair
N. LaMontagne, Vice-Chair
C. Dorward, Chair
D. Brown
E. Dunn
G. Freer
J. Monfries

K. Oxley
M. Tindall

R. Subramanian

ALSO IN ATTENDANCE:

P. Spearey, Urban Form and Economy, Lead Urban Designer
W. Sims, Urban Form and Economy, Urban Designer
A. Rowan, Urban Planning and Economy, Administration

A. CALL TO ORDER AND RELATED BUSINESS

A.1. CALL TO ORDER

N. LaMontagne called the meeting to order at 4:03p.m.

A.2. ADOPTION OF AGENDA

MOTION: N. LaMontagne

Motion to adopt the October 29, 2024 Agenda

SECONDED: D. Brown

The motion passed unanimously.

J. Mills joined the meeting and assumed the role of the Chair at 4:05p.m.

A.3. ADOPTION OF MINUTES

MOTION: J. Mills

Motion to adopt the October 15, 2024 Minutes

SECONDED: M. Tindall

A.4 REQUESTS TO SPEAK

None.

B. OTHER BUSINESS

B.1. 2024-25 Work Plan Update; Committee discussion of [What We Did Report](#)

Standard and Procedures (Appendix A):

- Potential exemption of informal projects:
 - J. Monfries requested that the terminology “satisfactorily resolved” be clarified. D. Brown replaced “satisfactorily resolved” with “meets the criteria of the submission guide”
 - D. Brown reminded the Committee that exempting formal presentations was envisioned as a means of creating incentive to see more informal projects being reviewed. This process should be viewed using the future criteria (submission guide) and not the existing criteria.
 - P. Spearey informed the Committee that if we were to proceed with the exemption of formal presentations, the applicant would have to make their informal presentation in public, and Administration would need to draft a procedure for this process.
 - N. LaMontagne suggested having three types of motions for informals: 1) Motion of Support (exempted from formal review), 2) Support with Considerations (generally supported by the Committee, but there are still

items that would need to be resolved at a formal), 3) Non-support (project requires a complete redesign).

- D. Brown highlighted the importance of maintaining consistency in the pattern of motioning at both formals and informals (i.e. only two options: support or non-support, based on whether or not the presentation meets the criteria outlined in the submission guide). This will help make the process clear for applicants as well as EDC members.

Submission Guide (Appendix B):

- J. Monfries suggested the term “narrative” be replaced to better indicate the importance of providing detailed drawings, rather than long written descriptions.

Scope/EDC Boundary (Appendix C):

- No additional comments to resolve.

Next steps

- Based on this feedback, Administration will complete all suggested edits, per Committee feedback, no later than Thursday October 31, 2024.
- The EDC engagement survey will be made public on Monday November 4, 2024. **Action:** The Committee is encouraged to share this information with their industry contacts for feedback. Links to the survey can be found on the [EDC website](#).
- **Important Dates:** From November 4-25 the second round of external engagement will take place, final adjustments/ EDC review will occur on December 3, and on December 9 the Council report will be presented to the Branch Manager. **Info.**

C. UPCOMING APPLICATIONS, CONFLICTS AND REGRETS (Tuesday, November 5, 2024)

Old Strathcona 6 plex	Formal, DP	Armando Hernandez- Dualita
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D. ADJOURNMENT

The meeting adjourned at 5:56p.m.

E. NEXT MEETING

Tuesday, November 5, 2024 at 4:00p.m. Hybrid.