



## **EDC SUB-COMMITTEE MINUTES**

**Location: Hybrid (ET 03-340 / Google Meet)**

**Thursday, October 24, 2024**

**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:**

P. Spearey, Urban Planning and Economy Department  
A. Rowan, Urban Planning and Economy Department  
W. Sims, Urban Planning and Economy Department

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

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

T. Ziola called the meeting to order at 4:03p.m.

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

MOTION: T. Ziola

Motion to adopt the October 24, 2024 Agenda

SECONDED: J. Mills

The motion passed unanimously.

### A.3. ADOPTION OF MINUTES

MOTION: T. Ziola

Motion to adopt the September 26, 2024 meeting minutes

SECONDED: D. Brown

The motion passed unanimously.

### A.4. REQUESTS TO SPEAK

None.

## B. NEW BUSINESS

### B.1. [EDC 2024-25 Work Plan Project Update](#)

- The Subcommittee discussed the outstanding comments in the document.
  - D. Brown emphasized the need to create clear internal criteria for EDC members to exempt formals, if we are to proceed with this.
    - P. Spearey suggested that this criteria may be difficult to codify. P. Spearey also reminded the Subcommittee that a motion of support means that a project generally meets the criteria and has no significant design changes, while a motion of non-support would mean that there have been significant design changes. **Info.**
    - J. Mills suggested that prompts be added to the Chair script to help the Chair guide the Committee when the recommendations in a motion are becoming extensive (i.e. there are a significant number of bullet points identifying conditions). **Action:** Admin to update
  - P. Spearey summarized the four scenarios that we will put forth to Council regarding the scope of review/EDC boundary. **Info.**
  - P. Spearey reminded the Subcommittee about the Special Meeting on October 29, 2024, where the larger Committee will be discussing the document and resolving any outstanding comments. **Action:** The Subcommittee will review the WWD Report and attached appendices in advance of the October 29 meeting. Members will add comments to the document to be resolved at the Special Meeting.
  - P. Spearey informed the Subcommittee that he will be adding images to the submission guide in advance of the Special Meeting on Tuesday October 29. **Info.**

**C. OTHER BUSINESS**

None.

**D. ADJOURNMENT**

The meeting adjourned at 4:41p.m.

**E. NEXT MEETING**

**Thursday, November 28, 2024 at 4:00 p.m.** Hybrid (ET 03-340 / Google Meet)