

City of Edmonton: Ward Boundary Commission

Minutes

April 7, 2020 | 3:30pm - 6pm | Remote meeting

Commission: J. Wesley (*Chair*), S. Lee (*Vice Chair*), L.Bjork, M. Pungur Buick, S. Raitz, A. Sinclair, K.So

Administration: A. Giesbrecht, C. Heywood (*Recorder*), I. MacLean

Regrets:

Call to Order: 3:33pm

Agenda Review & Approval of Minutes	Decision
Moved: by M. Pungur-Buick to adopt the meeting agenda	Carried
Moved: by M. Pungur-Buick to approve the Minutes from the March 17 meeting	Carried

Commission Capacity: Work Plan Review	Information
<p>Commission Members discussed their capacity to adhere to the report development milestones as described in the approved work plan. All members felt that, despite the upheaval caused by the Covid-19 pandemic, that the established milestones remain realistically achievable.</p> <p>The Commission inquired about Administration's capacity to maintain existing levels of service to support the development of the Report. Administration confirmed that the Elections and Census Office, and other internal stakeholders, are expected to maintain current capacity.</p>	

Boundary Update	Information
<p>The Commission reviewed the three boundary model concepts developed by the Boundary subgroup, and produced by GIS.</p> <p>The Boundary subgroup indicated changes to their original concepts, based on recommendations from GIS, including:</p> <ul style="list-style-type: none">- maintaining the existing neighbourhood boundary in Charlesworth to ensure it remains in one ward- GIS determined where to place boundaries that ran through ravines. The mapping software requires the boundary to appear on one side of the ravine- Retaining the integrity of boundaries in neighbourhoods that are predominantly industrial or commercial but that have a residential population <p>The Commission discussed how feedback from stakeholders gleaned through the public engagement activities were incorporated into each concept.</p> <p>The Commission indicated a preference for Concept 2.2 and discussed potential refinements including:</p> <ul style="list-style-type: none">- Adjustments to the boundary intersection points of Wards A, B and F- Considering a blending of elements in concept 2.3 to concept 2.2	

Assigned to: S Raitz, K. So, L Bjork, C,Heywood

Emergent Item: City Clerk Update

Decision

The Commission discussed the implications of the Covid-19 pandemic on the City Council and Committee Meeting calendar and the subsequent prioritization of reports.

In order to provide Council with greater flexibility, the Commission indicated that they would support a proposed request, made by Administration, to Council that amends the date of the repeal of Bylaw 18893: Ward Boundary Commission from June 1, 2020 to July 31 2020.

Moved: by A. Sinclair, that the Commission support Administration's request to amend the submission requirement in Bylaw 18893: Ward Boundary Commission to allow the Commission's report to be presented later than the date currently stipulated. **Carried**

Design Policy Update

Information

The Policy Subgroup provided an overview of the draft policy to the Commission.

The Commission agreed that the reference to the appointment of a Ward Boundary Commission should be revised to read "immediately following every second Municipal General Election".

The Commission agreed to review the draft individually and to provide substantive suggestions as Comments in the document by April 20, 2020.

Report Development Process

Decision

The Commission agreed that a separate section of the report, recommending changes to the ward boundary review process that are not captured in the Policy recommendation, is required.

This section, based on the requirements described in Bylaw 18893: Ward Boundary Commission, will include recommendations on:

- The time period allotted to Reviews led by Commission
- The composition of the Commission including number of Commission members and the required range of skills and experiences
- List of stakeholders to be consulted

A draft of the section is to be circulated by the Process subgroup by April 20

Assigned to: S. Lee, K. So

Administration

Decision

The Commission discussed the definition of a neighbourhood, as used by the Development Services Branch of Administration.

The Commission indicated a desire to view a draft that revises Administration definition to include those

predominantly industrial and commercial neighbourhoods that have small residential sections within the boundary.

Assigned to: C. Heywood

Commission Capacity: Work Plan Review

Information

The Commission reviewed the report development workplan and discussed capacity in light of the actions assigned in the meeting.

The Commission expressed a desire to have drafts of all Report sections complete by April 20, to be discussed at the next meeting, scheduled for April 28.

Following the April 28 meeting, the Commission will develop a final draft by implementing the following process:

- Administration will blend each report section in to a single document
- The Chair will review each section, editing language for clarity and consistency. The amendments will be made using a 'track changes' function in order for Commission members to view specific proposed edits. A copy of this document will be produced without the changes highlighted, for ease of reading
- The Commission will review the final draft at the scheduled May 12 meeting

The Commission requested that GIS produce the metes and bounds for the final mapping recommendation for inclusion in the final report.

Meeting Review

Information

Adjournment: 5:50pm