



EDC SUB-COMMITTEE MINUTES

Location: via Google Meet

March 2, 2023

MEMBERS:

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

PRESENT:

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

ALSO IN ATTENDANCE:

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

A. CALL TO ORDER AND RELATED BUSINESS

A.1. CALL TO ORDER

J. Mills called the meeting to order at 4:12 p.m.

A.2. ADOPTION OF AGENDA

MOTION: J. Mills

Motion to adopt the March 2, 2023 Agenda.

SECONDED: D. Brown

The motion passed unanimously.

A.3. ADOPTION OF MINUTES

MOTION: J. Mills

Motion to adopt the February 9, 2023 meeting minutes.

SECONDED: D. Brown

The motion passed unanimously.

A.4. REQUESTS TO SPEAK

None.

T. Ziola joined the meeting at 4:20 p.m.

B. OLD BUSINESS

B.1. 2023 Work Plan Description for Annual Report

- The Subcommittee discussed better aligning the Principles of Urban Design with the City Plan.
- N. LaMontagne suggested revisiting the geography of the EDC boundary, keeping in mind the nodes and corridors established in the City Plan.
- D. Brown suggested that the Principles of Urban Design be reviewed relative to the types of projects now being reviewed (eg. Direct Control rezonings), and focusing on those principles of prime importance to the Committee.
- D. Brown also inquired about the EDC Intern program and whether some of this background could be undertaken by the intern.
- D. Brown also suggested that for industry engagement, that Administration prepare a simple 'report card' for industry to respond to.
- **ACTION: Administration will update the 2023 Work Plan Descriptions for the Committee to review and provide comments on or around Friday, March 10.**
- **Other items will be considered as part of ongoing work planning.**

B.2 Update - Requirements for public access to Committee / Subcommittee meetings

- P. Spearey provided an update to the subcommittee regarding public access to meetings:
 - Training does not need to be held in public as long as it is the only item on the Agenda, with no other committee business to deal with.
 - Any decision making needs to be done in public. Strategic planning must be held in public and;

- Social gatherings are permitted as long as there is no committee business being addressed.
- **Information - no action required.**

C. NEW BUSINESS

C.1. 2023 Work Planning

- J. Mills suggested that onboarding and training should be the focus of the next Subcommittee meeting, as there are new members joining in May.
- **ACTION: Administration will ensure the agenda for the March 23 meeting includes key questions to help guide the conversation regarding onboarding and training.**

D. OTHER BUSINESS

- Administration confirmed that the upcoming EDC meeting on March 7 will be a hybrid meeting; **however, in-person attendance is not required.**

E. ADJOURNMENT

The meeting adjourned at 4:56pm.

F. NEXT MEETING

Regular Meeting Thursday, March 23, 2023 at 4:00 p.m. located via Google Meet