



URBAN DESIGN COMMITTEE MEETING MINUTES

April 24, 2024, 5:00 p.m.

Members Present: Councillor Wendy Cheropita - Chair, Peter Neame - Vice-Chair,
David Snelgrove, Victoria Morley

Members Absent: Chrys Kaloudis

Staff Present: Director McCauley - CDS, Shannon Mista - Legislative and
Committees Coordinator

1. CALL TO ORDER

The meeting was called to order by Councillor Cheroptia, Chair at 5:00 p.m.

2. ADOPTION OF AGENDA

Moved by David Snelgrove that the agenda was adopted as amended with the addition of an announcement.

APPROVED

3. CONFLICT OF INTEREST

None were declared.

4. PREVIOUS MINUTES

4.1 January 31, 2024

Moved by Peter Neame that the January 31, 2024, minutes be received.

APPROVED

5. PRESENTATIONS

There were none.

6. ANNOUNCEMENTS

Councillor Cheropita, Chair advised the Committee that member Allan Killin has been removed from the Urban Design Committee, due to a contravention of the Town's Code of Conduct.

7. CORRESPONDENCE

7.1 Annual Planning and Building Monitoring Report - 2023 - CDS-24-043

Director Kirsten McCauley gave an overview of the Community & Development Services year-end Review.

Moved by Victoria Morley that the correspondence 7.1 Annual Planning and Building Report Monitoring Report – 2023-CDS-24-043 be received.

APPROVED

8. BUSINESS

8.1 Urban Design Committee - 2023 Year in Review - CDS-24-037, CDS-24-037

Director Kirsten McCauley gave an overview of the committee's comments on developments that they have provided feedback on.

Kirsten answered clarifying questions of the Committee.

Moved by Peter Neame that the Committee disagrees with many of the 'Improvement Suggestions' in the Staff Report, and suggests that a sub-committee or working group be established to meet directly with Staff to address these procedural issues in a cooperative fashion.

DEFEATED

Moved by Victoria Morley that Committee members' discussions and responses to deputations be led by and focused on through the Chair, and that each Member is responsible for motions attached to sections of comment.

APPROVED

Moved by Victoria Morley that Committee Members' comments be related to staff recommendations and that the focus be directed by the Chair and not outside of what the Committee is to comment on according to the descriptors for the Urban Design Committee.

DEFEATED

Moved by David Snellgrove that the Urban Design Committee - 2023 Year in Review - CDS-24-037 be received and after three Urban Design Meetings the Committee will reconvene on the progress of the Committee based on the direction from the Staff Report.

APPROVED

9. NEW BUSINESS

There were none.

10. NEXT MEETING DATE

May 22, 2024, at 5:00 p.m.

11. ADJOURNMENT

Adjournment unanimously took place at 6:25 p.m.