

Development Services Division Review Task Force Meeting

held via Zoom and in-person in Room A

City Hall, 171 Main Street

Wednesday, July 8, 2026

at 7:30 a.m.

Present:

Jordan Knox, Chair
Linda Sankey, Vice-Chair
Drew Barnes (via Zoom)
Kristy Dyer
Sean Kimberly
Scott Mayhew (via Zoom)
Trina Murray (via Zoom)
Jonathan Pickford
Luc Rodgers
Jas Sidhu (via Zoom)

Delegates:

Andréa Khan, AK Consulting (via Zoom)

Council Liaison:

Campbell Watt

Staff:

Blake Laven, General Manager of Development Services
Steven Collyer, Housing and Policy Initiatives Manager
Yvonne Kent, Planner II - Planning Services
Janet Glowa, Legislative Assistant

Regrets:

Lisa Spitale, MCIP RPP, Consultants
Ron Mattuisi, MCIP RPP, Consultants
Chase Tracey

1. Call to Order

The Chair called the Development Services Division Review Task Force to order at 7:33 a.m.

2. Adoption of Agenda

It was MOVED and SECONDED

THAT the Development Services Division Review Task Force adopt the agenda of July 8, 2026 as presented.

CARRIED UNANIMOUSLY

3. **Adoption of Minutes**

3.1 Minutes of the June 24, 2026 Development Services Division Review Task Force
It was MOVED AND SECONDED

THAT the Development Services Division Review Task Force adopt the minutes of the June 24, 2026 meeting as presented.

CARRIED UNANIMOUSLY

4. **New Business**

4.1 Development Services Division Review Task Force Workshop

The General Manager of Development Services facilitated a workshop that engaged Task Force members in discussions on select topics related to development approval processes and divisional operations and service delivery, including policy, procedure, and soft skills. Discussions highlighted efficiencies and opportunities for improvement.

Scott Mayhew joined the zoom meeting at 7:44 a.m.

Drew Barnes left the zoom meeting at 8:01 a.m.

Drew Barnes joined the meeting in person at 8:07 a.m.

Councillor Watt left the meeting at 8:45 a.m.

Jonathan Pickford left the meeting at 8:55 a.m.

5. **Next Meeting**

The next Development Services Division Review Task Force meeting is scheduled to be held on July 22, 2026 at 7:30 a.m. via Zoom and in person.

6. **Adjournment**

It was MOVED and SECONDED

THAT the Development Services Division Review Task Force adjourn the meeting held on July 8, 2026 at 9:09 a.m.

CARRIED UNANIMOUSLY

Certified Correct:



Janet Glowa
Legislative Assistant