



## **Pipeline to Permit Committee**

### **Minutes**

Date: June 13, 2024  
Time: 9:30 am  
Location: Hybrid meeting- virtual and Council Chambers, City Hall

Members Present: Mayor Marianne Meed Ward (Co-Chair), Shawna Stolte (Co-Chair), Kelvin Galbraith, Paul Sharman, Bianca Steer, Elisha Vankleef, Jackie Isada, Jason Sheldon, John Davidson, John Doyle, Kellie McCormack, Mike Collins-Williams

Member Regrets: Jim Dunn

Staff Present: Hassaan Basit, Nick Anastasopoulos, Blake Hurley, Jacqueline Johnson, Craig Kummer, Chad MacDonald, Jamie Tellier, David Thompson (Audio/Video Specialist), Richard Bellemare (Audio/Video Specialist), Samantha Yew (City Clerk)

#### **1. Entrance**

##### **1.1 Call to Order**

The Chair called the meeting to order at 9:32 a.m.

##### **1.2 Land Acknowledgement**

The Chair read the land acknowledgement.

##### **1.3 Approval of the Agenda**

Moved by Bianca Steer

Waive section 45.2 of the Procedure By-law 31-2021, as amended, to allow the staff presentation to extend past 10 minutes for item 2.1.a, P2P Open Data Migration.

**CARRIED**

Moved by Kellie McCormack

Approve the agenda as presented.

**CARRIED**

1.4 Declarations of Interest

1.5 Written Delegations and Delegations

- a. Delegation from Michelle Diplock, West End Home Builders' Association, regarding Pay-On-Demand Development Bonds (F-13-24)
- b. Delegation from Adil Darr, Masters Insurance, regarding Pay-On-Demand Development Bonds (F-13-24)
- c. Delegation from Michael Georgiev, Jones DesLauriers Insurance, regarding Pay-On-Demand Development Bonds (F-13-24)
- d. Delegation from Diana Ho, RAISE Underwriting, regarding Pay-On-Demand Development Bonds (F-13-24)

**2. Enlightenment**

2.1 Presentations

- a. P2P Open Data Migration (PP-17-24)

**3. N2: News and Numbers**

3.1 Pipeline to Permit Report

3.2 Contextual Updates

**4. Enactions**

4.1 Pay-On-Demand Development Bonds (F-13-24)

Moved by Councillor Stolte

Approve a five (5) development pilot program approach to accepting Pay-on-Demand development bonds that considers a number of bonds per developer and maximum bond amount that is satisfactory to the CAO; and

Direct the Chief Financial Officer to maintain a waitlist of additional developments above the five accepted and report back monthly to the Pipeline to Permit Committee on the additional developments; and

Direct the Chief Financial Officer to develop a pay-on-demand bond template and pay-on-demand development Bond Policy in accordance with the approved five (5) pilot program, in a form satisfactory to the Executive Director of Legal and Corporation Counsel, as outlined in this report for Council approval by Fall 2024; and

Direct the Executive Director of Legal and Corporation Counsel to ensure that Site Plan Agreements for developments participating in the pilot program recognize pay-on-demand development bonds as an acceptable form of security, as recommended in this report; and

Direct the Chief Financial Officer to report back in one (1) year, or earlier subject to provincial legislation or pilot program demand with a summary of challenges and future consideration for on-going acceptance of Pay-On-Demand development bonds or pilot program expansion; and

Direct the Chief Financial Officer to connect with the industry and report back to the Pipeline to Permit Committee by the end of Q4 2024 on how to incorporate the option of transferring letters of credit to surety bonds.

**CARRIED**

#### 4.2 Next Steps and Action Identification

#### 4.3 Information Items

Moved by Councillor Galbraith

Receive and file the following four items, having been given due consideration by the Pipeline to Permit Committee.

**CARRIED**

- a. Delegation material from Adil Darr, Masters Insurance, regarding Pay-On-Demand Development Bonds (F-13-24)
- b. Delegation material from Diana Ho, RAISE Underwriting, regarding Pay-On-Demand Development Bonds (F-13-24)
- c. Presentation and presentation material for 2.1.a. P2P Open Data Migration (PP-18-24)
- d. Pipeline to Permit Report

#### 4.4 Adjournment

**Meeting was called to order on June 13, 2024 at 9:32 a.m.**

11:26 a.m. (recessed), 11:33 a.m. (reconvened)

Chair adjourned the meeting at 12:03 p.m.