

## MEETING MINUTES

<b>PRESENT:</b>	J. Muego, Chairperson P. Rust, Vice Chairperson P. Byer N. Waissbluth R. Dhall F. Kubacki S. Greysen, BIA Representative
<b>ABSENT:</b>	None
<b>GUESTS:</b>	NA
<b>STAFF:</b>	G. Newman, Manager of Planning

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### 1. CALL TO ORDER

The meeting was called to order at 3:30pm.

### 2. ADOPTION OF AGENDA

It was MOVED and SECONDED

THAT the Advisory Design Panel adopts the April 20, 2021 agenda as circulated.

**CARRIED**

### 3. ADOPTION OF MINUTES

It was MOVED and SECONDED

THAT the Advisory Design Panel adopts the minutes from the January 26, 2021 meeting as amended.

**CARRIED**

### 4. MANAGER OF PLANNING WELCOME AND INTRODUCTIONS

### 5. OVERVIEW OF THE ADP TERMS OF REFERENCE

The Panel discussed the ADP Terms of Reference (TOR) with particular regard for the Panel's Mandate as outlined in Section 1 of the document in addition to the procedures relating to the discussion of a submission received by the Panel (Section Reference 6 k).

Finally, the Panel clarified some of the components of Schedule A, being the ADP Submission Requirements.

**6. SUBMISSIONS TO THE ADVISORY DESIGN PANEL**

None

**7. 2021 ADP MEETING DATES**

Draft 2021 ADP meeting dates as noted below:

Jan 26	Feb 16	Mar 16
Apr 20	May 18	Jun 15
July 20	Aug 17	Sept 21
Oct 19	Nov 16	Dec 21

It was MOVED and SECONDED

THAT the members of the Advisory Design Panel receive the 2021 meeting dates as noted in the agenda.

**CARRIED**

**8. CONCLUSION OF THE MEETING**

There being no further business, the Chairperson declared the meeting concluded at 4:20 pm.

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Joe Muego  
Chairperson, Advisory Design Panel

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Greg Newman  
ADP, Committee Secretary