

## Report to Planning and Environment Committee

**To:** Chair and Members  
Planning & Environment Committee  
**From:** George Kotsifas, P. Eng.  
Managing Director, Development & Compliance Services &  
Chief Building Official  
**Subject:** Candidate Approval for the Urban Design Peer Review Panel  
**Meeting on:** September 9, 2019

## Recommendation

That, on the recommendation of the Director, Development Services, the following candidate **BE APPROVED** for the position listed below on the Urban Design Peer Review Panel:

- a) Amelia Sloan – Position of Planner

## Background

On November 26, 2012, Planning and Environment Committee approved a revised Terms of Reference for the Urban Design Peer Review Panel. The revised Terms of Reference outlined the makeup of the Panel with the following positions: three (3) Architects and three (3) other professionals that influence the design of the built environment and are registered in their field; these fields include, in order of preference, Landscape Architecture, Urban Design, Planning or other professional fields that influence the design of the built environment. The Terms of Reference indicates Panel members are to be considered for approval by Council upon the recommendation of administration.

On January 7, 2019, Planning and Environment Committee approved the appointment of three (3) new Panel members (one architect/urban designer, one architect and one landscape architect) who were intended to serve on the Panel for a two (2) year term commencing on January 16, 2019 and ending December 31, 2019. On April 15, 2019, a Panel member with the position of Architect/Urban Designer voluntarily resigned, resulting in a vacancy for the remainder of this term.

The proposed candidate, Amelia Sloan, noted in this report possesses a full breadth of knowledge, expertise and experience in the field of Planning and Urban Design. Ms. Sloan's appointment to the Panel will assist the City as we move forward and continue to contribute to the value that the Panel has added within the development approvals process over the last decade.

<b>Prepared by:</b>	<b>Wyatt Rotteau Urban Design Technician, Development Services</b>
<b>Recommended by:</b>	<b>Paul Yeoman, RPP, PLE Director, Development Services</b>
<b>Submitted by:</b>	<b>George Kotsifas, P. Eng Managing Director, Development and Compliance Services &amp; Chief Building Official</b>
<p>Note: The opinions contained herein are offered by a person or persons qualified to provide expert opinion. Further detail with respect to qualifications can be obtained from Development Services</p>	

September 9, 2019

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## Appendix A

**Name:** Amelia Sloan

**Occupation:** Development Planner

**Work experience:**

Development Planner – County of Oxford (current employer): My role at Oxford County mainly involves reviewing our current official plan policies, assisting with framing and articulating new policies and strategies, and developing a complete, integrated policy framework to greater achieve the County's goals. In addition to policy development, I review emerging issues and investigate land use planning approaches in other jurisdictions, and am actively involved in commenting to provincial agencies and ministries on proposed legislative and regulatory amendments. Also, I provide support to my colleagues in development planning through the review of planning applications and completion of planning reports, as necessary.

Planner - Municipal Affairs & Housing: As a planner at the provincial level, I analysed municipal documents, including official plans, to ensure that the province's interest in economic, environmental and social issues were considered. I supported the land use planning capabilities of municipalities in my assigned counties to build capacity at the municipal level. I reviewed Official Plan updates and amendments of various municipalities throughout Eastern Ontario to ensure they are aligned with the Provincial Policy Statement (PPS) and the Planning Act, as well as other legislation. I have developed a sound understanding of provincial policy, along with an in-depth comprehension of the PPS and other provincial guidelines. I liaised with other ministries and agencies, to support the achievement of the government's policy objectives.

Planning Assistant - Town of Antigonish: As an assistant for the Town of Antigonish Director of Planning, I was responsible for overseeing and assessing the completion of a number of development agreements; analyzing the legislation and policies behind various town bylaws; creating promotional material for the town's built heritage; and, liaising with community members to accomplish required tasks.

**Education:**

Registered professional planner since 2017 Master of Planning (MPLAN) - Dalhousie University, Halifax, NS Honours Bachelor of Science (Life Science), Art History Minor - McMaster University

**Skills:**

My education and career experience with land use planning and policy development, combined with an education in the history of art and architecture would be beneficial as a member of the peer review panel.

**Interest reason:**

I have a keen interest in urban design, and would like exposure to municipal processes that effectively critique, maintain and improve the built form. I would be hoping to learn ideas and processes that could be translated to the smaller urban areas where I live and work (e.g. St. Thomas, Woodstock, Ingersoll, Tillsonburg).

**Contributions:**

I think I have a strong understanding of provincial land use policy, and am a quick learner when it comes to understanding legislation, and regulatory frameworks in Ontario.

**Past contributions:**

I am a current member of the St. Thomas-Elgin Public Art Centre Board of Directors and believe aesthetics of the built form is part a community's cultural fabric. I strive to ensure the centre provides enhanced public experiences for the viewing and education of art in my community.

**Interpersonal:**

I am part of a volunteer organization that holds a monthly speaker series in St. Thomas and am often leading question periods/discussion at the end, and chair business

meetings. The group is called the Canadian Federation of University Women, St. Thomas chapter. Also, as an Art Centre board member, we constantly engage a board meetings, which I feel I do in a respectful manner.

**Interview interest:** Yes