

AT REGINA, SASKATCHEWAN, TUESDAY, JANUARY 10, 2023

AT A MEETING OF THE DEVELOPMENT APPEALS BOARD  
HELD IN PUBLIC SESSION

AT 5:30 PM

**These are considered a draft rendering of the official minutes. Official minutes can be obtained through the Office of the City Clerk once approved.**

Present: Brandon Hicks, in the Chair  
Tristan Culham  
Colleen Huber  
Olawuwo Oni  
Amber Smale

Also in Attendance: Council Officer, Janice Hudson  
Council Officer, Allyson Zuck

APPOINTMENT OF CHAIRPERSON AND VICE-CHAIRPERSON

The Secretary called the meeting to order and following nomination procedures for the position of Chairperson, Brandon Hicks was declared Chairperson of the Development Appeals Board for 2023.

(Brandon Hicks took the Chair.)

Following nomination procedures for the position of Vice-Chairperson, Tristan Culham was declared Vice-Chairperson of the Development Appeals Board for 2023.

APPROVAL OF PUBLIC AGENDA

**Colleen Huber moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted.**

ADOPTION OF MINUTES

**Tristan Culham moved, AND IT WAS RESOLVED, that the minutes of the meeting held on January 18, 2022 be adopted, as circulated.**

CITY CLERK'S REPORTS

DAB23-1 2023 Nominating Subcommittee Appointments, Hearing and Meeting  
Schedule

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**Recommendation**

That the Development Appeals Board:

1. Approve its 2023 hearing dates to be held at 5:30 p.m. as follows:

January 17	May 9	September 12
February 7	June 6	October 10
March 7	July 11	November 14
April 4	August 15	December 12

2. Determine decision meeting dates immediately following the scheduled Hearing, adhering to the following criteria:
  - Held within two weeks of the hearing date to prevent a delay in rendering decisions; and
  - Meet the legislated timelines, when feasible, or on an alternate day to be determined by the Secretary, in consultation with the Chairperson;
3. Approve its first hearing for 2024 be held at 5:30 p.m. on Tuesday, January 16, 2024;
4. Direct the Secretary to monitor the number of appeals and the hearing schedule; and consult with the Chairperson to schedule additional hearings and meetings as required;
5. Appoint Brandon Hicks to the Nominating Subcommittee as outlined under the Discussion section of this report; and
6. Approve its Nominating Subcommittee meeting to be held on October 10, 2023, at 4:00 p.m.

**Amber Smale moved, AND IT WAS RESOLVED, that the recommendation contained in the report be concurred in, after amending the October 10 and November 14 hearing dates to October 17 and November 21 respectively.**

DAB23-2 Annual Review of Activity for the Development Appeals Board

**Recommendation**

That the Development Appeals Board receive and file this report.

**Tristan Culham moved, AND IT WAS RESOLVED, that this report be received and filed.**

DAB23-3 Annual Review of the Development Appeals Board Policies and Procedures

**Recommendation**

That the Development Appeals Board approve the amendments to the Development Appeals Board - Policies and Procedures attached as Appendix B, and as outlined in the Discussion section of this report.

Tuesday, January 10, 2023

**Tristan Culham moved, AND IT WAS RESOLVED, that the recommendation contained in the report be concurred in.**

ADJOURNMENT

**Amber Smale moved, AND IT WAS RESOLVED, that the meeting adjourn.**

The meeting adjourned at 6:17 p.m.

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Chairperson

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Secretary