



Wood Buffalo Development Advisory Committee

7th Floor Boardroom, Jubilee Centre
9909 Franklin Avenue, Fort McMurray, AB T9H 2K4

Wednesday, January 22, 2020
9:00 AM

Agenda

1. **Call to Order**
2. **Adoption of Agenda**
3. **Minutes of Previous Meetings**
 - 3.1. Committee - Meeting - Dec 5, 2019
4. **New & Unfinished Business**
 - 4.1 Appointment of Chair
 - 4.2 Appointment of Vice Chair
 - 4.3 Committee Meeting Schedule
 - 4.4 Streamlining Commercial Development Permitting and Business Licensing
 - 4.5 Business Development Opportunities and Downtown Revitalization
 - 4.6 Committee Administrative Processes
 - 4.7 Committee Action Log
5. **Date of Next Meeting**
Adjournment

Minutes of a Meeting of the Wood Buffalo Development Advisory Committee held in the Jubilee Centre, 7th Floor Boardroom at the Municipal Offices in Fort McMurray, Alberta, on Thursday, December 5, 2019, commencing at 9:00 a.m.

Present:

Gilles Huizinga, Member - Public-at-Large (Chair)
 Ana Maria Mendez-Barks, Member - Arts, Culture and Recreation Sector
 Bryce Kumka, Member - Business Community
 Diana Noble, Member - Public-at-Large (Vice-Chair)
 Dan Soupal, Member - Land Development
 Mike Jones, Member - Public-at-Large
 Jane Stroud, Councillor

Absent:

Alexandria Carey, Member - Health and Wellness Sector
 David Secord, Member - Business Community
 Jin Li, Member - Public-at-Large
 Peter Diggle, Member - Land Development
 Scott Jackson, Member - Oil and Gas Industry

Administration:

Brad McMurdo, Director, Planning and Development
 Jade Brown, Chief Legislative Officer
 Sonia Soutter, Senior Legislative Officer

1. Call to Order

Chair, G. Huizinga called the meeting to order at 9:06 a.m.

2. Adoption of the Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Diana Noble
SECONDER:	Ana-Marie Mendez-Barks
FOR:	Huizinga, Jones, Mendez-Barks, Kumka, Noble, Soupal
ABSENT:	Diggle, Carey, Jones, Li, Secord

3. Minutes of Previous Meetings

MOTION:

THAT the Minutes of the Wood Buffalo Development Advisory Committee meeting held on November 7, 2019 be approved as presented.

MOVER:	Bryce Kumka
SECONDER:	Mike Jones
FOR:	Huizinga, Kumka, Mendez-Barks, Noble, Soupal
ABSTAIN:	Jones, Nobel
ABSENT:	Diggle, Carey, Jones, Li, Secord

4. Presentations

4.1. *Freedom of Information and Protection of Privacy Act (FOIP) Legislation Overview*

Ron Pelletier, Senior FOIP Officer, provided an overview of FOIP Legislation highlighting the way it applies to Committee Members in relation to protecting privacy and responding to FOIP requests.

5. New Business

5.1. **Streamlining Commercial Development Permitting and Business Licensing**

Roundtable discussion was held in relation to streamlining commercial development permitting and business licensing.

Action items

- Bryce Kumka to obtain information from Alberta Chamber of Commerce on the types of questions that were asked in a recent survey they conducted.
- Brad McMurdo to provide an overview of the permitting and licensing process.
- Brad McMurdo to provide a summary of the proposed changes to the Land Use Bylaw.
- Brad McMurdo requested that the Committee provide a listing of information requests so that his department may determine what data is available; how it could be compiled to fit the needs of the Committee; and, what information cannot be generated by Planning and Development thus requiring an alternate source.

Exit

M. Jones exited the meeting at 10:30 a.m.

Adjournment

Due to loss of quorum, the meeting adjourned at 10:30 a.m.