



Council

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray, AB T9H 2K4

Tuesday, March 22, 2022
6:00 PM

Agenda

1. **Call to Order**
2. **In-Camera Session (Commencing at 4:30 p.m.)**
 - 2.1. Privileged Information - Legal Briefing
(in camera pursuant to section of 27(1) the *Freedom of Information and Protection of Privacy Act*)
3. **Adoption of Agenda (Public Session at 6:00 p.m.)**
4. **Consent Agenda**
 - 4.1. Minutes of Council Meeting - March 8, 2022
 - 4.2. Council Appointed Advisory Board/Committee Meeting Minutes

THAT the Minutes from Council Appointed Advisory Board/Committee meetings, as outlined in Attachments 1-13, be accepted as information.
 - 4.3. Appointment of Integrity Commissioner

THAT Jim Peacock, Q.C., be reappointed as the Integrity Commissioner for a period of one year, commencing April 1, 2022.
5. **Recognition**
 - 5.1. Proclamations
 - Mandela's Day
 - Transgender Day of Visibility
 - Poetry Month
6. **Presentations**
 - 6.1. Lee-Anne Kumka and Sergii Melnikov, Fort McMurray Ukrainian Cultural Society re: War in Ukraine

- 6.2. Gaylene Weidlich, Chair, Wood Buffalo Waterfront Advisory Committee re: Annual Progress Report
- 6.3. Owen Erskine, Chair, and Jean Marc Guillamot, Vice-Chair, Wood Buffalo Downtown Revitalization Advisory Committee, re: Annual Report

Business Arising

Wood Buffalo Downtown Revitalization Advisory Committee 2022 - 2026 Priorities and Recommended Infrastructure and Enhancement Actions

THAT the Wood Buffalo Downtown Revitalization Advisory Committee 2022-2026 Priorities and Recommended Infrastructure and Enhancement Actions (Attachment 1) be accepted as a guiding document and;

THAT \$2,750,000 be drawn from the approved downtown revitalization project budget to fund design and construction of wayfinding signage downtown and construction of streetscape improvements as recommended by the Wood Buffalo Downtown Revitalization Advisory Committee and outlined on Attachment 2.

- 6.4. Jamie Doyle, Chief Administrative Officer re: Local Business Advisory Committee Framework
- 6.5. Dennis Warr, Director, Engineering, re: River Breakup 2022

7. Unfinished Business

- 7.1. 2022 Proposed Sustaining Grant Allocation – Wood Buffalo Economic Development Corporation

That \$4,360,000 Sustaining Grant be allocated to Wood Buffalo Economic Development Corporation for 2022, to be funded through the Emerging Issues Reserve.

Registered Delegates

- Kevin Weidlich, President and Chief Executive Officer, and Gregg Saretsky, Chair, Wood Buffalo Economic Development Corporation
- Bryan Rabik

7.2. Bylaw No. 22/003 - Committees Bylaw No. 17/024 Amendment Specific to the Establishment of the Community Investment Program Advisory Committee

1. THAT Bylaw No. 22/003, being a bylaw to amend the Committees Bylaw No. 17/024, specific to establishing the Community Investment Program Advisory Committee, be read a first time.
2. THAT Bylaw No. 22/003 be read a second time.
3. THAT Bylaw No. 22/003 be considered for third and final reading.
4. THAT Bylaw No. 22/003 be read a third and final time.

8. **New Business**

8.1. Tax Refund Request - Plan: 1421965 Unit: 2

THAT the request for a tax refund, in the amount of \$9,263.76 comprising of municipal tax, education requisition and senior's requisition, for the property located at Plan: 1421965 Unit: 2 in Fort McMurray, be approved.

9. **Councillors' Motions**

9.1. Property Tax Ratio (Cr. K. McGrath)

THAT Administration provide an update to the Government of Alberta on the Regional Municipality of Wood Buffalo's transition from an 18:1 property tax ratio to 7.5:1 property tax ratio; and request to stay at the 7.5:1 ratio for the next 5 years and on the 6th year, transition to the final 5:1 ratio; and further request that the Government of Alberta accept this proposal by June 1, 2022.

Registered Delegate

- Perry Berkenpas, Executive Director, Oilsands Community Alliance (OSCA)

10. **Councillor Reporting/Information Updates**

11. **In-Camera Session**

- 11.1. Disclosure Harmful to Personal Privacy/Confidential Evaluations - Board and Committee Appointments
(in camera pursuant to sections 17(1) and 19(1) of the *Freedom of Information and Protection of Privacy Act*)

Adjournment

Minutes of a Meeting of the Council of the Regional Municipality of Wood Buffalo held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, March 8, 2022, commencing at 6:00 PM.

Present:

Sandy Bowman, Mayor
 Ken Ball, Councillor
 Funky Banjoko, Councillor
 Kendrick Cardinal, Councillor
 Shafiq Dogar, Councillor
 Allan Grandison, Councillor (via MS Teams)
 Keith McGrath, Councillor (via MS Teams)
 Jane Stroud, Councillor
 Stu Wigle, Councillor

Absent:

Lance Bussieres, Councillor
 Loretta Waquan, Councillor

Administration:

Jamie Doyle, Chief Administrative Officer
 Jade Brown, Chief Legislative Officer
 Deanne Bergey, Director, Community and Protective Services
 Kari Donnelly, Director, Human Resources
 Kelly Hansen, Director, Strategic Planning and Program Management
 Matthew Harrison, Director, Communications and Engagement
 Brad McMurdo, Director, Planning and Development
 Linda Ollivier, Chief Financial Officer
 Antoine Rempp, Director, Environmental Services
 Keith Smith, Director, Public Works
 Susan Trylinski, Director, Legal Services
 Dennis Warr, Director, Engineering
 Anita Hawkins, Legislative Officer

1. Call to Order

Mayor S. Bowman called the meeting to order at 6:00 p.m.

Vacating and Assuming of Chair

Mayor S. Bowman vacated the Chair at 6:01 p.m., at which time Deputy Mayor A. Grandison assumed the Chair.

Minutes Acceptance: Minutes of Mar 8, 2022 6:00 PM (Consent Agenda)

2. Adoption of Agenda

MOTION:

THAT the Agenda be amended by deleting Item 5.2. - 2022 Proposed Sustaining Grant Allocation - WBEDC, to be brought back to the March 22, 2022 Council meeting; and

THAT the Agenda be adopted as amended.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Sandy Bowman, Mayor
SECONDER:	Stu Wigne, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Grandison, McGrath, Stroud, Wigne
ABSENT:	Bussieres, Dogar, Waquan

Resuming of Chair

Mayor S. Bowman resumed the Chair at 6:03 p.m.

Mayor S. Bowman offered remarks in solidarity with Ukraine and recognized International Women's Day.

3. Minutes of Previous Meetings

3.1. Council Meeting - February 22, 2022

MOTION:

THAT the Minutes of the Council Meeting held on February 22, 2022, be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Stu Wigne, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Grandison, McGrath, Stroud, Wigne
ABSENT:	Bussieres, Dogar, Waquan

4. Presentations

- 4.1. Chief Allan Adam, President, Athabasca Tribal Council and Chief of Athabasca Chipewyan First Nation and Karla Buffalo, Chief Executive Officer, Athabasca Tribal Council re: Athabasca Tribal Council Cultural Festival 2022

Arrival

Councillor S. Dogar entered the meeting at 6:06 p.m.

Chief Allan Adam, President, and Karla Buffalo, Chief Executive Officer, Athabasca Tribal Council, presented a funding request for \$150,000 to support the 2022 Athabasca Tribal Council Cultural Festival.

Vacating and Assuming of Chair

Mayor S. Bowman vacated the Chair at 6:33 p.m., at which time Deputy Mayor Grandison assumed the Chair.

MOTION:

THAT the request from the Athabasca Tribal Council for \$150,000 be referred to Administration to review and bring back a report to Council for consideration.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Sandy Bowman, Mayor
SECONDER:	Stu Wigle, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, McGrath, Stroud, Wigle
ABSENT:	Bussieres, Waquan

Resuming of Chair

Mayor S. Bowman resumed the Chair at 6:35 p.m.

4.2. Dennis Warr, Director, Engineering re: Rural Water and Sewer Servicing Overview

Dennis Warr, Director, Engineering, presented an overview of the Rural Water and Sewer Servicing Program, including a chronology of events since 1995.

Exits and Return

Councillor K. Cardinal exited the meeting at 6:36 p.m. and returned at 6:41 p.m.

Councillor K. Cardinal exited the meeting at 6:56 p.m.

5. Unfinished Business

5.1. 2022 Proposed Sustaining Grant Allocation - Keyano College

Deanne Bergey, Director, Community and Protective Services, presented the 2022 Proposed Sustaining Grant Allocation - Keyano College, noting that Keyano College is eligible for sustaining grant funding as it provides programs and services that align with development of the arts community.

Jay Notay, President, Keyano College and Alan Roberts, Director, Keyano Theatre Arts Centre, spoke in support of the recommendation.

Return

Councillor K. Cardinal returned to the meeting at 7:02 p.m.

Jenny Price, Alberta Drama Festival Association, spoke in support of the recommendation.

Dave Boutilier, and Liana Wheeldon, representing the Arts Council Wood Buffalo and the Multi-Cultural Association of Wood Buffalo, presented a joint statement of support for the recommendation.

Sheri Donovan, General Manager, Suncor Energy Centre for the Performing Arts at Holy Trinity Catholic High School, spoke in support of the recommendation.

Lee-Anne Kumka, Fort McMurray Aurora Ukrainian Dancers, spoke in support of the recommendation.

MOTION:

THAT a \$559,615 Sustaining Grant be allocated to Keyano College for 2022, to be funded through the Emerging Issues Reserve.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Stu Wigle, Councillor
SECONDER:	Ken Ball, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, McGrath, Stroud, Wigle
ABSENT:	Bussieres, Waquan

5.2. 2022 Proposed Sustaining Grant Allocation - WBEDC

This item was removed from the Agenda and deferred to the March 22, 2022 Council meeting.

5.3. Public Hearing re: Tarsands Lions Club Lease Renewal

Mayor S. Bowman declared the Public Hearing open at 7:32 p.m.

Exit

Councillor S. Dogar exited the meeting at 7:33 p.m.

Recess and return

A recess occurred from 7:34 p.m. to 7:36 p.m. at which time Councillor S. Dogar returned to the meeting.

Brad McMurdo, Director, Planning and Development, provided background information on the Tarsands Lions Club Lease Renewal request, noting that Administration is recommending entering into a lease agreement with the Club at a nominal fee, therefore Council approval is required for the lease agreement to proceed.

There were no written submissions nor requests to speak submitted for the Public Hearing.

Mayor S. Bowman declared the Public Hearing closed at 7:39 p.m.

5.4. Tarsands Lions Club Lease Renewal

MOTION:

THAT Administration be authorized to proceed with the renewal of a lease between the Tarsands Lions Club (the “Club”) and the Municipality, currently in overhold, and encompassing an area within Lot 7R, Block 23, Plan 315TR. Subject lease to be renewed for a further term of five (5) years commencing on January 1, 2022, with the option to renew for three (3) consecutive five (5) year terms thereafter, for a nominal fee of One Dollar (\$1.00).

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ken Ball, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, McGrath, Stroud, Wigle
ABSENT:	Bussieres, Waquan

6. New Business

6.1. 2022 Capital Budget Amendments

Linda Ollivier, Chief Financial Officer, presented the 2022 Capital Budget Amendment, noting that this request is specific to an increase in the Christina Gordon School Inclusive Playground project.

MOTION:

THAT the 2022 Capital Budget Amendment as summarized on Attachment 1 (2022 Capital Budget Amendment – New and Cancelled Projects, dated March 8, 2022) be approved; and

THAT the revised Cash Flow of Capital Projects as summarized on Attachment 2 (2022 Capital Budget Amendment – New and Cancelled Projects – Cash Flow Summary, dated March 8, 2022) be approved.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jane Stroud, Councillor
SECONDER:	Stu Wigle, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, McGrath, Stroud, Wigle
ABSENT:	Bussieres, Waquan

6.2. Wood Buffalo Housing Development and Corporation Debt Repayment

Linda Ollivier, Chief Financial Officer, presented the Wood Buffalo Housing Development and Corporation Debt Repayment report, noting that the Corporation has been experiencing operating and cash flow deficits due to a significant decrease in revenues and increased fixed costs, including debt servicing.

Henry Hunter, President and Chief Executive Officer, Wood Buffalo Housing, spoke in support of the recommendation.

Exit

Councillor K. McGrath exited the meeting at 7:55 p.m.

Bryce Kumka, resident, spoke in support of the recommendation.

Vacating and Assuming of Chair

Mayor S. Bowman vacated the Chair at 8:16 p.m., at which time Deputy Mayor A. Grandison assumed the Chair.

Exit and Return

Councillor S. Dogar exited the meeting at 8:23 p.m. and returned at 8:24 p.m.

MOTION:

THAT Council allocate \$5M to Wood Buffalo Housing and Development Corporation from the Emerging Issue Reserve to fund its mortgage debt servicing payment in 2022; and

THAT Wood Buffalo Housing and Development Corporation be requested to provide a fiscal and organizational update to Council no later than November 30, 2022, in advance of the 2023 Budget Process.

RESULT:	CARRIED [7 TO 1]
MOVER:	Sandy Bowman, Mayor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Banjoko, Dogar, Grandison, Stroud, Wigle
AGAINST:	Cardinal
ABSENT:	Bussieres, McGrath, Waquan

Resuming of Chair

Mayor S. Bowman resumed the Chair at 8:27 p.m.

Recess

A recess occurred from 8:27 p.m. to 8:43 p.m.

7. Councillors' Motions

7.1. Rescind and Replace Organizational Review Resolution of February 3, 2022 (Cr. S. Wigle)

Councillor S. Wigle put forward the following recommendation for consideration:

"THAT the resolution of Council dated February 3, 2022 regarding the organizational review and hiring freeze be rescinded and replaced with the following:

THAT the CAO be directed to conduct a full organizational review; and that the Municipality does not exceed its full-time equivalent (FTE) employee count as of February 2, 2022 until such time as the organizational review is finalized and the CAO presents the report to Council."

Councillor F. Banjoko suggested a friendly amendment to add the words "third-party independent" and Councillor S. Wigle accepted the friendly amendment.

MOTION:

THAT the resolution of Council dated February 3, 2022 regarding the organizational review and hiring freeze be rescinded and replaced with the following:

THAT the CAO be directed to conduct a full third-party independent organizational review; and that the Municipality does not exceed its full-time equivalent (FTE) employee count as of February 2, 2022 until such time as the organizational review is finalized and the CAO presents the report to Council.

RESULT: CARRIED [5 TO 3]
MOVER: Stu Wigle, Councillor
SECONDER: Kendrick Cardinal, Councillor
FOR: Bowman, Banjoko, Cardinal, Stroud, Wigle
AGAINST: Ball, Dogar, Grandison
ABSENT: Bussieres, McGrath, Waquan

7.2. Family Medicine - Residency Program (Cr. F. Banjoko)

Councillor F. Banjoko spoke to the recommendation, noting that this program was previously in place and should be re-instated in order to replace the medical practitioners leaving the municipality.

MOTION:

THAT the Mayor be authorized, on behalf of Council, to send a letter to the Government of Alberta to reinstitute the Family Medicine Residency Program in the Regional Municipality of Wood Buffalo.

RESULT: CARRIED [UNANIMOUS]
MOVER: Funky Banjoko, Councillor
SECONDER: Kendrick Cardinal, Councillor
FOR: Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, Stroud, Wigle
ABSENT: Bussieres, McGrath, Waquan

7.3. Taxi Services (Cr. F. Banjoko)

Councillor Banjoko presented the following for consideration:

“THAT Administration be directed to conduct a review of taxi rates taking into consideration any changes to the cost of operating taxi services in the rural and urban service areas;

THAT Administration conduct a review of the Vehicle for Hire Bylaw No. 13/001, and host stakeholder engagement sessions that include the Public, the Taxi Industry, Tourism and the Chamber of Commerce, and that feedback be considered for inclusion in any amendments to the Vehicle for Hire Bylaw; and

THAT a Taskforce similar to the previous Taxi Committee disbanded in 2018 be established to review and bring forward recommendations to Council on regulating and controlling taxi services within the boundaries of the Regional Municipality of Wood Buffalo.”

Councillor Banjoko spoke to the recommendation, noting that a review of taxi services is required in order to address costs of equipment, meter rates, a review of the current bylaw and re-establishment of a committee to address taxi services.

Rene Wells, spoke in support of the recommendation.

Abdifatah Mursal, owner of Driverseat Fort McMurray, spoke in support of the recommendation.

Penny Skinner, Sun Taxi, requested a 20% increase in meter rates.

Phil Walding, Dispatch Manager, Sun Taxi, offered information on the taxi industry.

Exit and Return

Councillor K. Cardinal exited the meeting at 10:04 p.m. and returned at 10:06 p.m.

Mayor S. Bowman requested that the motion be severed into two sections.

MOTION:

THAT Administration be directed to conduct a review of taxi rates taking into consideration any changes to the cost of operating taxi services in the rural and urban service areas; and

THAT Administration conduct a review of the Vehicle for Hire Bylaw No. 13/001, and host stakeholder engagement sessions that include the Public, the Taxi Industry, Tourism and the Chamber of Commerce, and that feedback be considered for inclusion in any amendments to the Vehicle for Hire Bylaw.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Funky Banjoko, Councillor
SECONDER:	Shafiq Dogar, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, Stroud, Wigle
ABSENT:	Bussieres, McGrath, Waquan

Administration committed to come back to Council at the May 10, 2022 Council meeting with proposed changes to the Vehicle for Hire Bylaw.

MOTION:

THAT a Taskforce similar to the previous Taxi Committee disbanded in 2018 be established to review and bring forward recommendations to Council on regulating and controlling taxi services within the boundaries of the Regional Municipality of Wood Buffalo.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Funky Banjoko, Councillor
SECONDER:	Shafiq Dogar, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, Stroud, Wigle
ABSENT:	Bussieres, McGrath, Waquan

7.4. Property Tax Ratio (Cr. K. McGrath)

With consent of Council, due to Councillor K. McGrath no longer being in attendance, this item was deferred to the March 22, 2022 Council meeting.

Exit

Councillor S. Dogar exited the meeting at 10:17 p.m.

Vacating and Assuming of Chair

Mayor S. Bowman vacated the Chair at 10:18 p.m., at which time Deputy Mayor A. Grandison assumed the Chair.

7.5. Opposition to Quebec's Bill 21 (Mayor S. Bowman)

Mayor S. Bowman indicated the intent of the motion is to show Council's opposition to Quebec's Bill 21, noting that this Bill does not allow for government and school employees to wear religious articles.

Return

Councillor S. Dogar returned to the meeting at 10:20 p.m.

MOTION:

THAT the Mayor be authorized, on behalf of Council, to send a letter to the federal Minister of Justice and Attorney General of Canada, demonstrating Council's opposition to Quebec's Bill 21 and requesting the Federal Government take any appropriate steps to intervene in support of current legal challenges to Quebec's Bill 21.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Sandy Bowman, Mayor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, Stroud, Wigle
ABSENT:	Bussieres, McGrath, Waquan

8. Councillor Reporting/Information Updates

Council members provided updates on various topics of personal interest and initiatives in the Region.

Recess

A recess occurred to allow the public to vacate the Council Chamber from 10:32 p.m. to 10:45 p.m.

9. In-Camera Session**MOTION:**

THAT Council close items 9.1 and 9.2 to the public pursuant to sections 19, 24(1) and 27 of the *Freedom of Information and Protection of Privacy Act*.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ken Ball, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, Stroud, Wigle
ABSENT:	Bussieres, McGrath, Waquan

9.1. Confidential Evaluations/Advice from Officials - Information Briefing and Committees Discussion

(in camera pursuant to sections 19 and 24(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Jamie Doyle	Chief Administrative Officer
Jade Brown	Legislative Advice/Clerk

9.2. Privileged Information - Legal Matter

(in camera pursuant to section 27 of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Jamie Doyle	Chief Administrative Officer
Jade Brown	Legislative Advice/Clerk
Susan Trylinski	Director, Legal Services
Chris Davis	Senior Manager, Legal Services
Don Lidstone	External Legal Counsel

MOTION:

THAT the meeting reconvene in public.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ken Ball, Councillor
SECONDER:	Allan Grandison, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, Stroud, Wigle
ABSENT:	Bussieres, McGrath, Waquan

Adjournment

The meeting adjourned at 11:02 p.m.

Mayor

Chief Legislative Officer



COUNCIL REPORT

Meeting Date: March 22, 2022

Subject: Council Appointed Advisory Board/Committee Meeting Minutes

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

THAT the Minutes from Council Appointed Advisory Board/Committee meetings, as outlined in Attachments 1-13, be accepted as information.

Summary and Background:

Administrative Directive No. GOV-060-D, Council Appointed Committee Meetings and Reporting, was approved by Administration on October 25, 2019 and was established to govern the core democratic principles of openness and transparency by ensuring that Council Committees, which are advisory in nature, are managed and administered consistently.

A mechanism to ensure alignment with the provision of transparency is to ensure that all advisory committee minutes are appropriately forwarded to Council through a public agenda for information to Council members as well as residents and the general public.

In accordance with Administrative Directive No. GOV-060-D, Council - Appointed Committee Meetings and Reporting, Administration is providing Minutes from Council Appointed Committee meetings, for Council's information.

Strategic Priorities:

Responsible Government

Attachments:

- 1. 2022-01-20 Wood Buffalo Waterfront Advisory Committee Minutes**
- 2. 2022-01-05 Wood Buffalo Development Advisory Committee Minutes**

- 3. 2022-01-05 Wood Buffalo Downtown Revitalization Advisory Committee Minutes**
- 4. 2022-01-12 Public Art Committee Minutes**
- 5. 2022-01-13 Advisory Committee on Aging Minutes**
- 6. 2022-01-19 Regional Advisory Committee on Inclusion, Diversity and Equity Minutes**
- 7. 2022-01-27 Communities in Bloom Committee Minutes**
- 8. 2022-02-09 Public Art Committee Minutes**
- 9. 2022-02-09 Wood Buffalo Development Advisory Committee Minutes**
- 10. 2022-02-10 Advisory Committee on Aging Minutes**
- 11. 2022-02-10 Wood Buffalo Downtown Revitalization Advisory Committee Minutes**
- 12. 2022-02-16 Regional Advisory Committee on Inclusion, Diversity and Equity Minutes**
- 13. 2022-02-17 Wood Buffalo Waterfront Advisory Committee Minutes**

Minutes of a Meeting of the Wood Buffalo Waterfront Advisory Committee held via Electronic Communications in Fort McMurray, Alberta, on Thursday, January 20, 2022, commencing at 10:00 AM.

Present:

Gaylene Weidlich, Chair
 Erica Brewer, Recreation Representative
 Gary Devison, Seniors Representative
 Bill Loutitt, Indigenous Representative
 Greg MacAulay, Oil and Gas Industry
 Liana Wheeldon, Culture (Arts, Culture & Heritage)
 Ken Ball, Councillor

Absent:

Cathy Dreier, Fort McMurray Historical Society Representative
 Alan Gammon, Land Development Industry
 Sean Robertson, Safety and Security Sector
 David Stirling, Public-At-Large
 Tessa Vesak, Business Community Representative
 Loretta Waquan, Councillor

Administration:

Kelly Hansen, Director, Strategic Planning and Program Management
 Monica Lance, Manager, Strategic Planning and Program Management
 Sonia Soutter, Manager, Senior Legislative Officer
 Anita Hawkins, Clerk, Legislative Services

1. Call to Order

Anita Hawkins, Clerk, Legislative Services, called the meeting to order at 10:09 a.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Erica Brewer
SECONDER: Gary Devison
FOR: Weidlich, Brewer, Loutitt, Devison, Wheeldon, MacAulay
ABSENT: Dreier, Gammon, Robertson, Stirling, Vesak

3. Minutes of Previous Meetings

3.1. Special Wood Buffalo Waterfront Advisory Committee Meeting – December 6, 2021

MOTION:

THAT the Minutes of the Special Wood Buffalo Waterfront Advisory Committee meeting held on December 6, 2021 be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Bill Loutitt
SECONDER: Greg MacAulay
FOR: Weidlich, Brewer, Devison, Loutitt, MacAulay, Wheeldon
ABSENT: Dreier, Gammon, Robertson, Stirling, Vesak

Introduction of New Members

Introductions were made starting with new Committee Members and current Committee members, followed with the Committee's administrative support.

4. New and Unfinished Business

4.1. Appointment of Chair and Vice-Chair

Gaylene Weidlich self-nominated for the position of Chair and as no further nominations were put forward, Gaylene Weidlich was selected Chair by acclamation.

MOTION:

THAT Gaylene Weidlich be appointed to the position of Chair.

RESULT: CARRIED [UNANIMOUS]
MOVER: Liana Wheeldon
SECONDER: Gary Devison
FOR: Weidlich, Brewer, Devison, Loutitt, MacAulay, Wheeldon
ABSENT: Dreier, Gammon, Robertson, Stirling, Vesak

Liana Wheeldon self-nominated for the position of Vice-Chair and as no further nominations were put forward, Liana Wheeldon was selected Vice-Chair by acclamation.

MOTION:

THAT Liana Wheeldon be appointed to the position of Vice-Chair.

RESULT: CARRIED [UNANIMOUS]
MOVER: Erica Brewer
SECONDER: Greg MacAulay
FOR: Weidlich, Brewer, Devison, Loutitt, MacAulay, Wheeldon
ABSENT: Dreier, Gammon, Robertson, Stirling, Vesak

Assuming the Chair

Gaylene Weidlich assumed the Chair at 10:23 a.m.

4.2. Annual Presentation to Council

The Chair explained that the Committee presents to Council on an annual basis and this year's presentation will consist of an update on the Committee's activities.

MOTION:

THAT the Chair of the Wood Buffalo Waterfront Advisory Committee be authorized to present the Committee's annual report to Council.

RESULT: CARRIED [UNANIMOUS]
MOVER: Greg MacAulay
SECONDER: Bill Loutitt
FOR: Weidlich, Brewer, Devison, Loutitt, MacAulay, Wheeldon
ABSENT: Dreier, Gammon, Robertson, Stirling, Vesak

4.3. Cultural Heritage Infrastructure Needs Assessment

Maxwell Harrison, Expedition Management, provided an overview of the Cultural Heritage Infrastructure Needs Assessment project noting that this project will develop a well-supported, data-driven needs assessment for cultural infrastructure in the Municipality. He further explained that this project is focused on collecting input from the communities and prioritizing which cultural infrastructure

The project is currently in its second phase which is the engagement phase. This will consist of collecting information as to what infrastructure is currently available, how is it being utilized and what may be needed in the future.

The Committee members provided input specifically with respect to the waterfront development and addressed questions regarding facility limitations and what would be the top three cultural facilities needed to meet community needs now and in the future.

Administration committed to provide the presenter with flood maps/mitigation plan for the waterfront area.

4.4. Letter of Support - Wood Buffalo Downtown Revitalization Advisory Committee 2022-2026 Recommendations

Monica Lance, Manager, Strategic Planning and Program Management, provided highlights of the work the Wood Buffalo Downtown Revitalization Committee has done.

MOTION:

THAT the Chair of the Wood Buffalo Waterfront Advisory Committee be authorized to send a letter to the Regional Municipality of Wood Buffalo Council in support of the proposed Wood Buffalo Downtown Revitalization Advisory Committee's 2022 Initiatives.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gary Devison
SECONDER:	Erica Brewer
FOR:	Weidlich, Brewer, Devison, Loutitt, MacAulay, Wheeldon
ABSENT:	Dreier, Gammon, Robertson, Stirling, Vesak

Exit

Committee member L. Wheeldon exited the meeting which resulted in a loss of quorum.

The remaining agenda items will be brought forward at the next Committee meeting.

Adjournment

The meeting adjourned at 11:06 a.m.

Chair

Minutes of a Meeting of the Wood Buffalo Development Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Wednesday, January 5, 2022, commencing at 9:00 AM.

Present:

Bryce Kumka, Business Community
 Bilal Abbas, Public-At-Large
 Steven Hale, Education Sector
 Curtis Williams, Community Development
 Ijeoma Uche-Ezeala, Public-At-Large
 Justin MacNeil, Arts, Culture and Recreation Sector
 David Secord, Business Community
 Alex McKenzie, Land Development
 Justin Ellis, Public-At-Large
 Jennifer Vardy, Public-At-Large
 Raj Vasal, Community Development

Administration:

Kelly Hansen, Director, Strategic Planning and Program Management
 Brad McMurdo, Director, Planning and Development
 Monica Lance, Manager, Strategic Planning and Program Management
 Sonia Soutter, Manager, Senior Legislative Officer
 Heather Fredeen, Clerk, Legislative Services

1. Call to Order

Heather Fredeen, Legislative Services Clerk, called the meeting to order at 9:05 a.m. and welcomed new Committee Members Alex McKenzie representing the Land Development Sector, Jennifer Vardy representing the Public –At-Large, Justin Ellis representing the Public –At-Large, and Raj Vascal representing the Community Development sector.

For the benefit of the new members, Committee members and Administration provided round table introductions of themselves and the sectors they represent.

Entrance

Committee member B. Abbas entered the meeting at 9:13 a.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Justin Ellis
SECONDER: Steven Hale
FOR: Williams, Uche-Ezeala, Abbas, Hale, MacNeil, Kumka, Secord, McKenzie, Ellis, Vardy, Vasal

3. Minutes of Previous Meetings

3.1. Wood Buffalo Development Advisory Committee Meeting - December 1, 2021

MOTION:

THAT the Minutes of the Wood Buffalo Development Advisory Committee Meeting held on December 1, 2021, be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Steven Hale
SECONDER: Alex McKenzie
FOR: Williams, Uche-Ezeala, Abbas, Hale, MacNeil, Kumka, Secord, McKenzie, Ellis, Vardy, Vasal

4. New & Unfinished Business

4.1. Appointment of Committee Chair and Vice-Chair

Committee Member Bryce Kumka put his name forward for the position of Chair. As there were no further nominations, Bryce Kumka was selected as Chair of the Committee by acclamation.

MOTION:

THAT Bryce Kumka be appointed as Chair of the Wood Buffalo Development Advisory Committee.

RESULT: CARRIED [UNANIMOUS]
MOVER: Justin MacNeil
SECONDER: David J.R. Secord
FOR: Williams, Uche-Ezeala, Abbas, Hale, MacNeil, Kumka, Secord, McKenzie, Ellis, Vardy, Vasal

Committee Member David Secord put his name forward for the position of Vice-Chair. As there were no further nominations, David Secord was selected as Vice-Chair of the Committee by acclamation.

MOTION:

THAT David Secord be appointed as Vice-Chair of the Wood Buffalo Development Advisory Committee.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bilal Abbas
SECONDER:	Alex McKenzie
FOR:	Williams, Uche-Ezeala, Abbas, Hale, MacNeil, Kumka, Secord, McKenzie, Ellis, Vardy, Vasal

4.2. 2022 Committee Meeting Schedule

MOTION:

THAT the regular Wood Buffalo Development Advisory Committee meetings be held at 9:00 a.m. on the first Wednesday of each month with the exception of any statutory holidays and scheduled recess periods.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jennifer Vardy
SECONDER:	Raj Vasal
FOR:	Williams, Uche-Ezeala, Abbas, Hale, MacNeil, Kumka, Secord, McKenzie, Ellis, Vardy, Vasal

MOTION:

THAT the meeting scheduled for February 2, 2022 at 9:00 a.m., be rescheduled to February 9, 2022 at 9:00 a.m.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bilal Abbas
SECONDER:	Curtis Williams
FOR:	Williams, Uche-Ezeala, Abbas, Hale, MacNeil, Kumka, Secord, McKenzie, Ellis, Vardy, Vasal

4.3. Committee Annual Progress Report Presentation to Council

Chair Bryce. Kumka provided an overview of the Committee's annual progress presentation to be presented to Council at their January 11, 2022 meeting.

MOTION:

THAT the presentation titled "Wood Buffalo Development Advisory Committee Introduction and Annual Progress Report" be approved for presenting at the January 11, 2022 Council Meeting.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	David J.R. Secord
SECONDER:	Bilal Abbas, Public-At-Large
FOR:	Williams, Uche-Ezeala, Abbas, Hale, MacNeil, Kumka, Secord, McKenzie, Ellis, Vardy, Vasal

4.4. Update re: Meeting with Associate Minister Red Tape Reduction

Monica Lance, Manager, Strategic Planning and Program Management, provided details on the meeting scheduled for January 25, 2022 between the Committee and the Associate Minister, Red Tape Reduction

With consensus of the Committee, the following members will attend the January 25, 2022 meeting with the Associate Minister, Red Tape Reduction:

- B. Kumka
- B. Abbas
- S. Hale
- A. McKenzie
- D. Secord
- J. Vardy

4.5. Planning and Development Process Review Project Update

Amanda Haitas, Senior Manager, Planning and Development and Dennis Vroom, Program Manager, Strategic Planning and Program Management, provided an update on the Planning and Development Process Review Project including public survey results and current state findings. The importance of Key Performance Indicators (KPI) for the project was also discussed.

Exits

S. Hale and R. Vascal, exited the meeting at 11:02 a.m.

4.6. Recap of Committee Initiatives to Date

A recap of Committee initiatives was discussed under agenda items 4.3 and 4.5.

Adjournment

The meeting adjourned at 11:33 a.m.

Chair

Minutes of a Meeting of the Wood Buffalo Downtown Revitalization Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Wednesday, January 5, 2022, commencing at 5:00 PM.

Present:

Brianne English, Oil and Gas Industry
 Owen Erskine, Recreation, Culture and Heritage Representative
 Carolyn Evancio, Seniors Representative
 Jean-Marc Guillamot, Business Community
 Todd Hillier, Safety and Security Sector
 Henry Hunter, Education Sector
 Renee Moulard, Public-At-Large
 Sheri Pidhirney, Business Community
 Melanie Walsh, Community Development Sector
 Roy Williams, Land Development Industry
 Lance Bussieres, Councillor

Absent:

Funky Banjoko, Councillor

Administration:

Jade Brown, Chief Legislative Officer
 Dennis Fraser, Director, Indigenous and Rural Relations
 Kelly Hansen, Director, Strategic Planning and Program Management
 Dennis Warr, Director, Engineering
 Monica Lance, Manager, Strategic Planning and Program Management
 Darlene Soucy, Clerk, Legislative Services

1. Call to Order

Darlene Soucy, Legislative Services Clerk, called the meeting to order at 5:05 p.m.

Entrance

Todd Hillier, Member, entered the meeting at 5:09 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Brianne English
SECONDER: Owen Erskine
FOR: English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

3. Minutes of Previous Meetings

3.1. Wood Buffalo Downtown Revitalization Advisory Committee Meeting - December 1, 2021

MOTION:

THAT the Minutes of the Wood Buffalo Downtown Revitalization Advisory Committee Meeting held on December 1, 2021 be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Carolyn Evancio
SECONDER: Cheryl Golosky
FOR: English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

4. New and Unfinished Business

4.1. Appointment of Committee Chair and Vice-Chair

Sheri Pidhirney nominated Owen Erskine for the position of Chair. Owen Erskine was elected Chair by acclamation as no other nominations were made.

MOTION:

THAT Owen Erskine be appointed to the position of Chair.

RESULT: CARRIED [UNANIMOUS]
MOVER: Roy Williams
SECONDER: Henry Hunter
FOR: English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

Jean-Marc Guillamot self-nominated for the position of Vice-Chair. Cheryl Golosky nominated Carolyn Evancio for the position of Vice-Chair. Carolyn Evancio did not accept the nomination but noted that she was willing to step in during any absences of

the Vice-Chair. As there were no further nominations, Jean-Marc Guillamot was elected Vice-Chair by acclamation.

MOTION:

THAT Jean-Marc Guillamot be appointed to the position of Vice-Chair.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cheryl Golosky
SECONDER:	Renee Mouland
FOR:	English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Mouland, Pidhirney, Walsh, Williams

4.2. 2022 Kiyām Community Park Maintenance Plan

Stephen Fudge, Parks Manager, provided an overview of the Kiyām Community Park maintenance plan, noting that the Park will be maintained to Parks Service Level Standards, including daily clean up and regular monitoring to determine if enhanced service levels are required. The plan includes seasonal displays and event support as required.

4.3. Committee Annual Progress Report Presentation to Council

Monica Lance, Manager, Special Projects provided an overview of the draft Annual Report presentation to Council, which provides information on the Committee's priorities, 2021 progress highlights and the 2022 - 2026 recommendations to Council.

MOTION:

THAT the Committee support the 2022 - 2026 recommendations and a request to Council to fund implementation of the recommendations; and

THAT the Chair and Vice-Chair be authorized to present the Annual Report and the 2022 - 2026 recommendations to Council.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Henry Hunter
SECONDER:	Renee Mouland
FOR:	English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Mouland, Pidhirney, Walsh, Williams

4.4. 2022 Committee Meeting Schedule

The Committee discussed the 2022 Committee meeting schedule. With consensus of the Committee, it was agreed that Administration would seek further input from the Committee Members on their preferences for the regular meeting to occur on the first Wednesday or the first Thursday of the month, including the preferred start time. The meeting schedule will be set at the next regular Committee meeting.

MOTION:

THAT the February Committee meeting be scheduled to occur on February 10, 2022 at 5:00 p.m.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jean-Marc Guillamot
SECONDER:	Todd Hillier
FOR:	English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

Adjournment

The meeting adjourned at 6:08 p.m.

Chair

Minutes of a Meeting of the Public Art Committee held via Electronic Communications in Fort McMurray, Alberta, on Wednesday, January 12, 2022, commencing at 6:00 PM.

Present:

Sharon Heading, Chair
 Nabil Malik, Vice Chair
 Connie Farrell
 Todd Hillier
 Greg MacAulay
 Zulkifl Mujahid
 Lance Bussieres, Councillor

Absent:

Paul Cooke

Administration:

Karen Puga, Lead Coordinator
 Deanne Bergey, Director, Community and Protective Services
 Sonia Soutter, Manager, Senior Legislative Officer
 Destiny Hilliard, Clerk, Legislative Services

1. Call to Order

Destiny Hilliard, Clerk, Legislative Services, called the meeting to order at 6:05 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Nabil Malik
SECONDER:	Todd Hillier
FOR:	Hillier, Malik, Heading, MacAulay, Farrell, Mujahid
ABSENT:	Cooke

3. Minutes of Previous Meetings

Public Art Committee Meeting - December 8, 2021

MOTION:

THAT the Minutes of the Public Art Committee Meeting held on December 8, 2021, be approved as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Nabil Malik
SECONDER:	Todd Hillier
FOR:	Hillier, Malik, Heading, MacAulay, Farrell, Mujahid
ABSENT:	Cooke

4. **New and Unfinished Business**

4.1. **Appointment of Committee Chair and Vice-Chair**

Committee Member, Sharon Heading, put her name forward for the position of Chair. As there were no other nominations, Sharon Heading was appointed Chair by acclamation.

Committee Members Nabil Malik and Zulkifl Mujahid put their names forward for the position of Vice-Chair. Following a vote, Nabil Malik was appointed Vice-Chair.

MOTION:

THAT Sharon Heading, be appointed as Chair of the Public Art Committee.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Todd Hillier
SECONDER:	Nabil Malik
FOR:	Hillier, Malik, Heading, MacAulay, Farrell, Mujahid
ABSENT:	Cooke

MOTION:

THAT Nabil Malik, be appointed as Vice-Chair of the Public Art Committee.

RESULT:	CARRIED [5 TO 1]
MOVER:	Sharon Heading
SECONDER:	Connie Farrell
FOR:	Hillier, Malik, Heading, MacAulay, Farrell
AGAINST:	Mujahid
ABSENT:	Cooke

4.2. 2022 Committee Meeting Schedule

MOTION:

THAT Public Art Committee Meetings be held on the second Wednesday of every month beginning at 6:00 p.m., with the exception of any statutory holidays and scheduled recess periods.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Nabil Malik
SECONDER:	Todd Hillier
FOR:	Hillier, Malik, Heading, MacAulay, Farrell, Mujahid
ABSENT:	Cooke

4.3. Letter of Support - Wood Buffalo Downtown Revitalization Advisory Committee 2022 Initiatives

Karen Puga, Lead Coordinator, Community and Protective Services, provided a summary of the request for letter of support from the Wood Buffalo Downtown Revitalization Advisory Committee regarding their four key priorities for 2022-2026: Beautification, Placemaking, Neighborhood Safety and Pedestrian Friendliness. It was noted that all four priorities are in alignment with the Public Art Program.

MOTION:

THAT the Chair, on behalf of the Public Art Committee, be authorized to send a letter to the Regional Municipality of Wood Buffalo Council in support of the proposed Wood Buffalo Downtown Revitalization Advisory Committees 2022 Initiatives.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Todd Hillier
SECONDER:	Greg MacAulay
FOR:	Hillier, Malik, Heading, MacAulay, Farrell, Mujahid
ABSENT:	Cooke

4.4. 2021 Workplan Update

Karen Puga, Lead Coordinator, Community and Protective Services, provided an overview of the Public Art Committee's 2021 Workplan and the processes that were developed in 2021, extending into 2022. She noted the progress of the Council Chamber reconciliation artwork piece, the Public Art Bench Program, the Kiyām Community Park Mural Project, the Indigenous curator who will be joining the team and the acquisition of Art for Birchwood Trails.

4.5. Committee Annual Progress Report Presentation to Council

Karen Puga, Lead Coordinator, Community and Protective Services, provided an overview of the Public Art Committee's annual progress report noting the Committee will tentatively present to Council at the March 8, 2022 Council meeting.

Adjournment

The meeting was adjourned at 7:14 p.m.

Chair

Minutes of a Meeting of the Advisory Committee on Aging held via electronic communications in Fort McMurray, Alberta, on Thursday, January 13, 2022, commencing at 1:00 PM.

Present:

Henry Hunter, Chair, Wood Buffalo Housing Representative
 Luana Bussieres, Vice-Chair, St. Aidan's House Society Representative
 Carolyn Evancio, Seniors Resource Committee Representative
 Darline Reid, Alberta Health Services Representative
 Ken Saunderson, Golden Years Society Representative
 Denise Wilkinson, Senior At Large - Urban
 Ken Ball, Councillor

Administration:

Kelly Hansen, Director, Strategic Planning and Program Management
 Toni Elliott, Senior Manager, Community and Protective Services
 Sonia Soutter, Manager, Senior Legislative Officer
 Isela Contreras-Dogbe, Supervisor, Community and Protective Services
 Martin Byaruhanga, Department Administrator, Community and Protective Services
 Caitlin Sheaves, Clerk, Legislative Services

1. Call to Order

Legislative Services Clerk, Caitlin Sheaves, called the meeting to order at 1:03 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Henry Hunter
SECONDER:	Carolyn Evancio
FOR:	Ball, Bussieres, Evancio, Hunter, Reid, Saunderson, Wilkinson

3. Minutes of Previous Meetings

3.1. Advisory Committee on Aging Meeting - December 9, 2021

THAT the minutes of the Advisory Committee on Aging meeting held on December 9, 2021 be approved as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ken Ball
SECONDER:	Luana Bussieres
FOR:	Ball, Bussieres, Evancio, Hunter, Reid, Saunderson, Wilkinson

4. New and Unfinished Business

4.1. Appointment of Chair and Vice-Chair

Luana Bussieres nominated Henry Hunter for the position of Chair. Henry accepted the nomination and as no further nominations were made, Committee member Henry Hunter was acclaimed Chair of the Committee.

MOTION:

THAT Henry Hunter be appointed as Chair of the Committee.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ken Ball
SECONDER:	Carolyn Evancio
FOR:	Ball, Bussieres, Evancio, Hunter, Reid, Saunderson, Wilkinson

Councillor K. Ball nominated Luana Bussieres for the position of Vice-Chair. Luana accepted the nomination and as no further nominations were made, Committee member Luana Bussieres was acclaimed Vice-Chair of the Committee.

MOTION:

THAT Luana Bussieres be appointed to the position of Vice-Chair.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ken Saunderson
SECONDER:	Ken Ball
FOR:	Ball, Bussieres, Evancio, Hunter, Reid, Saunderson, Wilkinson

4.2. Review of 2022 Meeting Schedule

MOTION:

THAT regular Advisory Committee on Aging meetings be held at 1:00 p.m. on the second Thursday of each month, with the exception of any statutory holidays and scheduled recess periods.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Carolyn Evancio
SECONDER:	Luana Bussieres
FOR:	Ball, Bussieres, Evancio, Hunter, Reid, Saunderson, Wilkinson

4.3. Downtown Revitalization Incentive Program Accessibility Update

Jennifer Wardle, Planner II, Planning and Development provided an overview of the Downtown Revitalization Incentive Program's current grant offerings including Facade Improvement, Interior Improvement, Patio, Beautification Projects and Murals, and Premises Improvement, and how these grants can be used to improve accessibility to businesses in the downtown area.

4.4. Letter of Support - Wood Buffalo Downtown Revitalization Advisory Committee 2022 Initiatives

Isela Contreras-Dogbe, Supervisor, Community and Protective Services, provided a summary of the recommendation and request for letter of support from the Wood Buffalo Downtown Revitalization Advisory Committee for their 2022 initiatives.

4.5. MOTION:

THAT the Chair, on behalf of the Advisory Committee on Aging Committee be authorized to send a letter to the Regional Municipality of Wood Buffalo Council in support of the proposed Wood Buffalo Downtown Revitalization Committee's 2022 initiatives.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Carolyn Evancio, Seniors Resource Committee Representative
SECONDER:	Ken Ball, Councillor
FOR:	Ball, Hunter, Wilkinson, Evancio, Bussieres, Saunderson, Reid

4.6. Age-Friendly Work Plan

Working Group Update:

Martin Byaruhanga, Acting Supervisor, Community and Protective Services provided an update on the Age Friendly Work Plan noting that the Department is currently working on reaching out to external stakeholders. A summary of the progress will be provided to the Committee towards the end of Q1 2022. It was further noted that short term actions are on track.

Stakeholder Engagement:

Martin Byaruhanga, Acting Supervisor, Community and Protective Services, provided a brief overview of the list of Stakeholders and Community Partners, noting that this is a living document which the Communications and Engagement Department assists in

updating to ensure stakeholders are current and engaged. It was further noted that the list provided is not the final exhaustive list of community stakeholders for the engagement and implementation of the work plan.

Work Plan Implementation Strategy:

The Committee discussed the formation of an Age Friendly Work Plan Implementation Working Group to assist and accelerate the transfer of information from stakeholders to the Committee.

With consensus of the Committee, it was agreed that Committee Members Luana Bussieres, Carolyn Evancio, Denise Wilkinson, and Chair Henry Hunter would form the Age-Friendly Work Plan Implementation Working Group.

Action Item:

1. Administration will forward the most up to date version of the Age Friendly Work Plan to the Committee Members.
2. Administration to send meeting invitation to the Age-Friendly Work Plan Implementation Working Group.

4.7. Accessibility Audit Working Group - Member Selection

Isela Contreras-Dogbe, Supervisor, Community and Protective Services, provided an update on the Accessibility Audit Working Group and advised that Administration is requesting a member from the Advisory Committee on Aging (ACoA) and the Regional Advisory Committee on Inclusion, Diversity and Equity to participate in the Working Group.

With consensus of the Committee, it was agreed that Chair Henry Hunter and Committee Member Denise Wilkinson will represent ACoA on the Accessibility Audit Working Group.

Kelly Hansen, Director, Strategic Planning and Program Development, provided an update noting that the Strategic Planning and Program Development Department will support the internal next steps of the Accessibility Audit Working Group. It was further noted that action is being taken to ensure that this is not just an internal activity, and how to consider the application of this program across the broader community.

4.8. Administrative Updates**Action Log:**

Isela Contreras-Dogbe, Supervisor, Community and Protective Services, provided a brief review of the Action Log including updates on various initiatives including the Accessibility Audit and available grants to support this initiative, recent meeting with disabilities advocate, and the Snow Angels Program. It was noted that the Communications and Engagement Department has revamped the ad campaign for the

Snow Angels program and is working in collaboration with FuseSocial in an effort to reach more volunteers.

An update on the letter to Willow Square Continuing Care Centre regarding parking concerns was provided.

Action Item:

1. Administration to research the available accessibility grants and programs and provide findings to the Committee.
2. Committee Member Darline Reid volunteered to follow up with the appropriate contacts as the Alberta Health Services representative for ACoA

Age Friendly Assessments:

Isela Contreras-Dogbe, Supervisor, Community and Protective Services, provided a brief review of the Age Friendly Assessment sheets provided in the agenda package.

4.9. Information Updates

Chair Henry Hunter provided an update on how COVID-19 is currently impacting the Wood Buffalo Housing and Development Corporation, noting that a number of staff have been testing positive.

Committee Members Carolyn Evancio and Luana Bussieres noted that both the Seniors Resource Committee and St. Aidan's House are seeing a significant decline in the mental and physical wellbeing of seniors in the Region. It was noted that due to COVID-19 seniors are far too isolated which leads to neglect of medical needs, socialization, and physical activity.

Committee Member Ken Saunderson provided an update from the Golden Years Society echoing similar messaging, noting that a major issue seniors are experiencing is with the use of technology and isolation. It was further noted that the Library will be facilitating a program to work with Seniors on familiarizing them with the current technology and how to connect virtually.

Committee Member Darline Reid provided an update from Alberta Health Services advising that Willow Square Continuing Care Facility is currently experiencing an outbreak, with the majority from a staffing perspective. It was further noted that COVID-19 is also having an impact on Home Care and hospital staffing.

Martin Byaruhanga, Department Administrator, Community and Protective Services advised that 2022 is the 20-year anniversary for Elder Abuse Canada, and that the organization will be offering training and workshops regarding elder abuse.

Adjournment

The meeting adjourned at 2:42 p.m.

Chair

Minutes of a Meeting of the Regional Advisory Committee on Inclusion, Diversity and Equity held via electronic communications in Fort McMurray, Alberta, on Wednesday, January 19, 2022, commencing at 5:30 PM.

Present:

Jason Beck
Luay Eljamal
Mitchel Bowers
Shaaf Babar
Brandon Cardinal
Kg Banjoko
Nicole Spring

Absent:

Chantelle Tatum
Hanna Fridhed
Funky Banjoko, Councillor

Administration:

Deanne Bergey, Director, Community and Protective Services
Jade Brown, Chief Legislative Officer, Legislative Services
Isela Contreras-Dogbe, Supervisor, Community and Protective Services
Krystell O'Hara, Department Administrator, Community and Protective Services
Caitlin Sheaves, Clerk, Legislative Services

1. Call to Order

Legislative Services Clerk, Caitlin Sheaves, called the meeting to order at 5:35 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jason Beck
SECONDER: Mitchel Bowers
FOR: Babar, K. Banjoko, Beck, Bowers, Eljamal, Cardinal, Spring
ABSENT: Tatum, F. Banjoko, Fridhed

3. Minutes of Previous Meetings

3.1. Regional Advisory Committee on Inclusion, Diversity and Equity (RACIDE) Meeting - November 17, 2021

THAT the minutes of the Regional Advisory Committee on Inclusion Diversity and Equity held on November 17,2021 be accepted as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jason Beck
SECONDER: Luay Eljamal
FOR: Babar, K. Banjoko, Beck, Bowers, Eljamal, Cardinal, Spring
ABSENT: Tatum, F. Banjoko, Fridhed

4. New and Unfinished Business

4.1. Appointment of Committee Chair and Vice-Chair

Jason Beck self-nominated for the position of Chair, as no further nominations were made, Committee Member Jason Beck was acclaimed Chair for 2022.

MOTION:

THAT Jason Beck be appointed to the position of Chair.

RESULT: CARRIED [UNANIMOUS]
MOVER: Mitchel Bowers
SECONDER: Luay Eljamal
FOR: Babar, K. Banjoko, Beck, Bowers, Eljamal, Cardinal, Spring
ABSENT: Tatum, F. Banjoko, Fridhed

Committee Members Mitchel Bowers and Kg Banjoko self-nominated for the position of Vice-Chair. A unanimous vote determined that Mitchel Bowers would be appointed Vice-Chair of the Committee.

MOTION:

THAT Mitchel Bowers be appointed to the position of Vice-Chair.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Kg Banjoko
SECONDER:	Nicole Spring
FOR:	Babar, K. Banjoko, Beck, Bowers, Eljamal, Cardinal, Spring
ABSENT:	Tatum, F. Banjoko, Fridhed

4.2. Review of 2022 Committee Meeting Schedule

MOTION:

THAT the regular meetings of the Regional Advisory Committee on Inclusion Diversity and Equity be held at 5:30 p.m. on the third Wednesday of each month, with the exception of any statutory holidays and scheduled recess periods.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Mitchel Bowers
SECONDER:	Brandon Cardinal
FOR:	Babar, K. Banjoko, Beck, Bowers, Eljamal, Cardinal, Spring
ABSENT:	Tatum, F. Banjoko, Fridhed

4.3. Accessibility Audit

Isela Contreras-Dogbe, Supervisor, Community and Protective Services, provided an overview of the Accessibility Audit including an update on progress and next steps. It was also noted that this initiative is being worked on collaboratively across various groups and Committees including RACIDE, the Advisory Committee on Aging and the Regional Inclusion Committee.

Action Item:

Administration will provide the Committee the Rick Hansen Foundation Accessibility Certification Standards for review.

4.4. Accessibility Audit Working Group - Member Selection

Isela Contreras-Dogbe, Supervisor, Community and Protective Services, advised that the Accessibility Audit Working Group is seeking a member of Regional Advisory Committee on Inclusion, Diversity and Equity (RACIDE) to sit on the working group.

Committee Member Nicole Spring expressed interest in participating, and with consensus of the Committee, it was agreed that Nicole Spring would represent RACIDE on the Accessibility Audit Working Group.

4.5. RACIDE Participation on the Regional Inclusive Committee

Isela Contreras-Dogbe, Supervisor, Community and Protective Services advised that the Regional Inclusion Committee (RIC) has recently seen a decrease in membership and has extended an invitation for members of RACIDE to attend their Committee Meetings.

Action Item:

Administration will share RIC meeting invitation with the Committee.

4.6. Administrative Updates

Krystell O'Hara, Department Administrator, Community and Protective Services, provided an overview of the Diversity and Inclusion Plan and the RACIDE recommendations, it was noted that work continues on various initiatives, and it is anticipated that the action plan to review and support employees experiencing racism and the GBA+ Policy and Procedural Review will come forward for review in February 2022.

4.7. Round Table

Committee Member Luay Eljamal advised that the Arts Council and Symmetry Theatre are working on a collaborative project and seeking indigenous individuals within the Wood Buffalo and Treaty 8 boundaries to portray stories of their connection to the land on film. It was further noted that anyone interested can reach out to the Arts Council or Symmetry Theatre.

5. In-Camera Session

MOTION:

THAT the Regional Advisory Committee on Inclusion, Diversity and Equity close item 5.1 to the public pursuant to sections (24)(1)(a) and (b) of the *Freedom of Information and Protection of Privacy Act*.

RESULT: CARRIED [UNANIMOUS]
MOVER: Luay Eljamal
SECONDER: Mitchel Bowers
FOR: Babar, K. Banjoko, Beck, Bowers, Eljamal, Cardinal, Spring
ABSENT: Tatum, F. Banjoko, Fridhed

5.1. Shoaib Syed, Strategist, Communications and Engagement re: Wood Buffalo For All - Awareness Campaign

Name	Reason for Attending
Shoaib Syed	Presenter
Deanne Bergey	Director, Community and Protective Services
Jade Brown	Chief Legislative Officer
Isela Contreras-Dogbe	Supervisor, Community and Protective Services
Krystell O'Hara	Department Administrator, Community and Protective Services
Caitlin Sheaves	Clerk, Legislative Services

MOTION:

THAT the meeting reconvene in public.

RESULT: CARRIED [UNANIMOUS]
MOVER: Mitchel Bowers
SECONDER: Kg Banjoko
FOR: Babar, K. Banjoko, Beck, Bowers, Eljamal, Cardinal, Spring
ABSENT: Tatum, F. Banjoko, Fridhed

Adjournment

The meeting adjourned at 7:00 p.m.

Chair

Minutes of a Meeting of the Communities in Bloom Committee held via Electronic Communications in Fort McMurray, Alberta, on Thursday, January 27, 2022, commencing at 6:00 PM.

Present:

Destiny Jefferies, Vice Chair
 Ayesha Malik, Public-at-Large
 Johnny Dulku, Public-at-Large
 Qasim Malik, Public-at-Large
 Victoria Ganace, Public-at-Large
 Kendrick Cardinal, Councillor

Absent:

Nicole McMillan, Public-at-Large
 Helen Meyer, Chair

Administration:

Seville Kwan, Department Administrator, Public Works
 Terra Brenneis, Manager, Community Relations
 Sonia Soutter, Manager, Senior Legislative Officer
 Destiny Hilliard, Clerk, Legislative Services

1. Call to Order

Destiny Hilliard, Clerk, Legislative Services, called the meeting to order at 6:13 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Victoria Ganace
SECONDER:	Destiny Jefferies
FOR:	A. Malik, Dulku, Q. Malik, Ganace, Jefferies
ABSENT:	McMillan, Meyer

3. Minutes of Previous Meetings

MOTION:

THAT the minutes of the Special Communities in Bloom Committee meeting held on December 16, 2021 be accepted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Qasim Malik
SECONDER:	Victoria Ganace
FOR:	A. Malik, Dulku, Q. Malik, Ganace, Jefferies
ABSENT:	McMillan, Meyer

4. New and Unfinished Business

4.1. Appointment of Committee Chair and Vice-Chair

Committee Member, Victoria Ganace, nominated Helen Meyer for position of Chair. In Helen's planned absence, she provided written communication indicating if she were to be nominated as Committee Chair, she would accept the nomination, and as there were no other nominations, Helen Meyer was appointed Chair by acclamation.

MOTION:

THAT Helen Meyer, be appointed as Chair of the Communities in Bloom Committee.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Qasim Malik
SECONDER:	Johnny Dulku
FOR:	A. Malik, Dulku, Q. Malik, Ganace, Jefferies
ABSENT:	McMillan, Meyer

Committee Member, Qasim Malik, nominated Johnny Dulku for position of Vice-Chair. Johnny Dulku declined the nomination. Committee Member, Victoria Ganace, nominated Destiny Jefferies for position of Vice-Chair. Destiny Jefferies accepted the nomination and as there were no other nominations, Destiny Jefferies was appointed Vice-Chair by acclamation.

MOTION:

THAT Destiny Jefferies be appointed as Vice-Chair of the Communities in Bloom Committee.

RESULT: CARRIED [UNANIMOUS]
MOVER: Victoria Ganace
SECONDER: Johnny Dulku
FOR: A. Malik, Dulku, Q. Malik, Ganace, Jefferies
ABSENT: McMillan, Meyer

4.2. 2022 Committee Meeting Schedule

MOTION:

THAT Communities in Bloom Committee Meetings be held on the fourth Thursday of every month beginning at 6:00 p.m., with the exception of any statutory holidays and scheduled recess periods.

RESULT: CARRIED [UNANIMOUS]
MOVER: Ayesha Malik
SECONDER: Victoria Ganace
FOR: A. Malik, Dulku, Q. Malik, Ganace, Jefferies
ABSENT: McMillan, Meyer

4.3. Committee Member Orientation

Seville Kwan, Department Administrator, noted Committee Member Orientations will take place on February 7, 2022 at 12:00 p.m. and February 28, 2022 at 6:00 p.m.

4.4. 2021 Nominate your Neighbour Update

Seville Kwan, Department Administrator, provided an update on the 2021 Nominate your Neighbour Program noting that the recognition deadline was December 20, 2021. There was a total of 94 recognitions.

4.5. Flower of the Year Update

Seville Kwan, Department Administrator provided an update on the Flower of the Year Program noting that the polls are open online where members of the public can vote for the Flower of the Year at <https://www.rmwb.ca/en/news/help-us-choose-the-2021-flower-of-the-year.aspx> until January 31, 2022. It was further noted that the program has received 463 votes thus far, down from the number of votes in previous years.

4.6. Letter of Support - Wood Buffalo Downtown Revitalization Advisory Committee 2022 Initiatives

Seville Kwan, Department Administrator, provided a summary of the request for letter of support from the Wood Buffalo Downtown Revitalization Advisory Committee regarding short-term and long-term goals as well as their four key priorities for 2022-2026:

Beautification, Placemaking, Neighborhood Safety and Pedestrian Friendliness. It was noted that all four priorities are in alignment with the Communities In Bloom initiatives.

MOTION:

THAT the Chair, on behalf of the Communities in Bloom Committee, be authorized to send a letter to the Regional Municipality of Wood Buffalo Council in support of the proposed Wood Buffalo Downtown Revitalization Advisory Committees 2022 Initiatives.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Johnny Dulku
SECONDER:	Victoria Ganace
FOR:	A. Malik, Dulku, Q. Malik, Ganace, Jefferies
ABSENT:	McMillan, Meyer

4.7. Team Building / 2022 Goal Planning

Seville Kwan, Department Administrator, noted that a date will be determined to discuss Communities in Bloom programs and goals for 2022 as well as the 2023 symposium.

4.8. Communities in Bloom Year End Report

Seville Kwan, Department Administrator, called on committee members to aid in building the Communities in Bloom 2021 Year End Report that will be presented to Council at a later date. Committee Members, Victoria Ganace and Destiny Jefferies offered their assistance with preparing the End of Year Report along with the Chair.

4.9. Roundtable

There were no items raised at the Committee's roundtable.

Adjournment

The meeting adjourned at 7:04 p.m.

Chair

Minutes of a Meeting of the Public Art Committee held via electronic communications in Fort McMurray, Alberta, on Wednesday, February 9, 2022, commencing at 6:00 PM.

Present:

Nabil Malik, Vice Chair
 Todd Hillier
 Greg MacAulay
 Connie Farrell
 Zulkifl Mujahid
 Lance Bussieres, Councillor

Absent:

Sharon Heading, Chair
 Paul Cooke

Administration:

Theresa Buller, Department Administrator, Community and Protective Services
 Sonia Soutter, Manager, Senior Legislative Officer
 Destiny Hilliard, Clerk, Legislative Services

1. Call to Order

Vice Chair Nabil Malik called the meeting to order at 6:07 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Zulkifl Mujahid
SECONDER:	Connie Farrell
FOR:	Hillier, Malik, MacAulay, Farrell, Mujahid
ABSENT:	Cooke, Heading

3. Minutes of Previous Meetings

3.1. Public Art Committee Meeting - January 12, 2022

MOTION:

THAT the Minutes of the Public Art Committee Meeting held on January 12, 2022 be approved as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Greg MacAulay
SECONDER:	Todd Hillier
FOR:	Hillier, Malik, MacAulay, Farrell, Mujahid
ABSENT:	Cooke, Heading

4. New and Unfinished Business

4.1. Public Art Policy Updates

Theresa Buller, Department Administrator, Community and Protective Services, gave a brief introduction of the Public Art Plan accepted by Council in May 2021 which included a directive to update the Public Art Policy. It was noted within the policy update that allocations for public art funding will increase. It was further noted that a new administrative directive will be applied, providing guidelines for Administration to move forward with public art programs.

4.2. Public Art Committee 2021 Year End Report

Theresa Buller, Department Administrator, Community and Protective Services, noted that she and Sharon Heading, Chair, are creating the 2021 Committee Year End Report that is tentatively set to be presented to Council in April 2022. This presentation will include the new Public Art Policy, the new administrative directive, the 2021 Public Art Committee highlights, and the 2022 Public Art Work Plan.

4.3. Public Art Project Updates

Theresa Buller, Department Administrator, Community and Protective Services, provided an update on current Public Art projects including the progress of the Council Chamber reconciliation artwork, Public Art Bench Program, Kiyām Community Park Mural Project, Indigenous curator who will be joining the team and the acquisition of Art for Birchwood Trails. Potential artwork plans for 2022 were also noted.

Adjournment

The meeting adjourned at 7:15 p.m.

Chair

Minutes of a Meeting of the Wood Buffalo Development Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Wednesday, February 9, 2022, commencing at 9:00 AM.

Present:

Bryce Kumka, Chair, Business Community
 David Secord, Vice-Chair, Business Community
 Bilal Abbas, Public-At-Large
 Justin Ellis, Public At Large
 Steven Hale, Education Sector
 Alex McKenzie, Land Development Sector
 Ijeoma Uche-Ezeala, Public-At-Large
 Jennifer Vardy, Public At Large
 Raj Vasal, Community Development
 Stu Wagle, Councillor

Absent:

Justin MacNeil, Arts, Culture and Recreation Sector
 Curtis Williams, Community Development

Administration:

Kelly Hansen, Director, Strategic Planning and Program Management
 Brad McMurdo, Director, Planning and Development
 Monica Lance, Manager, Special Projects
 Sonia Soutter, Manager, Senior Legislative Officer
 Heather Fredeen, Clerk, Legislative Services

1. Call to Order

Vice-Chair, David Secord called the meeting to order at 9:06 a.m.

2. Minutes of Previous Meetings

2.1. Wood Buffalo Development Advisory Committee - Meeting - January 5, 2022

MOTION:

THAT the Minutes of the Wood Buffalo Development Advisory Committee meeting held on January 5, 2022, be approved as presented

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Steven Hale, Education Sector
SECONDER:	Alex McKenzie, Land Development Sector
FOR:	Ellis, Hale, McKenzie, Secord, Uche-Ezeala, Vardy, Vasal
ABSENT:	Abbas, Kumka MacNeil, Williams

Entrances

Bilal Abbas entered the meeting at 9:10 a.m.

Bryce Kumka entered the meeting at 9:11 a.m.

3. New and Unfinished Business

3.1. Government of Alberta Associate Minister; Red Tape Reduction Meeting Update

Chair Bryce Kumka provided an overview of the January 25, 2022 meeting with the Honourable Tanya Fir, Associate Minister, Red Tape Reduction.

Action

Administration to work with the Office of the Associate Minister, Red Tape Reduction to schedule quarterly meetings between the Wood Buffalo Development Advisory Committee and the Honourable Tanya Fir, for ongoing collaboration.

Assuming of Chair

Chair Bryce Kumka assumed the Chair at 9:16 a.m.

3.2. Process Review Project Update

Brad McMurdo, Director and Amanda Haitas, Senior Manager, Planning and Development provided an overview of the Engagement Summary Report for the Planning and Development's Process Review project. It was noted that Key Performance Indicators have been established and will be included in the final report which is tentatively scheduled to be presented to Council in March.

Exit

Councillor S. Wigle exited the meeting at 10:01 a.m.

3.3. Municipal Development Plan Engagement

Shailesh Makwana, Planner, Such Chandhiok, Supervisor, Community Development Planning and Nicholas Kuhl, O2 Planning and Design Inc. provided a presentation on the status of the Municipal Development Plan project indicating that the project is now conducting Phase 3 of public engagement which will provide feedback on the policies included in the draft Municipal Development Plan.

3.4. Potential Emerging 2022 Priorities – Round Table Discussion

MOTION:

THAT Agenda item 3.4. "Potential Emerging 2022 Priorities - Round Table Discussion" be deferred to the March 2, 2022 meeting.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jennifer Vardy, Public At Large
SECONDER:	Alex McKenzie, Land Development Sector
FOR:	Kumka, Abbas, Ellis, Hale, McKenzie, Secord, Uche-Ezeala, Vardy, Vasal
ABSENT:	MacNeil, Williams

Adjournment

The meeting adjourned at 11:08 a.m.

Chair

Minutes of a Meeting of the Advisory Committee on Aging held via electronic communications in Fort McMurray, Alberta, on Thursday, February 10, 2022, commencing at 1:00 PM

Present:

Henry Hunter, Wood Buffalo Housing
Denise Wilkinson, Senior At Large - Urban
Carolyn Evancio, Seniors Resource Committee
Ken Saunderson, Golden Years Society
Ken Ball, Councillor

Absent:

Luana Bussieres, St. Aidan's House Society
Darline Reid, Alberta Health Services

Administration:

Deanne Bergey, Director, Community and Protective Services
Kelly Hansen, Director, Strategic Planning and Program Management
Sonia Soutter, Manager, Legislative Services
Isela Contreras-Dogbe, Acting Manager, Community and Protective Services
Martin Byaruhanga, Acting Supervisor, Community and Protective Services
Caitlin Sheaves, Clerk, Legislative Services

1. Call to Order

Chair Henry Hunter called the meeting to order at 1:05 p.m.

2. Adoption of Agenda

2.1. MOTION:

THAT the agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Carolyn Evancio
SECONDER:	Denise Wilkinson
FOR:	Ball, Hunter, Wilkinson, Evancio, Saunderson
ABSENT:	Bussieres, Reid

3. Minutes of Previous Meetings

3.1. Advisory Committee on Aging Meeting – January 13, 2022

THAT the minutes of the Advisory Committee on Aging meeting held on January 13, 2022 be approved as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ken Saunderson
SECONDER:	Carolyn Evancio
FOR:	Ball, Hunter, Wilkinson, Evancio, Saunderson
ABSENT:	Bussieres, Reid

4. New and Unfinished Business

4.1. Age-Friendly Work Plan Updates

Working Group Update:

Chair Henry Hunter advised that the Working Group has met regularly to discuss and update the stakeholders list, it was further noted that progress is being made on a communications plan.

Snow Angels Program:

Chair Henry Hunter relayed a message on behalf of Committee Member Luana Bussieres suggesting that the Committee recommend a review of the Snow Angels Program be undertaken to provide an analysis of current community participation, to determine deficiencies, and enhance the age friendly aspects of the program.

Martin Byaruhanga, Acting Supervisor, Community and Protective Services, provided an overview of the Snow Angels Program, including volunteer recruitment, communications statistics, and next steps including enhancing communications, volunteer appreciation and program evaluation.

MOTION:

THAT the Committee supports administrative review of the Snow Angels Program and bring it back to the Committee for review

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Denise Wilkinson
SECONDER:	Carolyn Evancio
FOR:	Ball, Hunter, Wilkinson, Evancio, Saunderson
ABSENT:	Bussieres, Reid

4.2. Seniors' Week 2022

Chair Henry Hunter advised that Seniors Week will be taking place from June 6 - 12, 2022 and Elder Abuse Day is June 15, 2022. It was requested that administration submit a proclamation request for both Seniors Week and Elder Abuse Day, additionally committee members noted that they would like to see ACoA and the RMWB support a Seniors Week event.

Action Item:

1. Administration to submit a proclamation request for Seniors Week and Elder Abuse Day.
2. Administration and Legislative Services will collaborate on options for hosting or supporting a Seniors Week event and bring it back to the Committee.

4.3. Alberta Age-Friendly Community of Practice: Housing Webinar Series

Martin Byaruhanga, Acting Supervisor, Community and Protective Services advised that the Alberta Age-Friendly Community of Practice has prepared a series of housing webinars, with several sessions being held between February and June 2022. Sessions are intended to increase and acknowledge housing options that are available to seniors in various communities.

4.4. Administrative Updates

Isela Contreras-Dogbe, Acting Manager, Community and Protective Services provided an update on the Accessibility Audit noting that the funding was approved for the project, and once administration has defined the scope of work for the working group they can begin to meet.

Deanne Bergey, Director Community and Protective Services further noted that they will be reaching out to and working with various businesses in the Community to ensure the Accessibility Audit is a broad project and not limited to only municipal facilities.

4.5. Action Log

Martin Byaruhanga, Acting Supervisor, Community and Protective Services provided a brief overview of the action log noting that Emergency Social Services will bring forward a presentation to the Committee regarding the Vulnerable Persons Registry at the next committee meeting.

4.6. Information Updates

Carolyn Evancio, Committee Member, provided an update on behalf of the Seniors Resource Committee (SRC) noting there were some identified issues within mobility supports for seniors and that clarification has been provided by Willow Square Continuing Care Facility on how the process of providing mobility aids to seniors can be improved.

It was further noted that the SRC held discussions around seniors' recognition and have invited the ACoA to provide a letter of support to YMM Magazine requesting the addition of a Seniors Recognition feature to their magazine similar to the Top 50 under 50 feature.

MOTION:

THAT the Chair write a letter of support on behalf of the Advisory Committee on Aging to YMM magazine supporting the addition of a Seniors Recognition feature in their magazine.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Carolyn Evancio
SECONDER:	Ken Saunderson
FOR:	Ball, Hunter, Wilkinson, Evancio, Saunderson
ABSENT:	Bussieres, Reid

Chair Henry Hunter provided an update on behalf of Wood Buffalo Housing and Development Corporation noting that he recently met with the local MLA regarding the pursuit of funding for a Seniors Housing Master Plan, and a letter will be written to the Minister of Seniors and Housing as well as Mayor and Council.

Adjournment

The meeting adjourned at 1:50 p.m.

Chair

Minutes of a Meeting of the Wood Buffalo Downtown Revitalization Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Thursday, February 10, 2022, commencing at 5:00 PM.

Present:

Owen Erskine, Recreation, Culture and Heritage Representative
 Brianne English, Oil and Gas Industry
 Carolyn Evancio, Seniors Representative
 Jean-Marc Guillamot, Business Community
 Todd Hillier, Safety and Security Sector
 Henry Hunter, Education Sector
 Renee Moulard, Public-At-Large
 Melanie Walsh, Community Development Sector
 Roy Williams, Land Development Industry
 Funky Banjoko, Councillor
 Lance Bussieres, Councillor

Absent:

Sheri Pidhirney, Business Community

Administration:

Jade Brown, Chief Legislative Officer
 Deanne Bergey, Director, Community and Protective Services
 Nina Caines, Senior Manager, Parks, Roads and Rural Operations
 Kelly Hansen, Director, Strategic Planning and Program Management
 Matthew Harrison, Director, Communications and Engagement
 Dennis Warr, Director, Engineering
 Darlene Soucy, Clerk, Legislative Services

1. Call to Order

Chair Owen Erskine called the meeting to order at 5:02 p.m.

2. Minutes of Previous Meetings

2.1. Wood Buffalo Downtown Revitalization Advisory Committee Meeting – January 5, 2022

MOTION:

THAT the Minutes of the Wood Buffalo Downtown Revitalization Advisory Committee Meeting held on January 5, 2022 be approved as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jean-Marc Guillamot, Business Community
SECONDER:	Todd Hillier, Safety and Security Sector
FOR:	Erskine, Evancio, Guillamot, Hillier, Hunter, Mouland, Williams
ABSENT:	English, Pidhirney, Walsh

3. New and Unfinished Business

3.1. 2022-2023 Annual Policing Priorities Survey

Mark Hancock, Superintendent, Wood Buffalo RCMP, provided an overview of the 2022-2023 Annual Policing Priorities Survey, which closes on February 14, 2022 and invited Committee Members to participate in the Survey, noting that they have received over 1000 responses so far, which is an increase from 2021.

Entrances

Councillor F. Banjoko entered the meeting at 5:09 p.m.

Brianne English entered the meeting at 5:23 p.m.

With consensus of the Committee, it was agreed to move Item No. 3.6, 2022 Committee Meeting Schedule, to come before Item No. 3.2, Municipal Development Engagement.

3.6. 2022 Committee Meeting Schedule

Based on the input received from the Committee Members regarding the 2022 Committee meeting schedule, there were no changes proposed to the current meeting schedule of the first Wednesday of each month beginning at 5:00 p.m.

MOTION:

THAT regular Wood Buffalo Downtown Revitalization Committee meetings be held at 5:00 p.m. on the first Wednesday of each month, with the exception of any statutory holidays and scheduled recess periods.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Todd Hillier, Safety and Security Sector
SECONDER:	Renee Mouland, Public-At-Large
FOR:	Erskine, English, Evancio, Guillamot, Hillier, Hunter, Mouland, Williams
ABSENT:	Pidhirney, Walsh

3.2. Municipal Development Plan Engagement

Christopher Booth, Manager, Community Development Planning, Planning and Development, presented an overview of the Municipal Development Plan (MDP) Engagement Plan, noting Phase 3 of public engagement has begun on the policies included in the draft MDP, following which the proposed MDP would go to Council this spring.

Entrance

Melanie Walsh entered the meeting at 5:53 p.m.

3.3. Accessibility Audit Overview

Deanne Bergey, Director, Community and Protective Services, provided an overview of the Accessibility Audit, which would assess municipal building and facilities that are accessed by the public, and would provide recommendations on changes and improvements to buildings to meet accessibility standards.

3.4. Wayfinding Strategy and Plan Update

Matthew Harrison, Director, Communications and Engagement, provided an update on the Wayfinding Plan, noting that request for proposals for the Plan will close this week and the Plan should be completed this summer.

3.5. Main Street Streetscape Design Project Update

Mazhar Hajhossein, Manager, Infrastructure Planning Development Services, Engineering, provided on update on the Main Street Streetscape Design Project, noting that the scope of this project aligns with the Committee's priorities of beautification, placemaking, connectivity to the waterfront and being pedestrian friendly with accessible access.

Adjournment

The meeting adjourned at 6:17 p.m.

Chair

Minutes of a Meeting of the Regional Advisory Committee on Inclusion, Diversity and Equity held via electronic communications in Fort McMurray, Alberta, on Wednesday, February 16, 2022, commencing at 5:30 PM.

Present:

Jason Beck, Chair
 Mitchel Bowers, Vice Chair
 Shaaf Babar
 Kg Banjoko
 Brandon Cardinal
 Luay Eljamal
 Hanna Fridhed
 Funky Banjoko, Councillor

Absent:

Chantelle Tatum
 Nicole Spring

Administration:

Deanne Bergey, Director, Community and Protective Services
 Jade Brown, Chief Legislative Officer, Legislative Services
 Krystell O'Hara, Department Administrator, Community and Protective Services
 Caitlin Sheaves, Clerk, Legislative Services

1. Call to Order

Chair Jason Beck called the meeting to order at 5:36 p.m.

2. Adoption of Agenda

MOTION:

THAT the agenda be amended to include in camera item 6.1 Comments of Concern During Council's 2022 Budget Meetings, pursuant to sections 24(1) and 27 of the *Freedom of Information and Protection of Privacy Act*.

RESULT: CARRIED [UNANIMOUS]
MOVER: Mitchel Bowers
SECONDER: Luay Eljamal
FOR: Beck, Eljamal, Bowers, Babar, Cardinal, Fridhed, K. Banjoko
ABSENT: Tatum, Spring

MOTION:

THAT the agenda be adopted as amended.

RESULT: CARRIED AS AMENDED [UNANIMOUS]
MOVER: Shaaf Babar
SECONDER: Kg Banjoko
FOR: Beck, Eljamal, Bowers, Babar, Cardinal, Fridhed, K. Banjoko
ABSENT: Tatum, Spring

3. Minutes of Previous Meetings

3.1. Regional Advisory Committee on Inclusion, Diversity and Equity (RACIDE) Meeting - January 19, 2022

THAT the minutes of the Regional Advisory Committee on Inclusion, Diversity and Equity meeting held on January 19, 2022, be accepted as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Mitchel Bowers
SECONDER: Brandon Cardinal
FOR: Beck, Eljamal, Bowers, Babar, Cardinal, Fridhed, K. Banjoko
ABSENT: Tatum, Spring

4. New and Unfinished Business

4.1. Municipal Development Plan Engagement

Shailesh Makwana, Planner, Such Chandhiok, Supervisor, Community Development Planning and Nicholas Kuhl, O2 Planning and Design Inc. provided a presentation on the status of the Municipal Development Plan project indicating that the project is now conducting Phase 3 of public engagement which will provide feedback on the policies included in the draft Municipal Development Plan.

4.2. Pink Shirt Day 2022

Krystell O'Hara, Department Administrator, Community and Protective Services, noted that February 23, 2022, is Pink Shirt Day and a proclamation will be made at the February 22 Council meeting. It was further noted that the RMWB will be sharing messaging with staff around bullying in the workplace and encouraging them to share messages of kindness and photos of themselves wearing pink. Committee members were also invited by the Boys and Girls Club to attend their Pink Shirt Day event on February 23, 2022, in support of the cause.

Exit:

Councillor F. Banjoko disconnected from the meeting at 6:29 p.m.

4.3. Administrative Update

Krystell O'Hara, Department Administrator, Community and Protective Services, provided an update on various committee initiatives including the Accessibility Audit, Awareness Campaign, and the Equity and Inclusion Policy.

It was further noted that funding for Anti-Racism Training was approved by Council in the 2022 Budget. Committee members provided suggestions and feedback on how the training can be effectively facilitated.

Action Item:

Administration to follow up with Legal Services to confirm if there is a training portion built into the existing Anti-Racism Policy and bring information back to the Committee.

5. Roundtable

Kg Banjoko, Committee Member, advised that she will be hosting a panel discussion on the African Canadian Experience via Zoom on February 26th, 2022. A link to the meeting will be shared with Administration and the Committee, for anyone wishing to participate.

Shaaf Babar, Committee Member, advised that he has been developing an educational app as a bystander intervention tool kit, to provide individuals with tips and strategies on how to be an active witness and how to respond and intervene when witnessing or experiencing acts of racism or discrimination.

Hanna Fridhed, Committee Member, advised that she recently attended a Regional Inclusion Committee meeting on behalf of RACIDE, where issues surrounding the lack of accessible transportation, for individuals with disabilities, in the region was discussed.

6. In-Camera Session

MOTION:

THAT the Regional Advisory Committee on Inclusion, Diversity and Equity close item 6.1 to the public pursuant to sections 24(1) and 27 of the *Freedom of Information and Protection of Privacy Act*.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Mitchel Bowers
SECONDER:	Luay Eljamal
FOR:	Beck, Eljamal, Bowers, Babar, Cardinal, Fridhed, K. Banjoko
ABSENT:	Tatum, Spring

6.1 Comments of Concern During Council's 2022 Budget Meetings

Name	Reason for Attending
Susan Trylinski	Director, Legal Services
Deanne Bergey	Director, Community and Protective Services
Jade Brown	Chief Legislative Officer
Krystell O'Hara	Department Administrator, Community and Protective Services
Caitlin Sheaves	Clerk, Legislative Services

MOTION:

THAT the meeting reconvene in public.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Mitchel Bowers
SECONDER:	Brandon Cardinal
FOR:	Beck, Eljamal, Bowers, Babar, Cardinal, Fridhed, K. Banjoko
ABSENT:	Tatum, Spring

Adjournment

The meeting adjourned at 7:07 p.m.

Chair

Minutes of a Special Meeting of the Wood Buffalo Waterfront Advisory Committee held via Electronic Communications in Fort McMurray, Alberta, on Thursday, February 17, 2022, commencing at 5:00 PM.

Present:

Gaylene Weidlich, Chair
 Gary Devison, Seniors Representative
 Cathy Dreier, Fort McMurray Historical Society Representative
 Bill Loutitt, Indigenous Representative
 Greg MacAulay, Gas and Oil Industry
 Sean Robertson, Safety and Security Sector
 David Stirling, Public-At-Large
 Tessa Vesak, Business Community Representative
 Liana Wheeldon, Culture (Arts, Culture & Heritage)
 Ken Ball, Councillor

Absent:

Erica Brewer, Recreation Representative
 Alan Gammon, Land Development Industry
 Loretta Waquan, Councillor

Administration:

Kelly Hansen, Director, Strategic Planning and Program Management
 Dennis Warr, Director, Engineering
 Amanda Haitas, Senior Manager, Planning and Development
 Monica Lance, Manager, Strategic Planning and Program Management
 Anita Hawkins, Legislative Officer

1. Call to Order

Chair Gaylene Weidlich called the meeting to order at 5:06 p.m.

Entrance

Cathy Dreier, Committee member, joined the meeting at 5:07 p.m.

2. Minutes of Previous Meetings

2.1. Wood Buffalo Waterfront Advisory Committee Meeting - January 20, 2022

MOTION:

THAT the Minutes of the Wood Buffalo Waterfront Advisory Committee Meeting held on January 20, 2022 be approved as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Liana Wheeldon
SECONDER:	Greg MacAulay
FOR:	Weidlich, Dreier, Loutitt, MacAulay, Stirling, Vesak, Wheeldon
ABSENT:	Brewer, Devison, Gammon

3. **New and Unfinished Business**

3.1. **Nicholas Kuhl, O2 Planning and Design re: Municipal Development Plan Phase 3 Engagement**

Entrance

Gary Devison, Committee member joined the meeting at 5:13 p.m.

Such Chandhiok, Supervisor, Planning and Development and Nicholas Kuhl, O2 Planning and Design, presented an overview of the Municipal Development Plan (MDP) Phase 3 Engagement Plan, speaking to the various changes which have been incorporated in the MDP based on the feedback received to date. For this final round of engagement, feedback on the document is to be submitted by March 13, 2022.

Action

Amanda Haitas, Senior Manager, Planning and Development committed to discussing with Communications and Engagement the matter of setting up additional engagement opportunities with Métis and Indigenous groups to provide their feedback on the MDP.

It is anticipated that the proposed MDP will be going to Council in Spring of 2022.

Exit and Assuming of Chair

Chair Gaylene Weidlich left the meeting at 6:00 p.m. at which time Vice-Chair Liana Wheeldon assumed the Chair.

Exit

Sean Robertson, Committee member left the meeting at 6:06 p.m.

3.2. **2022 Meeting Schedule**

MOTION:

THAT regular Wood Buffalo Waterfront Advisory Committee meetings be held at 5:00 p.m., on the second Thursday of each month, with the exception of any statutory holidays and scheduled recess periods.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bill Loutitt
SECONDER:	David Stirling
FOR:	Devison, Dreier, Loutitt, MacAulay, Stirling, Vesak, Wheeldon
ABSENT:	Brewer, Gammon, Robertson, Weidlich

Adjournment

The meeting adjourned at 6:10 p.m.

Chair



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

COUNCIL REPORT

Meeting Date: March 22, 2022

Subject: Appointment of Integrity Commissioner

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

THAT Jim Peacock, Q.C., be reappointed as the Integrity Commissioner for a period of one year, commencing April 1, 2022.

Background:

On March 26, 2019 Council passed the *Integrity Commissioner Bylaw No. 19/005* in response to section 146.1 of the *Municipal Government Act* which provides that a council must, by bylaw, establish a code of conduct governing the conduct of councillors.

The role of the Integrity Commissioner is to uphold the *Council Code of Conduct Bylaw* by receiving, reviewing, investigating and adjudicating complaints against the Mayor and members of Council and provide recommendations for sanctions, if appropriate and applicable.

Jim Peacock Q.C. was appointed as the Integrity Commissioner for the RMWB for an initial two-year term commencing on April 1, 2019 and was re-appointed on January 26, 2021 for a one-year term. Since that time, he has provided Council with numerous reports, both investigative and annual in nature and has upheld the duties of the role without concern.

Budget/Financial Implications:

No additional budget or financial implications.

Rationale for Recommendation:

Pursuant to Bylaw No. 19/005 after the initial two-year term appointment of the Integrity Commissioner, Council may renew the appointment for a maximum of 2 one-year terms, therefore, this will be the final year in which Mr. Peacock, Q.C. will be eligible for appointment.

Strategic Priorities:

Responsible Government



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

OFFICE OF THE MAYOR

PROCLAMATION

- WHEREAS** Mandla Zatcha Youaleu-Mbomback was a young Fort McMurray girl who was very involved in her school, École St. Paul, and community before she tragically passed away in 2019; and
- WHEREAS** Mandla's Foundation was created to help alleviate suffering in our community and provide a platform for residents to engage in building a stronger community and be recognized, celebrated, and inspired; and
- WHEREAS** by dedicating a day to recognize Mandla's impact in our community and to involve youth in community service and social activism, we are ensuring a brighter future for all our young people; and
- WHEREAS** it is important that young people be inspired by their peers and that all residents work to promote a friendly and inclusive environment for youth; and
- WHEREAS** on March 22, residents of the Regional Municipality of Wood Buffalo are encouraged to celebrate Mandla's impact and involvement and to live the motto of the Mandla Foundation: "It's a great day to be a great person."

NOW THEREFORE, I, Sandy Bowman, Mayor of the Regional Municipality of Wood Buffalo, do hereby proclaim **March 22, 2021**, as:

“MANDLA’S DAY”

IN WITNESS WHEREOF, I have hereunder set my hand and caused to be affixed the seal of the Regional Municipality of Wood Buffalo in Fort McMurray, Alberta, this **22nd day of March 2022**.

Sandy Bowman
Mayor

9909 Franklin Avenue, Fort McMurray, Alberta, Canada, T9H 2K4
T 780.743.7009 W rmwb.ca E mayor@rmwb.ca

Attachment: 1. Mandla's Day Proclamation (Proclamation - Mandla's Day)



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

OFFICE OF THE MAYOR

PROCLAMATION

- WHEREAS** the Regional Municipality of Wood Buffalo is committed to building a welcoming and inclusive community for all; and
- WHEREAS** every resident of the Regional Municipality of Wood Buffalo has the right to have equal access to services, employment and facilities without discrimination, harassment, or abuse; and
- WHEREAS** the transgender, gender non-conforming, and gender diverse community has fought tirelessly for equality and inclusivity; and
- WHEREAS** the Regional Municipality of Wood Buffalo recognizes the meaningful contributions individuals within the transgender, gender non-conforming, and gender diverse community make to the region; and
- WHEREAS** The Regional Municipality of Wood Buffalo appreciates the work of Pride YMM in raising awareness, demonstrating the region's values of equity and inclusion, and helping to build a region where all residents can enjoy and celebrate who they are in a safe and welcoming environment.

NOW THEREFORE, I, Sandy Bowman, Mayor of the Regional Municipality of Wood Buffalo, do hereby proclaim **March 31, 2022**, as:

“TRANSGENDER DAY OF VISIBILITY”

IN WITNESS WHEREOF, I have hereunder set my hand and caused to be affixed the seal of the Regional Municipality of Wood Buffalo in Fort McMurray, Alberta, this **22nd day of March 2022**.

Sandy Bowman
Mayor



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

OFFICE OF THE MAYOR

P R O C L A M A T I O N

- WHEREAS** we recognize the cultural importance of language and literacy as the primary means of conveying knowledge; and
- WHEREAS** literature is defined as words raised to an art form; and
- WHEREAS** poetry is among the oldest forms of literature and expresses humankind's deepest thoughts, hopes, fears, love and dreams; and
- WHEREAS** literacy is nurtured by the sharing and promotion of all forms of literature; and
- WHEREAS** residents are encouraged to enrich their lives by partaking in all forms of culture, including poetry, in our community; and
- WHEREAS** the Wood Buffalo Regional Library celebrates April as Poetry Month.

NOW THEREFORE, I, Sandy Bowman, Mayor of the Regional Municipality of Wood Buffalo, do hereby proclaim **April 2022**, as:

“POETRY MONTH”

IN WITNESS WHEREOF, I have hereunder set my hand and caused to be affixed the seal of the Regional Municipality of Wood Buffalo in Fort McMurray, Alberta, this **22nd day of March 2022**.

Sandy Bowman
Mayor

From: no-reply@rmwbext.ca
To: [Legislative Assistants](#)
Subject: Council Meeting Presentation Request – Lee-Anne Kumka, Sergii Melnikov
Date: Wednesday, March 16, 2022 2:57:34 PM

External Message - Please be cautious when opening links or attachments in email

A Council Meeting Presentation Request has been submitted at Wednesday March 16th 2022 2:52 PM with reference number 2022-03-16-008.

- **Preferred date of presentation**
3/22/2022
- **Name of speaker/presenter**
 1. Lee-Anne Kumka
 2. Sergii Melnikov
- **Organization name (if applicable)**
 1. Fort McMurray Ukrainian Cultural Society
 2. [Blank]
- **Presentation topic**
War in Ukraine
- **List specific points/concerns**
Inform Council about the War in Ukraine and how it is impacting residents of the region.
Potential incomers to the Region and preparations for their arrival.
- **Action being requested of Council**
We would like to present the Ukrainian Flag to Council to be hung in Council Chambers or a prominent location to show solidarity with Ukrainian People.
- **Are you providing any supporting documentation (i.e. PowerPoint presentation)?**
No
- **Name of contact person**
Lee-Anne Kumka

- **Phone number (daytime)**

FOIP section
[REDACTED]

- **Email address**

fortmcmurrayavroradancers@outlook.com

- **Mailing address**

FOIP section
[REDACTED]

- **City / Town**

fort mcmurray

- **Postal code**

FOIP
[REDACTED]

- **Acknowledgment**

I have read and understand that my name and supporting materials (if any) will be made publicly available in the Council agenda. My contact information will NOT be included in the public record.



Council Meeting Presentation Request

Completed requests to make a public presentation must be received by 12:00 noon on the Wednesday immediately prior to the scheduled meeting. **Presentations are a maximum of 5 minutes in duration.**

Presentation Information	
Preferred Date of Presentation	February 22, 2022
Name of Presenter(s)	Gaylene Weidlich
Organization Represented	Wood Buffalo Waterfront Advisory Committee
Topic	Wood Buffalo Waterfront Advisory Committee annual progress report.
Please List Specific Points/Concerns	In alignment with the Consolidated Version of the Committees Bylaw No. 17/024. The Committee is required to report to Council annually summarizing it's progress.
Action Being Requested of Council	Accept the presentation as information.
<p>Are you providing any supporting documentation (ie: Powerpoint)? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>If yes, the documentation <u>must</u> accompany this request, as handouts will not be distributed at the meeting. To ensure that your documents meet minimum standards, please see presentation guidelines on the next page.</p> <p>Supporting documents may be e-mailed to Legislative.Assistants@rmwb.ca.</p>	

As per Procedure Bylaw No. 14/025, a request to make a presentation may be referred or denied.

Wood Buffalo Waterfront Advisory Committee (WBWAC) Annual Progress Report

Presenter: Gaylene Weidlich, Chair

Department: Wood Buffalo Waterfront Advisory Committee

Meeting Date: March 22, 2022



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Committee Mandate

- The mandate of the committee is to make recommendations to Council on matters pertaining to waterfront revitalization.
- To provide a timely and considered response to Council on all waterfront revitalization matters referred to the WBWAC by Council.



2021 Committee Highlights

The committee primarily provided feedback and comments related to the waterfront park project and;

Unanimously supported the Phase I waterfront park project final design.



2021 Committee Highlights

Committee members received presentation information from Administration about the following and provided valuable feedback and comments.

- Municipal Development Plan
- Flood Mitigation
- Downtown Revitalization
- McMurray Métis Cultural Centre
- Moccasin Flats Memorial
- Wood Buffalo Public Art Plan, Public Art Workplan and Indigenous Curator

2021 Committee Highlights

Committee members received presentation information from Administration about the following and provided valuable feedback and comments.

- Mayors Advisory Council on Youth (MACOY)
- Wayfinding
- Committee representatives took part in a focus group session as part of the Fort McMurray Wood Buffalo Economic Development and Tourism 5 Year Strategic Plan development process.
- Provided a letter of support for the McMurray Métis Cultural Centre.

Working Groups

- Arts/Culture/Leisure Working Group
- History with Seniors Working Group
- Indigenous Cultural Advisory Working Group



Thank you





Council Meeting Presentation Request

Completed requests to make a public presentation must be received by 12:00 noon on the Wednesday immediately prior to the scheduled meeting. Presentations are a maximum of 5 minutes in duration.

Presentation Information	
Preferred Date of Presentation	March 22, 2022
Name of Presenter(s)	Owen Erskine and Jean-Marc Guillamot
Organization Represented	Wood Buffalo Downtown Revitalization Advisory Committee
Topic	Wood Buffalo Wood Buffalo Downtown Revitalization Advisory Committee annual progress report and 2022-2026 recommendations.
Please List Specific Points/Concerns	In alignment with the Consolidated Version of the Committees Bylaw No. 17/024. The Committee is required to report to Council annually summarizing it's progress and its mandate is to make recommendations to Council pertaining to downtown revitalization.
Action Being Requested of Council	THAT the Wood Buffalo Downtown Revitalization Advisory Committee 2022-2026 recommendations (Attachment 1) be accepted, and that implementation of recommendations be funded.
<p>Are you providing any supporting documentation (ie: Powerpoint)? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>If yes, the documentation <u>must</u> accompany this request, as handouts will not be distributed at the meeting. To ensure that your documents meet minimum standards, please see presentation guidelines on the next page.</p> <p>Supporting documents may be e-mailed to Legislative.Assistants@rmwb.ca.</p>	

As per Procedure Bylaw No. 14/025, a request to make a presentation may be referred or denied.

Wood Buffalo Downtown Revitalization Advisory Committee Annual Progress Report and 2022-2026 Recommendations

Presenter: Owen Erskine, Chair and Jean-Marc Guillamot, Vice Chair
Department: Wood Buffalo Downtown Revitalization Advisory Committee
Meeting Date: March 22, 2022



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Committee Mandate

- To make recommendations to Council on matters pertaining to Downtown Revitalization.
- To provide a timely and considered response to Council to all downtown revitalization matters referred to the Wood Buffalo Downtown Revitalization Advisory Committee (WBDRAC) by Council.



2021 Committee Progress Report Highlights

The committee reviewed and monitored initiatives outlined within the Committees Bylaw and focused on supporting the implementation and monitoring of 14 approved 2021 infrastructure and enhancement actions in alignment with the committees four priorities.

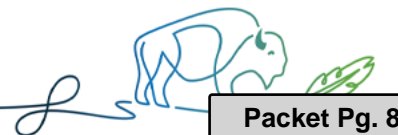
- Beautification
- Placemaking
- Neighborhood safety
- Pedestrian friendliness



2021 Committee Progress Report Highlights

Two working groups facilitated information gathering and provided support throughout 2021.

1. Beautification and Placemaking Working Group
2. Neighborhood Safety and Pedestrian Friendly Working Group



2021 Committee Progress Report Highlights

- Supported initiation of a wayfinding plan.
- Following Community Engagement, the Kiyām Community Park concept plan was unanimously supported by the committee's 11 members representing 10 sectors of the community and two non-voting members of Council. Safety was a primary focus through the design process.
- During National Indigenous History Month, Council approved the Cree and Michif park name Kiyām. This name was also supported by both the WBDRAC and the Community Identification Committee.
- Highlighted alternative funding opportunities for consideration and supported Administration's pursuit of grants that support ongoing initiatives.

2021 Committee Progress Report Highlights

Kiyām Community Park



BEFORE



AFTER



2021 Committee Progress Report Highlights

The committee supported safety and pedestrian friendly upgrades such as the sidewalk improvements from MacDonald Drive to Morrison Street on both sides of the roadway.



BEFORE



AFTER

Attachment: Wood Buffalo Downtown Revitalization Advisory Committee Presentation



BEFORE



AFTER

2021 Committee Progress Report Highlights

The committee supported safety upgrades such as improved lighting at intersections. Light pole replacement also supports beautification and placemaking between MacDonald and Hardin Streets.



Attachment: Wood Buffalo Downtown Revitalization Advisory Committee Presentation

- Committee members received presentation information from Administration about the Downtown Revitalization Incentive Program and the chair sent letters to downtown businesses and property owners to raise public awareness and program support.



BEFORE



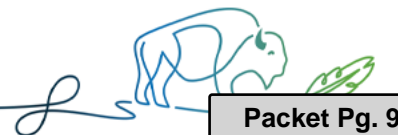
AFTER



2021 Committee Progress Report Highlights

Committee members also received presentation information from Administration about the following and provided feedback and comments.

- Public Art (Mural, Bench, Fence Art) and the Public Art Plan
- Micro-Business Pilot Project
- Mayors Advisory Committee on Youth (MACOY) Needs Assessment
- Downtown Area Redevelopment Plan
- Municipal Development Plan



2021 Committee Progress Report Highlights

Continued:

- COVID 19 and Flood Recovery Updates
- Beautification Initiatives
- Tax Incentive Program
- Waterfront Park Project(s) / Snye Outdoor Event Space
- Community Policing Office in Jubilee Plaza / 2021 Policing Priorities



2021 Committee Progress Report Highlights

Committee members received presentation information about the following and some members participated in a focus group session.

- Fort McMurray Wood Buffalo Economic Development and Tourism 5-Year Strategic Plan

Provided Written Support for Municipal Initiatives

- Sent a letter to the Municipality in support of Councils request for financial assistance from the Federal and provincial Governments to assist with the outstanding Flood Mitigation Program downtown.
- Sent a letter of support to Council in favour of the Public Art Plan.

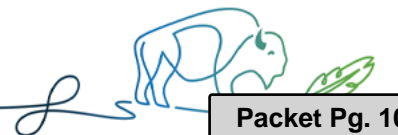


Next Steps - 2022-2026 Recommendations to Council

- As part of the Committees mandate from Council; the following 2022-2026 recommendations align with the Committees Bylaw and previous direction from Council.
- Recommendations pertaining to Downtown Revitalization are intended to support ongoing direction related to the timing of revitalization and enhancement projects.
- See Attachment I within the Council agenda package for a full overview of the proposed 2022 – 2026 recommendations which align with key priorities.

Request to Council

THAT the Wood Buffalo Downtown Revitalization Advisory Committee 2022-2026 recommendations (Attachment 1) be accepted, and that implementation of recommendations be funded.



Thank You



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

Wood Buffalo Downtown Revitalization Advisory Committee 2022-2026 Priorities, Infrastructure and Enhancement Actions



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Wood Buffalo Downtown Revitalization Advisory Committee 2022-2026 Priorities, Infrastructure and Enhancement Actions

Priorities, infrastructure and enhancement actions are focused within the downtown boundary and along key corridor roadways connected to downtown and the waterfront.

Priorities

1. Beautification
2. Placemaking
3. Neighborhood Safety
4. Pedestrian Friendliness

Short Term (0-1 year)

- Review existing bylaws, policies, plans, standards, administrative directives and update as required to support proactive and further enhanced year-round maintenance and cleaning standards of government, private sector assets/lands and existing areas of beautification and placemaking including but not limited:
 - Enforce mandatory snow removal with consideration of costs plus safety and community cleanliness (i.e. clearing sidewalks, removal of snow piles in public and private sector parking lots).
 - Priority street sweeping during the earliest possible time in spring.
 - Expediated graffiti removal.

Implement enhanced standards, bylaws and policies consistently and review outcomes via audits and inspections.

- Continue to explore ideas for enhanced low maintenance and high impact beautification; (i.e. continue to identify synergies with Council appointed committees such as the Public Art Committee, the Mayors Advisory Committee on Youth and others) where possible.
- Identify and recommend ways to update existing placemaking and beautification through continued focus on visual and physical design alignment with the Fort McMurray Wood Buffalo Economic Development and Tourism Regional Place Brand. Ensure a coherent and consistent look and feel downtown.
- Monitor the results of the current Downtown Revitalization Incentives Program and consider opportunities to review and support program enhancements that align with Municipal priorities (i.e. Phase III of the Downtown Revitalization Incentives Program). Where possible, encourage opportunities for business incentives that support neighborhood safety.

Short Term (0-1 year) Continued

- Seek opportunities to partner with the businesses, community organizations, municipal administration and Council committees and the Government of Alberta to support revitalization of provincially owned assets such as:
 - Graffiti abatement mural(s) on roadway underpasses
 - Floral beautification along Highway 63
 - Removal of unused barricades along Highway 63
 - Early and ongoing clean-up of Highway 63 (i.e. along the boundary of downtown)
- Initiate and complete a wayfinding strategy and plan that includes consideration of regional connections to and from downtown, pedestrian friendliness and connections to and from the waterfront. Begin plan implementation:
 - Initiate design and construction of a downtown sign(s) at key entry points.
 - Support alignments between the waterfront development and downtown initiatives; and align where possible with economic development and tourism initiatives that support revitalization efforts.
- Maintain a focus on updating the Downtown Area Redevelopment Plan and support progress monitoring through the Wood Buffalo Downtown Revitalization Committee or designate.
- Continue to identify requirements that align with pedestrian and safety priorities at the forefront. In key locations:
 - Modify, enhance or add lighting;
 - Make crosswalk improvements (i.e. Main Street, areas around Keyano College along King Street at Franklin Avenue and corridors to and from the waterfront).
 - Consider current standards and existing lighting designs (i.e. lights are often one sided) through ongoing work with ATCO.
- Design and construct pedestrian friendly and safety related improvements between Downtown and the waterfront. Continue to focus on all corridor streets in the short, medium and long term. For example:
 - Complete design(s) and initiate construction improvements along Main Street and King Street (i.e. area(s) surrounding Keyano College).
- Support completion of a Municipal accessibility audit and support barrier free design. Continue to seek alignment opportunities with Council appointed committees (i.e. Advisory Committee on Aging).

Short - Term (0-1 year) Continued

- Support year-round community policing presence within the downtown core including seasonal bike and/or foot patrols.
- Encourage and/or support ongoing coordinated efforts among businesses and, where possible, seek to support organizations and committees that monitor and track safety related improvements.
- Support ongoing investment in flood mitigation.
- Initiate planning and implement development of a long-term public communication and engagement plan that highlights a wide range of focused and consistent year-round messaging to encourage maximized use of public spaces (i.e. parks) within the downtown core. Initial topics to begin communication include but should not be limited to what's currently happening (i.e. highlight priorities, progress, programs and safety related improvements) and what's planned.
- Identify and implement ways to support maximized use of public spaces with the core, through Municipal administration and community partnerships (i.e. expedited permit and Planning and Development related approvals, delivery of municipal events/programs and encourage and support community event hosting etc.).
- Consistently implement and improve Crime Prevention Through Environmental Design (CPTED) standards and best practices as part of designing and constructing downtown. Require this type of design within construction and/or service standards where they are not already included.
- Explore ways to support groups, organizations, corporations, Indigenous partners and committees that are contributing to revitalization by working to bring new business to the downtown or drive initiatives that support businesses (i.e. housing developments).

Notes:

- Some multi-year initiatives that start in the short-term may carry over to the medium-term for completion.
- Many initiatives that may be started in the short-term could and should also remain relevant in the medium and long terms too. Ongoing monitoring and identification of short-term actions that should be carried forward is recommended.

Medium -Term (2-3 years)

- Enforce ongoing maintenance of Municipal and private sector vacant land year-round as an ongoing annual standard.
- Initiate and create a parking plan for downtown.
- Encourage connections and alignments between downtown planning, transit master planning and infrastructure development.
- Encourage pedestrian friendliness, active transportation and neighborhood safety as ongoing priorities within all downtown municipal projects and plans.
- Revisit and evaluate implementation and improvements of Crime Prevention Through Environmental Design (CPTED) standards and practices downtown.

Long -Term (4-5 years)

- Consistently implement Downtown Area Redevelopment Plan(s).
- Explore and make suggestions for the next (future) Downtown Area Redevelopment Plan to proactively identify and improve opportunities that support growth initiatives downtown (i.e. develop design guidelines and support initiatives that encourage development).

Minutes of a Meeting of the Wood Buffalo Downtown Revitalization Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Wednesday, January 5, 2022, commencing at 5:00 PM.

Present:

Brianne English, Oil and Gas Industry
 Owen Erskine, Recreation, Culture and Heritage Representative
 Carolyn Evancio, Seniors Resource Committee Representative
 Jean-Marc Guillamot, Business Community
 Todd Hillier, Safety and Security Sector
 Henry Hunter, Education Sector
 Renee Moulard, Public-At-Large
 Sheri Pidhirney, Business Community
 Melanie Walsh, Community Development Sector
 Roy Williams, Land Development Industry
 Lance Bussieres, Councillor

Absent:

Funky Banjoko, Councillor

Administration:

Jade Brown, Chief Legislative Officer
 Dennis Fraser, Director, Indigenous and Rural Relations
 Kelly Hansen, Director, Strategic Planning and Program Management
 Dennis Warr, Director, Engineering
 Monica Lance, Manager, Special Projects
 Darlene Soucy, Clerk, Legislative Services

1. Call to Order

Darlene Soucy, Legislative Services Clerk, called the meeting to order at 5:05 p.m.

Entrance

Todd Hillier, Member, entered the meeting at 5:09 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Brianne English
SECONDER: Owen Erskine
FOR: English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

3. Minutes of Previous Meetings

3.1. Wood Buffalo Downtown Revitalization Advisory Committee Meeting - December 1, 2021

MOTION:

THAT the Minutes of the Wood Buffalo Downtown Revitalization Advisory Committee Meeting held on December 1, 2021 be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Carolyn Evancio
SECONDER: Cheryl Golosky
FOR: English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

4. New and Unfinished Business

4.1. Appointment of Committee Chair and Vice Chair

Sheri Pidhirney nominated Owen Erskine for the position of Chair. Owen Erskine was elected Chair by acclamation as no other nominations were made.

MOTION:

THAT Owen Erskine be appointed to the position of Chair.

RESULT: CARRIED [UNANIMOUS]
MOVER: Roy Williams
SECONDER: Henry Hunter
FOR: English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

Jean-Marc Guillamot self-nominated for the position of Vice-Chair. Cheryl Golosky nominated Carolyn Evancio for the position of Vice-Chair. Carolyn did not accept the nomination but noted that she was willing to step in during any absences of the Vice-

Chair. As there were no further nominations, Jean-Marc Guillamot was elected Vice Chair by acclamation.

MOTION:

THAT Jean-Marc Guillamot be appointed to the position of Vice-Chair.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cheryl Golosky
SECONDER:	Renee Moulard
FOR:	English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

4.2. 2022 Kiyām Community Park Maintenance Plan

Stephen Fudge, Parks Manager, provided an overview of the Kiyām Community Park maintenance plan, noting that the Park will be maintained to Parks Service Level Standards, including daily clean up and regular monitoring to determine if enhanced service levels are required. The plan includes seasonal displays and event support as required.

4.3. Committee Annual Progress Report Presentation to Council

Monica Lance, Manager, Special Projects provided an overview of the draft Annual Report presentation to Council, which provides information on the Committee's priorities, 2021 progress highlights and the 2022 to 2026 recommendations to Council.

MOTION:

THAT the Committee support the 2022 - 2026 recommendations and a request to Council to fund implementation of the recommendations; and

THAT the Chair and Vice Chair be authorized to present the Annual Report and the 2022 to 2026 recommendations to Council.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Henry Hunter
SECONDER:	Renee Moulard
FOR:	English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

4.4. 2022 Committee Meeting Schedule

The Committee discussed 2022 Committee meeting schedule. With consensus of the Committee, it was agreed that Administration would seek further input from the Committee Members on their preferences for the regular meeting to occur on the first Wednesday or the first Thursday of the month, including the preferred start time. The meeting schedule will be set at the next regular Committee meeting.

MOTION:

THAT the February Committee meeting be scheduled to occur on February 10, 2022 at 5:00 p.m.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jean-Marc Guillamot
SECONDER:	Todd Hillier
FOR:	English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

Adjournment

The meeting adjourned at 6:08 p.m.

Chair



January 17, 2022

Honourable Mayor and Members of Council
Regional Municipality of Wood Buffalo
9909 Franklin Avenue
Fort McMurray, Alberta T9H 2K4

Subject: Letter of Support for the Wood Buffalo Downtown Revitalization Advisory Committee's 2022 – 2026 Recommendations


Dear Mayor Bowman and Councillors,

I am writing today in my role as Chair of the Advisory Committee on Aging (ACoA), which is a council appointed committee that advocates for seniors in the Regional Municipality of Wood Buffalo (RMWB), to express our support of the Wood Buffalo Downtown Revitalization Advisory Committee's (WBDRAC) proposed 2022-2026 recommendations and the four overarching priorities: beautification, placemaking, neighborhood safety, and pedestrian friendliness.

The ACoA has representation from the Seniors Resource Committee, the Wood Buffalo Health Advisory Council (HAC), St. Aidan's Society, Golden Years Society, the RMWB, rural seniors and Wood Buffalo Housing (WBH), and we are often the first organization contacted by seniors and their families if they have concerns about any of the senior properties and services in our region. We feel we can offer the collective voice for seniors in our region. In 2021, our committee was approached by the WBDRAC and asked to review and provide input on their proposed strategies, highlighted issues and opportunities. We did so and, upon review of the final plan, feel like our feedback was incorporated.

We believe that this plan will contribute to a more age-friendly community, particularly as it relates to accessibility for seniors. We hope you will accept this letter as support for the priorities and actions presented before you. The ACoA looks forward to continued dialogue with the WBDRAC to collaborate and find opportunities aligned with the ACoA's vision of 'Aging with Dignity in Wood Buffalo' and downtown revitalization recommendations.

Best regards,

DocuSigned by:

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Henry Hunter P.Eng., LL.M
Chair, Advisory Committee on Aging

CC: Jamie Doyle, Chief Administrative Officer, RMWB
Deanne Bergey, Director, Community & Protective Services, RMWB
Kelly Hansen, Director of Strategic Planning and Program Management, RMWB
Jade Brown, Director of Legislative Services, RMWB
Monica Lance, Manager, Strategic Planning & Project Management, RMWB
c/o Wood Buffalo Downtown Revitalization Advisory Committee

**FORT McMURRAY
WOOD BUFFALO****ECONOMIC
DEVELOPMENT
& TOURISM**

January 5th, 2022

Roy Williams, Chair
Wood Buffalo Downtown Revitalization Committee
9909 Franklin Ave
Fort McMurray, AB T9H 2K4

VIA EMAIL

Dear Roy Williams,

On behalf of our board of directors and staff at Fort McMurray Wood Buffalo Economic Development & Tourism, I would like to wish the committee members a Happy New Year. I would also like to commend the work of the Downtown Revitalization Committee. Despite the challenges posed by the COVID-19 pandemic, the committee work has progressed very effectively. We have reviewed your draft recommendations to RMWB Council. Specifically:

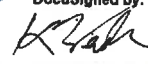
Identify and recommend ways to update existing placemaking and beautification through continued focus on visual and physical design alignment with the Fort McMurray Wood Buffalo Economic Development and Tourism Regional Place Brand. Ensure a coherent and consistent look and feel downtown.

Initiate and complete a wayfinding strategy and plan that includes consideration of regional connections to and from downtown, pedestrian friendliness, and connections to and from the waterfront. Begin plan implementation:

- *Initiate design and construction of a downtown sign(s) at key entry points.*
- *Support alignments between the waterfront and downtown initiatives.*
- *Also align where possible with Fort McMurray Wood Buffalo Economic Development and Tourism initiatives that support revitalization efforts.*

These recommendations are closely aligned with FMWBEDT's plans and we are pleased to provide our strong support for them. This approach is an excellent example of the region working together to create opportunities and foster vibrancy in our downtown core. Thank you for seeking feedback on your work and we look forward to continuing to work together on these important initiatives.

Sincerely,

DocuSigned by:

EE91772DD339490...
Kevin Weidlich, CD, MBA
President & CEO

January 13, 2022

Honourable Mayor and Members of Council
Regional Municipality of Wood Buffalo
9909 Franklin Avenue
Fort McMurray, Alberta T9H 2K4



*RE: Letter of Support for the Wood Buffalo Downtown Revitalization Advisory Committee
2022 – 2026 Recommendations*

Dear Mayor Bowman and Councillors,

The Public Art Committee (PAC), established by Council, is comprised of community volunteers who advise and make recommendations on the content of the Municipal Public Art Program. The PAC met on January 12, 2022 and reviewed the 2022 – 2026 Recommendations developed by the Wood Buffalo Downtown Revitalization Advisory Committee (WBDRAC). The PAC voted in support of the proposed WBDRAC 2022 -2026 Recommendations and the four overarching priorities of beautification, placemaking, neighborhood safety and pedestrian friendliness.

The Wood Buffalo Public Art Plan mandate is to strengthen community identity and sense of place through the creation and development of public art in the region. The annual workplan has identified projects for public artworks at Kiyām Community Park and the waterfront to support beautification, placemaking and encourage community connection. The PAC looks forward to continued dialogue with the WBDRAC to collaborate to find opportunities that align with both the Public Art Plan goals and Downtown Revitalization Recommendations.

As Committee Chair, I'd like to take this opportunity on behalf of the Public Art Committee to recognize the work that the Wood Buffalo Downtown Revitalization Advisory Committee has done with these recommendations and their efforts to engage community, understand issues and develop ideas that build on community connection, enhancement of public spaces, and safety in efforts to champion downtown revitalization.

Sincerely,

DocuSigned by:
A blue ink signature of Sharon Heading.

Sharon Heading,
Public Art Committee Chair

cc: Jamie Doyle, Chief Administrative Officer, RMWB
Deanne Bergey, Director, Community & Protective Services, RMWB
Monica Lance, Manager, Strategic Planning & Project Management, RMWB
c/o Wood Buffalo Downtown Revitalization Advisory Committee
Theresa Buller, Coordinator II, Culture and Social Development, RMWB
c/o Public Art Committee

February 9th, 2022

Mayor and Council
Regional Municipality of Wood Buffalo
9909 Franklin Avenue
Fort McMurray Alberta T9H 2K4

**Letter of Support: Downtown Revitalization Advisory Committee 2022-2026
Priorities and Recommended Infrastructure and Enhancement Actions**

Dear Mayor and Council:

On January 20, 2022, the Wood Buffalo Waterfront Advisory Committee unanimously supported the submission of a letter to Council in favor of the proposed Wood Buffalo Downtown Revitalization Advisory Committee's 2022 – 2026 Priorities and Actions.

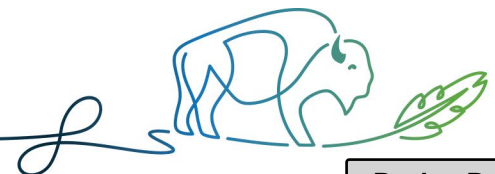
The proposed priorities, infrastructure and enhancement actions include a focus on connections through key corridor roadways between downtown and the waterfront. They also highlight mutually supported investment in pedestrian friendliness, safety, wayfinding, and tourism initiatives that support overall downtown and waterfront revitalization efforts.

We are pleased to provide support for each of the new infrastructure and enhancement initiatives that will contribute to a vibrant and sustainable region we are proud to call home.

Sincerely,

Gaylene Weidlich, Chair
Wood Buffalo Waterfront Advisory Committee

C.C. Wood Buffalo Downtown Revitalization Advisory Committee and Wood Buffalo Waterfront Advisory Committee



February 2022

Mayor and Council
Regional Municipality of Wood Buffalo
(909 Franklin Avenue
Fort McMurray Alberta T9H 2K4

Letter of Support - Downtown Revitalization Advisory Committee 2022-2026 Priorities and Recommended Infrastructure and Enhancement Actions

Dear Mayor and Council;

We are writing today in our role as the General Assembly of the Mayor's Advisory Council on Youth, which is a youth council that advocates for empowering youth in the Regional Municipality of Wood Buffalo (RMWB), to express our support of the Downtown Revitalization Advisory Committee's (DRAC) proposed 2022-2026 Priorities and Recommended Infrastructure and Enhancement Actions.

MACOY has diverse representation from youth around the RMWB, encompassing a wide variety of age groups and youth perspectives. We are often the first group to reach youth's perspectives and receive feedback from youth in the RMWB. We feel we can offer the collected voice of youth, and in early 2022, our committee was approached by the DRAC and asked to provide feedback on their proposed strategies, highlighted issues, and opportunities.

We provided our input to the Committee on the work they venture to achieve and feel that this plan will contribute to a more youth-friendly community, as it contributes to a more safe and enticing environment for youth. We hope you will accept this letter as support for the actions presented before you.

Best regards,

DocuSigned by:

Kasni Marani

8C4363ED07B1499...

General Assembly,
Mayor's Advisory Council of Youth

Attachment: Letter of Support - Mayor's Advisory Council of Youth (RFP WB Downtown Revitalization Advisory Committee Annual Report)

Subject: Wood Buffalo Downtown Revitalization Advisory Committee 2022 - 2026 Priorities and Recommended Infrastructure and Enhancement Actions**APPROVALS:****Jamie Doyle**_____
Director_____
Chief Administrative Officer**Recommended Motion:**

THAT the Wood Buffalo Downtown Revitalization Advisory Committee 2022-2026 Priorities and Recommended Infrastructure and Enhancement Actions (Attachment 1) be accepted as a guiding document and;

THAT \$2,750,000 be drawn from the approved downtown revitalization project budget to fund design and construction of wayfinding signage downtown and construction of streetscape improvements as recommended by the Wood Buffalo Downtown Revitalization Advisory Committee and outlined on Attachment 2.

Summary:

The Wood Buffalo Downtown Revitalization Advisory Committee (WBDRAC) was established by Council in November 2019. The Committee's mandate is to make recommendations to Council on matters pertaining to downtown revitalization in Fort McMurray and to provide timely and considered responses to Council on all downtown revitalization matters referred to the Committee by Council.

Administration and the Committee collaborated throughout 2021 to prepare the Committee's priorities and recommended actions. The shared priorities and recommended actions will continue to support ongoing efforts that add value to the community through beautification, placemaking, enhanced neighborhood safety, and pedestrian friendliness.

Background:

The Committee with support from administration referred to existing information during the development of the recommendations and will continue to use the Committees Bylaw No. 17/024, the Downtown Revitalization Public Engagement Summary Report, previously approved Council guiding documents and Bylaws to help inform and guide its work moving forward. The Committee will also consider other reports and plans as they

become available. Administration is supportive of ongoing collaboration with the Committee and implementation of the recommendations.

Budget/Financial Implications:

No new funding is required in 2022. Administration proposes that \$2,750,000 be drawn from the approved downtown revitalization project budget.

Rationale for Recommendations:

The recommendations were led by the Committee with consideration of previous direction from Council and alongside administration. The proposed motions allow the Municipality to continue to focus on delivering value within the community and support implementation in alignment with other Council approved downtown initiatives that are underway.

Strategic Priorities:

Downtown Revitalization

Attachments:

- 1. 2022-2026 Priorities, Infrastructure and Enhancement Actions**
- 2. Recommended Infrastructure and Enhancement Actions**

Wood Buffalo Downtown Revitalization Advisory Committee 2022-2026 Priorities, Infrastructure and Enhancement Actions



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Wood Buffalo Downtown Revitalization Advisory Committee 2022-2026 Priorities, Infrastructure and Enhancement Actions

Priorities, infrastructure and enhancement actions are focused within the downtown boundary and along key corridor roadways connected to downtown and the waterfront.

Priorities

1. Beautification
2. Placemaking
3. Neighborhood Safety
4. Pedestrian Friendliness

Short Term (0-1 year)

- Review existing bylaws, policies, plans, standards, administrative directives and update as required to support proactive and further enhanced year-round maintenance and cleaning standards of government, private sector assets/lands and existing areas of beautification and placemaking including but not limited:
 - Enforce mandatory snow removal with consideration of costs plus safety and community cleanliness (i.e. clearing sidewalks, removal of snow piles in public and private sector parking lots).
 - Priority street sweeping during the earliest possible time in spring.
 - Expediated graffiti removal.

Implement enhanced standards, bylaws and policies consistently and review outcomes via audits and inspections.

- Continue to explore ideas for enhanced low maintenance and high impact beautification; (i.e. continue to identify synergies with Council appointed committees such as the Public Art Committee, the Mayors Advisory Committee on Youth and others) where possible.
- Identify and recommend ways to update existing placemaking and beautification through continued focus on visual and physical design alignment with the Fort McMurray Wood Buffalo Economic Development and Tourism Regional Place Brand. Ensure a coherent and consistent look and feel downtown.
- Monitor the results of the current Downtown Revitalization Incentives Program and consider opportunities to review and support program enhancements that align with Municipal priorities (i.e. Phase III of the Downtown Revitalization Incentives Program). Where possible, encourage opportunities for business incentives that support neighborhood safety.

Short Term (0-1 year) Continued

- Seek opportunities to partner with the businesses, community organizations, municipal administration and Council committees and the Government of Alberta to support revitalization of provincially owned assets such as:
 - Graffiti abatement mural(s) on roadway underpasses
 - Floral beautification along Highway 63
 - Removal of unused barricades along Highway 63
 - Early and ongoing clean-up of Highway 63 (i.e. along the boundary of downtown)
- Initiate and complete a wayfinding strategy and plan that includes consideration of regional connections to and from downtown, pedestrian friendliness and connections to and from the waterfront. Begin plan implementation:
 - Initiate design and construction of a downtown sign(s) at key entry points.
 - Support alignments between the waterfront development and downtown initiatives; and align where possible with economic development and tourism initiatives that support revitalization efforts.
- Maintain a focus on updating the Downtown Area Redevelopment Plan and support progress monitoring through the Wood Buffalo Downtown Revitalization Committee or designate.
- Continue to identify requirements that align with pedestrian and safety priorities at the forefront. In key locations:
 - Modify, enhance or add lighting;
 - Make crosswalk improvements (i.e. Main Street, areas around Keyano College along King Street at Franklin Avenue and corridors to and from the waterfront).
 - Consider current standards and existing lighting designs (i.e. lights are often one sided) through ongoing work with ATCO.
- Design and construct pedestrian friendly and safety related improvements between Downtown and the waterfront. Continue to focus on all corridor streets in the short, medium and long term. For example:
 - Complete design(s) and initiate construction improvements along Main Street and King Street (i.e. area(s) surrounding Keyano College).
- Support completion of a Municipal accessibility audit and support barrier free design. Continue to seek alignment opportunities with Council appointed committees (i.e. Advisory Committee on Aging).

Short - Term (0-1 year) Continued

- Support year-round community policing presence within the downtown core including seasonal bike and/or foot patrols.
- Encourage and/or support ongoing coordinated efforts among businesses and, where possible, seek to support organizations and committees that monitor and track safety related improvements.
- Support ongoing investment in flood mitigation.
- Initiate planning and implement development of a long-term public communication and engagement plan that highlights a wide range of focused and consistent year-round messaging to encourage maximized use of public spaces (i.e. parks) within the downtown core. Initial topics to begin communication include but should not be limited to what's currently happening (i.e. highlight priorities, progress, programs and safety related improvements) and what's planned.
- Identify and implement ways to support maximized use of public spaces with the core, through Municipal administration and community partnerships (i.e. expedited permit and Planning and Development related approvals, delivery of municipal events/programs and encourage and support community event hosting etc.).
- Consistently implement and improve Crime Prevention Through Environmental Design (CPTED) standards and best practices as part of designing and constructing downtown. Require this type of design within construction and/or service standards where they are not already included.
- Explore ways to support groups, organizations, corporations, Indigenous partners and committees that are contributing to revitalization by working to bring new business to the downtown or drive initiatives that support businesses (i.e. housing developments).

Notes:

- Some multi-year initiatives that start in the short-term may carry over to the medium-term for completion.
- Many initiatives that may be started in the short-term could and should also remain relevant in the medium and long terms too. Ongoing monitoring and identification of short-term actions that should be carried forward is recommended.

Medium -Term (2-3 years)

- Enforce ongoing maintenance of Municipal and private sector vacant land year-round as an ongoing annual standard.
- Initiate and create a parking plan for downtown.
- Encourage connections and alignments between downtown planning, transit master planning and infrastructure development.
- Encourage pedestrian friendliness, active transportation and neighborhood safety as ongoing priorities within all downtown municipal projects and plans.
- Revisit and evaluate implementation and improvements of Crime Prevention Through Environmental Design (CPTED) standards and practices downtown.

Long -Term (4-5 years)

- Consistently implement Downtown Area Redevelopment Plan(s).
- Explore and make suggestions for the next (future) Downtown Area Redevelopment Plan to proactively identify and improve opportunities that support growth initiatives downtown (i.e. develop design guidelines and support initiatives that encourage development).

Minutes of a Meeting of the Wood Buffalo Downtown Revitalization Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Wednesday, January 5, 2022, commencing at 5:00 PM.

Present:

Brianne English, Oil and Gas Industry
 Owen Erskine, Recreation, Culture and Heritage Representative
 Carolyn Evancio, Seniors Resource Committee Representative
 Jean-Marc Guillamot, Business Community
 Todd Hillier, Safety and Security Sector
 Henry Hunter, Education Sector
 Renee Moulard, Public-At-Large
 Sheri Pidhirney, Business Community
 Melanie Walsh, Community Development Sector
 Roy Williams, Land Development Industry
 Lance Bussieres, Councillor

Absent:

Funky Banjoko, Councillor

Administration:

Jade Brown, Chief Legislative Officer
 Dennis Fraser, Director, Indigenous and Rural Relations
 Kelly Hansen, Director, Strategic Planning and Program Management
 Dennis Warr, Director, Engineering
 Monica Lance, Manager, Special Projects
 Darlene Soucy, Clerk, Legislative Services

1. Call to Order

Darlene Soucy, Legislative Services Clerk, called the meeting to order at 5:05 p.m.

Entrance

Todd Hillier, Member, entered the meeting at 5:09 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Brianne English
SECONDER: Owen Erskine
FOR: English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

3. Minutes of Previous Meetings

3.1. Wood Buffalo Downtown Revitalization Advisory Committee Meeting - December 1, 2021

MOTION:

THAT the Minutes of the Wood Buffalo Downtown Revitalization Advisory Committee Meeting held on December 1, 2021 be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Carolyn Evancio
SECONDER: Cheryl Golosky
FOR: English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

4. New and Unfinished Business

4.1. Appointment of Committee Chair and Vice Chair

Sheri Pidhirney nominated Owen Erskine for the position of Chair. Owen Erskine was elected Chair by acclamation as no other nominations were made.

MOTION:

THAT Owen Erskine be appointed to the position of Chair.

RESULT: CARRIED [UNANIMOUS]
MOVER: Roy Williams
SECONDER: Henry Hunter
FOR: English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

Jean-Marc Guillamot self-nominated for the position of Vice-Chair. Cheryl Golosky nominated Carolyn Evancio for the position of Vice-Chair. Carolyn did not accept the nomination but noted that she was willing to step in during any absences of the Vice-

Chair. As there were no further nominations, Jean-Marc Guillamot was elected Vice Chair by acclamation.

MOTION:

THAT Jean-Marc Guillamot be appointed to the position of Vice-Chair.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Cheryl Golosky
SECONDER:	Renee Moulard
FOR:	English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

4.2. 2022 Kiyām Community Park Maintenance Plan

Stephen Fudge, Parks Manager, provided an overview of the Kiyām Community Park maintenance plan, noting that the Park will be maintained to Parks Service Level Standards, including daily clean up and regular monitoring to determine if enhanced service levels are required. The plan includes seasonal displays and event support as required.

4.3. Committee Annual Progress Report Presentation to Council

Monica Lance, Manager, Special Projects provided an overview of the draft Annual Report presentation to Council, which provides information on the Committee's priorities, 2021 progress highlights and the 2022 to 2026 recommendations to Council.

MOTION:

THAT the Committee support the 2022 - 2026 recommendations and a request to Council to fund implementation of the recommendations; and

THAT the Chair and Vice Chair be authorized to present the Annual Report and the 2022 to 2026 recommendations to Council.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Henry Hunter
SECONDER:	Renee Moulard
FOR:	English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

4.4. 2022 Committee Meeting Schedule

The Committee discussed 2022 Committee meeting schedule. With consensus of the Committee, it was agreed that Administration would seek further input from the Committee Members on their preferences for the regular meeting to occur on the first Wednesday or the first Thursday of the month, including the preferred start time. The meeting schedule will be set at the next regular Committee meeting.

MOTION:

THAT the February Committee meeting be scheduled to occur on February 10, 2022 at 5:00 p.m.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jean-Marc Guillamot
SECONDER:	Todd Hillier
FOR:	English, Erskine, Evancio, Golosky, Guillamot, Hillier, Hunter, Moulard, Pidhirney, Walsh, Williams

Adjournment

The meeting adjourned at 6:08 p.m.

Chair



Wood Buffalo Downtown Revitalization Advisory Committee
Recommended Infrastructure and Enhancement Actions Supported by Administration

Projects	Actions	Timing	Estimated Budget
Wayfinding Design and Construction	Initiate design and construction of a downtown sign(s) at key entry points with consideration of neighborhood safety, pedestrian friendliness, placemaking and beautification.	2022 - 2023	\$250,000
Streetscape Design and Construction Improvements	Complete design(s) and initiate construction of neighborhood safety, pedestrian friendly, placemaking and beautification related improvements in key locations between Downtown and the waterfront with an initial focus on Main Street and areas around Keyano College along King Street and Franklin Avenue.	2022 - 2023	\$2,500,000
			Total \$2,750,000

River Breakup 2022

Presenter: Dennis Warr, Director

Department: Engineering

Meeting Date: March 22, 2022



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Introduction

- Annual River Breakup “routine”
- Collaboration with contractors, consultants, industry, and provincial government
- Integration and alignment of plans



Attachment: River Breakup 2022 Presentation (River Breakup 2022)

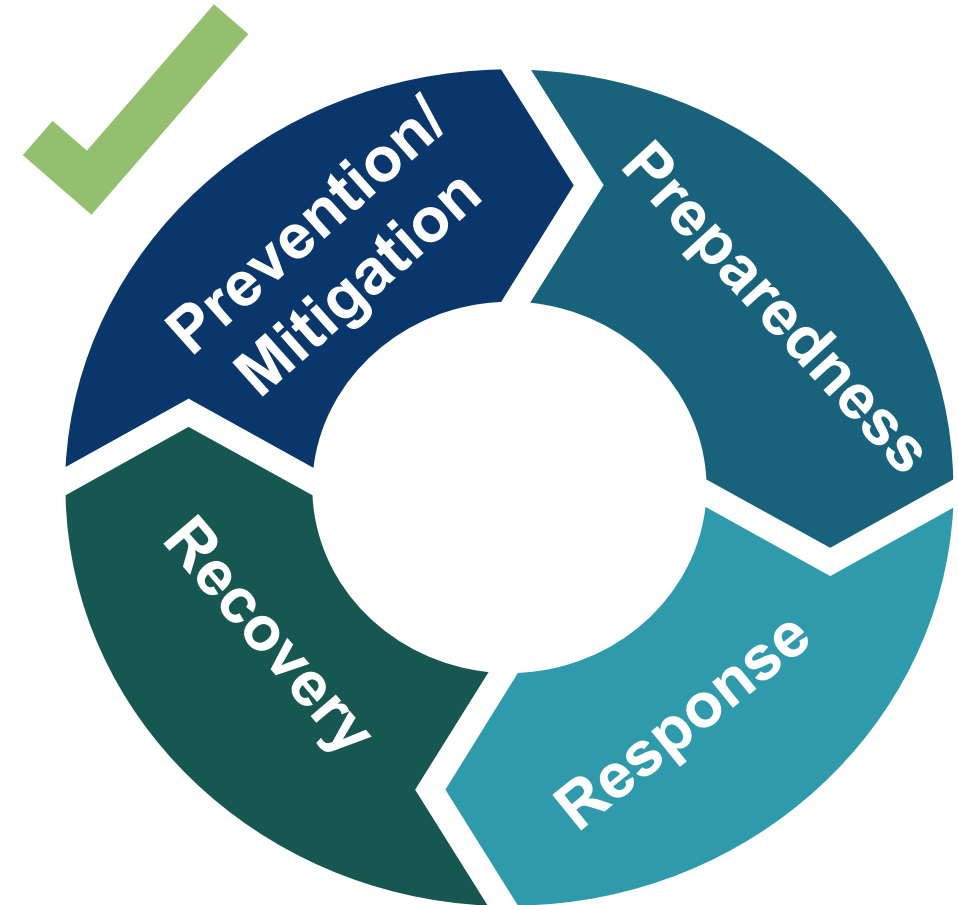
Prevention/Mitigation

Intent

- Identify hazards
- Assess risk
- Implement protective measures

Tactics

- Surface Mitigation
- Underground Mitigation



Surface Mitigation



Permanent

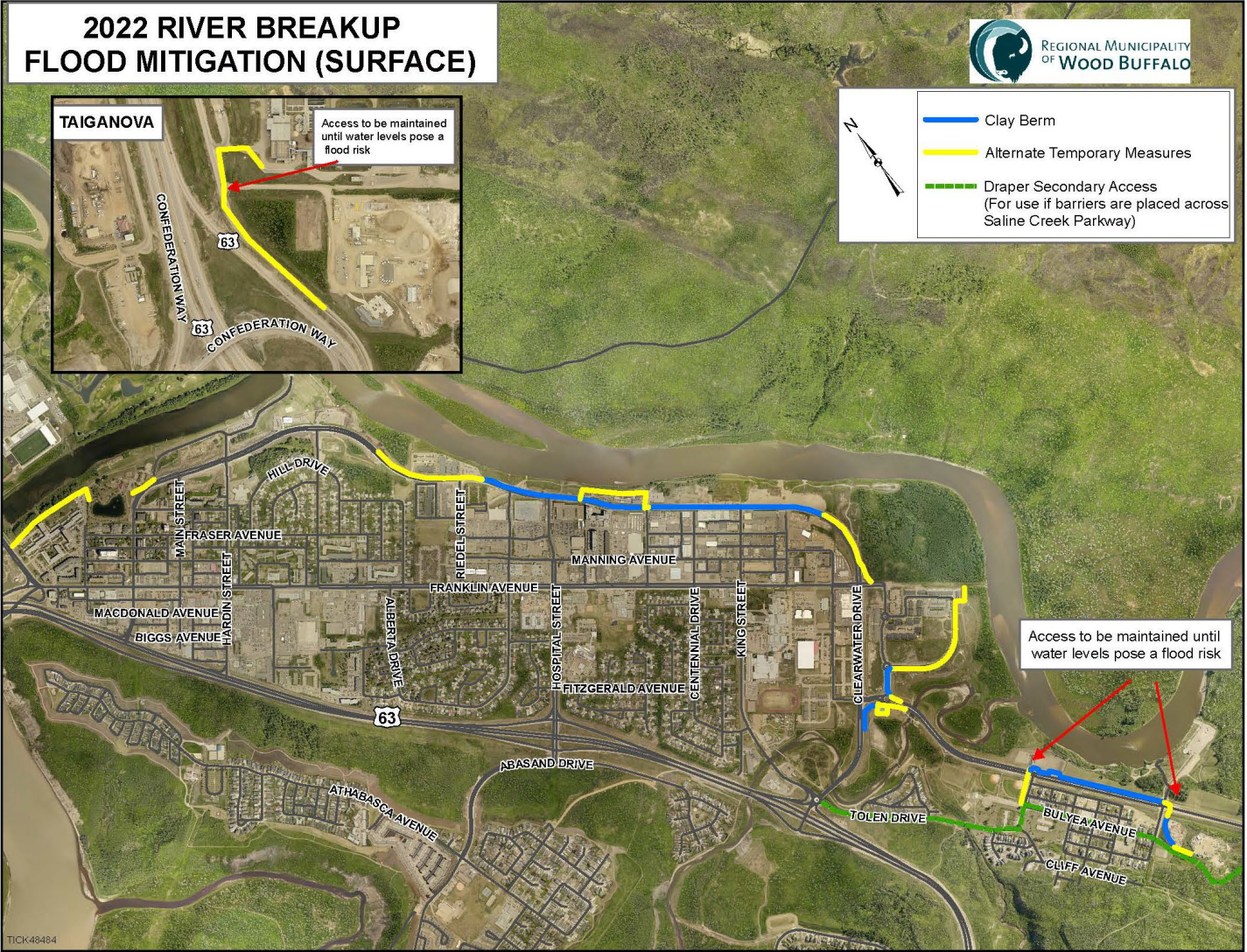
- Berms (Flood Mitigation Program)

Temporary

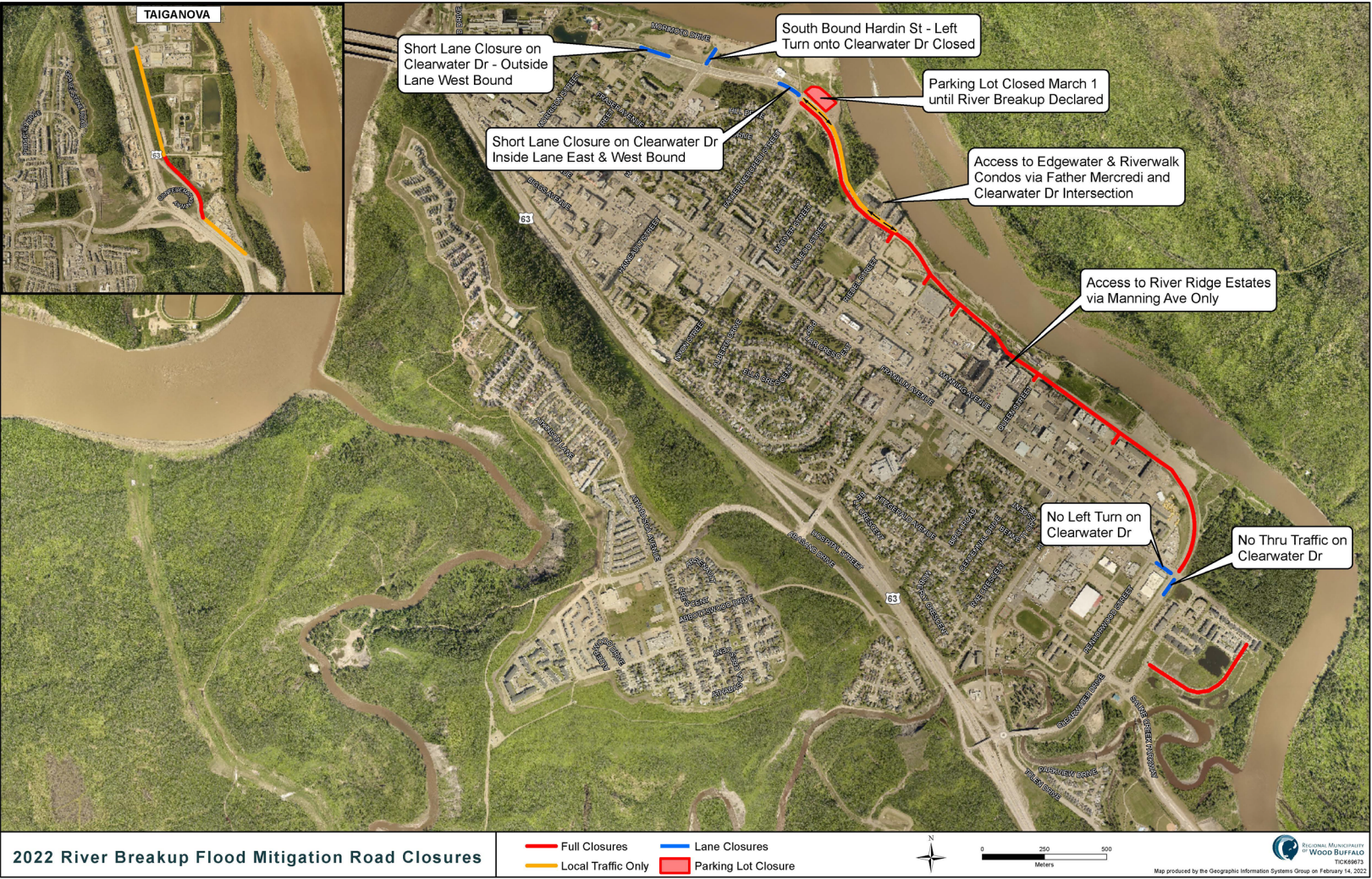
- Clay Berms
- Triple Dams
- Muscle Walls
- Hesco Carts
- Sandbag Program



Surface Mitigation



Road Closures



Underground Mitigation



- A. River-side entry points (manholes and storm drain outfalls)
- B. Passageways under the berm (pipes)
- C. Storm Water Management (rain and snow melt)



Watertight manhole cover



Inflatable pipe plug



Pumps for storm water management

Underground Mitigation

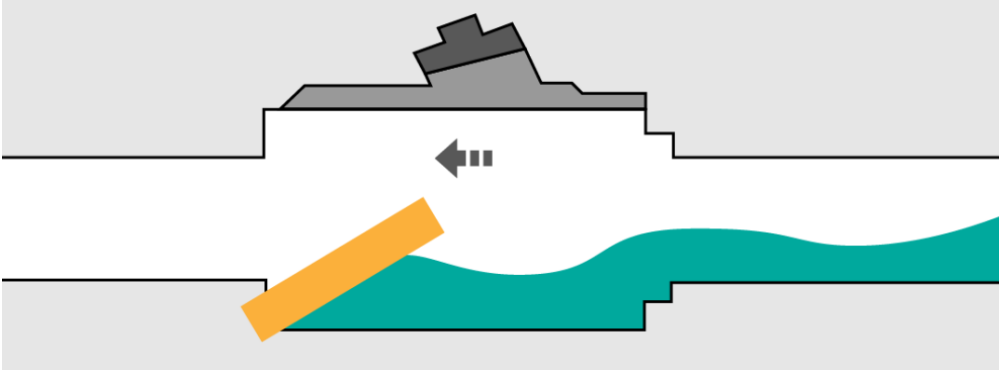


- Water Treatment Plant
- Wastewater Treatment Plant



Water Treatment Plant

- Lift Stations
- Backwater Valve Program

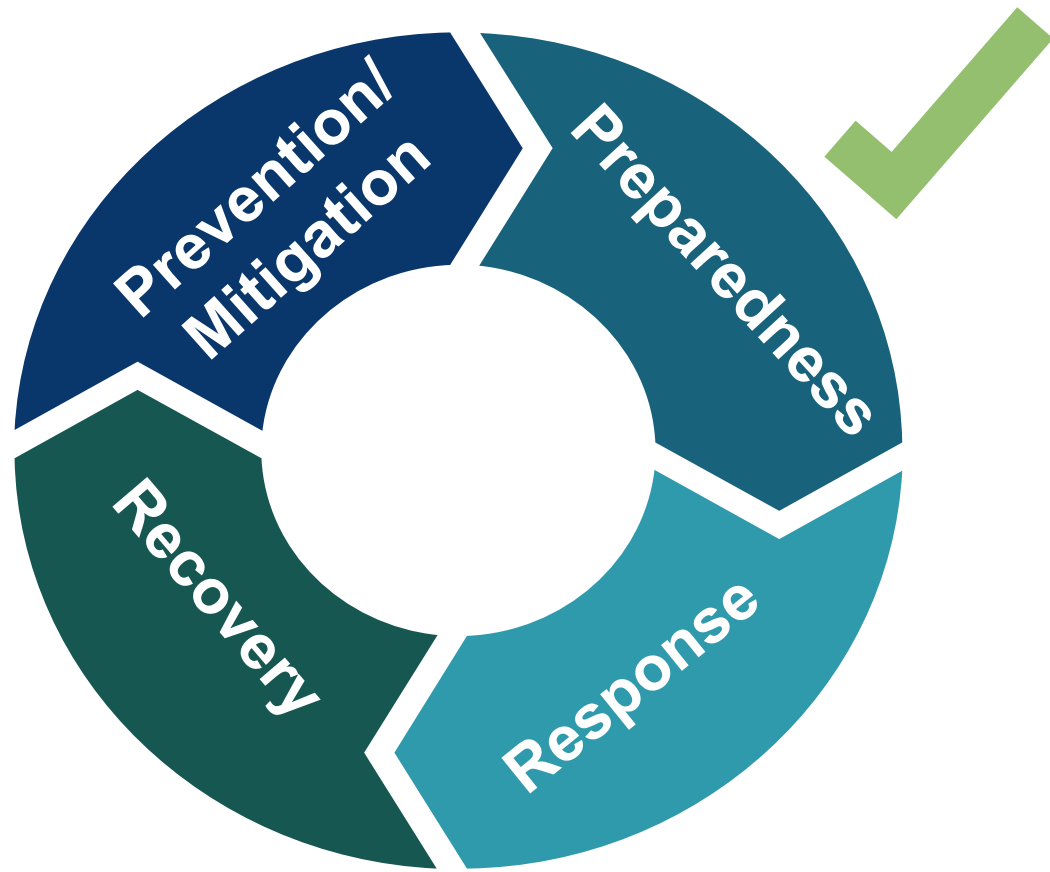
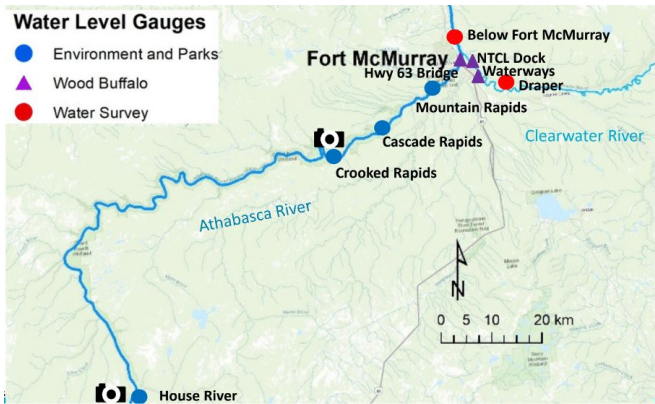


Backwater Valve



Preparedness

- Collaboration with Alberta Environment and Parks
- Continuous visual and electronic monitoring
- *Alberta Rivers and Alberta Emergency Alerts* applications



Attachment: River Breakup 2022 Presentation (River Breakup 2022)



Preparedness



- Community Emergency Management Plans (CEMPs)
- Emergency Social Services (ESS)
- *Alertable* application
- Vulnerable Persons Registry (VPR)
- Household preparedness tools
- River Breakup Community Updates



Attachment: River Breakup 2022 Presentation (River Breakup 2022)

Thank You





COUNCIL REPORT

Meeting Date: March 22, 2022

Subject: 2022 Proposed Sustaining Grant Allocation - Wood Buffalo Economic Development

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

That \$4,360,000 Sustaining Grant be allocated to Wood Buffalo Economic Development Corporation for 2022, to be funded through the Emerging Issues Reserve.

Summary:

On February 1, 2022 Council passed the following motion:

THAT the 2022 Sustaining Grant Request from Wood Buffalo Economic Development Corporation be deferred until the March 8, 2022 Council meeting.

The Sustaining Grant subsidizes registered non-profit organizations to support programs and services that align with the goals identified by the Municipality through the Regional Municipality of Wood Buffalo Strategic Plan.

Background:

On July 19, 2021, 15 strategic partners were sent an invitation to apply for the Sustaining Grant through the Community Investment Program (CIP) Grant Portal, with submissions due on September 16, 2021. The applications were reviewed by Administration and screened for outcomes, compliance with the Community Investment Policy FIN-220 (Attachment 3) and Sustaining Grant Guidelines (Attachment 2). Wood Buffalo Economic Development Corporation presented their CIP grant request on February 1, 2022. Attachment 1 contains the presentation as well as the application and administrative recommendations.

Rationale for Recommendation:

Wood Buffalo Economic Development Corporation meets the eligibility for Sustaining Grant funding as they provide programs and/or services that align with the expected deliverables in the Sustaining Grant Guidelines (Promotion of the economic diversification of the Municipality).

Attachments:

1. 2022 WBEDC CIP Presentation, Application and Recommendation
2. 2022 Sustaining Grant Guidelines
3. FIN-220 Community Investment Program Policy

Strategic Priorities:

Responsible Government

Fort McMurray Wood Buffalo Economic Development & Tourism

Kevin Weidlich – President & CEO

February 1, 2022

Organization Mandate

In 2019, Fort McMurray Wood Buffalo Economic Development & Tourism (FMWBEDT) was created as a new not-for-profit corporation under the Companies Act.

Specific mandate to steward the vision, strategy, and execution of economic development opportunities. In the first startup year, FMWBEDT became a fully integrated economic and tourism development organization with the amalgamation of Fort McMurray Tourism.

We focus on the key drivers of economic growth – Business Retention & Expansion, Innovation, Investment Attraction, Place Brand & Marketing, and Visitor Economy.

Overview

2022 Priorities:

- **Local Business Retention, Expansion & Entrepreneurship**
 - Startup YMM programs to support all start-up and existing businesses
- **Innovation**
 - Create stronger linkages with provincial and national innovation organizations
- **Investment Attraction**
 - Execute Commercial & Retail Attraction Plan
- **Regional Place Brand & Marketing**
 - Market Fort McMurray Wood Buffalo to attract talent, visitors & investment
- **Visitor Economy**
 - Execute Business & Leisure visitor plans for MICE & Sport Tourism

Community Impact

Anticipated annual economic impact (new wealth generation) of \$10 Million.

Examples:

- Support new startup businesses which creates new jobs
- Support scaling and growth of existing businesses which leads to expansion in facilities, services and jobs
- Attract meetings and conferences which increases local visitor spend
- Attract new investors which leads to new land developments

2022 Grant Request

2022 Grant Request	
Revenue	\$1,985,000
Expense	\$6,345,000
Subsidy Requested	\$4,360,000
Subsidy represents 69% of total expenses (Subsidy/Expenses)	

Previous Year's Financial Information	
Last Fiscal Year End Date	December 31, 2020
Total Expenses From Previous Year	\$4,776,814
Unrestricted Net Assets	\$210,394

2022 Expense Summary

Cost Category	Total Expense	Funded by RMWB Grant
Salary/Wages (18 full time)	\$2,979,353	\$2,690,000
Program Costs	\$3,105,647	\$1,410,000
Overhead (utilities, insurance, etc.)	\$260,000	\$260,000
TOTAL	\$6,345,000	\$4,360,000

Community Investment History

2022 Request	2021 Approved	2020 Approved
\$4,360,000	\$4,200,000	\$4,022,000

CIP Grant reflects less than 1% of RMWB budget.

Return on Investment of Economic Impact to CIP Grant is more than 2:1

Wood Buffalo Economic Development Corporation

2022 Sustaining Grant

Strategic Partners Stream Analysis

CIP Grant Summary:

2019 Approved	2020 Approved	2021 Approved	2022 Request	2022 Recommended by CIP	Variance Recommended vs. Requested
2,200,000	4,022,000	4,200,000	4,360,000	4,360,000	-

Approved Carryforward				Unrestricted Net Assets	2022 Grant Request All Streams
2020	2021	Fiscal Year End	Total Expenses		
-	-	December 31, 2020	4,776,814	210,394	4,290,000

Notes:

2022 Grant Request: Funding to support Tourism, Business & Investment Attraction, Entrepreneurship & Innovation and Brand & Marketing for the region.

Budget Line Description	2022 Total Budget	2022 Budget Request	2022 Recommended
Revenues			
RMWB Sustaining Grant	4,360,000	4,360,000	4,360,000
Federal Grants	645,000	-	-
Provincial Grants	890,000	-	-
Return on Investments	77,000	-	-
Business Partnerships/Sponsorships	308,000	-	-
Operating Revenue	65,000	-	-
Total Revenues	6,345,000	4,360,000	4,360,000
Expenses			
Tourism	695,000	375,000	375,000
Entrepreneurship & Innovation	590,000	435,000	435,000
Business & Investment Attraction (BIA)	425,000	345,000	345,000
Brand & Marketing	375,000	375,000	375,000
Operations & Board Support	4,260,000	2,830,000	2,830,000
Total Expenses	6,345,000	4,360,000	4,360,000
Total Surplus (Deficit)	\$ -	\$ -	\$ -

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

Application ID

2021-2106 - Sustaining Grant - Strategic Partners Grant

Applicant Information

Organization Information

Wood Buffalo Economic Development Corporation
9909 Franklin Avenue
Fort McMurray, AB, T9H 2K4

Mission Statement:

Established to increase the economic growth, innovation, prosperity and resilience of local RMWB economy.

Primary Contact

Kevin Weidlich

Phone: s.17(1)

Email: kevin@choosewoodbuffalo.ca

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

Board Questionnaire

How often does the Board review the financial position of the organization?

The board reviews the financial position of our organization quarterly.

What efforts have been made in the past fiscal year to increase the financial support for your organization?

We actively pursue grants from the Federal and the Provincial governments. As well we have sought to re-open Oilsands Discovery Centre to increase related revenue.

Organization's most recent Fiscal Year End date

Please click Save Draft to update the following two questions with this date.

12/31/2020

Unrestricted Net Assets

Unrestricted Net Assets (accumulated surplus that the Board has not set aside for a particular purpose) from your Financial Statements ending: 12/31/2020

\$210,394.00

Total Expenses

Total Expenses from your Financial Statements Ending: 12/31/2020

\$4,776,814.00

Does your organization have financial reserves greater than the last fiscal year's operating expenses?

No

Please note any restrictions on becoming a member of your organization.



Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

This does not apply as we are a Part 9 company of the Companies Act.

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

7.a

Please note any restrictions on participating in your organization's programs or services.

This does not apply to us. Articles of Association establish objects.

Minimum number of board members according to bylaws

9

Number of board members currently

10

Number of board members last year in 2020

11

Number of board members in 2019

11

How often does the Board of Directors meet?

The Board of Directors meet at a minimum quarterly plus occasional special meetings.

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

Board of Directors

Name	Board Position	Years on Board
Gregg Saretsky	Board Chair	4
Dan Fouts	Board Vice Chair	4
Doreen Cole	Director	4
JD Girado	Director	3
Jamie Doyle	Director	2
Kristi Hines	Director	2
Andrew Boutillier	Director	4
RJ Steenstra	Director	4
Melanie Antoine	Director	1
Jon Close	Director	1

Are any Board members being paid, or receiving an honorarium for being on the Board or for other positions in the organization outside of their role on the Board?

Yes

Board Funding

Board Member Name	Paid role on the board / organization	Amount received
Gregg Saretsky	Board Chair	\$s.17(1)
		\$s.17(1)

Describe measures being undertaken to fill vacant spots if minimum board members are not met.

n/a

Overview

Brief Summary of the Proposed Programs and Services:

Tourism

- Execute Business & Leisure visitor plans for MICE
- Execute Business & Leisure visitor plans for Sport Tourism
- Co-create iconic visitor experiences with market-ready operators and market regionally, provincially & nationally

Business & Investment Attraction

- Execute Commercial & Retail Attraction Plan
- Commission & Execute Industrial Attraction Plan

Entrepreneurship & Innovation

- Leverage Startup YMM to continue building initiatives that support all start-up and existing businesses on their entrepreneurial journey
- Create Investment Funding Opportunities to support entrepreneurial development
- Establish the organization as a leader in creating opportunities for existing business to scale and grow

Brand & Marketing

- Introduce the brand to targeted markets
- Promote FMWBs business, community, & tourism assets to provincial & national markets
- Initiate a stakeholder outreach program

Please indicate the location(s) in which proposed services will take place (please check all that apply):

Anzac, Conklin, Draper, Fort Chipewyan, Fort Fitzgerald, Fort McKay, Fort McMurray, Gregoire Lake Estates, Janvier, Saprae Creek Estates

The Sustaining Grant subsidizes organizations to that contribute toward the key strategic priorities identified below. Please indicate which category that is applicable to the organization.

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

The Regional Municipality of Wood Buffalo 2018-2021 Strategic Plan focuses on the vision of a vibrant, sustainable region we are proud to call home. It identifies four key strategic priorities to achieve this goal: Responsible Government, Downtown Revitalization, Regional Economic Development, and Rural and Indigenous Communities and Partnerships. The Community Investment Program aims to assist non-profit organizations to achieve the goals and objectives outlined in the Municipal Strategic Plan. Please indicate which category that is applicable to the organization.

Act as a collective voice for promotion of the economic diversification of the Municipality

What year did the organization complete its last business plan or strategic plan?

A strategic plan was completed for 2020-2021, and has been attached. We have begun the process of creating our inaugural 5-year Economic Development & Tourism Strategic plan. This plan will be complete later this year in time for our board to ratify it in December 2021. In the meantime, the items in the current strategic plan remain relevant and will be built upon and expanded for 2022.

Provide a brief overview of the organization's strategic priorities.

Fort McMurray Economic Development & Tourism (FMWBEDT) is an arms-length organization from the Regional Municipality of Wood Buffalo responsible for bringing new wealth into the region.

Our integrated model combines key drivers of economic growth - brand, entrepreneurship & innovation, business and investment attraction and tourism - to maximize our efforts in marketing opportunities to the world. We deliver economic impact - new dollars from external communities that add to the total spending power of the region.

We want the Fort McMurray Wood Buffalo region to be recognized and respected as one of Canada's top places for young people to raise their families and accelerate their careers, and as an economic engine for the country.

Describe the elements, activities, or events that the organization is seeking this funding for:

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

While we will have programs, events and/or initiatives throughout 2022, the CIP grant is geared towards supporting our team.

FMWBEDT's divisional approach allows for value to be created between pillars, while paying keen attention to the overhead that is shared between them. Presently, FMWBEDT is structured with four (4) functional pillars, each with their own expectation of performance and accountability.

- Brand & Marketing
- Business Investment & Attraction
- Tourism & Events
- Entrepreneurship & Innovation

Each pillar leverages public dollars to generate economic impact (direct expenditures) back into the RMWB community. Economic Impact comes through the attraction of new investment, new business growth, tourists/visitors, conferences/conventions, major events, talent/students and direct flights. FMWBEDT's operating and governance structure is scalable, creating a well-functioning platform for economic development priorities that can be started, matured and exited over a period of time. FMWBEDT provides the governance, leadership and coordinated support for such priorities as part of an efficient economic development system.

FMWBEDT maintains responsibility for each of the above pillars; however, it works in partnership with key stakeholders in the economic development system to differentiate our region, generate prosperity, and heighten the standard of living for our residents.

Explain how the operations/programming will achieve the objectives of the Municipal Strategic Plan identified by your organization?

The Corporation will contribute significantly to the following strategies from the RMWB's 2018-2021 Strategic Plan:

Regional Economic Development, Strategy #3b - Business Attraction and Incentives
Regional Economic Development, Strategy #3c - Small Business Incubator
Downtown Revitalization, Strategy #2a - Encourage Development in the Downtown
Rural & Indigenous Communities and Partnerships, Strategy #4a - Truth and Reconciliation
Commission Calls to Action, specifically #92

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

Describe any other funding initiatives the organization has taken or is planning to implement to further support this request for Sustaining Grant funding:

FMWBEDT is actively engaged with Provincial and Federal departments and programs that support integrated economic development and tourism initiatives. Preliminary plans and relationships are in place to grow each of these additional revenue partnerships and opportunities to leverage the funding of the Sustaining Grant. FMWBEDT Board of Directors plays an important role in opening up these relationships at fundamentally new levels, paving the way for stronger positioning of the entire region.

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

Please explain any cost savings initiatives the organization has, or is planning, to implement:

SHARED SERVICES BUSINESS MODEL

FMWBEDT has a shared services agreement with the RMWB that provides a reliable backbone of infrastructure and support for FMWBEDT. This not only reduces the overhead costs through economies of scale but creates efficiencies and collaboration with a key partner and stakeholder, RMWB.

How many programs is your organization proposing to deliver with this grant in 2022?

15

How many events is your organization proposing to deliver with this grant in 2022?

10

How many other services is your organization proposing to deliver with this grant in 2022?

0

Briefly highlight the programs, events, and/or initiatives that your organization is proposing to deliver with the Community Investment Program Grant.

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

Program Events Initiatives

Program/Event/Initiative	Program/Event/Initiative Name	City/Hamlet
Tourism	Execute MICE plan	Fort McMurray Wood Buffalo
Tourism	Execute Sport Tourism Plan	Fort McMurray Wood Buffalo
Tourism	Execute Experience & Product Development Plan	Fort McMurray Wood Buffalo
BIA	Promote & sell commercial & retail opportunities	Fort McMurray Wood Buffalo
BIA	Secure Expertise and execute industrial attraction	Fort McMurray Wood Buffalo
E&I	Deliver Startup YMM Programming	Fort McMurray Wood Buffalo
E&I	Develop Angel Investment Network	Fort McMurray Wood Buffalo
E&I	Execute Microbusiness Program	Fort McMurray Wood Buffalo
Brand & Marketing	Digital marketing to support pillars	Fort McMurray Wood Buffalo
Brand & Marketing	Corporate communication	Fort McMurray Wood Buffalo
Brand & Marketing	Stakeholder outreach	Fort McMurray Wood Buffalo
Brand & Marketing	Place Brand - In-Region Campaign	Fort McMurray Wood Buffalo
Brand & Marketing	Place Brand - Place Brand Activations	Fort McMurray Wood Buffalo
Brand & Marketing	Place Brand - Creative & Asset Development	Fort McMurray Wood Buffalo
Brand & Marketing	Place Brand - Out -of-Region	Fort McMurray Wood Buffalo
E&I - Startup YMM Programming	10 events planned	Fort McMurray Wood Buffalo

Please record the total number of unique participants of the proposed programs and services. This includes all participants that you anticipate will access the funded programs and services.

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

Please record the total number of unique participants for the proposed Program, Event, and/or Initiative

Group	Number of Participants
Children and Youth	0
Adults	0
Seniors	0
Families	0
Community	0
Nonprofits	0
Others	0

Current Volunteer Information

Volunteer Type	Per Organizational Needs	Currently Filled	Funded by the Proposed Grant
Program & Service	0	0	0
Fundraising	0	0	0
Committee	0	0	0
Administrative	0	0	0
Total	0	0	0

Current Staff Information

	Per Organization Chart	Currently Filled	Funded by the Proposed Grant
Full Time Staff	18	18	15
Part Time Staff	0	0	

Provide any additional information that may give a better understanding of your application during the grant review

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

Finances

Total Budgeted Revenue

Excluding RMWB Grant.

\$1,985,000.00

Total Budgeted Expenses

\$6,345,000.00

Surplus/(Deficit)

If in a surplus position, organization is not eligible for a grant.

Click "Save Draft" to calculate the amount.

-\$4,360,000.00

Preferred Cash-Flow

	Amount
January/February	\$ s.16(1)
April	\$
August	\$
October	\$
Total	\$

Total Grant Request

\$4,360,000.00

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

Attachments

Upload Strategic Plan

[2022_-_CIP_-_Strategic_Plan.pdf](#)
495.4 KB - 09/14/2021 8:01AM

Total Files: 1

Please attach a detailed budget showing 2022 projected revenue and expenses

[2022_Budget_CIP_Application_-_Detailed_Budget_\(Revenue___Expenses\)_amended.pdf](#)
235.8 KB - 01/05/2022 3:19PM

Total Files: 1

Financial statements for the most recent fiscal year end

Note: Year end date must fall between July 1st of last year and June 30th of this year.

[FMWBEDT_2020_Financial_Statement.pdf](#)
190.8 KB - 09/14/2021 8:06AM

Total Files: 1

Application Summary: 2021-2106 - Sustaining Grant - Strategic Partners Grant

Declaration

Declaration of Board Members – In making this application, I , the undersigned, confirm:

- that I have read the appropriate Grant Guidelines;
- that I understand that this application form and all attachments shall be part of the public Council agenda and accessible through all methods that the Council agenda is available;
- that I understand that this application form and all required attachments must be completed in full and received before 2021-09-16 16:30 MT;
- that I understand the term of the Grant is January 1 to December 31, 2022 and that all expenditures must happen during this term; and
- that I am authorized by the applicant organization to complete the application and hereby represent to the Regional Municipality of Wood Buffalo's Community Investment Program and declare that to the best of our knowledge and belief, the information provided is truthful and accurate, and the application is made on behalf of the above-named organization and with the Board of Directors' full knowledge and consent.
- that I understand the personal information collected in this application is collected under the authority of section 33(c) of Alberta's Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to process the application and contact you if needed, during the review of this application. If you have any questions about the collection and use of the personal information you may contact the Manager, Community Partnerships and Initiatives, at 9909 Franklin Avenue, Fort McMurray, AB T9H 2K4 or at (780)799-2741.

Acknowledgement

I do hereby certify that to the best of my knowledge, this application contains a full and correct account of all matters stated herein.

Applicant Name

Kevin Weidlich

Position/Title

President & CEO

Date: 09/16/2021

2022 Budget

Projected revenue and expenses

Tourism

Goal 1 New Business Attraction	Action/Project/Business Unit	Cost
Execute Business & Leisure visitor plans for MICE	Execute MICE Plan	\$249,000
Execute Business & Leisure visitor plans for Sport Tourism	Execute Sport Tourism Plan	\$134,000
Co-create iconic visitor experiences with market-ready operators and market regionally, provincially & nationally.	Execute Experience & Product Development Plan	312,000
	Total	\$695,000

Business & Investment Attraction (BIA)

Goal: New Business Attraction	Action/Project/Deliverable	Cost
Execute Commercial & Retail Attraction Plan	Promote & sell commercial & retail opportunities within FMWB to attract new investment.	\$200,000
Commission & Execute Industrial Attraction Plan	Secure expertise and execute	\$150,000
	Total	\$350,000

Entrepreneurship & Innovation (E&I)

Goal: Entrepreneurial Development	Action/Project/Deliverable	Cost
Leverage StartUp YMM to continue building initiatives that support all start-up and existing businesses on their entrepreneurial journey.	Deliver Startup YMM programming	\$330,000
Create Investment Funding Opportunities to support entrepreneurial development.	Develop Angel Investment Network	\$40,000
Goal: Business Retention & Expansion		
Establish the organization as a leader in creating opportunities for existing business to scale and grow.	Execute Microbusiness Program	\$150,000
Chamber of Commerce Support		\$70,000
	Total	\$590,000

Brand & Marketing

Initiative	Action/Project/Deliverable	Cost
Introduce the brand to targeted Markets	Digital marketing to support Pillars	\$290,000
Promote FMWBs business, community, & tourism assets to provincial & national markets	Corporate Communications	\$155,000
Initiate a stakeholder outreach program	Stakeholder outreach	\$0
	Total	\$445,000

Operations & Board Support

Initiative	Action/Project/Deliverable	Cost
Operating Plan	Operations	\$3,890,000
Board budget	Executive & Board support	\$175,000
Research & Data capability	Purchase & present data	\$200,000
Business Incubator	Startup YMM Lease	\$95,000
	Total	\$4,260,000

Projected Operational Revenue By Source

Federal Government & Agencies	\$645,000
Provincial Government Grants	\$890,000
RMWB CIP Grant	\$4,360,000
Return on Investments	\$77,000
Business Partnerships/Sponsorship	\$308,000
Operating Revenue	\$65,000
Total	\$6,345,000

Projected Operational Expenses

By Pillar

Pillar	Cost
Tourism	\$695,000
Entrepreneurship & Innovation	\$590,000
Business & Investment Attraction	\$425,000
Brand & Marketing	\$375,000
Operations	\$4,260,000
Total	\$6,345,000

FORT McMURRAY
WOOD BUFFALO

ECONOMIC
DEVELOPMENT
& TOURISM

Thank you

**FORT M^cMURRAY
WOOD BUFFALO****ECONOMIC
DEVELOPMENT
& TOURISM**

Sept 15th, 2021

RE: CIP Grant Application

Dear Community Investment Program Team,

Wood Buffalo Economic Development Corporation (WBEDC) Is now operating as Fort McMurray Wood Buffalo Economic Development & Tourism (FMWBEDT).

We have attached our current Strategic Business Plan as part of this application. I am also pleased to inform you that we have begun the process of creating our inaugural 5-year Economic Development & Tourism Strategic plan. This plan will be complete later this year in time for our board to ratify it in December 2021. In the meantime, the items in the current strategic plan remain relevant and will be built upon and expanded for 2022.

Sincerely,

DocuSigned by:

EE91772DD339490...
Kevin Weidlich
President & CEO

Attachment: 1. 2022 WBEDC CIP Presentation, Application and Recommendation (Wood Buffalo Economic Development Corporation 2022

WOOD BUFFALO ECONOMIC DEVELOPMENT

2020-2021 STRATEGIC BUSINESS PLAN

JUNE 2020

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EXECUTIVE SUMMARY

This is an unprecedented time in the world and in our community. Fort McMurray and the Wood Buffalo region are experiencing three simultaneous crises: the COVID-19 pandemic, the drop in oil prices leading to an economic downturn, and the Athabasca River flooding of Fort McMurray's downtown core.

Last year, the organization successfully established its corporate foundation including onboarding its inaugural Chief Executive Officer, Kevin Weidlich, and finalized its core pillars:

- Brand & Corporate Services
- Entrepreneurship & Innovation
- Tourism
- Business & Investment Attraction

This foundation helped pave the way for a number of key developments that will serve the region moving forward. Highlights included:

- The amalgamation of tourism and WBEDC to form one integrated economic development model and the subsequent hiring of tourism's vice president;
- The development of the Indigenous Enterprise strategic initiative (2019), followed by the Business Recovery Plan initiative (2020), to help the organization focus on areas of importance as they arise; and
- The launch of Startup YMM which supports a business incubator, entrepreneurial focused programming, and business networking events to help build a culture of entrepreneurship and innovation in Fort McMurray and the region.

In 2020-2021, WBEDC is focused on four strategic priorities:

- 1.** Develop and promote our region's Place Brand
- 2.** Build momentum of Startup YMM
- 3.** Create a focused Meetings, Conventions & Sport Tourism Sales Strategy
- 4.** Aggressively pursue targeted retail and commercial opportunities

These priorities align our efforts and ensure WBEDC delivers tangible results for our community and stakeholders as we continue our relentless pursuit of our vision of awakening Canada to the importance of Fort McMurray and the region.

Although WBEDC's strategic priorities have remained the same through the three crises, this revised 2020-2021 Strategic Business Plan reflects the tactical deliverables that have been adjusted to account for the current business environment.

ECONOMIC OUTLOOK

CURRENT STATE

Since the beginning of 2020, the state of Fort McMurray and the region has fundamentally changed as it has faced an unprecedented series of challenges which few have been forced to overcome.

Not only has the COVID-19 pandemic created a global emergency by means of a health crisis, but the subsequent drop in oil prices has resulted in an additional economic crisis that substantially impacts our region. Unfortunately, the difficulties did not end there and Fort McMurray experienced severe flooding of the downtown area because of an ice jam on the Athabasca River of more than 20 kilometers in length.

The residents, businesses, and communities within our region are resilient, however the arrival of COVID-19 has a significant effect on their health and economic well-being while the fiscal pressures faced by industry partners in the oilsands have made an already difficult environment even more challenging. Canada is facing a decline in GDP of approximately 9% and the Western Canadian Select (WCS) price of oil currently sits at less than \$30 (USD/BBL). The province of Alberta has seen 6,880 cases of COVID-19 and the Athabasca River flooding has caused damage to 1230 structures in Fort McMurray's downtown core.

The regional and global concerns that these three crises pose are still unfolding. There is considerable economic and financial uncertainty and, as a result, many of WBEDC's immediate recovery efforts are now focused on addressing short-term realities. With the occurrence of these three major events, the region is experiencing a fundamental shift and WBEDC has had to reconsider its deliverables for 2020-2021.

Through this time of crisis, a Response Plan Framework will guide WBEDC as it remains steadfast in supporting the community through the different stages of business recovery. The framework outlines WBEDC's commitment to

- Collaborating with community partners and connecting businesses with the immediate resources they need
- Developing a post-emergency Business Recovery Plan to implement when health orders are lifted
- Continuing to plan and deliver on the organization's overarching mandate

It is also important to recognize that the ability of WBEDC to deliver on the pillar priorities is closely tied to the province's progression through the three (3) stages of the [COVID-19 Alberta Relaunch Strategy](#). As social distancing measures are lifted, it is also possible that another wave of COVID-19 may affect the predicted timing of each stage and the ability of local businesses to stay open. WBEDC will continue to participate in, and respond appropriately to, federal, provincial, and municipal decisions around the ongoing crises.

Management and the board of directors have taken into consideration the current state of the region, public health requirements, and the changing business environment before looking to WBEDC's internal realities and capabilities in order to adapt the previous strategic business plan and create this revised version for 2020-2021.

STRATEGIC OVERVIEW

OUR VISION

To awaken Canada to the importance of Fort McMurray.

OUR PURPOSE

To increase the growth, innovation, prosperity and resilience of the economy of Fort McMurray and the Wood Buffalo region.

OUR 5-YEAR GOAL

Fort McMurray and the region will be recognized and respected as one of Canada's top places for young people to raise their families and to accelerate their careers, and as an economic engine of our country with one of the highest performing economic development agencies in the nation.

ORGANIZATIONAL VALUES

PUBLIC STEWARDSHIP

We have been given a tremendous responsibility – to be stewards of public trust as well as the architect of the tactical strategy for economic growth.

SELFLESS APPROACH

Everything we do is done in collaboration – within our teams, among partners in the ecosystem and alongside our funders and stakeholders.

MAKE OUR MARK

At the end of the day, we need to move the dial in the right direction, to improve the fundamentals of the regional economy, to improve the lives of the people who live here, and to forever change the reputation of our community.

AMPLIFY PRIDE

Everything we do needs to touch the hearts and minds of those inside and outside our community. The community needs to see themselves in our emerging story.

WHO WE ARE AND WHAT WE DO

WBEDC is a wholly owned, arm's-length entity of the Regional Municipality of Wood Buffalo (RMWB), governed by an independent board of directors and managed by an entrepreneurial, customer-centric team. WBEDC is responsible for providing an integrated approach to economic growth strategy, crafting and sharing a consistent and compelling regional message, and working to support and align the efforts of the region's economic development ecosystem to drive maximum return for Fort McMurray and the RMWB.

WBEDC works in four key areas:

- To market and position the **region's place brand** and opportunities in target markets, while delivering effective and efficient services to the organization
- To create a culture of **entrepreneurship and innovation** to start, grow, and scale businesses here

- To drive **tourism** through the attraction of visitors, conferences, conventions, and major events
- To **attract businesses and investment** and support downtown vibrancy and activation efforts

OUR GUIDING RESPONSIBILITIES

To be a successful and relevant public-facing enterprise, WBEDC understands the following responsibilities:

- We must operate an efficient and effective business that provides value to the RMWB and a gratifying return on investment of public dollars to taxpayers;
- We must be a great employer that attracts outstanding people, and that models the way of innovation, transparency and accountability in the public service;
- We must take a long-term view of economic growth to ensure our economy is resilient and sustainable, and creates an abundance of opportunity for future generations;
- We must work in meaningful collaboration with the RMWB and key stakeholders in the tourism and economic development ecosystems, including our provincial partners;
- We must understand the needs of our customer—current and future business leaders of Fort McMurray and the region—and we must always be in the customer service business;
- We must think big and be bold; act with intention toward our priorities and be accountable for producing results; and
- We must always remember that we are stewards of public trust, and with that comes a responsibility for both integrity and performance.

These responsibilities articulate the expectations of WBEDC from our Shareholder, from the business community, from our board of directors and from the residents in the region.

OUR GOVERNANCE MODEL

WBEDC management reports to a board of directors, initially appointed by RMWB Council and subsequently self-appointing, comprised of business and community leaders who confirm the goals and strategies of the organization to achieve the level of economic impact that is desired by the Shareholder, the RMWB.

The board of directors meets quarterly to review the performance of WBEDC management across all divisions and provides insights and recommendations for achieving the resilient growth and continuous prosperity needed in the regional economy. The board of directors is led by an RMWB Council approved Chair and operates with the following committee structure:

- Finance, Audit and Risk Management Committee
- Governance, Human Resources and Performance Committee

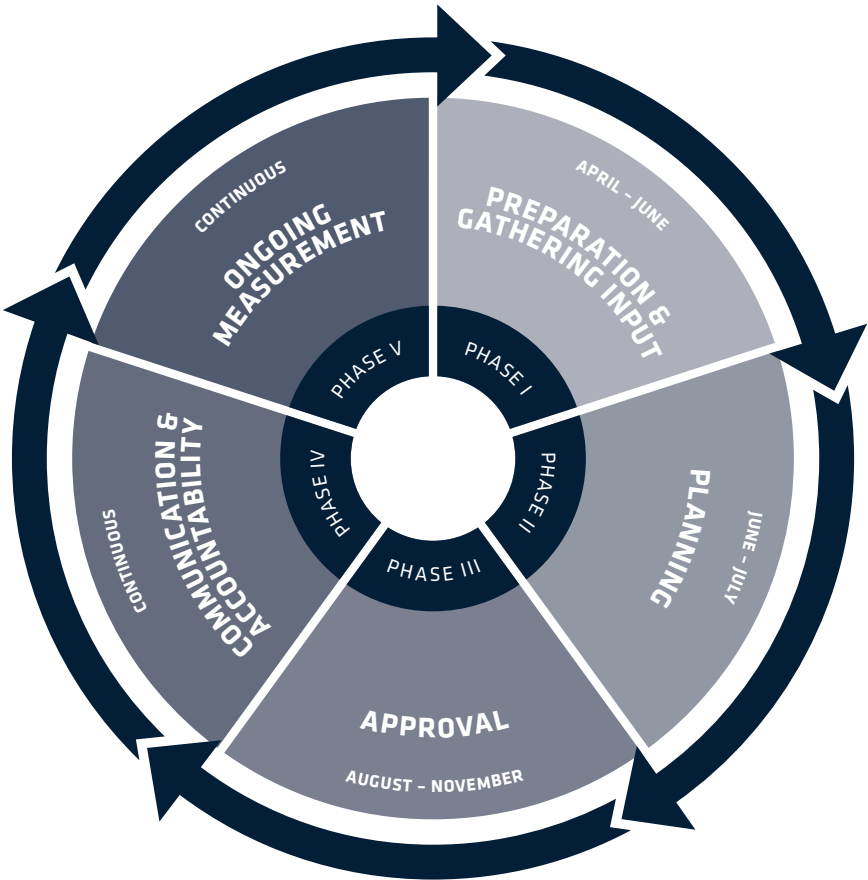
WBEDC’s Board of Directors reports back to its Shareholder through an Annual General Meeting and a Mid-Year Shareholder Meeting. Given the intimate relation between WBEDC, the RMWB and RMWB Council on all matters associated with the economy, WBEDC maintains a fluid communication environment on key priorities and initiatives throughout the year, regardless of whether they are outlined in this Strategic Business Plan.

ALIGNMENT WITH THE RMWB

WBEDC has taken ownership of key initiatives within the 2018-2021 RMWB Strategic Plan. Within Strategic Priority #3: Regional Economic Development, WBEDC will lead the following initiatives:

- B:** Business Attraction & Incentives
- C:** Small Business Incubator
- D:** Economic Gardening & Pop Up Stores
- E:** Shop Local

WBEDC will work alongside the RMWB on these activities to achieve success as outlined by each key performance indicator.



OUR PLANNING PROCESS

WBEDC subscribes to a corporate culture and operating philosophy where measurable results are applied against specific objectives that support the organization’s purpose and vision. Our success depends on this fundamental synergistic relation and is part of the way we operate and conduct our business.

WBEDC relies on a structured business planning framework to set the overall direction for the organization and to guide its operations. The Strategic Business Plan delineates the

operational framework, presents strategies for achieving goals and financial performance, and outlines our 2020-2021 priorities and related deliverables for achieving our long-term goals.

In 2020, WBEDC will begin to undertake the development of its five year strategic plan. This will mark the start of a five year strategic planning cycle and will be in addition to the annual business planning cycle.

OUR PILLAR APPROACH

WBEDC is led by a CEO, and through a team of professionals who operate individual business pillars. In operating with a divisional approach, WBEDC allows for value to be created between pillars, while paying keen attention to the overhead that is shared between them. WBEDC is structured with four functional pillars, each with its own expectation of performance and accountability.

- Brand & Corporate Services
- Entrepreneurship & Innovation
- Tourism
- Business & Investment Attraction

Individual business plans are created for each pillar, and pillar leads have been established specific to each area of focus. Each pillar leverages public dollars to generate economic impact (direct expenditures) back into Fort McMurray and the region. Economic impact comes through the attraction of new investment, new business growth, tourists/visitors, conferences/conventions, major events, talent/students and direct flights. WBEDC's operating and governance structure is scalable and creates a platform for economic development priorities that can be started, matured, and exited over a period.

OUR STRATEGIC INITIATIVES

WBEDC has defined a strategic initiative as a project, or group of projects, that touch upon multiple pillars and strengthen one of the seven economic drivers and/or focus on the region's jurisdictional advantages (strong natural resources sector, strong aboriginal business community, etc.).

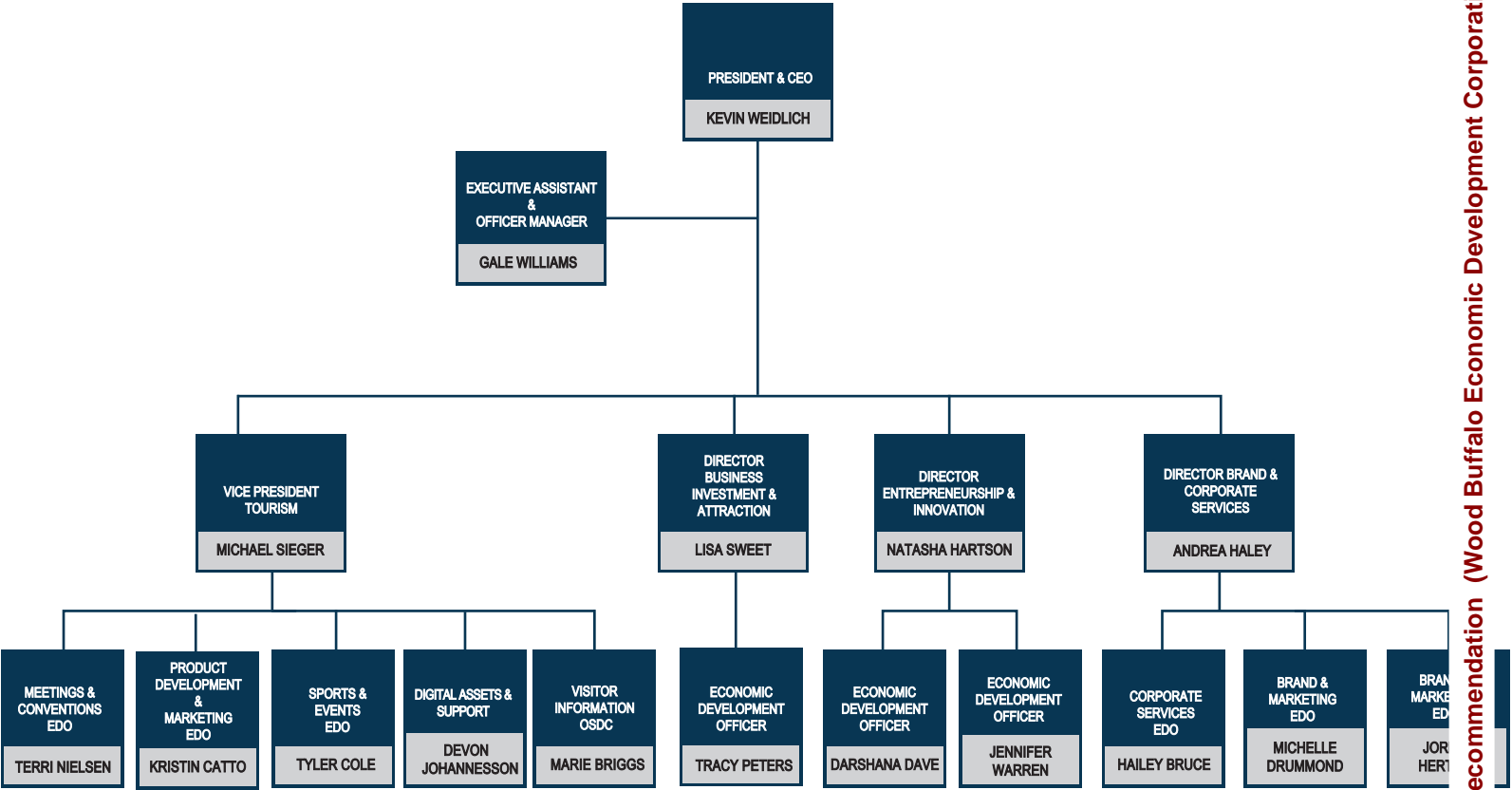
The seven economic drivers for the region include:

- New investment (Foreign Direct Investment)
- Business growth
- Attracting new visitors
- Meetings and conventions
- Major events
- Talent (professional workforce, mid-level management, student population)
- Connectivity (direct flights, transportation infrastructure, internet connectivity)

WBEDC identified two strategic initiatives that will be core to the organization's structure in 2020-2021:

1. Creating a Business Recovery Plan
2. Supporting Indigenous Enterprise

More details around each of the strategic initiatives and their associated target deliverables can be found on pages 17 and 18.



*As of October 2020

Note: One team member is on long-term disability

ORGANIZATIONAL STRUCTURE

WBEDC is a team of 17 people. The Board of Directors serves at the pleasure of the shareholder, and the corporation is led by a CEO. Four pillars have been established, representing the core functions of the mandate, with a culture of collaboration such that knowledge, relationships and resources can be shared across pillars.

2020-2021 STRATEGIC PRIORITIES

During the September 2019 board strategy meeting, WBEDC's Board of Directors agreed on the organization's strategic priorities moving forward. Our 2020-2021 strategic priorities are outlined below and provide a clear direction for the organization. The following four strategic priorities have corresponding deliverables outlined on pages 13-16, providing focus and alignment for the coming year:

1. Develop and promote our region's Place Brand

2020-2021 will usher in a clear, consistent, and compelling narrative of Fort McMurray and the region on the local, national, and global stage through the development of a Place Brand for our region.

2. Build momentum of Startup YMM

WBEDC will promote and attract new technologies and entrepreneurial talent to Startup YMM while developing success stories and key results featuring local entrepreneurs and innovations.

3. Create a focused Meetings, Conventions & Sport Tourism Sales Strategy

WBEDC will help create an immersive meeting experience in Fort McMurray and the region by activating outstanding facilities, unique off-site activities, strong Indigenous and community partners, and access to world-class, industrial innovation.

4. Aggressively pursue targeted business and investment opportunities

WBEDC will take a targeted approach with business and investors to connect them to specific commercial opportunities and direct them to the appropriate local real estate, construction, and professional services needed to enter the market successfully.

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION

2020 OPERATING BUDGET

2021 Budget as per Community Investment Program Budget Submission

Below is the 2020 operating budget required to support a portion of the priorities, activities, and results outlined in WBEDC 2020-2021 Strategic Business Plan. The 2021 operating budget will support the remainder of the priorities, activities, and results in this document and is enclosed in the WBEDC Community Investment Program Sustaining Grant Submission.

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION

	BUDGET 2020
REVENUES	
Federal Grants	\$ 300,000
Provincial Grants	\$ 382,000
Municipal Grants	\$ 4,022,000
Canadian Red Cross Small Business Grant	\$ 515,000
Corporate Revenue	\$ 200,000
Tourism	\$ 455,000
Investment Interest	\$ 100,000
Total Revenue	\$ 5,974,000
EXPENSES	
Salaries, Wages & Benefits	\$ 2,598,441
Board of Directors Costs	\$ 345,112
Office Management	\$ 150,500
New Locations	\$ 400,000
Brand & Direct Programming	
Brand & Reputation (Four Pillars)	\$ 1,057,500
Marketing Execution & Consulting	\$ 825,000
Tourism & Events	\$ 225,447
Hosting & Inbound Visitation	\$ 80,000
Business Travel & Transportation	\$ 100,000
New Strategic Initiatives	\$ 100,000
Conferences & Conventions	\$ 92,000
Total Expenses	\$ 5,974,000

STRATEGIC INVESTMENT FUND

In 2019 WBEDC established a Strategic Investment Fund. Its purpose is to create opportunities or enable potential projects that contribute to the region's economic growth. Specifically, the Strategic Investment Fund exists to enable WBEDC to yield three items:

- Economic impact;
- Benefit to the public interest; and/or
- Return on investment (ROI).

Opportunities to achieve the first two items will arise over the course of time and effort. In the meantime, the intent is to maximize the ROI while at the same time preserving sufficient liquidity to achieve one or both of the first two items.

Investments are identified by WBEDC staff and prioritized based on the strength of the business case. The Strategic Investment Fund does not operate like a granting fund in that it does not offer intakes for applications. Rather, opportunities are identified by WBEDC based on the strategic priorities and ability to achieve economic impact.

The value of the Fund entering 2020 was \$8 million with a total of \$600,000 committed to one project over three years starting in 2020.

PILLAR PRIORITIES & DELIVERABLES

PILLAR I: BRAND & CORPORATE SERVICES

2020 TARGET DELIVERABLES

- 1.1 Establish a Community Place Brand
- 1.2 Establish a Place Brand Leadership Committee
- 1.3 Establish and Rollout a New WBEDC Corporate Brand Identity
- 1.4 Rollout a Community Place Brand for the Region*
- 1.5 Optimize Internal Financial Processes and Systems, Including Implementation of Company 3000*
- 1.6 Establish a Procurement Prequalified Vendor List

2021 TARGET DELIVERABLES

- 1.7 (Cont'd) Rollout a Community Place Brand for the Region*
- 1.8 Introduce New Cloud-Based Technologies for Progress Tracking and Reporting

PILLAR PRIORITY:

Develop and promote our region's Place Brand.

PILLAR DESCRIPTION:

Brand & Corporate Services has two core functions, each with a distinct purpose:

- **Brand:** The WBEDC team will develop and execute an authentic and unique Place Brand for our region. This includes the development of a Corporate Brand for WBEDC that supports our corporate vision.
- **Corporate Services:** WBEDC will steward the business planning and budgeting cycle to enable the delivery of the corporation's objectives. It will also ensure that strong, efficient processes and systems are in place to operate as a high performing team.

** Subject to change dependent on COVID-19 Public Health restrictions*

PILLAR 2: ENTREPRENEURSHIP & INNOVATION

2020 TARGET DELIVERABLES

- 2.1** Grand Opening of Startup YMM*
- 2.2** Deliver a Mentorship Program*

2021 TARGET DELIVERABLES

- 2.3** Launch a Technology Maker Space

PILLAR PRIORITY:

Build momentum of Startup YMM.

PILLAR DESCRIPTION:

WBEDC works to strengthen our community of entrepreneurs and innovators by creating a supportive local ecosystem that makes the region one of the best places to build a business.

Building strong businesses in the region is important for our community because it creates jobs, helps businesses expand into new markets, gives our post-secondary graduates a reason to stay and work in our region, and attracts talent from other parts of the world.

** Subject to change dependent on COVID-19 Public Health restrictions*

PILLAR 3: TOURISM

2020 TARGET DELIVERABLES

- 3.1** Attract Two (2) New Future Events* to the Region
- 3.2** Support the Development of Seven (7) New Adventure Tourism Operators
- 3.3** Launch Community Engagement Online Marketing Campaign
- 3.4** Conduct One (1) Regional Marketing Campaign

2021 TARGET DELIVERABLES

- 3.5** Build Out New Tourism Brand
- 3.6** Attract Five (5) New Future Events to the Region
- 3.7** Amplify Three (3) Local Festivals & Events with Targeted Regional Marketing Campaigns
- 3.8** Conduct One (1) Regional Marketing Campaign
- 3.9** Deliver a Meetings & Conventions Sales Strategy

PILLAR PRIORITY:

Create a focused Meetings, Conventions, & Sport Tourism Sales Strategy.

PILLAR DESCRIPTION:

With a focus on sport tourism, unlocking the northern lights experience, curating tourism experiences, and driving a niche Meetings, Incentives, Conferences, and Exhibitions (MICE) strategy, WBEDC is taking a targeted approach to activating tourism in the region.

Increased visitation fills the region's hotels, locally-operated restaurants and retail businesses, and allows more people to experience the uniqueness of our community.

* Events meaning meetings, conventions, festivals, or sport tournaments

PILLAR 4: BUSINESS & INVESTMENT ATTRACTION

2020 TARGET DELIVERABLES

- 4.1** Regional Labour Study
- 4.2** Deliver Three (3) Investor Familiarization Tours

2021 TARGET DELIVERABLES

- 4.3** Attract One (1) National or International Brand Retailer or Franchisee to the Region
- 4.4** Facilitate One (1) Indigenous Partnership in the Region
- 4.5** Business Inventory and Gap Analysis
- 4.6** Business Attraction Strategy
- 4.7** Deliver Five (5) Investor Familiarization Tourism

PILLAR PRIORITY:

Aggressively pursue targeted business and investment opportunities.

PILLAR DESCRIPTION:

WBEDC works to promote the opportunities in our region to attract new businesses and investments. Using a focused and targeted approach, the WBEDC Business and Investment Attraction team is well positioned to support companies and investors seeking to capitalize on the unique opportunities that the region has to offer. WBEDC's access to local market opportunities and services, combined with a proactive customer service experience, supports business and investors seeking to take advantage of Fort McMurray and the region's strong market potential and high levels of disposable income.

Bringing new businesses and investments to the region creates jobs, increases local services, provides more entertainment, hospitality, and retail choices, and helps our community grow.

STRATEGIC INITIATIVES & DELIVERABLES

INITIATIVE: BUSINESS RECOVERY PLAN

2020 TARGET DELIVERABLES

- Establish a Business Recovery Task Force
- Develop and Execute a Business Recovery Plan
- Obtain Funding for Business Recovery Plan

DESCRIPTION

In partnership with the Task Force, WBEDC is working to develop a Business Recovery Plan to address the challenges of the economic downturn caused by the drop in oil prices, the COVID-19 pandemic, and the 2020 flood.

2021 TARGET DELIVERABLES

- Continued Execution of Business Recovery Plan

INITIATIVE: INDIGENOUS ENTERPRISE

2020 TARGET DELIVERABLES

- Support the Development of New Indigenous Tourism Operators

2021 TARGET DELIVERABLES

- Amplify the ATC Festival*
- Support the Development of New Indigenous Tourism Operators
- Leading the North – Showcase Indigenous Business as a Centre of Excellence in our Region*
- Formalize the Path to Partnership
- Facilitate Indigenous Partnership in Hosting Government & Industry Roundtable in Fort McMurray*

DESCRIPTION

Each of the WBEDC pillars collaborate to promote our region as a Centre of Excellence for Indigenous business through storytelling of past successes, current undertakings, and future endeavors. WBEDC also works to support the development of Indigenous entrepreneurs, particularly through tourism opportunities.

** Subject to change dependent on COVID-19 Public Health restrictions*

Financial Statements of

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION

Period ended December 31, 2020

Financial Statements of
**WOOD BUFFALO ECONOMIC DEVELOPMENT
 CORPORATION**

Period ended December 31, 2020

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MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The accompanying financial statements of the Wood Buffalo Economic Development Corporation (WBEDC) are the responsibility of the WBEDC's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards. A summary of the significant accounting policies followed by WBEDC are described in Note 2 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The WBEDC's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Board of Directors met with management and the external auditors to discuss the financial statements and any significant financial reporting or internal control matters prior to the Board of Directors approval of the financial statements.

The financial statements have been audited by Deloitte LLP, independent auditors appointed by WBEDC. The Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on WBEDC's financial statements.

For: Wood Buffalo Economic Development Corporation

Kevin Weidlich

CEO, WBEDC

Independent Auditor's report inserted here.

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION**Statement of Financial Position**

December 31, 2020

	2020	2019
Assets		
Current		
Cash	\$ 2,340,280	\$ 2,700,790
Accounts receivable (Note 3)	98,792	105,688
	2,439,072	2,806,478
Investments (Note 4)	8,315,769	8,128,859
Assets under construction (Note 5)	267,855	-
Total Assets	11,022,695	10,935,337
Liabilities and Net Assets		
Current accounts payable and accrued liabilities	8,557	108,932
Deferred Revenue (Note 6)	382,239	-
Due to related parties (Note 7)	2,856,333	3,246,797
Total Liabilities	3,247,129	3,355,729
Net Assets		
Unrestricted surplus	\$ 210,394	\$ 7,579,608
Economic Development Initiative Fund (Note 8)	7,565,172	-
	7,775,566	7,579,608
Total Liabilities and Net Assets	\$ 11,022,695	\$ 10,935,337

See accompanying notes to financial statements.

Approved by:

 Gregg Saretsky
 Board Chair

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION
Statement of Operations

For the Year Ended December 31, 2020

	2020	2019
Revenue:		
Government contributions (Note 9)	\$ 4,622,635	\$ 10,097,111
Other contributions	56,043	400,000
Sales and user charges	65,987	303,834
Returns on investments	228,106	179,229
	4,972,771	10,980,174
Expenses:		
Salaries, wages and benefits	2,687,204	2,093,633
Business Initiatives (EDIF, Note 8)	392,954	-
Marketing Expenses	802,847	-
General services	718,393	1,278,416
Materials, goods, and supplies	149,365	22,607
Bank charges and interest	26,051	9,635
	4,776,814	3,404,291
Surplus of revenues over expenditures	\$ 195,958	\$ 7,575,883

See accompanying notes to financial statements.

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION
Statement of Changes in Net Assets

For the Year Ended December 31, 2020

	Unrestricted	Internally Restricted - EDIF	2020	2019
Balance, beginning of year	\$ 7,579,608	\$ -	\$ 7,579,608	\$ 3,725
Surplus of revenues over expenditures	195,958	-	195,958	7,575,883
Internally imposed restrictions - EDIF additions	(7,958,125)	7,958,125	-	-
Internally imposed restrictions - EDIF drawdowns	392,954	(392,954)	-	-
Internally imposed restrictions - EDIF net (note 8)	(7,565,172)	7,565,172	-	-
Balance, end of year	\$ 210,394	\$ 7,565,172	\$ 7,775,566	\$ 7,579,608

See accompanying notes to financial statements.

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION
Statement of Cash Flows

For the Year Ended December 31, 2020

	2020	2019
Cash provided by (used in):		
Operating:		
Surplus of revenues over expenditures	\$ 195,958	\$ 7,575,883
Changes in non-cash operating working capital items		
Accounts receivable	6,896	(105,688)
Prepaid expenses	-	9,360
Accounts payable and accrued liabilities	(100,375)	103,297
Deferred revenue	382,239	-
Cash provided by operating transactions	484,717	7,582,852
Capital:		
Acquisition of tangible capital assets	(267,855)	-
Cash applied to capital transactions	(267,855)	-
Investing		
Increase in investments	(186,910)	(8,128,859)
Cash applied to investing transactions	(186,910)	(8,128,859)
Financing		
Advances from related parties	(390,464)	3,246,797
Cash provided by financing transactions	(390,464)	3,246,797
 Change in cash during the year	 (360,511)	 2,700,790
 Cash, beginning of year	 2,700,790	 -
Cash, end of year	\$ 2,340,280	\$ 2,700,790

See accompanying notes to financial statements.

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION

Notes to Financial Statements

For the Period Ended December 31, 2020

1. Nature of Operations

The Wood Buffalo Economic Development Corporation (the "Corporation") is a not-for-profit corporation that was incorporated on July 5, 2018, under the Canada Not-for-profit Corporations Act and is not subject to any federal or provincial taxes. The Corporation was established by the Regional Municipality of Wood Buffalo to provide economic development services within the Municipality. The Regional Municipality of Wood Buffalo provides contributions to the Corporation on an annual basis to support the Corporation's activities.

The Corporation has two members -

The Regional Municipality of Wood Buffalo (the "Municipality") and
Chief Administration Officer of the Regional Municipality of Wood Buffalo

2. Significant accounting policies

The Corporation's accounting policies set out below have been applied in these financial statements (the "financial statements").

Basis of Presentation

The financial statements have been prepared by management in accordance with the PS 4200 series of the Canadian public sector accounting standards ("PSAS"). The precise determination of many assets and liabilities is dependent upon future events. Accordingly, the preparation of financial statements for a reporting period necessarily involves the use of estimates and approximations which have been made using careful judgment. Actual results could differ from those estimates. The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and within the framework of the accounting policies summarized below.

Revenue Recognition

The Corporation follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Externally restricted capital contributions are recorded as deferred contributions until the amount is invested to acquire capital assets. Amounts invested representing externally funded capital assets are then transferred to unamortized deferred capital contributions. Unamortized deferred capital contributions are recognized as revenue in the year in which the related amortization expense of the funded capital asset is recorded.

Contributions of materials and services that would otherwise have been purchased are recorded at their fair value. The fair value of services provided by the Municipality has been reflected in the financial statements of the Corporation, unless otherwise noted. Volunteers may assist the Corporation in carrying out its service delivery activities. Because of the difficulty in determining their fair value, these contributed services are not recognized in the financial statements.

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION

Notes to Financial Statements

For the Period Ended December 31, 2020

Cash

Cash includes cash on hand and balance with banks, net of overdrafts.

Investments

Portfolio investments are recorded at amortized cost.

Financial Instruments

The Corporation's financial instruments are initially recorded at fair value and subsequently measured at cost or amortized cost.

Financial assets consist of cash, accounts receivable and investments. The Corporation recognizes in the statement of operations an impairment loss, if any, when there are indicators of impairment and it determines that a significant adverse change has occurred during the period in the expected timing or amount of future cash flows. When the extent of impairment of a previously written-down asset decreases and the decrease can be related to an event occurring after the impairment was recognized, the previously recognized impairment loss is reversed to net earnings in the period the reversal occurs.

3. Accounts receivable

	2020	2019
Government of Canada	\$ 6,480	\$ 25,000
Government of Alberta	73,500	77,361
GST recoverable	3,812	-
Other Receivables	15,000	3,326
	<u>\$ 98,792</u>	<u>\$ 105,688</u>

4. Investments

	2020	2019
GIC	\$ 75,000	\$ 75,000
High interest saving account plus accrued interest	572,643	8,053,859
ATB Wealth Investment	7,668,125	-
	<u>\$ 8,315,769</u>	<u>\$ 8,128,859</u>

During the year, the Corporation transferred \$7,500,000 from the high interest saving account to an ATB Wealth Investment account. This fund with the generated interest are included in the internally restricted Economic Development Initiatives Fund (EDIF).

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION

Notes to Financial Statements

For the Period Ended December 31, 2020

5. Assets under construction

	2020	2019
Leasehold Improvement Asset Under Construction	\$ 267,855	\$ -
	\$ 267,855	\$ -

During the year, the Corporation completed \$267,855 of leasehold improvement for Startup YMM office space. Due to COVID restrictions, the office is not in use under further notice.

6. Deferred Revenue

	2020	2019
Government of Alberta	\$ 382,239	
	\$ 382,239	\$ -

7. Related party transactions

	2020	2019
Due to Regional Municipality of Wood Buffalo	\$ 2,856,333	\$3,229,435
Due to Regional Recreation Corporation of Wood	-	17,362
	\$ 2,856,332	\$3,246,797

During the year, the Municipality of Wood Buffalo paid \$2,993,560 related invoices on behalf of the Corporation. Transactions between the Municipality and the Corporation are recorded at the exchange amounts established and agreed upon between the parties.

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION

Notes to Financial Statements

For the Period Ended December 31, 2020

8. Internally Restricted Development Initiative Fund (EDIF)

	Total Commitment	2020	2019
Transfer in	\$ 7,790,000	7,790,000	-
Interest income		168,125	-
Subtotal	7,790,000	7,958,125	
WBEDC Business Recovery	a 400,000		
Community Futures Wood Buffalo	a 230,000	34,500	-
Northeastern Alberta Aboriginal Business Association	a 554,000	83,100	-
Fort McMurray Construction Association	a 410,000	61,500	-
Fort McMurray Chamber of Commerce	a 664,500	99,675	-
Fort McMurray Airport Authority Partnership	b 1,195,000	92,180	-
Fort McMurray Airport Authority - CBSA Cost-Sharing	c 600,000	21,999	-
Startup YMM Interior Fit-Out	d 650,000		
Subtotal	4,703,500	392,954	
	\$ 3,086,500	\$ 7,565,172	\$ -

In 2020, the Corporation established the Economic Development Initiatives Fund (EDIF) with three main investment criteria include: achieving economic impact, public benefit, or high return on investment.

During 2020 the fund was focused on four main initiatives:

- In partnership with the Business Recovery Task Force, FMWBEDT developed a Business Recovery Plan to address the challenges of the economic downturn, the COVID-19 pandemic, and the 2020 flood.
- In partnership with the Fort McMurray Airport Authority to support their attraction of new air service for our region.
- In partnership with the Fort McMurray Airport Authority to support their customs and boarder services.
- We have also committed funding to Startup YMM's Tenant Fit-Out

9. Government Transfers

Grant Name	Grant Value	Donations	WBEDC Contribution	Subtotal	2020 Recognized Grant Value
Employment and Social Development Canada - Canada Summer Jobs	\$ 6,480			6,480	6,480
Alberta Innovates - Regional Innovation Networks	593,484			593,484	176,510
Province of Alberta - Labour Study	100,000	37,000	20,000	157,000	23,235
Alberta Economic Development, Trade and Tourism - MICE	60,000		20,000	80,000	60,000
Travel Alberta - Explore Wood Buffalo Covid 19 Operational Relief	60,000			60,000	60,000
Travel Alberta - Cooperative Grant	34,601			34,601	34,601
Travel Alberta - Cooperative Investment Grant	147,000			147,000	147,000
Province of Alberta - Place Brand HR Recruitment Workshops	73,500		10,560	84,060	65,000
Government of Alberta - Oil Sands Discovery Center Master Agreement	27,809			27,809	27,809
Regional Municipality of Wood Buffalo Community Investment Program	4,022,000			4,022,000	4,022,000
	5,124,874	37,000	50,560	5,212,434	4,622,635

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION

Notes to Financial Statements

For the Period Ended December 31, 2020

(a) Employment and Social Development Canada - Canada Summer Jobs

Employment and Social Development Canada has established the Canada Summer Jobs Program, a component of the Youth Employment and Skills Strategy, under which financial assistance may be provided to Employers to encourage these Employers to hire youth to help them in acquiring employment and/ or career related skills. In 2020 the Corporation recognized \$6,480 (2019 – nil.)

(b) Alberta Innovates - Regional Innovation Networks

The Province of Alberta through Alberta Innovates provides funding to support Regional Innovation Networks (RINs) program to accelerate technology and knowledge based small and medium-sized enterprises by increasing connectivity and coordination in Alberta's innovation ecosystem, contributing to entrepreneur and company development through programs and services, and strengthening the entrepreneurial culture. The grant term is from March 5, 2020 to March 31, 2022. During 2020, the Corporation recognized \$176,510 (2019-nil)

(c) Province of Alberta - Labour Study

The Province of Alberta has provided the Corporation \$100,000 through Indigenous Workforce Partnerships and Employer Services Grant for a Labour Study project. During 2019, the Corporation recognized \$23,235 (2019-nil)

(d) Alberta Economic Development, Trade and Tourism – MICE

The Corporation received a grant for Meetings, Incentive, Conferences, and Exhibitions Business Development and Sales Plan from Alberta Economic Development, Trade and Tourism. During 2020, the Corporation recognized \$60,000 (2019-nil)

(e) Travel Alberta - Explore Wood Buffalo Covid 19 Operational Relief

Travel Alberta has provided support to the Corporation for Covid 19 relief through the Explore Wood Buffalo Covid 19 Operational Relief Program. During 2020, the Corporation recognized \$60,000 (2019-nil)

(f) Travel Alberta - Cooperative Grant

Travel Alberta has provided support to the Corporation for Fort McMurray Tourism Marketing Campaign. During 2020, the Corporation recognized \$34,601 (2019-nil)

(g) Travel Alberta - Cooperative Investment Grant

Travel Alberta has provided support to the Corporation for 2 projects - Partnership Marketing and Product Development & Asset Development under the Cooperative Investment Grant. During 2020, the Corporation recognized \$147,000 (2019-nil)

(h) Province of Alberta - Place Brand HR Recruitment Workshops

The Province of Alberta has provided the Corporation support for Labour Attraction Workshops through the Minister of Labour and Immigration. During 2020, the Corporation recognized \$65,000 (2019-nil)

WOOD BUFFALO ECONOMIC DEVELOPMENT CORPORATION

Notes to Financial Statements

For the Period Ended December 31, 2020

(i) Government of Alberta - Oil Sands Discovery Center Master Agreement

The Province of Alberta through the Minister of Culture and the Minister of Infrastructure provides funding to support operation of the Oil Sands Discovery Center. During 2020, the Corporation recognized \$27,809 (2019 - \$77,361)

(j) Regional Municipality of Wood Buffalo Community Investment Program

The Regional Municipality of Wood Buffalo Community Investment Program (CIP) supports a broad spectrum of programs and services by providing grant funding and agreements to community groups and non-profit organizations. During 2020, the Corporation received and recognized \$4,022,000 (2019 - \$2,200,000)

10. Approval of financial statements

These financial statements were approved by Management and presented to the Board.

**COMMUNITY
INVESTMENT** PROGRAM

Sustaining Grant

2022 Sustaining Strategic Partnership
Grant Guidelines



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

Sustaining Grant

COMMUNITY INVESTMENT PROGRAM

Purpose of the Grant

To support programs and services that align with the goals identified by the Municipality through the Regional Municipality of Wood Buffalo Strategic Plan.

Pre-Application Meetings and Support

During the Call for Applications, Community Investment Program (CIP) staff are available to answer any questions.

A pre-application meeting is encouraged for applicants looking for assistance. During a pre-application meeting, CIP staff will review eligibility, how the grant process works, accessing and completing applications in the CIP Grant Portal, and other key information.

To schedule a pre-application meeting, you may send a request to CIP@rmwb.ca.

If possible, please provide:

- Organization name;
- a brief description of what you plan to apply for; and
- your availability for a virtual meeting.

Application Process

Stage 1

1. Review these guidelines to ensure your organization is eligible for grant funding.
2. 2022 Grant Applications will be submitted through the CIP Grant Portal. Log in to your CIP Grant Portal account and complete the application. CIP will notify you via email when the application form is available in the CIP Grant Portal.
3. Submit the application, including operational plans, related budgets for January-December 2022, and Financial Statements of the most recent fiscal year end (Year-end date must fall between July 1, 2020 and June 30, 2021). The CIP Grant Portal will accept applications until 4:30 p.m. on **September 16, 2021**.
4. Contact CIP@rmwb.ca if you have any questions or need clarification.

Stage 2

1. If clarification on the submitted application is required, you will receive an email notifying you that clarifications have been requested. Please log in to the CIP Grant Portal to provide clarifications.
2. Administration will review the application and supporting documents to ensure eligibility and make recommendations to Council. Organizations will be notified of Administration's recommendation to Council prior to the Council meeting.
3. Organizations which are recommended to receive funding must be prepared to deliver a presentation to Council as the final stage of the application process. A presentation template and further details will be provided prior to the Council meeting. The final decision will be made by Council during the Council meeting.
4. Applicants will be notified of Council's decision following the Council meeting.

Sustaining Grant

COMMUNITY INVESTMENT PROGRAM

Contact Information

If you have any questions or would like clarification, please contact CIP@rmwb.ca or PULSE at **780-743-7000** or toll-free at **1-800-973-9663**.

Eligibility

The Applicant must:

- be a registered non-profit organization;
- have operated within the Regional Boundary for at least one year prior to applying;
- have less than one year's worth of unrestricted net assets, as reflected in the financial statements of the most recent fiscal period prior to application or the total unrestricted net assets held by the Applicant is less than \$50,000;
- provide programs and/or services that align with the strategic services outlined in the section below;
- have submitted all required reports, financial statements, or uncommitted grant proceeds from any previous Community Investment Program Grant; and
- offer programs/services within the Regional Boundary.

The Community Investment Program will not fund:

- programs or facilities for activities which are mandated or responsibility of the Federal or Provincial governments, including but not limited to programs and facilities of health care, education, religious activities, housing and childcare.

Expected Deliverables

A successful Applicant will be required to:

- improve the quality of life for residents in Wood Buffalo through providing one of the following strategic services:
 1. Collection, preservation, or display of regional heritage and culture in a museum setting
 2. Act as a collective voice for:
 - i. development of the arts community
 - ii. progression of interests of the social profit sector
 - iii. advancement of cultural diversity
 - iv. promotion of the economic diversification of the Municipality
 3. A strategic service that is of benefit to the entire region, as set out in a Service Delivery Agreement
- Complete and/or upload the following in the CIP Grant Portal:
- Certificate of Insurance within 30 calendar days of execution of grant agreement
- Six-Month Report highlighting ongoing successes and challenges
- Final Report demonstrating the positive impact of the funded programs and services

Sustaining Grant

COMMUNITY INVESTMENT PROGRAM

- Financial Statements. Specific financial reporting requirements are determined by the following grant thresholds:
 - < \$100,000 – Summary of Revenue and Expenditures
 - \$100,000 - \$499,999 – Review Engagement Financial Statements
 - >\$500,000 – Audited Financial Statements

Disclosure of Information

Information contained in the submitted application will be part of the public Council agenda and accessible through all methods that the Council agenda is available.

A condition of accepting funding is that the Municipality has the authority to examine Recipients' records at any time to ensure funds are being used in the manner originally agreed upon. Any funds not used as described in the agreement may have to be returned.

Council reserves the right to allocate Community Investment Program Grants in such a manner as deemed to be in the best interest of the Municipality (Community Investment Program Policy FIN-220, Section 2.1.2).

Key Dates

During Call for Applications	Information Sessions with CIP upon request (contact CIP@rmwb.ca)
July 19, 2021	Call for Applications Opens
September 16, 2021	Call for Applications Closes – deadline to submit your application is 4:30 p.m. MST.
September 17 – 24, 2021	Application clarification with CIP staff
TBD	Applicant Presentation Preparation
TBD	Council Meeting and Final Decisions
TBD	Decision Letters and further information provided
Within 30 days of CIP receiving signed Grant Agreement	Grant Distribution
Within 30 days of execution of Grant Agreement	Certificate of Insurance submitted by Applicant
July 31, 2022	Recipient submits 6 Month Report
April 30, 2023	Recipient submits Final Report
120 days following the fiscal year end of the Organization	Recipient submits Financial Statements

Sustaining Grant

COMMUNITY INVESTMENT PROGRAM

Definitions

Applicant – Any group, club, individual or organization incorporated as a non-profit, charitable or Part IX Corporation, or registered as a society under the Alberta Societies Act and is in good standing under its relevant constating legislation.

Certificate of Insurance – For details on the level of insurance required, please contact CIP.

Council – Mayor and Council of the Regional Municipality of Wood Buffalo.

Grant – Transfer of monies from the Municipality to an applicant, group or organization for a project that meets the specific grant program requirements.

Grant Programs – Funding programs created to directly administer grants to applicants under specific guidelines (i.e., Community Impact Grant, Games Legacy Fund, Community Plan on Homelessness Funding).

Municipality – The Regional Municipality of Wood Buffalo.

Recipient – Successful grant applicant who receives funding from the Municipality.

Regional Boundary – The physical area of the Municipality that includes any lands comprising of First Nation Reserve located within the Municipality's geographical boundaries.

Review Engagement Financial Statements – a review of the Organization's financial statements by an independent Chartered Professional Accountant (CPA), including but not limited to the Grant. The Financial statements are to be prepared in accordance with generally accepted accounting principles for not-for-profit organizations. In accordance with section 8100 of the CPA Canada Handbook – Assurance (as amended): "Reviews are distinguishable from audits in that the scope of a review is less than that of an audit and therefore the level of assurance provided is lower." The review of the financial statements must be approved by the Board of Directors and signed by the chair and treasurer. The Organization must retain all supporting agreements, invoices, and receipts. The Organization must provide the reviewed financial statements upon finalization, accompanied by the CPA's review engagement report where the value of the Grant is more than \$100,000, but less than \$500,000.

Societies Act – A society may be incorporated under this Act to promote any benevolent, philanthropic, patriotic, religious, charitable, artistic, literary, educational, social, professional, recreational, sporting or any other useful object, but not for the purpose of carrying on any trade or business.

Term – The effective date and duration of the agreement.

Unrestricted Net Assets – Accumulated surplus that the board has not set aside for a particular purpose, as reflected on the organization's financial statements and/or board meeting minutes.

For more information, please visit the Community Investment Program website at www.rmwb.ca/CIP.

Community Investment Program
Community and Protective Services
Regional Municipality of Wood Buffalo
9909 Franklin Avenue
Fort McMurray, AB T9H 2K4
CIP@rmwb.ca

COUNCIL POLICY



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Document Name: Community Investment Program

Department Name: Community Services

Document Number: FIN-220

Effective Date: April 1, 2021

Next Revision Date: July 2022

STRATEGIC PLAN LINKAGE

Strategic Priority 1 – Responsible Government

Strategic Priority 2 – Downtown Revitalization

Strategic Priority 3 – Regional Economic Development

Strategic Priority 4 – Rural and Indigenous Communities and Partnerships

PURPOSE AND OBJECTIVE

The objective of this Policy is to:

- (a) establish the Community Investment Program;
- (b) identify budgeting and accounting requirements related to Grants; and
- (c) determine Grant eligibility under the CIP Policy.

The objective of the Community Investment Program is to improve the quality of life of residents, communities and the region as a whole by:

- (a) providing Grants to registered non-profit organizations that contribute positively to Municipal goals and strategic directions;
- (b) providing subsidized funding to Municipal owned facilities that provide opportunities for residents to engage in recreation, leisure, events, culture, and heritage; and
- (c) supporting and enhancing the development of athletes and artists in the region.

GENERAL PRINCIPLES

1. Definitions:

- 1.1. "Applicant" means any group, club, individual or organization incorporated as a non-profit, charitable or Part IX Corporation, or registered as a society under the Alberta Societies Act and is in good standing under its relevant constating legislation.
- 1.2. "Community Investment Program (CIP)" means the program that administers Grant Programs.

- 1.3. "Capital" means an enhancement, development or renovation of public use facilities that are accessible, affordable and inclusive, providing broad opportunity for community members; includes planning, construction, land or equipment purchase; where the capital asset will belong to the Applicant.
- 1.4. "Grant" means a transfer of monies from the Municipality to an Applicant for a project or a purpose according to the requirements outlined by a specific Grant Program.
- 1.5. "Grant Program" means a funding program created to directly administer Grants under specific guidelines.
- 1.6. "Guidelines" means the process or direction given by the Municipality to the Applicant or Recipient to follow relating to eligibility, application process, program deadlines, receipt of funds and reporting criteria under the Grant Program.
- 1.7. "Multi-year Grant Agreement" means an agreement for services, programs or events over a period of time greater than a year. A multi-year agreement may provide that performance under the terms of the agreement during the second and subsequent years contingent upon the allocation of funds.
- 1.8. "Municipal Boundary" means the geographic area of the Municipality and shall include any lands comprising any First Nation Reserve or Métis settlement located within the Municipality's external boundaries.
- 1.9. "Recipient" means an Applicant that is approved by the Municipality to receive a Grant.

2. Responsibilities:

2.1. Council:

- 2.1.1. approve any amendments to this Policy;
- 2.1.2. approve the Grant allocations for each Grant Program;
- 2.1.3. approve new Grant Programs and Grant Program maximums; and
- 2.1.4. Council may review and approve grant requests, in excess of the maximums stated in the Guidelines, by any grant applicant.

2.2. Chief Administrative Officer:

- 2.2.1. recommend any amendments to this Policy; and
- 2.2.2. support the implementation of this Policy.

3. General Procedures:

3.1. Eligibility:

Funding will only be provided to an Applicant that:

- 3.1.1. has resided or has documented history of operating within the Municipal Boundary for at least one year;
- 3.1.2. conforms with the Guidelines of the applied for Grant Program;
- 3.1.3. where the Applicant is a group, club or incorporated organization, it:
 - 3.1.3.1. does not hold unrestricted net assets in excess of the organization's annual operating expenses, as reflected in the financial statements of the most recent fiscal period prior to application; or
 - 3.1.3.2. the total unrestricted net assets held by the Applicant is less than \$50,000;
- 3.1.4. completes and submits all required Grant Program application documentation by the stated deadlines; and
- 3.1.5. the Applicant is in good standing with the Municipality.

3.2. What the Community Investment Program will not fund:

- 3.2.1 Individuals (with the exception of Games Legacy);
- 3.2.2 For-profit organizations;
- 3.2.3 Political organizations;
- 3.2.4 Applicants that have overdue or incomplete accounting or reporting relating to any Grant previously awarded by Municipality;
- 3.2.5 Federal and Provincial governments, and affiliated bodies;
- 3.2.6 Funding for programs or facilities for activities which are the mandate or responsibility of the Federal or Provincial governments, including but not limited to programs and facilities of health care, education, religious activities, housing, and childcare;
- 3.2.7 Debt retirement, depreciation or financing charges;
- 3.2.8 Retroactive payments (with the exception of Games Legacy Grants). These are activities or costs incurred before Grants are approved; or
- 3.2.9 More than 80% of the budget of the program, project, event, service or facility operations.

3.3. Application and Assessment Process:

All eligible applications will be assessed against the following criteria:

- 3.3.1. Anticipated positive community impact aligned to the Municipal Strategic Plan. Applicants must demonstrate how their application positively contributes to the quality of life of residents and what is different as a result of their work.

3.3.2. Evidence of community support. This support could include:

- 3.3.2.1. additional financial and non-financial resources being leveraged from other sources;
- 3.3.2.2. details of the number of volunteers that will be involved in the work, and the number of hours they will bring; and
- 3.3.2.3. collaboration or partnership with other organizations

3.3.3. Sound organizational track record. This considers if the Applicant has the ability, skills and capacity to undertake the work and has undertaken similar work in the past.

3.3.4. Activities do not unnecessarily duplicate successful efforts that already exist in the community.

3.3.5. Sustainability of the organization and activity, as applicable.

3.3.6. The amount of funding requested by Applicants and the funding available in the program.

3.3.7. Approval processes will be consistent with the specific Guidelines of the Grant Program applied for.

3.3.8. Applicants requesting a Grant from any Grant Program may be required to make a presentation to Council.

3.3.9. Grants will be disbursed to Recipients in accordance with the terms and conditions of a Grant agreement, in a form and content approved by the Municipality, between the Municipality and the Recipient.

3.3.10. Multi-year Grant Agreements will be issued based on service requirements and program deliverables. Applicants for the Multi-Year Grant agreements will be required to submit annual budgets to Council for approval.

3.4. Reserve Funds:

3.4.1. The Municipality will only use the interest earned on the Games Legacy Reserve Fund to supplement the Games Legacy Grant.

3.4.2. The Municipality may use the Community Initiative Reserve to fund the CIP each year. In accordance with Bylaw No. 02.032 Community Initiatives Reserve, the allocation of these funds will be presented to Council annually.

3.5. Communications and Grant Recognition:

3.5.1. Recipients will recognize the Municipality, if required under the Grant Program, as a funding partner in any official communications.

- 3.5.2. Where the Recipient has received a Capital grant, a commemorative plaque or sign may be required to be displayed at the facility, site, or on the equipment, acknowledging the support from the Municipality.

3.6. Monitoring and Reporting:

- 3.6.1. The Municipality will evaluate the outcomes, as outlined in the Grant agreement between the Municipality and the Recipient, to ensure accountability for use of funds and monitor how the desired goals were achieved.
- 3.6.2. Any reporting requirements, as stated in the Grant Programs, not met by the Recipient may result in cancellation of the Grant or ineligibility to apply for and receive Grants in the future.
- 3.6.3. All unexpended funds or funds not used for the intended purpose must be returned to the Municipality, unless the Municipality approves, in writing, their use for another purpose.

4. Applicability of Policy:

The following funding requests are not subject to this Policy:

- 4.1. Exceptional funding requests that do not fall within the eligibility Guidelines of approved Grant Programs or exceed approved budget limits within the Guidelines. Requests of this nature may either:
 - 4.1.1. be brought forward to Council by the CIP Branch at the annual budget approval process for additional consideration and possible incorporation;
 - 4.1.2. be brought forward to Council by the CIP Branch for consideration under exceptional circumstances and be approved by Council as an over-expenditure in the current budget year; or
 - 4.1.3. be denied.

5. Funding Limitations:

5.1. Municipal Facility Operating Grant

- 5.1.1. The Municipal Facility Operating Grant provides funding to registered non-profit organizations that operate and maintain municipally-owned facilities. Facilities shall be operated in accordance with the Operating Agreement between the Municipality and the Recipient.
- 5.1.2. Applicants must present their annual budgets to Council during the annual Operating Budget process.
- 5.1.3. The actual amount of the Grants is subject to the availability of the funds.

5.2. Community Sustaining Grant

- 5.2.1. The Community Sustaining Grant provides funding to registered non-profit organizations that provide strategic services that contribute toward the strategic priorities identified by the Municipality through the Municipal Strategic Plan.
- 5.2.2. Applicants requesting \$250,000 or more, and new Applicants, shall be required to present their annual budgets to Council during the annual operating budget process.
- 5.2.3. Applicants requesting less than \$250,000 may be required to present their annual budgets to Council during the annual operating budget process.
- 5.2.4. The actual amount of the Grants is subject to the availability of the funds.

5.3. Community Capital Grant

- 5.3.1. In addition to the criteria set out in in Section 3 – General Procedures, Community Capital Grants are subject to the following funding limitations:
 - 5.3.1.1. up to 50% of total planning and design costs for the capital project;
 - 5.3.1.2. up to 50% of total construction costs for the capital project; and
 - 5.3.1.3. up to 50% of total land purchase costs for the capital project.
- 5.3.2. The actual amount of the Grants is subject to the availability of the funds.

5.4. Community Impact Grant

- 5.4.1. Applicants shall only submit one application form per stream and shall only receive one Community Impact Grant, per call for Applications.
- 5.4.2. Grant funding may be requested up to a maximum amount that varies depending on the stream, as follows:
 - 5.4.2.1. Community Programs and Projects – maximum \$80,000;
 - 5.4.2.2. Community Events – maximum \$20,000; and
 - 5.4.2.3. New Events – maximum \$50,000.
- 5.4.3. The actual amount of the Grants is subject to the availability of the funds. A Community Impact Grant budget will be proposed to Council during the annual operating budget process, and allocations to Applicants will be recommended to Council no later than January 31 of each fiscal period.
- 5.4.4. Community Impact Grants will be recommended to Council based on a maximum percentage of the budget of the program, project, event, service

or facility operations. The maximum percentage is set to ensure sustainability of the Community Impact Grant and foster a reduction of reliance on the Grants over time. The maximum percentage shall be set as follows:

5.4.4.1. Fiscal period 2021: 80% maximum;

5.4.4.2. Fiscal period 2022: 75% maximum; and

5.4.4.3. Fiscal period 2023: 70% maximum.

5.5. Games Legacy Grant

5.5.1. Applicants shall only submit one application form and shall only receive one Games Legacy Grant, per call for Applications;

5.5.2. Applicants may apply for more than one activity, program or competition;

5.5.3. The actual amount of the Grants is subject to the availability of the funds. A Games Legacy Grant budget will be proposed to Council during the annual operating budget process, and allocations to Applicants will be recommended to Council no later than January 31 of each fiscal period.

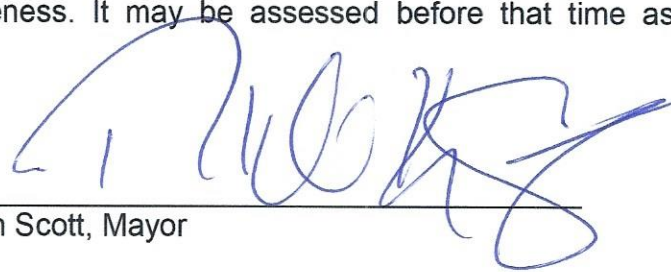
5.5.4. Games Legacy Grants will be recommended based on the following maximums:

5.5.4.1. Maximum grant for individuals or coaches will not exceed \$1,500; and

5.5.4.2. Maximum grant teams or groups will not exceed \$3,000.

APPROVAL

This Policy was approved by Council. It will be reviewed not later than its next Revision Date to determine its effectiveness and appropriateness. It may be assessed before that time as necessary.



Don Scott, Mayor



Jade Brown, Chief Legislative Officer

Date _____

SUPPORTING REFERENCES AND POSITION RESPONSIBLE

Legal References: *Societies Act*, R.S.A 2000, c. S-14

Cross References: Community Investment Program Administrative Procedure FIN-220-P01

Position Responsible: Director, Community Services

COUNCIL POLICY DETAILS AND REVISION HISTORY

Date	Action	Description
October 2019	Minor Revision	Add Community Capital Grants

2022 Grant Request

2022 Grant Request	
Revenue	\$1,985,000
Expense	\$6,345,000
Subsidy Requested	\$4,360,000
Subsidy represents 69% of total expenses (Subsidy/Expenses)	

Previous Year's Financial Information	
Last Fiscal Year End Date	December 31, 2020
Total Expenses From Previous Year	\$4,776,814
Unrestricted Net Assets	\$210,394

2022 Expense Summary

Cost Category	Total Expense	Funded by RMWB Grant
Salary/Wages (18 full time)	\$2,979,353	\$2,690,000
Program Costs	\$3,105,647	\$1,410,000
Overhead (utilities, insurance, etc.)	\$260,000	\$260,000
TOTAL	\$6,345,000	\$4,360,000

KEY ACCOMPLISHMENTS

INTERNATIONAL
AWARD
WINNING
PLACE BRAND

5 AWARDS

Best Citizen Engagement
Community Economic Development
Multimedia/Video Promotion
Special Purpose Website
Direct Marketing

MARKETING
FORT MCMURRAY
WOOD BUFFALO

Harnessing an inside-out approach, we introduced the region’s new identity and destination name—Fort McMurray Wood Buffalo—locally first. We are beginning to showcase the region externally, through a provincial marketing campaign.

ONLINE
COMMUNITY
TOOL-KIT

Launched an online community toolkit which makes the place brand accessible to our community – arming our residents and businesses with the tools to market our region themselves. (www.WeAreFMWB.ca)

TALENT
ATTRACTION
WORKSHOPS

Hosts regular place brand Talent Attraction Workshops for Human Resources professionals and employers to support their attraction and retention efforts.



LAUNCHED
STARTUP YMM



Virtually launched Startup YMM - Fort McMurray Wood Buffalo's local small business incubator, offering virtual memberships and online programming and events.

OVER 200 Members

REGIONAL
LABOUR STUDY

In partnership with eleven stakeholders, the regional labour study provides a five year forecast of labour needs—highlighting future training requirements, hiring demands and attraction and retention practices.

PRODUCT
DISCOVERY TOURS
FISHING & HUNTING
LODGES

Hosted Product Discovery Tour for Fishing & Hunting Lodges and outdoor recreation activities. This tour was crucial in establishing the market readiness and marketability of four northern lodges and exploring the potential for developing rural tourism experiences.

MEETING &
CONVENTIONS
ATTRACTION PLAN

Executing the research-based plan with support from our local Meetings & Conventions Advisory Committee. Officially launched into the Canadian Meetings and Conventions market and pursuing opportunities.

TOTAL
2019-2020
ECONOMIC
IMPACT

The result of our work and joint initiatives with our community partners, is measured as economic impact.

\$24.9 MILLION



Startup YMM Space Under Construction



Startup YMM Space, 8026 Franklin Ave



Product Discovery Tour

COMING IN 2022

INAUGURAL 5-YEAR ECONOMIC DEVELOPMENT & TOURISM STRATEGY

FMWBEDT is setting its sights on the years ahead. To-date, we’ve successfully achieved the right balance between sound strategy development and strong execution. As we head into 2022, our team continues to advance its plans and key projects so that we can continue to create wins for our region.

SUMMARY OF 2022-2026 STRATEGIC PLAN

VISION

The world is awakened to the dynamic economic region of Fort McMurray Wood Buffalo.

MISSION

To co-create and activate transformative economic opportunities for Fort McMurray Wood Buffalo.

GOALS

- Retain & Expand Business and Inspire Entrepreneurship
- Foster Innovation
- Attract New Business and Investment
- Market Our Region
- Pursue Organizational Excellence

Inaugural Five-Year Economic Development & Tourism Strategic Plan to be released in 2022.



COUNCIL REPORT

Meeting Date: March 22, 2022

**Subject: Bylaw No. 22/003 - Committees Bylaw No. 17/024
Amendment Specific to the Establishment of the Community
Investment Program Advisory Committee**

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 22/003, being a bylaw to amend the Committees Bylaw No. 17/024, specific to establishing the Community Investment Program Advisory Committee, be read a first time.
2. THAT Bylaw No. 22/003 be read a second time.
3. THAT Bylaw No. 22/003 be considered for third and final reading.
4. THAT Bylaw No. 22/003 be read a third and final time.

Summary:

Advisory committees are established by Council to provide recommendations to Council on matters that impact the public and allow residents the opportunity to share their expertise and input with decision-makers in government. The proposed Bylaw No. 22/003 was developed in response to a Council resolution passed on February 8, 2022, to create a Community Investment Program Advisory Committee to conduct a complete review of the Municipality's current Community Investment Program.

Background:

On February 8, 2022, Council passed the following resolution:

THAT Administration be directed to bring forward a bylaw to create a Community Investment Program Committee with one quarter of its members appointed from the social profit sector to review the Community Investment Program in its entirety and provide recommendations to Council on:

- a. improvements to increase efficiencies and create synergies,*

- b. elimination of duplicative services; including those services provided by the Municipality,*
- c. establishment of criteria beyond the funding application that includes outcomes and measurements, and*
- d. the creation of a committee to review all future funding applications, with the exception of facility funding requests and make recommendations to Council to ensure that residents and taxpayers of the Region receive the best value from the grant funding available*

The mandate of the proposed Community Investment Program Advisory Committee (the “Committee”) is to review the current Community Investment Program (the “Program”) and make recommendations to Council on the items outlined in the February 8, 2022 resolution of Council.

Through debate of the motion of Council on February 8, 2022, it was identified that ideally the Committee membership would include both rural and urban Councillor representation, social profit representation and oil sands industry representation.

Administration received interest and feedback from local community funding organizations. There was interest in serving on the Committee to support a sustainable future for the Program. As a result, Administration is recommending that one representative from an external local funding organization sit on this Committee.

Additionally, there is a large social profit community in our region and it’s important to ensure that there is effective cross representation of the sector participating in the Committee level discussions. Therefore, it is being recommended that three social profit representatives are identified to obtain the most effective representation of social profit organizations, large, small, and rural.

Therefore, it is being recommended that the membership, as outlined in the proposed Bylaw, as identified in Attachment 1, include the following identified positions:

3 non-voting members:

- 2 - Council Members;
- 1 - Chief Administrative Officer or designate(s).

9 voting members, appointed from the following sectors:

- 1 - Indigenous representative;
- 1 - Oil sands industry representative;

- 1 - General business community representative;
- 1 - External funding organization representative;
- 2 - Public-at-large representatives;
- 3 - Social profit representatives from the following sub-sectors:
 - 1 - small organization (employs less than 5 full-time employees);
 - 1 - large organization (employs more than 5 full-time employees);
 - 1 - rural organization.

Social profit representation and input is key to a successful review of the Program. Social profit representatives interested in serving on this Committee must be objective and regularly engage, listen, and bring forward feedback from their social profit peers.

Budget/Financial Implications:

The 2022 approved Operating Budget includes a \$50,000.00 for an external third-party consultant to support the Program review. Upon formal creation of this Committee, it is intended that the Committee will work directly with an external consultant to engage with stakeholders and Indigenous partners to ultimately prepare recommendations for consideration of Council.

Rationale for Recommendation:

To ensure that the Municipality's Community Investment Program receives the dedicated support to complete a thorough review, this Bylaw is being recommended for approval of Council.

Strategic Priorities:

Responsible Government

Attachments:

1. Bylaw No. 22/003 - Community Investment Program Advisory Committee

BYLAW NO. 22/003**A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND THE COMMITTEES BYLAW NO.17/024**

WHEREAS in accordance with Section 191(1) of the *Municipal Government Act*, RSA 2000, c. M-26 and amendments thereto, the Council for a Municipality may amend its bylaws;

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, duly assembled, enacts the following:

1. The Committees Bylaw is amended by adding "Appendix K – Community Investment Program Advisory Committee", attached to and forming part of this Bylaw.
2. This Bylaw comes into effect on the date it is passed.

Read a first time this ____ day of _____, 2022.

Read a second time this ____ day of _____, 2022.

Read a third time and final time this ____ day of _____, 2022.

Signed and Passed this _____ date of _____ 2022.

Mayor

Chief Legislative Officer

Appendix K – Community Investment Program Advisory Committee

Membership:

Membership will include:

3 non-voting members:

- 2 – Council Members
- 1 – Chief Administrative Officer or designate(s)

9 voting members, appointed from the following representative sectors, in accordance with the number of members indicated:

- 1 – Indigenous representative
- 1 – Oil sands industry representative
- 1 – General business community representative
- 1 – External Funding Organization representative
- 2 – Public-at-large representatives; public-at-large representatives should have no formal affiliation with any social profit organization
- 3 – Social Profit Organization representatives, with one representative from each of the following sub-sectors:
 - 1 – small organization (employs less than 5 full-time employees)
 - 1 – large organization (employs more than 5 full-time employees)
 - 1 – rural organization

The primary residence of all Committee members must be within the boundaries of the Regional Municipality of Wood Buffalo.

Term of Appointment: To December 31, 2023

- Appointment Process:** Recruitment for members of the Community Investment Program Advisory Committee (“CIPAC”) will be conducted in accordance with Council’s Selection Committee Policy.
- Committee End Date:** The CIPAC has been established by Council with a mandate to bring forward recommendations to Council regarding the general mandate and scope of the Community Investment Program. The CIPAC may be dissolved by Council at any time.
- Mandate:** To review the Municipality’s Community Investment Program and make recommendations to Council on improvements and enhancements including, but not limited to,
1. increasing efficiencies within and creating synergies between the Program and the Social Profit community and funding received from other levels of government;
 2. eliminating duplicative services within the Social Profit sector as well as services provided by the Municipality;
 3. the granting process for Municipal Controlled Organizations;
 4. clarifying Program eligibility criteria; monitoring and evaluating applications; and establishing or determining grant deliverables (for any of the above, including financial reporting, benchmarking, outcome measurements and similar metrics); and
 5. recommending the future role of this Committee, including but not limited to consideration of future grant application reviews, alignment with Council policies, the Municipal Development Plan or other Council strategic priorities.
- Meetings:** The CIPAC will endeavor to hold one meeting per month. Frequent meetings will be required during initial Committee start up and during key critical path development.
- Reporting:** Where the Committee wishes to make a recommendation to Council, the matter will be submitted and considered through Council’s agenda review and approvals process. Any requests by the Committee to provide recommendations and advice for presentation to Council will be approved at the Municipality’s discretion.

Definitions applying to this Schedule:

1. Community Investment Program ("Program" or "CIP")
– means Council's gross annual budgeted expenditure for financial support to Social Profit Organizations or an expenditure to an individual Social Profit Organization, as the case requires;
2. External Funding Representative – means a representative of an agency external to the RMWB, that also funds Social Profit Organizations;
3. Municipal Controlled Organization – means a Social Profit Organization that is owned or otherwise controlled by the Municipality;
4. Social Profit Organization (or "Social Profit") – means an organization organized pursuant to the Alberta Societies Act, a Part 9 Companies Act corporation, or other organization organized under a Federal or Provincial enactment with a primary mandate that is not profit driven;
5. Social Profit Organization Representative – means both a representative of a Social Profit Organization and a person who demonstrates leadership amongst the social profit community through:
 - a. regular engagement and contact with the social profit community at large; and
 - b. agreeing to be a point of contact and conduit for information sharing from the Committee to the social profit community at large;



COUNCIL REPORT

Meeting Date: March 22, 2022

Subject: Tax Refund Request - Plan: 1421965 Unit: 2

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

THAT the request for a tax refund, in the amount of \$9,263.76 comprising of municipal tax, education requisition and senior's requisition, for the property located at Plan: 1421965 Unit: 2 in Fort McMurray, be approved.

Summary:

Administration received a tax refund request for a portion of the 2020 and 2021 taxes in the amount of \$9,263.76.

Background:

The lessee contacted the Assessment branch on February 28, 2022, regarding an assessment value error. The space in question is leased for religious practice and therefore the property exemption was granted. The property owner filed a plan in 2019 and a new account was created, however the exemption for the 2236SF leased space did not transfer to the new account. Therefore, the property was taxed incorrectly in 2020 and 2021 as 7% of the property should have been exempt from taxes as per the *Municipal Government Act (MGA)*, S 362(1):

The following are exempt from taxation under this Division:

(k) property held by a religious body used chiefly for divine service, public worship or religious education and any parcel of land that is held by the religious body and used only as a parking area in connection with those purposes

The account information has been corrected for 2022; however, the Assessment branch cannot adjust previous years' assessments or refund taxes without Council approval as per MGA S347 (1). Due to a Municipal error the taxpayer should not have been charged the full tax amount and therefore funds should be refunded.

Budget/Financial Implications:

A refund of the property tax portion located at Plan: 1421965 Unit: 2 will result in a decrease in property tax revenues of \$9,263.76.

Rationale for Recommendation:

Subsection 347 (1) of the *Municipal Government Act* authorizes the Council, where it deems it equitable, to cancel or refund all or part of a tax. Due to an internal Municipal error the property owner paid higher taxes for the past two years. Administration recommends that a tax refund be allowed for a portion of the 2020 and 2021 taxes located at Plan: 1421965 Unit: 2 in the amount of \$9,263.76.

Strategic Priorities:

Responsible Government



COUNCIL REPORT

Meeting Date: March 22, 2022

Subject: Property Tax Ratio (Cr. K. McGrath)

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

THAT Administration provide an update to the Government of Alberta on the Regional Municipality of Wood Buffalo's transition from an 18:1 property tax ratio to 7.5:1 property tax ratio; and request to stay at the 7.5:1 ratio for the next 5 years and on the 6th year, transition to the final 5:1 ratio; and further request that the Government of Alberta accept this proposal by June 1, 2022.

Summary:

At the February 22, 2022 Council Meeting, Councillor K. McGrath served notice of his intent to bring forward the following motion for Council's consideration at the March 8, 2022 Council Meeting:

THAT Administration provide an update to the Government of Alberta on the Regional Municipality of Wood Buffalo's transition from an 18:1 property tax ratio to 7.5:1 property tax ratio; and request to stay at the 7.5:1 ratio for the next 5 years and on the 6th year, transition to the final 5:1 ratio; and further request that the Government of Alberta accept this proposal by June 1, 2022.

Rationale for Recommendation:

Pursuant to Procedure Bylaw No. 18/020, the motion is now before Council for consideration.

Strategic Priorities:

Responsible Government