



## **Special Council Meeting**

Conklin Multiplex  
244 Northland Drive, Conklin, AB T0P 1H0

Monday, June 27, 2022  
3:00 PM

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### **Agenda**

**1. Call to Order**

**2. Consent Agenda**

2.1. Minutes of Council Meeting - June 14, 2022

2.2. Minutes of Special Council Meeting – June 22, 2022

2.3. Council Appointed Advisory Board/Committee Meeting Minutes

THAT the Minutes from Council Appointed Advisory Board/Committee meetings, as outlined in Attachments 1 - 6, be accepted as information.

2.4. Council Committee Appointments

THAT the Committee appointments, as outlined in Attachment 1, be approved effective immediately.

**3. Unfinished Business**

3.1. Public Hearing re: Bylaw No. 22/008 - Conklin Area Structure Plan Amendment – Text Amendment to Allow for Smaller Residential Lots in Conklin

Verbal Submissions

- Applicant – Bill Dalainey and Owen Mierke, Associated Engineering
- Jeffrey O'Donnell, Chief Executive Officer, Conklin Resource Development Advisory Committee

### 3.2. Bylaw No. 22/008 Conklin Area Structure Plan Amendment - Text Amendment to Allow for Smaller Residential Lots in Conklin

1. THAT Bylaw No. 22/008, being an amendment to the Conklin Area Structure Plan Bylaw No. 13/024, to allow for lot sizes less than 0.4 ha on the following hamlet residential parcels:
  - Lot 3, Block 3, Plan 032 6085 (Civic address - 103 Pine Lane)
  - Lot 156, Block 1, Plan 102 1643 (Civic address - 159 Pine Lane)
  - Lot 42, Plan 832 1550 (Civic address - 130 Father Mercredi's Trail)
  - Lot 119, Plan 832 1550 (Civic address - 175 Pine Lane)
  - Lot 134, Plan 832 1550 (Civic address - 178 Pine Lane); be read a second time.
2. THAT Bylaw No. 22/008, be read a third and final time.

## 4. **New Business**

### 4.1. 2022 Public Art Workplan

THAT Administration work to implement the 2022 Public Art Workplan and report annual progress to Council; and

THAT \$533,000 be drawn from the Public Art Reserve Fund to support the 2022 Public Art Workplan.

## **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, June 14, 2022, commencing at 6:00 PM.**

**Present:**

Sandy Bowman, Mayor  
 Ken Ball, Councillor  
 Funky Banjoko, Councillor  
 Lance Bussieres, Councillor  
 Shafiq Dogar, Councillor  
 Allan Grandison, Councillor  
 Keith McGrath, Councillor  
 Jane Stroud, Councillor

**Absent:**

Kendrick Cardinal, Councillor  
 Loretta Waquan, Councillor  
 Stu Wigle, Councillor

**Administration:**

Jody Butz, Acting Chief Administrative Officer  
 Jade Brown, Chief Legislative Officer  
 Deanne Bergey, Director, Community and Protective Services  
 Laurie Farquharson, Chief Financial Officer  
 Matthew Harrison, Director, Communications and Engagement  
 Brad McMurdo, Director, Planning and Development  
 Nasir Qureshi, Acting Director, Engineering  
 Antoine Rempp, Director, Environmental Services  
 Keith Smith, Director, Public Works  
 Susan Trylinski, Director, Legal Services  
 Anita Hawkins, Legislative Officer

**1. Call to Order**

Mayor S. Bowman called the meeting to order at 6:01 p.m.

**2. Adoption of Agenda**

Mayor Bowman served notice of his intent to bring forward the following motion for Council's consideration at the June 28, 2022 Council meeting:

"THAT Administration be directed to investigate and bring forward a bylaw or bylaw amendments to allow for hookah lounges in the Regional Municipality of Wood Buffalo."

Councillor L. Bussieres served notice of his intent to bring forward the following motion for Council's consideration at the June 28, 2022 Council Meeting:

"WHEREAS at the Council meeting on December 14, 2021 Council approved the Fees, Rates and Charges 2021 Bylaw (Bylaw 21/019) amending municipal fees commencing April 1, 2022;

AND WHEREAS Council has been informed that in the case of at least one set of comparable residential townhouse homes, where water services were provided by large sized pipes, while lower water rates would result, they would be accompanied by significantly much higher sewerage (5x) rates;

AND WHEREAS utility rates are reviewed annually along with all municipal fees, rates, and charges with such a review next expected in Q-4 2022;

BE IT RESOLVED THAT Administration review water and sanitary utility rate differentials to determine if there are inequities in the current fee structures and, if so, to provide Council with options and recommendations on how to address any such utility rate differentials; with such report to be provided not later than July 12, 2022."

Councillor A. Grandison served notice of his intent to bring forward the following motion for Council's consideration at the June 28, 2022 Council Meeting:

"WHEREAS at the Council meeting on February 3, 2022, Council passed a resolution directing that the CAO bring forward a scope of work for Council's consideration to undertake an organizational review, with the findings brought to Council directly;

AND WHEREAS on March 8, 2022, Council rescinded the February 3, 2022, resolution and replaced it with a resolution directing the CAO to conduct a full third-party organizational review with the findings to be presented through the CAO to Council;

AND WHEREAS Council would like to undertake this review as soon as possible;

BE IT RESOLVED THAT Council rescind and replace the portion of the March 8, 2022 resolution relating to the organizational review and direct that Administration bring forward for Council's consideration as soon as possible, a scope of work for a full third-party independent organizational review with final results of the review presented to Council directly."

**MOTION:**

THAT the Agenda be adopted as presented.



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

### 3. Consent Agenda

#### **MOTION:**

THAT the recommendations contained in items 3.1, 3.2 and 3.3 be approved.

#### **3.1. Minutes of Council Meeting - May 24, 2022**

#### **MOTION:**

THAT the minutes of the Council Meeting held on May 24, 2022 be approved as presented.

#### **3.2. Minutes of Special Council Meeting - June 1, 2022**

#### **MOTION:**

THAT the minutes of the Special Council Meeting held on June 1, 2022 be approved as presented.

#### **3.3. Community Investment Program Advisory Committee Appointments**

#### **MOTION:**

THAT the following representation on the Community Investment Program Advisory Committee be changed effective immediately to December 31, 2023:

- Erica Brewer, from External Funding Representative to Public-At-Large Member; and
- Anna Seinen, from Business Community Representative to External Funding Organization Representative.

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

#### **4. Recognition**

##### **4.1. Proclamations**

###### **Pride Week**

Mayor S. Bowman proclaimed June 17 to 25, 2022 as Pride Week.

###### **Canadian Multiculturalism Day**

Mayor S. Bowman proclaimed June 27, 2022 as Canadian Multiculturalism Day.

#### **5. Unfinished Business**

##### **5.1. Public Hearing re: Bylaw No. 22/006 - Vehicle for Hire Bylaw**

Mayor S. Bowman declared the Public Hearing open at 6:07 p.m.

Deanne Bergey, Director, Community and Protective Services and Caitlin Hanly, Municipal Legal Counsel, Legal Services, introduced the Vehicle for Hire Bylaw, and reviewed the feedback received through community engagement and outlined potential amendments which were provided as a handout for Council's consideration.

###### Exits and Returns

Councillor A. Grandison exited the meeting at 6:56 p.m. and returned at 7:00 p.m.

Councillor K. McGrath exited the meeting at 7:02 p.m.

Abdi Mursal, YMM Rider, spoke in support of rider and driver safety and ride sharing while expressing concern with the license cost of \$500.

###### Exits and Returns

Councillor K. McGrath returned to the meeting at 7:07 p.m.

Councillor K. Ball exited the meeting at 7:08 p.m. and returned at 7:09 p.m.

Councillor A. Grandison exited the meeting at 7:11 p.m. and returned at 7:12 p.m.

Oranzab Malik, spoke strongly in support of the proposed bylaw, noting his agreement with the proposed rate structure.

Exit

Councillor S. Dogar exited the meeting at 7:17 p.m.

Julieta Miranda, Kid-Drop, spoke to the services they offer and their business model, and requested that their service be exempt in the same manner that limousine services are under section 5 of the proposed bylaw.

Return

Councillor S. Dogar returned to the meeting at 7:23 p.m.

Ron MacNeill, Sun Taxi, spoke in opposition to the bylaw and raised concerns with the engagement process.

Point of Order

Councillor K. McGrath called a Point of Order on the presenter's conduct and remarks regarding Administration. The Point of Order was upheld by the Mayor and the presenter did not continue with his presentation.

Penny Skinner, Sun Taxi, spoke in opposition to the bylaw, noting main concerns including the need for a fare increase, mechanical inspections to remain at every six months as well as noting that the regulations should apply consistently to vehicles for hire and ride shares.

A written submission from Sun Taxi outlining their concerns with the proposed bylaw was distributed to Council members for consideration.

Mustafa Hajir, Sun Taxi, spoke in opposition to the proposed bylaw, noting that drivers were not consulted in its development.

John Bragg, Son Taxi, suggested that removing regulated rates would result in loss of professionalism.

Tahir Naveed, Sun Taxi, spoke to the various increased costs faced by the drivers.

Abdirahman Abdullahi, United Class Cabs, spoke strongly in support of the proposed bylaw, noting his main concern is the color scheme requirements.

Recess

A recess occurred from 8:27 p.m. to 8:50 p.m.

Phil Walding, Sun Taxi, spoke strongly in opposition to the bylaw, noting that regulated fares were put in place to prevent price gouging, and that if fares were to be deregulated, it should be a total deregulation. He recommended that the bylaw be referred back to Administration for further engagement with the affected parties.

Kieber Alemayehu, Sun Taxi, spoke to the need for safety for both drivers and riders, consistency in rates and the need for better enforcement.

#### Exit

Councillor K. McGrath exited the meeting at 9:57 p.m.

Mayor S. Bowman declared the Public Hearing closed at 10:02 p.m.

### **5.2. Bylaw No. 22/006 - Vehicle For Hire Bylaw and Bylaw No. 22/007 - Fees Rates and Charges Bylaw No. 21/019 Amendment**

Councillor A. Grandison put forward the following for consideration:

THAT Bylaw No. 22/006, being the Vehicle for Hire Bylaw, be read a second time.

#### **MOTION:**

THAT Section 5 be amended by striking out “or” at the end of clause (d) and striking out “.” at the end of clause (e), adding “; or” at the end of clause (e) and adding the following after clause (e):

- (f) a Vehicle or class of Vehicle designated as exempt by the Chief Taxi Inspector.

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

Councillor A. Grandison put forward the following for consideration:

1. THAT Section 16 be amended by:
  - a. striking out “6 months” and substituting “12 months”;
  - b. striking out clause (a) and substituting:
    - (a) a Vehicle for Hire providing a Designated Driving Service; or
2. THAT Section 17 be amended by:
  - a. striking out “6 months” and substituting “12 months”;
  - b. striking out clause (a) and substituting:
    - (a) a Vehicle for Hire providing a Designated Driving Service; or

There was no seconder for this recommendation, therefore the motion did not proceed to a vote.

**MOTION:**

THAT Section 23 be amended by striking out clause (c) and substituting:

- (c) not use a cellular telephone or other hand-held electronic device or wireless electronic device while transporting a passenger, except for visual use in hands-free mode or in an emergency;

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

**MOTION:**

THAT Section 30 be amended by:

1. at clause (c) and (d) by striking out “where the Vehicle for Hire is a Taxi or Accessible Taxi” and substituting “where the Vehicle for Hire is a Transportation Network Vehicle, Taxi or Accessible Taxi”;
2. at clause (k) by striking out “; and” at the end of clause (k) and substituting with “except for a Vehicle for Hire providing a Designated Driving Service; and”

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

**MOTION:**

THAT Section 36(a) be amended by striking out “with the marking at least 8 cm x 8 cm in a size no greater than 20 cm x 20 cm in size” and substituting “in a form and size approved by the Chief Taxi Inspector”.

**RESULT:** CARRIED [4 TO 3]  
**MOVER:** Allan Grandison, Councillor  
**SECONDER:** Sandy Bowman, Mayor  
**FOR:** Bowman, Ball, Bussieres, Grandison  
**AGAINST:** Banjoko, Dogar, Stroud  
**ABSENT:** Cardinal, McGrath, Waquan, Wigle

**MOTION:**

THAT Section 74 be amended by:

Striking out the “and” at the end of clause (d)(ii) and repealing clause (e) and substituting the following:

- (e) proof in a form satisfactory to the Chief Taxi Inspector that the applicant has a physical place of doing business in the Regional Municipality of Wood Buffalo; and
- (f) any other information required by the Chief Taxi Inspector.

Exit

Councillor S. Dogar exited the meeting at 10:15 p.m.

Recess and Return

A recess occurred from 10:16 p.m. to 10:18 p.m., at which time Councillor S. Dogar returned to the meeting.

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

**MOTION:**

THAT Bylaw No. 22/006, being the Vehicle for Hire Bylaw, be read a second time as amended.

**RESULT:** CARRIED [5 TO 2]  
**MOVER:** Allan Grandison, Councillor  
**SECONDER:** Funky Banjoko, Councillor  
**FOR:** Bowman, Banjoko, Dogar, Grandison, Stroud  
**AGAINST:** Ball, Bussieres  
**ABSENT:** Cardinal, McGrath, Waquan, Wigle

**MOTION:**

THAT Bylaw No. 22/006 be read a third and final time.

**RESULT:** CARRIED [5 TO 2]  
**MOVER:** Allan Grandison, Councillor  
**SECONDER:** Funky Banjoko, Councillor  
**FOR:** Bowman, Banjoko, Dogar, Grandison, Stroud  
**AGAINST:** Ball, Bussieres  
**ABSENT:** Cardinal, McGrath, Waquan, Wigle

**MOTION:**

THAT Bylaw No. 22/007, being a bylaw to amend the Fees, Rates and Charges Bylaw No. 21/019, be read a second time.

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

**MOTION:**

THAT Bylaw No. 22/007 be read a third and final time.

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

### 5.3. Public Hearing re: Bylaw No. 22/005 - Road Closure of Undeveloped Laneway within Block 2, Plan 198 AS

Mayor S. Bowman declared the Public Hearing open at 10:24 p.m.

Brad McMurdo, Director, Planning and Development, and Michael Ircandia, Manager, Land Administration, introduced the Road Closure report, noting that Administration is seeking Council approval for the road closure of undeveloped laneway within Block 2, Plan 198 AS, and confirmed this Public Hearing process is limited to the road closure request and does not include discussion regarding future real estate transactions or future land allocation.

#### Exit and Return

Councillor F. Banjoko exited the meeting at 10:24 p.m. and returned at 10:30 p.m.

Keith Simpson, General Manager, Noral Toyota, spoke in support of the proposed road closure.

Mayor S. Bowman declared the Public Hearing close at 10:32 p.m.

### 5.4. Bylaw No. 22/005 Road Closure of Undeveloped Laneway within Block 2, Plan 198 AS

#### **MOTION:**

THAT Bylaw No. 22/005, being a bylaw to close the remainder of an undeveloped laneway within Block 2, Plan 198 AS, be read a second time

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

#### **MOTION:**

THAT Bylaw No. 22/005 be read a third and final time.

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



## 6. New Business

### 6.1. Capital Budget Amendments

Laurie Farkquarson, Chief Financial Officer, presented the 2022 Capital Budget Amendment, noting that the amendment is related to funding for work originally deemed to fall within the operating budget but now is deemed to fall under capital funding due to the nature of the work.

#### **MOTION:**

THAT the 2022 Capital Budget Amendment as summarized on Attachment 1 (2022 Capital Budget Amendment – New Project, dated June 14, 2022) be approved; and

THAT the revised Cash Flow of Capital Projects as summarized on Attachment 2 (2022 Capital Budget Amendment – New Project – Project Cash Flow Summary, dated June 14, 2022) be approved.

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

#### **Adjournment**

The meeting adjourned at 10:38 p.m.

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Mayor

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Chief Legislative Officer

**Minutes of a Special In Camera 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 Wednesday, June 22, 2022, commencing at 4:00 PM.**

**Present:**

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

**Absent:**

Keith McGrath, Councillor

**Administration:**

Linda Ollivier, Interim Chief Administrative Officer  
 Jade Brown, Chief Legislative Officer

**1. Call to Order**

Mayor S. Bowman called the meeting to order at 4:05 p.m.

**2. In-Camera Session**

**MOTION:**

That Council close agenda items 2.1, 2.2 and 2.3 to the public pursuant to sections 23(1), 24(1), 27(1) and 29(1) of the *Freedom of Information and Protection of Privacy Act*.

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

## 2.1 Local Body Confidences / Advice from Officials / Information That Is or Will Be Available to the Public – Off Highway Vehicle Briefing

(in camera pursuant to sections 23(1), 24(1) and 29(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Linda Ollivier	Interim Chief Administrative Officer
Jade Brown	Legislative Advice / Clerk
Keith Smith	Director, Public Works
John Buchko	External Consultant, EDS

### Entrance and Exit

Councillor K. Cardinal joined the meeting via MS Teams at 4:11 p.m. and disconnected from the meeting at 4:21 p.m.

### Entrances

Councillor S. Dogar joined the meeting via MS Teams at 4:15 p.m.

Councillor L. Waquan entered the meeting at 4:17 p.m.

### Exits and Returns

Councillor L. Bussieres exited the meeting at 4:26 and returned at 4:30 p.m.

Councillor F. Banjoko exited the meeting at 4:46 p.m. and returned at 4:52 p.m.

With no concerns from Council, Item No. 2.3 was dealt with next.

## 2.3 Advice from Officials / Privileged Information – Land Matter, Jurisdictional Matter and Municipal Liability Matter

(in camera pursuant to sections 24(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act*)

### Legal Briefing #1 – Land Matter and Jurisdictional Matter

Name	Reason for Attending
Linda Ollivier	Interim Chief Administrative Officer
Jade Brown	Legislative Advice / Clerk
Dennis Fraser	Director, Indigenous and Rural Relations
Susan Trylinski	Director, Legal Services
Christopher Booth	Manager, Community Development Planning

### Exit and Return

Councillor K. Ball exited the meeting at 5:09 p.m. and returned at 5:11 p.m.

Legal Briefing #2 – Municipal Liability Matter

Name	Reason for Attending
Linda Ollivier	Interim Chief Administrative Officer
Jade Brown	Legislative Advice / Clerk
Deanne Bergey	Director, Community and Protective Services
Susan Trylinski	Director, Legal Services
Caitlin Hanly	Municipal Legal Counsel

Exit and Return

Councillor L. Waquan exited the meeting at 5:18 p.m. and returned at 5:21 p.m.

Exit

Councillor S. Dogar disconnected and exited the meeting at 5:25 p.m.

Recess

A recess occurred between 5:45 p.m. and 6:06 p.m.

**2.2 Advice from Officials – Information Briefings**

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

Information Briefing #1

Name	Reason for Attending
Linda Ollivier	Interim Chief Administrative Officer
Jade Brown	Legislative Advice / Clerk
Dennis Fraser	Director, Indigenous and Rural Relations
Rachel Orser	Director, Supply Chain Management

Exit and Return

Councillor F. Banjoko exited the meeting at 6:25 p.m. and returned at 6:28 p.m.

Information Briefing #2

Name	Reason for Attending
Linda Ollivier	Interim Chief Administrative Officer
Jade Brown	Legislative Advice / Clerk
Kelly Hansen	Director, Strategic Planning and Program Management

Information Briefing #3

Name	Reason for Attending
Linda Ollivier	Interim Chief Administrative Officer
Jade Brown	Legislative Advice / Clerk
Kari Donnelly	Director, Human Resources

Exit

Councillor L. Bussieres exited the meeting at 7:07 p.m.

Recess

A recess occurred from 7:46 p.m. to 7:52 p.m.

Information Briefing #4

Name	Reason for Attending
Linda Ollivier	Interim Chief Administrative Officer
Jade Brown	Legislative Advice / Clerk
Kelly Hansen	Director, Strategic Planning and Program Management
Antoine Rempp	Director, Environmental Services

Exit and Return

Councillor F. Banjoko exited the meeting at 8:36 p.m. and returned at 8:39 p.m.

**MOTION:**

THAT the meeting reconvene in public.

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

**Adjournment**

The meeting adjourned at 8:43 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Legislative Officer



## COUNCIL REPORT

Meeting Date: June 27, 2022

### **Subject: Council Appointed Advisory Board/Committee Meeting Minutes**

#### **APPROVALS:**

**Linda Ollivier**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Interim Chief Administrative Officer

#### **Recommended Motion:**

THAT the Minutes from Council Appointed Advisory Board/Committee meetings, as outlined in Attachments 1 - 6, 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. 2022-05-04 Wood Buffalo Development Advisory Committee Minutes**
- 2. 2022-05-04 Wood Buffalo Downtown Revitalization Advisory Committee Minutes**

**3. 2022-05-12 Advisory Committee on Aging Minutes****4. 2022-05-12 Wood Buffalo Waterfront Advisory Committee Minutes****5. 2022-05-18 Regional Advisory Committee on Inclusion, Diversity and Equity Minutes****6. 2022-05-26 Communities in Bloom Committee Minutes**

**Minutes of a Meeting of the Wood Buffalo Development Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Wednesday, May 4, 2022, commencing at 9:00 AM.**

**Present:**

Bryce Kumka, Chair, Business Community  
 David Secord, Vice-Chair, Business Community Representative  
 Bilal Abbas, Public-At-Large  
 Justin Ellis, Public-At-Large  
 Justin MacNeil, Arts, Culture and Recreation Sector  
 Alex McKenzie, Land Development Sector  
 Dan Soupal, Oil and Gas Industry  
 Ijeoma Uche-Ezeala, Public-At-Large  
 Jennifer Vardy, Public-At-Large  
 Raj Vasal, Community Development  
 Rene Wells, Public-At-Large  
 Curtis Williams, Community Development  
 Stu Wigle, Councillor

**Absent:**

Steven Hale, Education Sector

**Administration:**

Kelly Hansen, Director, Strategic Planning and Program Management  
 Amanda Haitas, Senior Manager, 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**

Chair Bryce Kumka called the meeting to order at 9:01 a.m.

Prior to the commencement of Committee business, the Committee welcomed new members, Dan Soupal representing the Oil and Gas sector and Rene Wells representing the Public-at-Large.

**Entrances**

Committee Member Ijeoma Uche-Ezeala entered the meeting at 9:03 a.m.  
 Councillor Stu Wigle entered the meeting at 9:10 a.m.



## 2. Adoption of Agenda

### MOTION:

THAT the Agenda be adopted as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Justin Ellis
<b>SECONDER:</b>	Alex McKenzie
<b>FOR:</b>	Kumka, Abbas, Ellis, McKenzie, MacNeil, Secord, Uche-Ezeala, Vardy, Vasal, Williams, Soupai, Wells
<b>ABSENT:</b>	Hale

## 3. Minutes of Previous Meetings

### 3.1. Wood Buffalo Development Advisory Committee Meeting - April 6, 2022

#### MOTION:

THAT the Minutes of the Wood Buffalo Development Advisory Committee meeting held on April 6, 2022, be approved as presented.

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

## 4. New and Unfinished Business

### 4.1. Census 2021 Results

Kodjo Efu, Supervisor, Community Development Planning presented the results from the Regional Municipality of Wood Buffalo's 2021 Municipal Census and introduced the Census 2021 Dashboard, an interactive census tool found on the Municipality's website which assists residents and stakeholders understand census data and population changes.

### 4.2. Land Availability - Urban Service Area

Such Chandhiok, Supervisor, Statutory Plans, provided a presentation on shovel ready and conceptually planned land availability in the Urban Service Area.

Exits

Committee Member Justin MacNeil exited at 10:52 a.m.

Councillor Stu Wagle exited the meeting at 10:58 a.m.

Committee Member Curtis Williams exited the meeting at 11:02 a.m.

Committee Member Ijeoma Uche-Ezeala exited the meeting at 11:06 a.m.

Committee Member Jennifer Vardy exited the meeting at 11:08 a.m.

With consensus of the Committee, the following agenda items were deferred to the next Committee meeting:

- 4.3. Government of Alberta Associate Minister; Red Tape Reduction Meeting
- 4.4. Downtown Revitalization Incentive Program Update
- 4.5. Action Log Review

**Adjournment**

The meeting adjourned at 11:17 a.m.

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Chair

**Minutes of a Meeting of the Wood Buffalo Downtown Revitalization Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Wednesday, May 4, 2022, commencing at 5:00 PM.**

**Present:**

Owen Erskine, Recreation, Culture and Heritage Representative  
 Brianne English, Oil and Gas Industry  
 Carolyn Evancio, Seniors Resource Committee Representative  
 Jean-Marc Guillamot, Business Community  
 Henry Hunter, Education Sector  
 Renee Moulard, Public-At-Large  
 Melanie Walsh, Community Development Sector  
 Marty Noskey, Indigenous Representative  
 Funky Banjoko, Councillor  
 Lance Bussieres, Councillor

**Absent:**

Todd Hillier, Safety and Security Sector

**Administration:**

Jade Brown, Chief Legislative Officer  
 Kelly Hansen, Director, Strategic Planning and Program Management  
 Matthew Harrison, Director, Communications and Engagement  
 Dennis Warr, Director, Engineering  
 Amanda Haitas, Senior Manager, Planning and Development  
 Monica Lance, Manager, Special Projects  
 Darlene Soucy, Clerk, Legislative Services

**1. Call to Order**

Chair Owen Erskine called the meeting to order at 5:04 p.m.

**2. Adoption of Agenda**

**MOTION:**

THAT the Agenda be adopted as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Renee Mouland
<b>SECONDER:</b>	Henry Hunter
<b>FOR:</b>	Erskine, Evancio, Guillamot, Hunter, Mouland, Noskey
<b>ABSENT:</b>	English, Hillier, Walsh

Entrance

Melanie Walsh, Committee Member, joined the meeting at 5:13 p.m.

### 3. Minutes of Previous Meetings

#### 3.1. **Wood Buffalo Downtown Revitalization Advisory Committee Meeting - April 6, 2022**

THAT the Minutes of the Wood Buffalo Downtown Revitalization Advisory Committee Meeting held on April 6, 2022 be approved as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Carolyn Evancio
<b>SECONDER:</b>	Henry Hunter
<b>FOR:</b>	Erskine, Evancio, Guillamot, Hunter, Mouland, Walsh, Noskey
<b>ABSENT:</b>	English, Hillier

Entrance

Brianne English, Committee Member, joined the meeting at 5:16 p.m.

### 4. New and Unfinished Business

#### 4.1. **Community Impact Grant Overview**

Toni Elliott, Senior Manager, Community and Protective Services, provided an overview of the Community Impact Grants, noting that eligible non-profit organizations could apply for grants to host programs and events in the Kiyām Community Park, which in turn could attract more people to the downtown and to the Park.

#### 4.2. **Downtown Revitalization Incentives Program Update**

Amanda Haitas, Senior Manager, Planning and Development, provided an update on the Downtown Revitalization Incentives Program, noting that due to the success of the Program, Council recently approved an additional \$3.7 million in funding and an extension of the Program to April 30, 2023.

#### **4.3. Kiyām Community Park Update**

##### **Ribbon Cutting Event**

Matthew Harrison, Director, Communications and Engagement, provided an overview of the initial draft plan for the ribbon cutting event for Kiyām Community Park, noting that the date will be determined after construction is completed but general planning has begun. Committee Members were invited to submit their ideas to Administration for the event.

##### Exit

Renee Mouland, Committee Member, exited the meeting at 6:04 p.m.

##### **Public Art Bench Program**

Isela Contreras-Dogbe, Manager, Culture and Social Development, presented an update on the Public Art Bench Program for Kiyām Community Park, with sister benches (i.e. duplicate benches) to be located in Anzac and Sapræe Creek, noting that voting on the designs is complete, and the artists, Amy Keller-Rempp and Kritsana Naowakhun, will begin fabrication of the benches. Installation is anticipated this construction season.

#### **4.4. Working Group Update**

Monica Lance, Manager, Special Projects, reminded the Neighbourhood Safety and Pedestrian Friendliness Working Group that they would be provided snow and winter maintenance related information in preparation for their next meeting.

#### **4.5. Action Log Review**

Monica Lance, Manager, Special Projects, reviewed the Action Log, spoke to the Committee's priorities and action items, noting that many items are in progress, with others either complete or significantly complete.

##### **Adjournment**

The meeting adjourned at 6:23 p.m.

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Chair

**Minutes of a Meeting of the Advisory Committee on Aging held via electronic communications in Fort McMurray, Alberta, on Thursday, May 12, 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  
 Denise Wilkinson, Senior At Large - Urban  
 Ken Ball, Councillor

**Absent:**

Ken Saunderson, Golden Years Society Representative  
 Darline Reid, Alberta Health Services Representative  
 Maureen Grandjambe, Senior At Large – Rural  
 Nicholas Paulson, Indigenous Representative

**Administration:**

Sonia Soutter, Manager, Senior Legislative Officer  
 Isela Contreras-Dogbe, Supervisor, 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**

**MOTION:**

THAT the Agenda be adopted as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Denise Wilkinson
<b>SECONDER:</b>	Luana Bussieres
<b>FOR:</b>	Ball, Hunter, Wilkinson, Evancio, Bussieres
<b>ABSENT:</b>	Saunderson, Reid, Grandjambe, Paulson

### 3. Minutes of Previous Meetings

#### 3.1. Advisory Committee on Aging Meeting - April 14, 2022

##### **MOTION:**

THAT the Minutes of the Advisory Committee on Aging Meeting held on April 14, 2022 be approved as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Denise Wilkinson
<b>SECONDER:</b>	Carolyn Evancio
<b>FOR:</b>	Ball, Hunter, Wilkinson, Evancio, Bussieres
<b>ABSENT:</b>	Saunderson, Reid, Grandjambe, Paulson

### 4. New and Unfinished Business

#### 4.1. Krystell O'Hara, Program Manager, Community and Protective Services, and Shoaib Syed, Strategist, Communications and Engagement, re: Wood Buffalo for All Engagement

Krystell O'Hara, Program Manager, Community and Protective Services and Shoaib Syed, Strategist, Communications and Engagement provided an overview of the Wood Buffalo for All Campaign, noting that the campaign is a public education initiative to tackle discrimination and racism in the region. A review of roll out plan was provided, including the communications plan and web strategy.

#### 4.2. Wood Buffalo Age-Friendly Workplan Updates

##### **Workplan Overview**

Martin Byaruhanga, Acting Supervisor, Community and Protective Services, provided an overview of the Wood Buffalo Age Friendly Workplan, noting that the Age-Friendly Workplan highlights ACoA's vision of aging with dignity in Wood Buffalo.

##### **Celebrating Seniors Event**

Martin Byaruhanga, Acting Supervisor, Community and Protective Services, provide an update on the Celebrating Seniors event that took place on April 28, 2022, noting that the Age-Friendly workplan was introduced to members of the public and stakeholders, and that a second engagement event will be held on June 13, 2022.

#### 4.3. YMM Magazine Top 10 over 50 Update

Carolyn Evancio, Committee Member, advised that the Seniors Resource Committee met with YMM Magazine to discuss a Seniors Recognition feature and that the

magazine will be moving forward with a Top 10 over 60 feature. It was further noted that sponsorship or funds from ACoA will not be required.

#### **4.4. Accessibility Audit Update**

Chair Henry Hunter and Committee Member Denise Wilkinson provided a brief update from the recent Accessibility Audit Working group meeting, noting that discussion continues regarding the scope of the project and how the audit can be used as a tool to improve accessibility in the entire region.

#### **4.5. Alberta Age-Friendly Community of Practice Update**

Committee Member Luana Bussieres provided an update from the Alberta Age-Friendly Community of Practice webinar, noting that the discussion topic included the value of setting measurements and re-assessing accessibility regularly.

#### **4.6. Action Log**

Martin Byaruhanga, Acting Supervisor, Community and Protective Services, provided an overview of the Committee action log, noting that coordination on Seniors Week events is ongoing and that the Seniors Week Proclamation will be read at the June 6, 2022 Seniors Luncheon.

With consensus of the Committee, it was agreed that Councillor Ken Ball would participate as a judge in the 2022 Senior of the Year selection.

#### **4.7. Information Updates**

Chair Henry Hunter provided an update on behalf of Wood Buffalo Housing, noting that the Rotary House is no longer in an outbreak status, and they are able to resume their activities and welcome visitors to the facility.

The Committee discussed the summer recess schedule and the desire to continue regular committee meetings throughout the summer.



**MOTION:**

THAT the Advisory Committee on Aging continue to meet regularly through the summer recess period including the months of July, August, and September 2022.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Henry Hunter
<b>SECONDER:</b>	Ken Ball,
<b>FOR:</b>	Ball, Hunter, Wilkinson, Evancio, Bussieres
<b>ABSENT:</b>	Saunderson, Reid, Grandjambe, Paulson

**Adjournment**

The meeting adjourned at 2:45 p.m.

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Chair

**Minutes of a Meeting of the Wood Buffalo Waterfront Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Thursday, May 12, 2022, commencing at 5:00 PM.**

**Present:**

Gaylene Weidlich, Chair  
 Gary Devison, Seniors Representative  
 Cathy Dreier, Fort McMurray Historical Society Representative  
 Alan Gammon, Land Development Industry  
 David Stirling, Public-At-Large  
 Tessa Vesak, Business Community Representative  
 Ken Ball, Councillor

**Absent:**

Erica Brewer, Recreation Representative  
 Bill Loutitt, Indigenous Representative  
 Greg MacAulay, Gas and Oil Industry  
 Sean Robertson, Safety and Security Sector  
 Liana Wheeldon, Culture (Arts, Culture & Heritage)  
 Loretta Waquan, Councillor

**Administration:**

Kelly Hansen, Director, Strategic Planning and Program Management  
 Amanda Haitas, Senior Manager, Planning and Development  
 Nina Caines, Senior Manager, Parks, Roads and Rural Operations  
 Monica Lance, Manager, Strategic Planning and Program Management  
 Sonia Soutter, Manager, Senior Legislative Officer  
 Anita Hawkins, Clerk, Legislative Services

**1. Call to Order**

Chair Gaylene Weidlich called the meeting to order at 5:11 p.m.

**2. Adoption of Agenda**

**MOTION:**

THAT the Agenda be adopted as presented.

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

### 3. Minutes of Previous Meetings

#### 3.1. Wood Buffalo Waterfront Advisory Committee Meeting - April 14, 2022

##### MOTION:

THAT the Minutes of the Wood Buffalo Waterfront Advisory Committee Meeting held on April 14, 2022 be approved as presented.

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

### 4. New and Unfinished Business

#### 4.1. Flood Mitigation Update

Maureen Nakonechny, Program Manager, Flood Mitigation, provided an update on flood mitigation, noting that more information will be available to the Committee once Administration has presented it to the residents of Edgewater Court. It is anticipated that construction related to Reach 5 would start in late summer and public consultation relative to conceptual options for Reach 6 would occur in July/August, 2022.

It was confirmed that the temporary berms will be removed as construction goes ahead in the area and that municipal staff have been looking at erosion along the riverbank.

##### Adjournment

The meeting adjourned at 5:31 p.m.

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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, May 18, 2022, commencing at 5:30 PM.**

**Present:**

Jason Beck, Chair  
 Mitchel Bowers, Vice-Chair  
 Kg Banjoko  
 Brandon Cardinal  
 Luay Eljamal  
 Nicole Spring  
 Funky Banjoko, Councillor

**Absent:**

Chantelle Tatum  
 Shaaf Babar  
 Hanna Fridhed

**Administration:**

Sonia Soutter, Manager, Senior Legislative Officer  
 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 5:32 p.m.

**2. Adoption of Agenda**

**2.1. MOTION:**

THAT the Agenda be adopted as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Brandon Cardinal
<b>SECONDER:</b>	Nicole Spring
<b>FOR:</b>	Beck, K. Banjoko, Bowers, Cardinal, Eljamal, Spring
<b>ABSENT:</b>	Tatum, Babar, Fridhed

### **3. Minutes of Previous Meetings**

#### **3.1. Regional Advisory Committee on Inclusion, Diversity and Equity (RACIDE) - Meeting March 16, 2022**

THAT the Minutes of the Regional Advisory Committee on Inclusion, Diversity and Equity meeting held on March 16, 2022, be accepted as presented.

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

### **4. New and Unfinished Business**

#### **4.1. Vehicle For Hire Bylaw Engagement**

Sabrina Caterini, Manager, Bylaw Services, provided an overview of the proposed Vehicle for Hire Bylaw, noting that this update is a modernization of the current bylaw. It was noted that the proposed amendments include fare deregulation, options for consumers including ride share and designated driver services, safety for passengers and drivers, fines and charges, and accessibility vehicle licensing. It was further noted that a public hearing will be held on June 14, 2022 at the regular Council meeting.

Committee members provided feedback and suggestions related to various accessibility issues and concerns.

#### **4.2. Wood Buffalo Workplace Inclusion Charter: Implementation and Expansion Phase**

Krystell O'Hara, Department Administrator, Community and Protective Services, provided an overview of the Wood Buffalo Workplace Inclusion Charter (Charter), including the implementation and expansion phase. It was further noted that the Charter supports businesses in becoming more inclusive by providing various resources and training.

#### **Exits**

Committee members Luay Eljamal and Brandon Cardinal disconnected from the meeting at 6:32 p.m. and quorum was lost.

Items 4.3 and 5 did not proceed due to the loss of quorum.

## Adjournment

The meeting adjourned at 6:32 p.m.

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Chair

**Minutes of a Meeting of the Communities in Bloom Committee held via electronic communications in Fort McMurray, Alberta, on Thursday, May 26, 2022, commencing at 6:00 PM.**

**Present:**

Destiny Jefferies, Vice-Chair  
Johnny Dulku, Public-at-Large  
Victoria Ganace, Public-at-Large

**Absent:**

Helen Meyer, Chair  
Nicole McMillan, Public-at-Large  
Kendrick Cardinal, Councillor

**Administration:**

Nina Caines, Senior Manager, Public Works  
Sonia Soutter, Manager, Legislative Services  
Seville Kwan, Department Administrator, Public Works  
Destiny Hilliard, Clerk, Legislative Services

**1. Call to Order**

Vice-Chair Destiny Jefferies called the meeting to order at 6:04 p.m.

**2. Adoption of Agenda**

**MOTION:**

THAT the agenda be adopted as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Victoria Ganace
<b>SECONDER:</b>	Johnny Dulku
<b>FOR:</b>	Dulku, Ganace, Jefferies
<b>ABSENT:</b>	McMillan, Meyer

### 3. Minutes of Previous Meetings

#### 3.1. Communities in Bloom Committee Meeting - April 28, 2022

THAT the Minutes of the Communities in Bloom Meeting held on April 28, 2022 be approved as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Johnny Dulku
<b>SECONDER:</b>	Destiny Jefferies
<b>FOR:</b>	Dulku, Ganace, Jefferies
<b>ABSENT:</b>	McMillan, Meyer

### 4. New and Unfinished Business

#### 4.1. Flower of the Year Update

Seville Kwan, Department Administrator, advised that Flower of the Year seed packets have been provided to local businesses, municipal offices, and rural contact offices for distribution to residents.

#### 4.2. Community Planting Day Update

Seville Kwan, Department Administrator, provided an update on Community Planting Day, noting that the event will take place on June 11, 2022, at the Doug Barnes Cabin. The event will feature Municipal experts in horticulture, turf maintenance and tree management.

The Committee discussed changing the name of the event to Community Gardening Day.

#### **MOTION:**

THAT the Committee rescind the motion made for Community Planting Day and;

THAT the Community Planting Day be renamed to Community Gardening Day and take place at Doug Barnes Cabin on June 11<sup>th</sup>.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Johnny Dulku
<b>SECONDER:</b>	Destiny Jefferies
<b>FOR:</b>	Dulku, Ganace, Jefferies
<b>ABSENT:</b>	McMillan, Meyer



#### **4.3. Nominate your Neighbour Update**

Seville Kwan, Department Administrator, noted that the Nominate your Neighbour program will kick off on June 15, 2022, and nominations will be accepted until August 15, 2022.

#### **4.4. Communities in Bloom Judges Visit**

Seville Kwan, Department Administrator, provided an update on the Communities in Bloom judges visit, noting that judges will arrive on August 21, 2022, and that committee member Victoria Ganace will plan a meet and greet for the Communities and Bloom Committee and the Judges for August 22, 2022.

It was further noted that as part of the judges visit there will be a volunteer appreciation event and a tour of the region, committee members were encouraged to attend where possible and volunteer.

#### **Adjournment**

The meeting adjourned at 6:41 p.m.

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Chair



## COUNCIL REPORT

Meeting Date: June 27, 2022

### **Subject: Council Committee Appointments**

#### **APPROVALS:**

**Linda Ollivier**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Interim Chief Administrative Officer

#### **Recommended Motion:**

THAT the Committee appointments, as outlined in Attachment 1, be approved effective immediately.

#### **Summary and Background:**

Recommendations are being made to fill vacancies that have arisen on the Communities In Bloom Committee, Public Art Committee and Wood Buffalo Downtown Revitalization Advisory Committee. A brief recruitment campaign was held, with advertising via news release to local media outlets and social media, yielding several applications.

To avoid any impacts to these Committees' ability to meet quorum, it is necessary to proceed with filling the vacant positions. Administration has communicated with the applicants who have confirmed their continued interest in serving.

#### **Rationale for Recommendation:**

In keeping with the established bylaws, the appointment of individuals to Council committees must be approved by Council; therefore, the appointment of members is necessary to ensure the continued viability of the two Council committees.

#### **Strategic Priorities:**

Responsible Government

#### **Attachments:**

#### **1. Council Committee Appointments**

## COUNCIL COMMITTEE APPOINTMENTS

Communities In Bloom Committee		
Name	Sector	End Date
Lindsey King	Public-At-Large	December 31, 2022
Tammy Riel	Public-At-Large	December 31, 2022

Public Art Committee		
Sangeeta Varshney	Public-At-Large	December 31, 2022

**3.1. Public Hearing Process re: Bylaw No. 22/008 – Conklin Area Structure Plan Amendment – Text Amendment to Allow for Smaller Residential Lots in Conklin**

- A. Introduction from Administration
  - Amanda Haitas, Senior Manager, Planning and Development Department
- B. Opening Statement from Applicant
  - Bill Dalainey and Owen Mierke, Associated Engineering
- C. Written Presentations
  - none received
- D. Verbal Presentations
  - Jeffrey O'Donnell, Chief Executive Officer, Conklin Resource Development Advisory Committee
- E. Other Verbal Presentations (Time Permitting and with Consent of Council)
- F. Questions of Council
- G. Closing Statement from Applicant
- H. Closing Statement from Administration



## COUNCIL REPORT

Meeting Date: June 27, 2022

### **Subject: Bylaw No. 22/008 Conklin Area Structure Plan Amendment - Text Amendment to Allow for Smaller Residential Lots in Conklin**

#### **APPROVALS:**

**Linda Ollivier**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Interim Chief Administrative Officer

#### **Recommended Motion:**

1. THAT Bylaw No. 22/008, being an amendment to the Conklin Area Structure Plan Bylaw No. 13/024, to allow for lot sizes less than 0.4 ha on the following hamlet residential parcels:
  - Lot 3, Block 3, Plan 032 6085 (Civic address - 103 Pine Lane)
  - Lot 156, Block 1, Plan 102 1643 (Civic address - 159 Pine Lane)
  - Lot 42, Plan 832 1550 (Civic address - 130 Father Mercredi's Trail)
  - Lot 119, Plan 832 1550 (Civic address - 175 Pine Lane)
  - Lot 134, Plan 832 1550 (Civic address - 178 Pine Lane); be read a second time:
2. THAT Bylaw No. 22/008, be read a third and final time.

#### **Summary:**

The Planning and Development Department received an application in November 2021 to amend the Conklin Area Structure Plan (ASP). The purpose of this amendment is to reduce the minimum lot size requirement in the ASP of 0.4 ha for the following five lots (subject parcels):

1. Lot 156, Block 1, Plan 102 1643 (Civic Address - 159 Pine Lane)
2. Lot 3, Block 3, Plan 032 6085 (Civic Address - 103 Pine Lane)
3. Lot 42, Plan 832 1550 (Civic Address - 130 Father Mercredi's Trail)
4. Lot 119, Plan 832 1550 (Civic Address - 175 Pine Lane)
5. Lot 134, Plan 832 1550 (Civic Address - 178 Pine Lane)

Under the Land Use Bylaw No. 99/059, the lots above are designated 'HR - Hamlet

Residential' and are allowed to have a minimum lot area of 560 square meters (0.056 ha) if serviced by municipal water and sewer. The Conklin Area Structure Plan (Bylaw No. 13/024), however, restricts the minimum lot size to 4,000 square meters (0.4 ha).

In the absence of enough land for development, and services available through the Rural Water and Sewer Servicing (RWSS) Program, the Conklin Resource Development Advisory Committee (CRDAC) has submitted the proposed amendment to reduce the minimum lot size for the subject parcels to align with the Land Use Bylaw. This will enable the subdivision of the subject parcels into smaller lots thereby increasing the supply of affordable housing in the Hamlet.

The authority to amend the Area Structure Plan is vested with Council under the *Municipal Government Act*.

### **Background:**

The community of Conklin is facing a housing shortage. Since the ASP restricts the minimum lot size in the Hamlet to 0.4 ha (4,000 square meters) there are few opportunities to subdivide existing lands. To address the housing shortage and affordability, CRDAC is proposing a reduction in lot sizes for five parcels under their ownership to enable the subdivision of these lots into smaller parcels. The subject parcels are located along Pine Lane and Father Mercredi's Trail and are identified in the Subject Area Map (Schedule A) within Attachment 1.

To gain feedback on the proposed ASP amendment, the applicant held a virtual public engagement session on February 15, 2022. No concerns were received on the proposed amendment.

With infrastructure systems being upgraded through the Rural Water and Sewer Servicing (RWSS) Program, there is additional servicing capacity to support new/additional lots in Conklin. CRDAC currently plans to subdivide the five subject parcels into about 46 residential lots over the next three to five years. These subdivisions will be applied for in phases and will be subject to sufficient capacity in municipal infrastructure systems, which will be assessed during the review of each subdivision.

In anticipation of the approval of this amendment application, CRDAC has submitted the first phase of subdivision applications, which proposes to subdivide 159 Pine Lane (area 2.77 ha or 27,700 square meters) into 16 residential lots ranging from 0.088 ha (880 square meters) to 0.295 ha (2,950 square meters).

### **Alignment with Statutory Plans:**

The proposed ASP amendment aligns with the intent of the Municipal Development Plan (MDP) by increasing affordable housing supply while maintaining the existing character and development pattern of single-family development in the community. Directions C.2.1, 4.2.1, 4.2.2. and 4.2.3 of the MDP address the general strategy for

rural communities, including Conklin, and contemplate modest population growth while promoting a variety of land uses. The plan identifies the need for expanding affordable housing supply and recommends that land use policies, regulations, and standards remain flexible to support affordable housing for smaller, less costly units.

With the exception of the minimum lot size requirement, the proposed amendment also aligns with the intent of the Conklin Area Structure Plan by conserving and enhancing the existing development pattern and providing access to more affordable housing. Most notably, 'Principle 2: Conserve and Enhance the Existing Development Pattern' identifies the need for affordable housing and suggests that it may be achieved through residential developments on smaller lots. Additionally, Hamlet Residential land uses in the ASP allow for infill residential development, subject to proposed development retaining the existing characteristics of the area.

### **Rationale for Recommendation:**

Since the approval of the Conklin Area Structure Plan in 2013, significant improvements to the servicing infrastructure have occurred. These improvements provide for extra capacity in servicing systems and can support smaller lot sizes to address the issue of housing supply and affordability in the community of Conklin. Statutory plans are intended to be "living documents" that can be amended from time to time in response to evolving circumstances and community need.

Given the support for this locally-driven application and its alignment with key priorities such as housing affordability, Administration supports the proposed amendment.

### **Strategic Priorities:**

Responsible Government  
Rural and Indigenous Communities and Partnerships

### **Attachments:**

#### **1. Bylaw No. 22/008 Conklin Area Structure Plan Amendments**

**BYLAW NO. 22/008****BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND THE CONKLIN AREA STRUCTURE PLAN BYLAW NO. 13/024**

**WHEREAS** Section 633 of the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto authorizes Council to enact a bylaw adopting an Area Structure Plan.

**AND WHEREAS** Section 191(1) of the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto authorizes Council to adopt a bylaw to amend an Area Structure Plan.

**NOW THEREFORE**, the Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, hereby enacts as follows:

1. THAT Bylaw No. 13/024 is hereby amended by allowing the minimum lot size for hamlet residential development, under Policy 2.1.4, to be less than 0.4 ha (1.0 ac) at the following parcels:
  - Lot 3, Block 3, Plan 032 6085 (Civic address - 103 Pine Lane)
  - Lot 156, Block 1, Plan 102 1643 (Civic address - 159 Pine Lane)
  - Lot 42, Plan 832 1550 (Civic address - 130 Father Mercredi's Trail)
  - Lot 119, Plan 832 1550 (Civic address - 175 Pine Lane)
  - Lot 134, Plan 832 1550 (Civic address - 178 Pine Lane)

as depicted on Schedule "A"
2. THAT Bylaw No. 13/024 is hereby amended by accepting the textual amendments as depicted in Schedule "B"
3. This Bylaw comes into effect on the day it is passed

Read a first time this 24<sup>th</sup> day of May, 2022.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Read a third and final time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Signed and Passed this \_\_\_\_\_ day of \_\_\_\_\_ 2022

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Legislative Officer

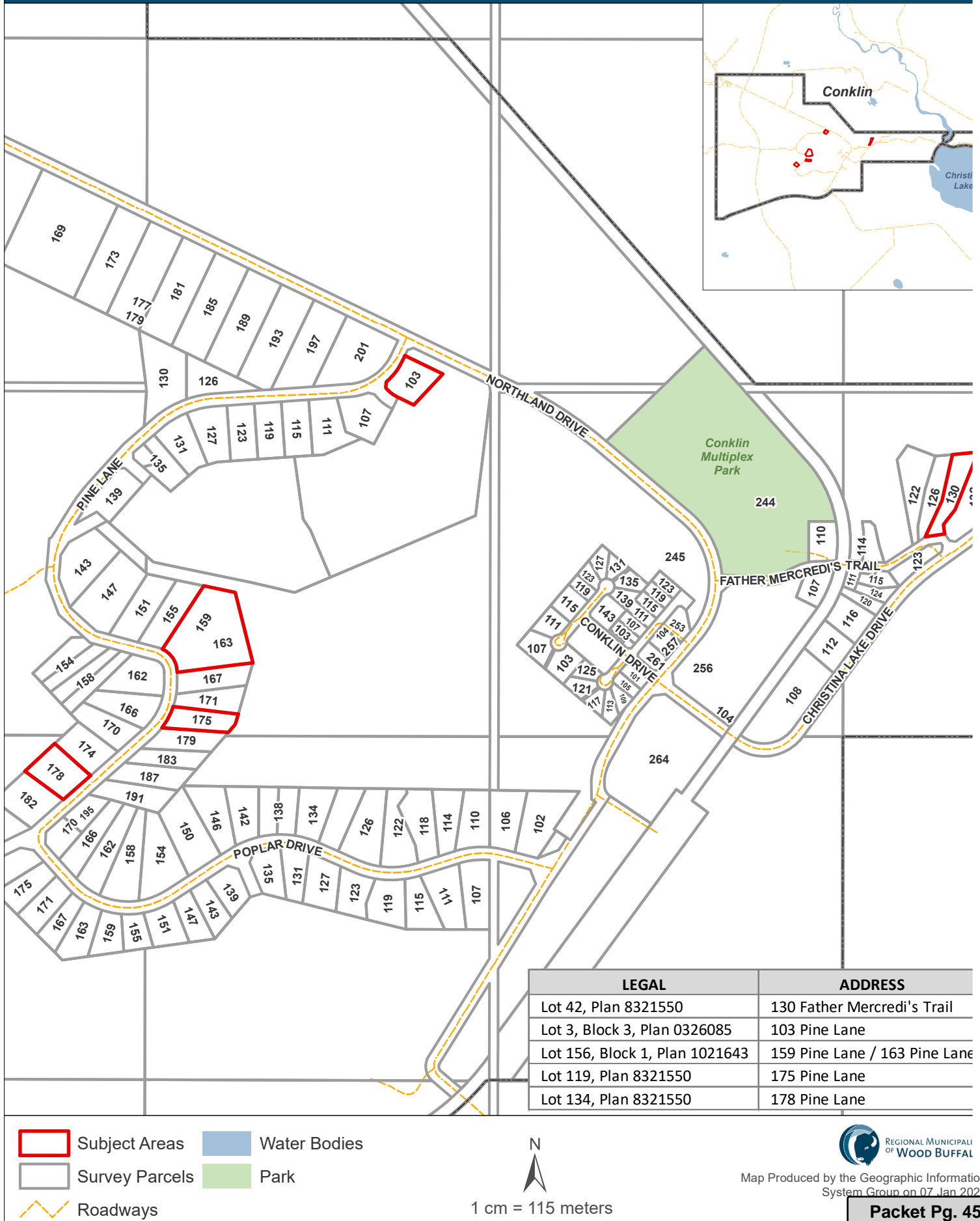


# SUBJECT AREA MAP

## ASP Amendment - Conklin

# Schedule "A"

# Bylaw 22/008



## Conklin Area Structure Amendment

## Bylaw 22/008

### Background and Intent of the Amendments

The Conklin Resource Development Advisory Committee (CRDAC) has previously contracted two separate assessments of the state of housing in the Hamlet of Conklin. Both studies confirm that there is a widening gap between the demand for and supply of adequate and affordable housing in the community. Cenovus Energy Canada has recently announced their intention to commit \$10 million annually over the next five years to the construction of new housing in six First Nations and Metis communities including Conklin. In anticipation of participating in this initiative, the CRDAC has acquired five parcels of land in the Hamlet with plans to pursue subdivision of these parcels to create approximately 46 new housing lots over the next three to five years to assist in bridging the housing gap.

The current Conklin Area Structure Plan, adopted in 2013, noted a lack of available water and sanitary sewer services in the community and a local desire to maintain the existing large lot residential pattern. As a result, the current ASP establishes a 0.4 ha (1 acre) minimum lot area for residential parcels in the Hamlet Residential zone even though the Land Use Bylaw supports much smaller parcels in this zoning district. Since 2013, infrastructure improvements have been made to increase the capacity of the systems to support more compact forms of development and studies have demonstrated that there is a lack of available housing in the community. One of the cornerstones of providing affordable housing requires limiting the capital cost of construction of the dwelling and services. The proposed amendments seek to create an opportunity for the CRDAC to take full advantage of the Land Use Bylaw regulations and provide for lots smaller than 1 acre in size to reduce the land servicing costs so that as much of the available private sector funding can be used to expand the housing stock.

The following table describes the proposed amendments to the Conklin ASP. The first column is a cross-reference to the key paragraphs in the attached ASP report. The second column represents the current statements in the ASP while the subsequent columns define the proposed amendments and the rationale for the changes.

Ref #	Current ASP Text	Proposed New Text	Rationale for Change
10	Between 2000 and 2004, the population of Conklin remained relatively stable at around 215 people according to the municipal censuses. Since then, the Hamlet has experienced a growth of more than 50% to 318 people in 2012. Much of this growth is due to temporary workers moving to the Hamlet for industry and construction related employment.	Between 2000 and 2004, the population of Conklin remained relatively stable at around 215 people according to the municipal censuses. <b>The 2012 Municipal Census reported a growth of more than 50% to 318 people. Since 2012, the Hamlet's population has seen a significant contraction to a current population of 178 people based upon the 2021 Municipal Census.</b>	<ul style="list-style-type: none"> <li>Updated population statistics obtained from RMWB to describe the rate of population change in the community.</li> </ul>
11	The majority of residential development takes the form of single detached housing or manufactured homes on large lots averaging 1 hectare (ha), that is 2.5 acres. Residents value the rural character of their community	The majority of residential development takes the form of single detached housing or manufactured homes on large lots averaging 1 hectare (ha), that is 2.5 acres. <b>Over the past nine year period (2012-2021), the supply of housing in Conklin has</b>	<ul style="list-style-type: none"> <li>Providing for a more compact form of development is essential for responding to the lack of affordable and accessible housing in the</li> </ul>

Ref #	Current ASP Text	Proposed New Text	Rationale for Change
	and would prefer future residential development to respect the existing development pattern.	<p><b>decreased by 23% with a total of 107 dwellings reported in the 2021 Municipal Census compared to 139 dwellings reported in 2012.</b></p> <p><b>Several studies conducted in the community in 2018 point towards a growing housing crisis in the community. These studies highlight ongoing issues of homelessness and substandard living conditions for local indigenous residents. The Conklin Resource Development Advisory Committee (CRDAC) is partnering with private sector businesses to overcome a lack of adequate housing in the Hamlet including the acquisition of several unoccupied properties within the Hamlet to be subdivided and used for constructing new affordable community housing. The construction of affordable housing relies on a more compact form of development than is currently represented in the hamlet to minimize the cost of new infrastructure to support.</b></p>	hamlet. The CRDAC has the opportunity to access private sector funding to build new affordable houses in the community and wants to ensure that as much of this funding is used for housing and to minimize the investments required in servicing new sites.
18	In terms of existing infrastructure, the water treatment plant and sewage lagoon are both at capacity. Potable water is delivered and waste water is removed by truck haul. A new water treatment plant, located on Northland Drive approximately 1.5 km from the intersection of Highway 881, is expected to be in operation by the end of 2013. A municipal solid waste transfer station (previously a municipal landfill) is located west of Highway 881 on Northland Drive (Leismer Road), servicing both the Hamlet and the surrounding industry.	In terms of existing infrastructure, the water treatment plant and sewage lagoon are both at capacity. Potable water is delivered and waste water is removed by truck haul. A new water treatment plant, located on Northland Drive approximately 1.5 km from the intersection of Highway 881, is expected to be in operation by the end of 2013. A municipal solid waste transfer station (previously a municipal landfill) is located west of Highway 881 on Northland Drive (Leismer Road), servicing both the Hamlet and the surrounding industry.	<ul style="list-style-type: none"> <li>We assume that a lack of capacity in the water and sanitary sewer systems contributed to the decision to limit the minimum size of Hamlet Residential properties in Conklin. Improvements have been made to both systems to create additional capacity.</li> </ul>

Ref #	Current ASP Text	Proposed New Text	Rationale for Change
28	<p>The relevant principles are:</p> <ul style="list-style-type: none"> <li>• Conserve and enhance the existing development pattern</li> <li>• Promote community safety</li> <li>• Enhance local recreational opportunities</li> </ul>	<p>Since the adoption of this ASP, several capital improvements have been made to the Hamlet's water distribution and sanitary sewer collection systems which may eliminate the need for truck hauled water and sewage collection. These service improvements offer limited support for the targeted expansion of urban serviced development in Conklin outside of the core community area as may be supported by the LUB subject to confirming the specific servicing capacity at the time of subdivision or development.</p> <p>The relevant principles are:</p> <ul style="list-style-type: none"> <li>• Conserve and enhance the existing development pattern <b>while providing support for adequate and affordable housing</b></li> <li>• Promote community safety</li> <li>• Enhance local recreational opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Adding this reference is intended to recognize that promoting a more compact form of residential development as a means of supporting affordable housing construction on targeted properties is needed to expand the supply of adequate and affordable housing.</li> </ul>
32	<p>The region around Conklin will continue to see growth of oil sands development along with industrial and commercial activities that support this growth; however, the Hamlet of Conklin itself will see steady but limited new development. The main emphasis for future development will be a more focused and walkable Community Core and the provision of additional employment lands within the Hamlet boundaries.</p>	<p>The region around Conklin will continue to see growth of oil sands development along with industrial and commercial activities that support this growth; however, the Hamlet of Conklin itself will see steady but limited new development. The main emphasis for future development will be a more focused and walkable Community Core, and the provision of additional employment lands within the Hamlet boundaries, <b>and a push to expand the supply of adequate and affordable housing within the community.</b></p>	<ul style="list-style-type: none"> <li>• Overcoming the lack of supply of adequate and affordable housing in Conklin must be a priority for the RM and the community.</li> </ul>

Ref #	Current ASP Text	Proposed New Text	Rationale for Change
34	<p>The following six principles will guide the future growth and development in the Hamlet of Conklin:</p> <ul style="list-style-type: none"> <li>• Preserve and Protect the Natural Environment and the Culturally Significant Area</li> <li>• Conserve and Enhance the Existing Development Pattern</li> <li>• Promote Community Safety</li> <li>• Enhance Local Recreational Opportunities</li> <li>• Create Opportunities for Local Economic Activities</li> <li>• Provide Infrastructure that Meets Rural Services</li> </ul>	<p>The following six principles will guide the future growth and development in the Hamlet of Conklin:</p> <ul style="list-style-type: none"> <li>• Preserve and Protect the Natural Environment and the Culturally Significant Area</li> <li>• Conserve and Enhance the Existing Development Pattern <b>While Supporting the Provision of Adequate and Affordable Housing</b></li> <li>• Promote Community Safety</li> <li>• Enhance Local Recreational Opportunities</li> <li>• Create Opportunities for Local Economic Activities</li> <li>• Provide Infrastructure that Meets Rural Services</li> </ul>	<ul style="list-style-type: none"> <li>• This offers support to market housing retaining the large lot configuration while also enabling CRDAC sponsored housing to present a more compact form of housing that reduces the proportion of private investment needed to service lots, maximizing the number of new houses that can be constructed.</li> </ul>
39	<p>Locating housing within close proximity to the school and community centre can support a lively central area and bring residents closer to amenities. Access to more affordable housing is needed and may be achieved through residential developments on smaller lots.</p>	No amendment proposed	<ul style="list-style-type: none"> <li>• The current ASP provides support for the proposed amendments and acknowledges that one of the keys for providing affordable housing is to situate them on smaller lots that reduce the length of new linear infrastructure required to service these lots.</li> </ul>
39	<p>Policy 2.1.4 Residential development shall maintain a minimum lot size of 0.4 ha (1.0 acre).</p>	<p>Policy 2.1.4 Residential development shall maintain a minimum lot size of 0.4 ha (1.0 acre) <b>except for the parcels listed below.:</b></p> <ul style="list-style-type: none"> <li>• <b>Lot 3, Block 3, Plan 0326085</b></li> <li>• <b>Lot 119, Plan 8321550</b></li> <li>• <b>Lot 134, Plan 8321550</b></li> <li>• <b>Lot 42, Plan 8321550</b></li> </ul>	<ul style="list-style-type: none"> <li>• The five properties listed represent the lands acquired by the CRDAC to support the construction of new affordable housing in conjunction with Cenovus Energy Canada. We acknowledge that the number</li> </ul>

Ref #	Current ASP Text	Proposed New Text	Rationale for Change
		<ul style="list-style-type: none"> <li><b>Lot 156, Block 1, Plan 1021643</b></li> </ul> <p><b>The number and size of the lots that may be considered within these properties will be determined based upon an assessment of available servicing capacity at the time of subdivision.</b></p>	of lots that can be subdivided from each property will be dictated by the intended level of service and the available capacity of existing centralized municipal infrastructure.
58	<p>A variety of built forms and housing types that are accessible to all age groups and income levels are allowed and encouraged under the following two residential classifications:</p> <p><b>COUNTRY RESIDENTIAL</b> This classification allows for single detached dwellings on large individual lots with a minimum lot size of 1.0 ha (2.5 acres) and will continue the existing residential development patterns to the west of Poplar Drive.</p> <p><b>HAMLET RESIDENTIAL</b> The majority of existing residential lots in the Hamlet fall within this classification. This area currently consists of predominantly manufactured homes and single detached housing. Single detached dwellings on individual lots with a minimum lot size of 0.4 ha (1 acre) will be encouraged as a continuation of the existing residential development pattern. This classification also allows for infill residential development given that proposed development can retain the existing characteristics of the area.</p>	<p>A variety of built forms and housing types that are accessible to all age groups and income levels are allowed and encouraged under the following two residential classifications:</p> <p><b>COUNTRY RESIDENTIAL</b> This classification allows for single detached dwellings on large individual lots with a minimum lot size of 1.0 ha (2.5 acres) and will continue the existing residential development patterns to the west of Poplar Drive.</p> <p><b>HAMLET RESIDENTIAL</b> The majority of existing residential lots in the Hamlet fall within this classification. This area currently consists of predominantly manufactured homes and single detached housing. Single detached dwellings on individual lots with a minimum lot size of 0.4 ha (1 acre) will be encouraged as a continuation of the existing residential development pattern <b>unless otherwise exempted by this plan</b>. This classification also allows for infill residential development given that proposed development can retain the existing characteristics of the area.</p>	<ul style="list-style-type: none"> <li>This is necessary to recognize the targeted exemption of the CRDAC owned properties to having to comply with the 0.4 ha (1 acre) minimum site area.</li> </ul>

Ref #	Current ASP Text	Proposed New Text	Rationale for Change
65	<p>The current water treatment plant upgrade is designed for a residential equivalent population of 2,000, enough to support the projected population and the surrounding resource related camps until 2017. The subsequent upgrade can support a residential equivalent population of 3,500 until 2027. In both stages, the assumption is that a 1,000 equivalent population is allocated to the surrounding work camps. The wastewater treatment plant expansion is in the pre- design stage. The upgrade is based on the same design population assumption used for the water treatment plant upgrade.</p> <p>Both the water treatment plant and wastewater treatment plant design servicing capacities are sufficient to support the population growth to be accommodated in Phase 1 and 2 proposed developments.</p>	<p>The current water treatment plant upgrade is designed for a residential equivalent population of 2,000, <b>which is enough to support the projected population and the surrounding resource-related camps. The wastewater lagoon expansion, which is currently in a pre-design stage is based on the same design capacity used for the water treatment plant. Therefore; Both the water treatment plant and planned wastewater lagoon servicing capacities are sufficient to support the population growth to be accommodated in Phase 1 and 2 proposed developments.</b></p>	<ul style="list-style-type: none"> <li>The proposed amendments offer an update on what improvements have been made to the Hamlet's water and wastewater systems to support the expansion of serviced property in the community.</li> </ul>

Respectfully submitted,



Bill Delainey, RPP  
Associated Engineering Ltd.





# CONKLIN AREA STRUCTURE PLAN









2010 Community Engagement Session

## ACKNOWLEDGEMENTS

- 1 The Conklin Area Structure Plan was developed by the Regional Municipality of Wood Buffalo (RMWB/the Municipality) in collaboration with Conklin's residents and key stakeholders. The Municipality thanks the residents, Elders, Conklin Métis Local 193, Conklin Resource Development Advisory Committee (CRDAC) leaders, and all stakeholders for kindly giving their time, sharing their views, and providing valuable input for making the Conklin community a better place to live, work, and play.

## THE ASP'S PURPOSE

- 2 The Conklin Area Structure Plan (ASP/the Plan) is a statutory document prepared in accordance with the Municipal Government Act (R.S.A. 2000) that will guide land use and development in the Conklin area. The Conklin Area Structure Plan is intended to:
  - Establish policies that promote orderly and sustainable land uses in the area; and
  - Integrate existing and future infrastructure requirements with generalized land uses.
- 3 Although the plan is designed for the long term (up to 20 years), it will be reviewed every five years as a minimum and be updated as needed to ensure it remains relevant to existing conditions.

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# PART 1: SETTING THE STAGE

This section sets the context for the Conklin Area Structure Plan. It provides a summary analysis of the community's existing information and discusses the planning and policy framework, which includes key regional influences as well as the Municipal Development Plan's strategic directions for the community's future.



## THE HAMLET OF CONKLIN

- 4 Conklin is located at the confluence of Christina Lake and the Jackfish River, approximately 160 km southeast of Fort McMurray. Christina Lake, which is at the northeastern end of the Hamlet, plays a number of important functions. It provides fish and wildlife habitat, maintains watershed and water quality functions, and provides recreation opportunities.
- 5 The lake and its associated tributaries, including the Jackfish River and Birch Creek, are greatly valued by the community. The predominantly Métis population appreciate the lake and its surroundings for their ecological value, cultural significance, and the opportunities they provide for practicing traditional land use, including harvesting berries and culturally important roots and medicines.
- 6 In recent years, the Hamlet has experienced a decline in traditional use, including harvesting and hunting, due to the increasing number of oil and gas developments and forestry in the surrounding area. Infrastructure investment, including roadways and power lines, is also contributing to the decline. This Area Structure Plan (ASP) seeks to reconcile the community's desire to preserve the character of the Hamlet with the reality of increasing pressures of industrial development occurring in close proximity.

### WHAT'S IN A NAME?

Christina Lake and the river originating from it were named to honour Christine Gordon, a Scotswoman, who was the first white woman to make a permanent home in Fort McMurray. Miss Gordon was a fur trader operating in competition with the Hudson's Bay Company.

# CONKLIN OVERVIEW

## Regional Influences

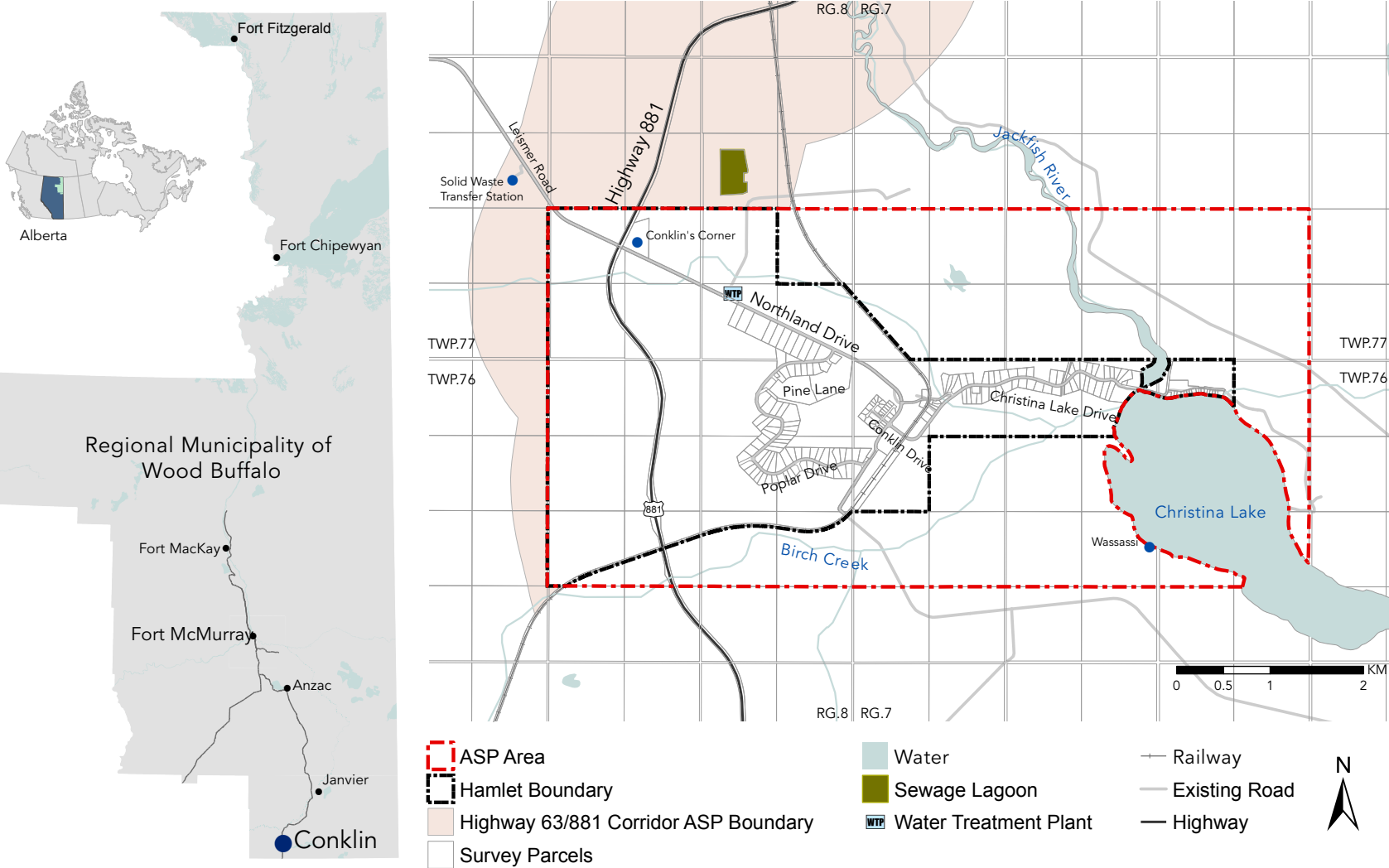
- 7 Conklin is located in “bitumen alley,” an area characterized by significant oil sands deposits. Development is occurring in the form of in situ projects, commonly known as Steam Assisted Gravity Drainage (SAGD). Although SAGD operations consume less land than open pit mining operations, the increasing number of projects in the area continues to fragment the land and cumulative effects are putting significant pressure on the natural environment. Presently, there are more than 10,000 project accommodation beds (existing and approved capacity) within a 30 km radius of Conklin and more growth is projected for this region (See Map 2 for Sub-Regional Context).

## The ASP area

- 8 Highway 881 connects the Hamlet of Conklin to the Urban Service Area of Fort McMurray to the north and Lac La Biche County to the south. The closest community is the Hamlet of Janvier, which lies 30 km northeast of Conklin along Highway 881. The ASP area encompasses approximately 3,000 hectares (ha) with Christina Lake and the Jackfish River defining the eastern end and Highway 881 traveling through the western portion. Throughout this document, the term “ASP area” will be used to describe the Hamlet and the wider area as shown on Map 1. The term “Hamlet” refers to the legally defined boundary for the Hamlet of Conklin.

# MAP 1: CONKLIN ASP CONTEXT MAP

The Conklin ASP Context Map illustrates the location of the ASP area and the Hamlet Boundary relative to the region. Areas have been generalized and are only approximate.





# MAP 2: SUB-REGIONAL CONTEXT MAP

The Sub-regional Context Map illustrates the location and capacity of surrounding accommodations, as well as surrounding oil sands agreements by the industry. This map is not meant to be interpreted and amended on a site specific basis. Areas have been generalized and are only approximate.

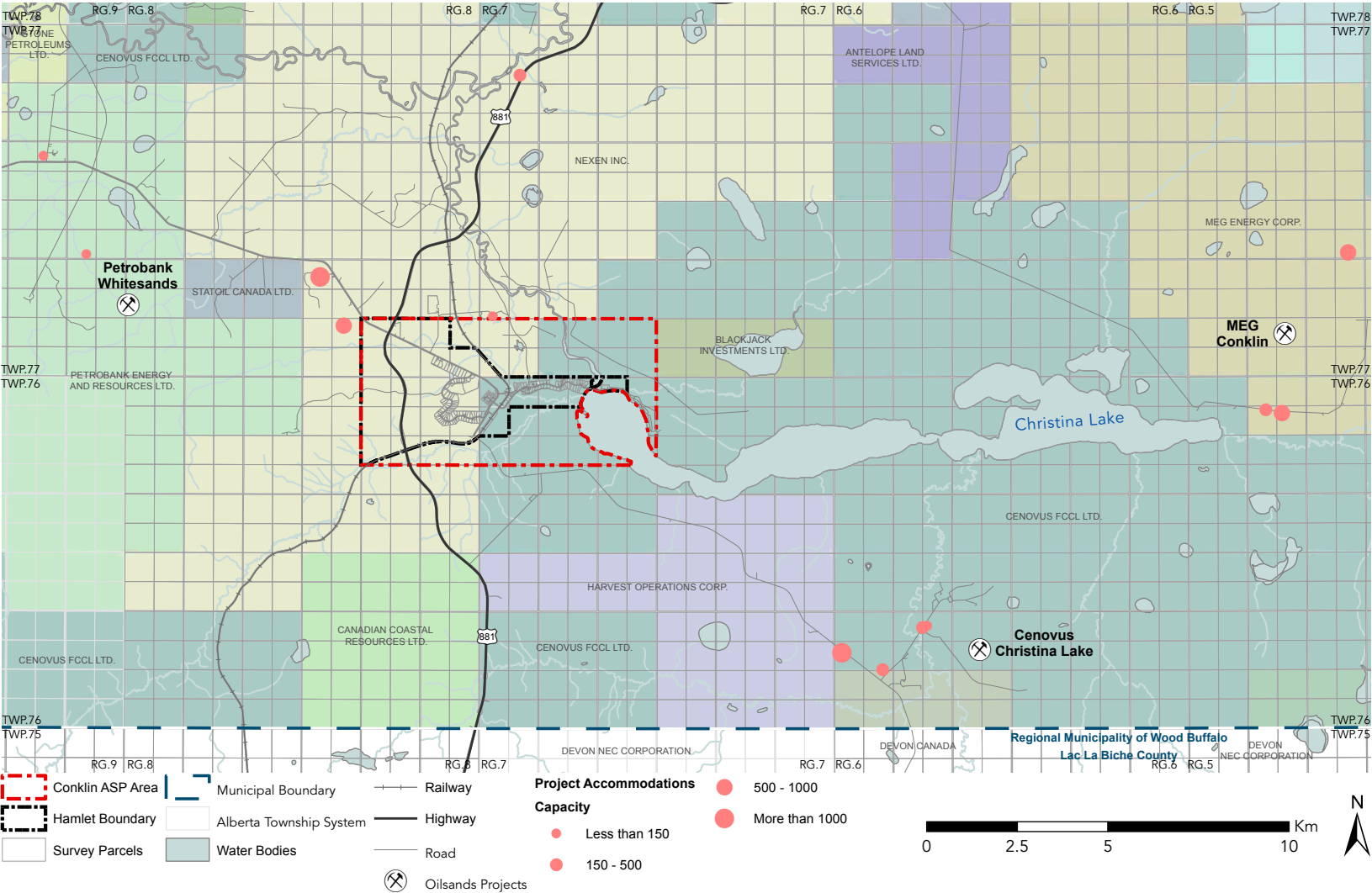
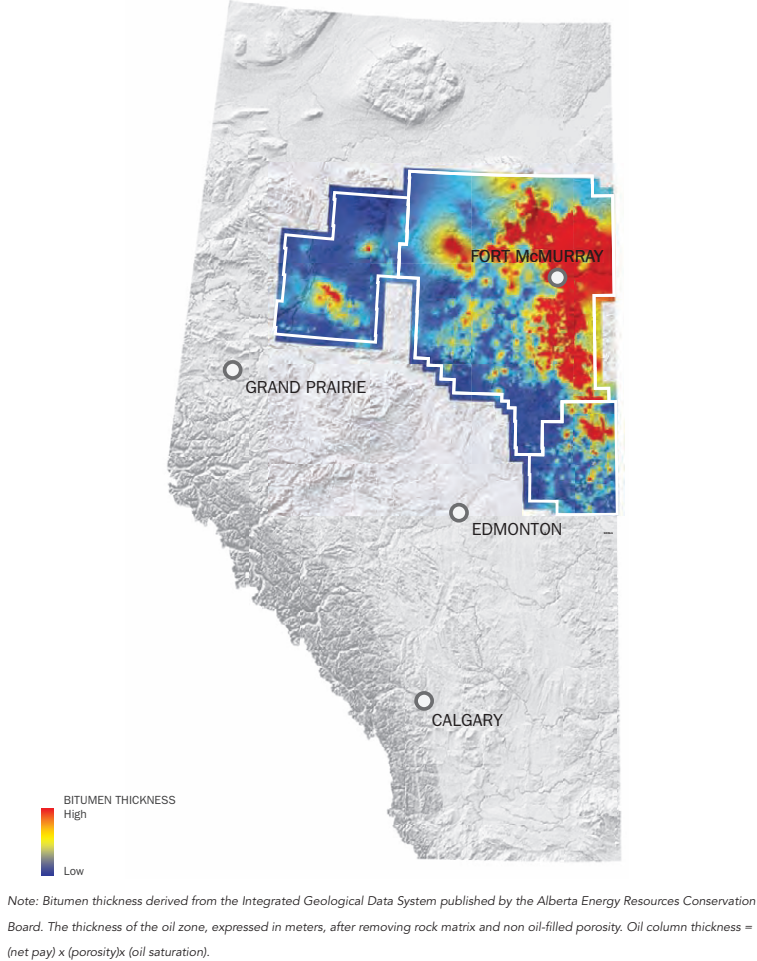
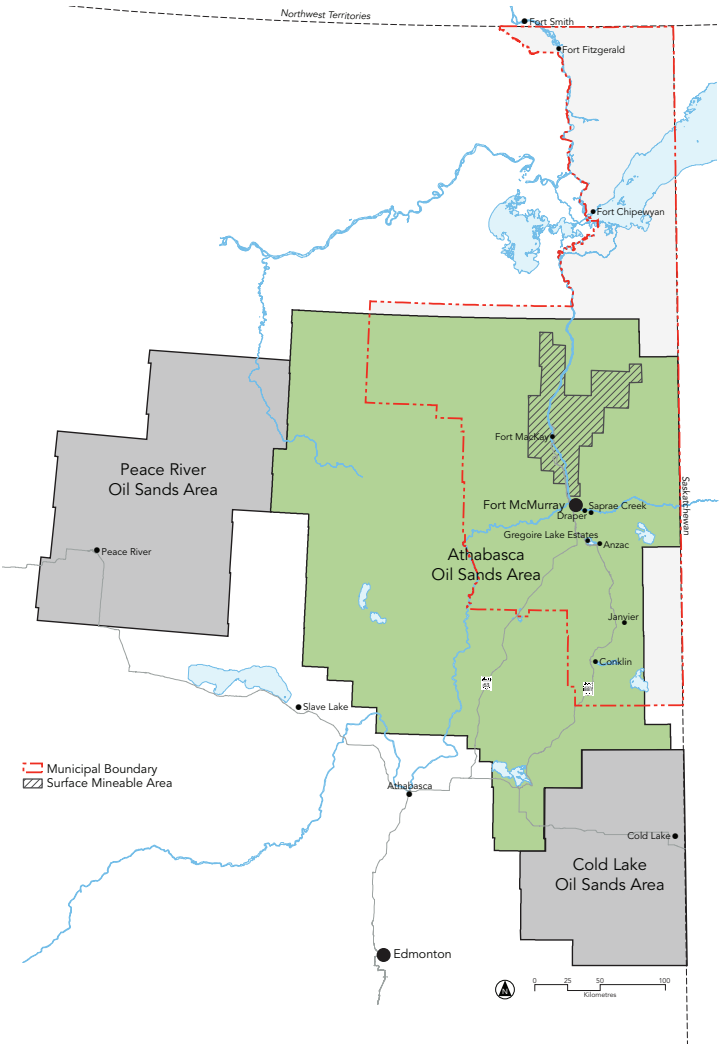


Figure 1: Alberta Bitumen Deposits



Source: Comprehensive Regional Infrastructure Sustainability Plan (CRISP) for the Athabasca Oil Sands Area (AOSA), Pg.16

Figure 2: Athabasca Oil Sands Area



Source: RMWB Municipal Development Plan Bylaw No.11/027, Pg.23

## EXISTING CONDITIONS

### Environment

- 9 Situated in the extensive drainage basin of Christina Lake, the majority of the land in the ASP area exists in its natural forested state, although some fragmentation has occurred due in part to development associated with the oil and gas industry (e.g., seismic lines and pipeline corridors) and infrastructure (e.g., road and power lines). Due to the high water table, a large portion of the ASP area is poorly drained. The poorly drained areas, located along the northern and southern boundaries of the ASP area and east of the railway tracks moving towards Christina Lake, are a significant development constraint. Higher quality land more suitable for development is located on the better drained ground in the central western portion of the ASP area (See Map 3: Environmental Constraint Map on Pg.14).

### Society

- 10 Between 2000 and 2004, the population of Conklin remained relatively stable at around 215 people according to the municipal censuses. Since then, the Hamlet has experienced a growth of more than 50% to 318 people in 2012. Much of this growth is due to temporary workers moving to the Hamlet for industry and construction related employment.
- 11 The majority of residential development takes the form of single detached housing or manufactured homes on large lots averaging 1 hectare (ha), that is 2.5 acres. Residents value the rural character of their community and would prefer future residential development to respect the existing development pattern.
- 12 Currently, recreational facilities consist of a small park, a small playground, an ice rink, a baseball diamond, and two indoor gyms (one at the community centre and one at the school). The community desires a centrally located natural park where they can take advantage of nature for outdoor recreation activities throughout the year.

### Culture

- 13 According to Alberta Culture and Community Spirit, the shoreline area of Christina Lake has potential for Historical Resources Value (HRV) with values ranging from 4 to 5. This means the area either contains or is believed to contain a historic resource that may require avoidance from development (See Glossary of Terms for detail HRV breakdown). Conklin residents have also identified the shoreline and the associated Wassassi area as having strong historical and cultural significance to their community.

## Public Service

- 14 Institutional uses located at the intersection of Northland Drive and Christina Lake Drive form the basis of the Hamlet's Community Core. Existing institutional uses include a community centre, elementary school, and volunteer fire department.
- 15 The existing two cemeteries located north of Christina Lake Drive are already at capacity. Studies are currently underway to examine the possibility of expanding one of the cemeteries situated north of Christina Lake Drive in proximity to the Community Core.

## Economy

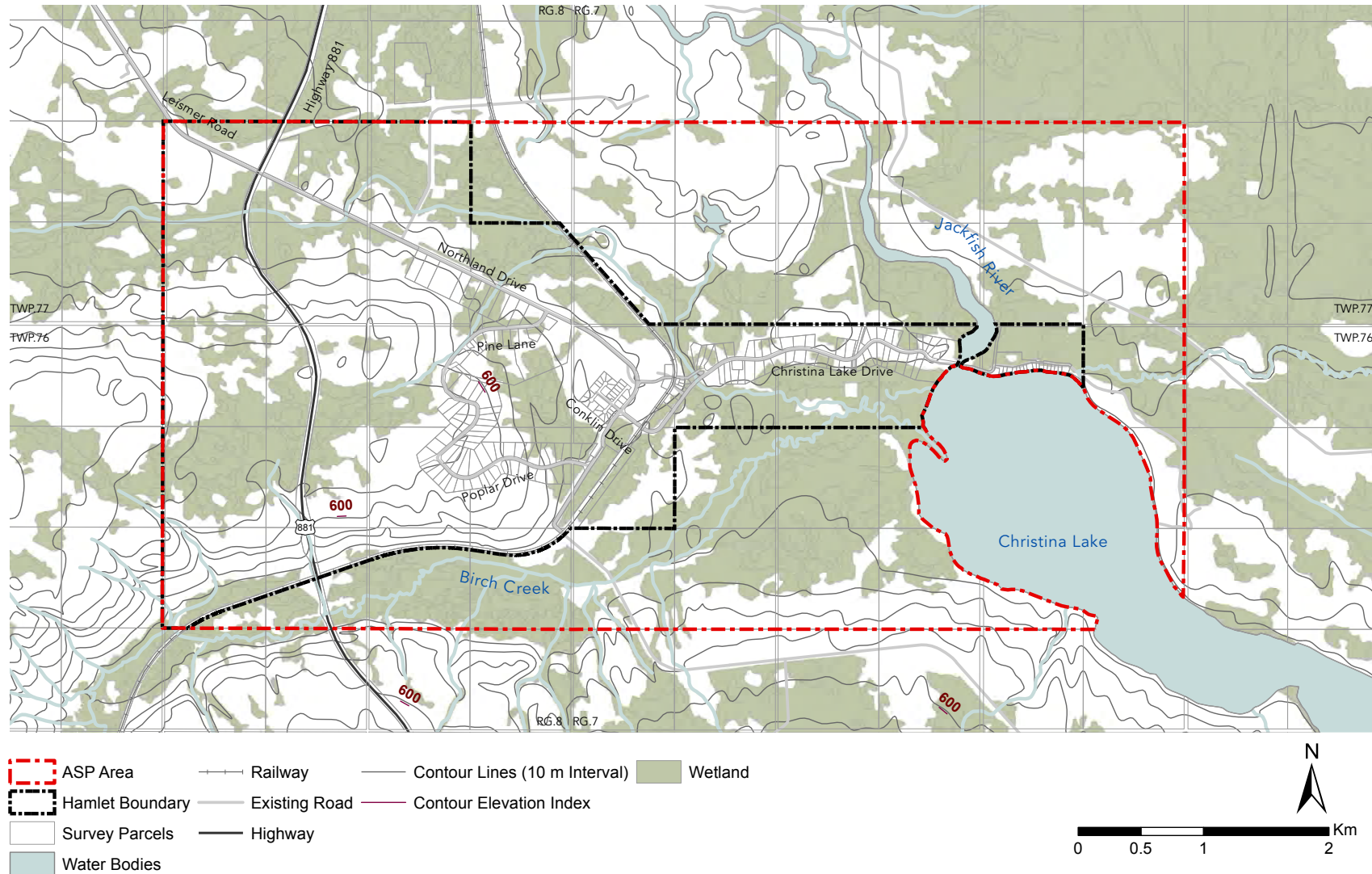
- 16 Existing commercial development at the corner of Highway 881 and Northland Drive provides convenience and hospitality services to local residents, travellers, and surrounding industry workers. Christina Lake Lodge, located on the northern shore of Christina Lake, east of the Jackfish River, provides accommodation for industry workers throughout the year and campground services to the public during the summer season. Residents desire local commercial and retail services, such as a small corner store and post office, to be more centrally located in the Hamlet. Residents also expressed their interests in setting up their own home businesses, such as bed and breakfasts or home offices.
- 17 Some light industry exists along the south side of Northland Drive, at the gateway to the Hamlet. More industrial lands in appropriate locations are needed, as there is a desire from business owners and entrepreneurs to expand local business opportunities providing goods and services to the surrounding oil and gas industry.

## Infrastructure

- 18 In terms of existing infrastructure, the water treatment plant and sewage lagoon are both at capacity. Potable water is delivered and waste water is removed by truck haul. A new water treatment plant, located on Northland Drive approximately 1.5 km from the intersection of Highway 881, is expected to be in operation by the end of 2013. A municipal solid waste transfer station (previously a municipal landfill) is located west of Highway 881 on Northland Drive (Leismer Road), servicing both the Hamlet and the surrounding industry.

## MAP 3: ENVIRONMENTAL CONSTRAINT MAP

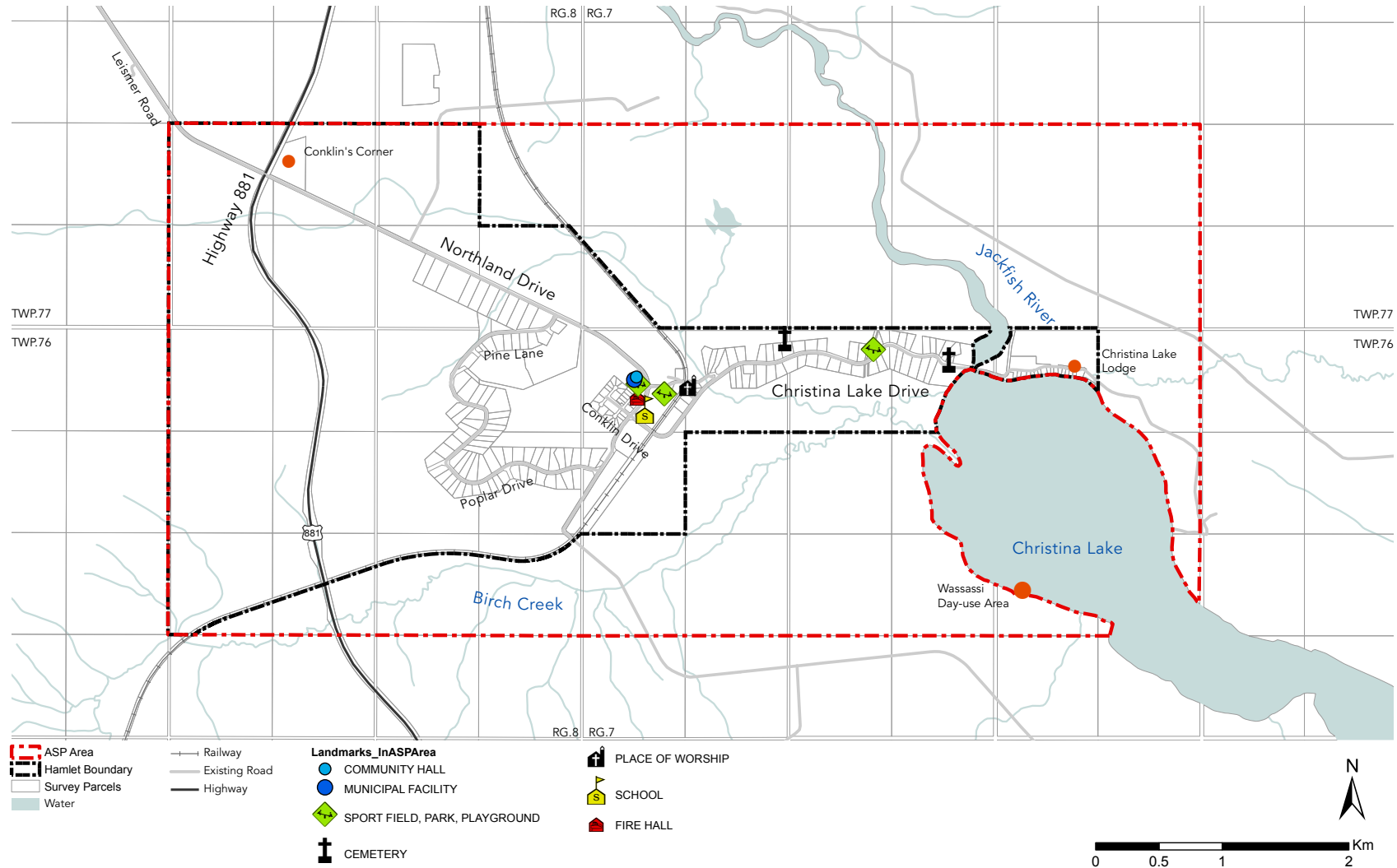
The Environmental Constraint Map shows areas that are environmentally sensitive. Areas have been generalized and are only approximate. Further investigations and assessments are necessary to verify constraints to development and servicing on a more site specific basis. This map is not meant to be interpreted and amended on a site specific basis.





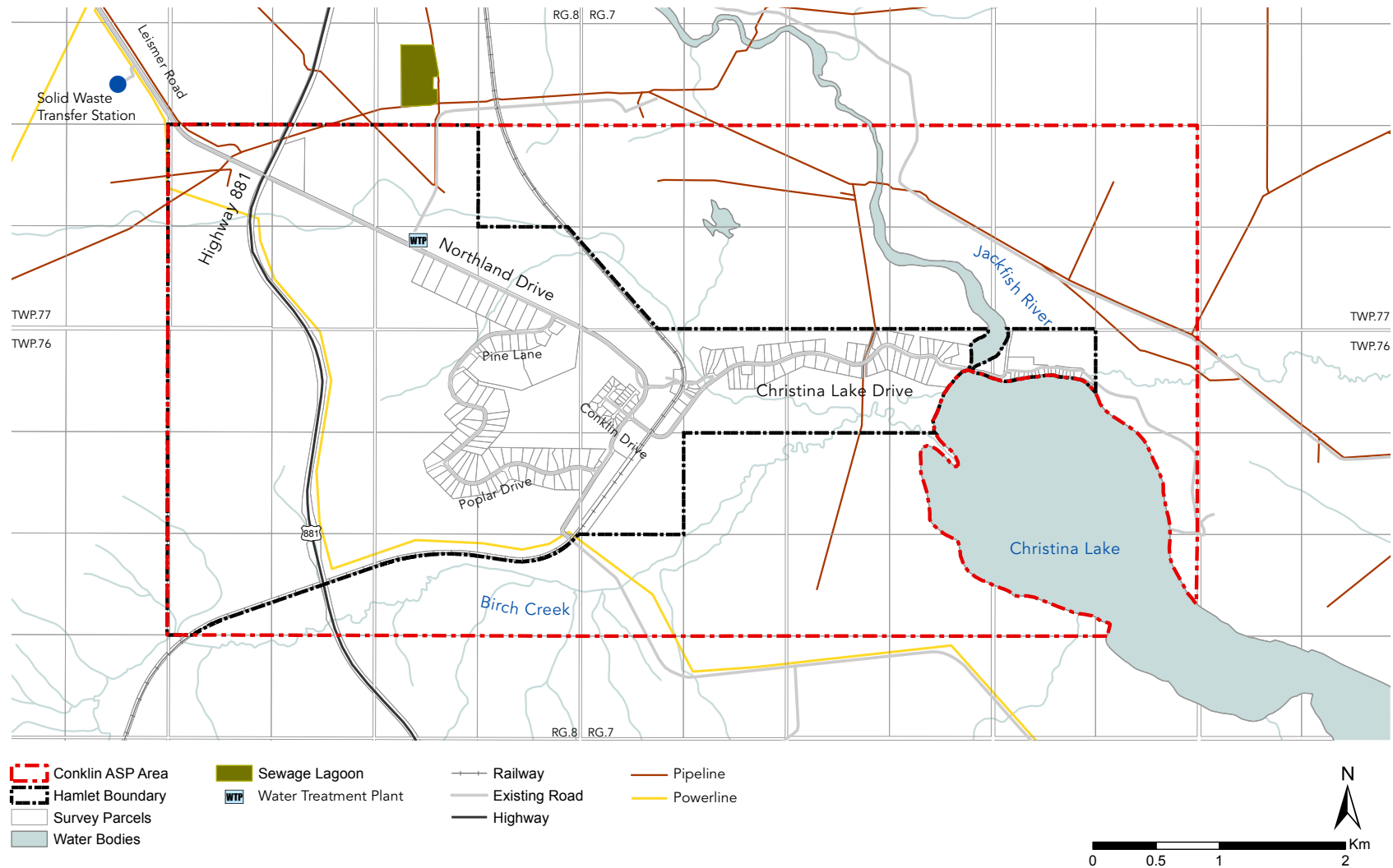
## MAP 4: SOCIAL INFRASTRUCTURE MAP

The Social Infrastructure Map illustrates the location of existing public services, recreation facilities, and landmarks in the ASP area. This map is not meant to be interpreted and amended on a site specific basis. Areas have been generalized and are only approximate.



## MAP 5: PHYSICAL INFRASTRUCTURE MAP

The Physical Infrastructure Map illustrates the existing infrastructures. This map is not meant to be interpreted and amended on a site specific basis. Areas have been generalized and are only approximate.



# PLANNING AND POLICY FRAMEWORK

## Municipal Government Act (MGA)

- 19 The MGA enables municipalities to prepare statutory plans, such as Area Structure Plans (ASPs), and sets out the minimum requirements that the statutory plan should address (MGA Section 633). The Act mandates that all statutory plans adopted by a municipality be consistent with each other (MGA Section 638).

## Municipal Development Plan (MDP)

- 20 The Municipal Development Plan (Bylaw No. 11/027), as adopted by Council in 2011, guides how the Municipality manages resources and provides overall direction for sustainable growth for the next 20 years. The Municipality wants to ensure a healthy and vibrant region that will thrive for generations to come. This ASP builds on the policy framework of the MDP, while providing more specific direction in the ASP area with added community and stakeholder input.

- 21 MDP Direction C.2.1 "Accommodate balanced growth in Conklin" outlines the following:

"Despite the increasing demands for development, the Municipality will support modest growth in Conklin. The existing development pattern of single family residential will be respected as limited new residential areas are added. A range of housing choices will be encouraged near the Community Core to satisfy the needs of all ages and income levels. Highway commercial and light industrial uses will be encouraged to the west of Highway 881 while neighbourhood commercial uses will be supported in the Community Core to create opportunities for local business and neighbourhood services. Future development in Conklin will ensure protection of water sources and areas deemed significant to the community such as Christina Lake, the Jackfish River, and Wassassi Park. Development along watercourses will be restricted."

- 22 This ASP aligns with this direction in the MDP.

## Adjacent Area Structure Plans

- 23 The Highway 63/881 Corridor Area Structure Plan area is at the west side of the Conklin Area Structure Plan area along the Highway 881 corridor. This ASP aligns with the Highway 63/881 Corridor Area Structure Plan (Bylaw # 07/050), and thus does not require amendment.

## Land Use Bylaw (LUB)

- 24 The LUB (No. 99/059) identifies the following land use districts in the Hamlet of Conklin: Business Industrial (BI), Environmental Preservation (EP), Hamlet Commercial (HC), Hamlet General (HG), Hamlet Residential (HR), Parks and Recreation (PR), Public Service (PS), and Urban Expansion (UE).



## ACHIEVING SUSTAINABILITY IN CONKLIN

- 25 Sustainability can mean different things to different people. The Municipality's understanding of sustainability is derived from the Statement of Sustainability, first set out in Envision Wood Buffalo and then adopted in the MDP.

### Statement of Sustainability

"We value living in a region that is safe, healthy, inclusive of all residents and provides local opportunities. We have a strong economy, a healthy environment, a rich culture and an abundance of social capital that together form the pillars of sustainability and contribute to quality of life and well-being. We strive to find balance in our economic, environmental, cultural and social systems and to live within their natural limits. We make decisions that reflect an understanding of the interdependence of these systems and consider residents' long-term needs to ensure the resources of today are sustainable into the future."

- 26 The Conklin ASP aims to balance the four pillars of sustainability in terms of physical land use planning. Paying attention to and finding the right balance between each pillar, enables land use planning and development to move forward in achieving the regional goal of sustainability and creating a more balanced and livable area. The following section outlines the four pillars and the associated guiding principles used in the development of this ASP's policies and land use framework. These principles were derived from the Conklin vision and align with those identified in the MDP. Due to the interconnected nature between each of the pillars, certain guiding principles overlap.

### Environment

- 27 The relevant principles are:
- Preserve and protect the natural environment and the culturally significant area

### Society

- 28 The relevant principles are:
- Conserve and enhance the existing development pattern
  - Promote community safety
  - Enhance local recreational opportunities

## Culture

29 The relevant principles are:

- Preserve and protect the natural environment and the culturally significant area
- Enhance local recreational opportunities

## Economy

30 The relevant principles are:

- Create opportunities for local economic activities
- Provide infrastructure that meets rural services

# CONKLIN'S VISION

*"Conklin is a close-knit rural community proud of its aboriginal cultural heritage. While the economic growth of the oil sands develops around us, we are dedicated to enjoying and protecting the natural landscape, traditional areas and sacred places. Our community is safe, appropriately serviced and provides opportunities to live, work and play close to home."*

31 This vision for Conklin, as expressed by residents, provides a picture of what the Hamlet would look like in the future. It provides direction for the orderly and sustainable future development of the area; one that balances land use changes with the community's desire to protect and preserve the natural environment and to celebrate its cultural heritage.

# PART 2: ACHIEVING THE VISION

This section outlines a plan for achieving the Community Vision developed during the Area Structure Plan process. Approaches to develop Conklin in a sustainable manner are outlined as key principles, objectives, and policies.

## THE ASP PRINCIPLES

- 32 The region around Conklin will continue to see growth of oil sands development along with industrial and commercial activities that support this growth; however, the Hamlet of Conklin itself will see steady but limited new development. The main emphasis for future development will be a more focused and walkable Community Core and the provision of additional employment lands within the Hamlet boundaries.
- 33 Other objectives include the provision of additional residential developments to accommodate projected future growth; the preservation of natural beauty, ecosystems and the culturally significant area along Christina Lake, the Jackfish River, and the Wassassi area; as well as the enhancement of local recreational uses in proximity to the Community Core.
- 34 The following six principles will guide the future growth and development in the Hamlet of Conklin:
- Preserve and Protect the Natural Environment and the Culturally Significant Area
  - Conserve and Enhance the Existing Development Pattern
  - Promote Community Safety
  - Enhance Local Recreational Opportunities
  - Create Opportunities for Local Economic Activities
  - Provide Infrastructure that Meets Rural Services

# PRINCIPLE 1: PRESERVE AND PROTECT THE NATURAL ENVIRONMENT AND THE CULTURALLY SIGNIFICANT AREA

- 35** The natural environment of the ASP area is primarily defined by the Christina Lake drainage basin. Much of the undeveloped area remains in its original forested state, occurring both on the higher dry ground to the west and lower muskeg areas to the east. The relationships between and within these ecosystems are fragile. With increasing pressure due to industrial activities on all sides of the ASP area, it is important to preserve the ecological function of the drainage basin and prevent further fragmentation of the natural landscape. Areas of particular interest include the Christina Lake shoreline along with the Jackfish River riparian zones. The interconnectedness of the watershed requires similar protective measures for the bank of the Jackfish River and associated tributaries.
- 36** The shoreline areas of Christina Lake, which potentially hold archaeological resources, should be preserved for their environmental, historical, and aboriginal cultural value. Along the shoreline, vegetation is largely intact and provides an important habitat for flora and fauna. These areas have been, and continue to be, used by local residents for harvesting traditional foods and medicines. The residents of Conklin have also identified Wassassi as an area having cultural significance for the community. The Government of Alberta generally owns and is responsible for managing the beds and shores of water bodies. To prevent greenfield development that fragments the natural landscape, future subdivision and development in the ASP area are to be directed to the appropriate locations according to the Generalized Land Use Concept Map.

## Objective 1.1: Protect Christina Lake, the Jackfish River, and associated tributaries

In the ASP area:

Policy 1.1.1 A minimum building setback of 100 metres shall be required from the shoreline along Christina Lake and the Jackfish River.

Policy 1.1.2 A minimum building setback of 30 metres shall be required from the top of banks along Birch Creek.

Policy 1.1.3 A minimum building setback of 15 metres shall be required from the top of banks of all other water bodies. Further investigations, such as geo-technical reports and environmental site assessments shall be required to verify potential constraints to development on a more site specific basis.

Policy 1.1.4 Walking trails and simple structures/equipment associated with day use activities (e.g., picnic tables) may be allowed in the recommended setback, subject to the Municipality's discretion, where such uses are not deemed to create negative impacts on natural habitats or impediments to flood waters.

Policy 1.1.5 The setbacks provided for in policies 1.1.1, 1.1.2 and 1.1.3 may be varied based on an applicant prepared environmental impact assessment that addresses the suitability of the proposed development for the proposed site, reviews its potential environmental and social impacts, and identifies actions necessary to mitigate impacts on the natural environment and traditional land uses in the area.

Policy 1.1.6 Expansion of existing development in the setback areas may be allowed provided that policy 1.1.5 is adhered to by the applicant.



## Objective 1.2: Protect the Culturally Significant Area

In areas identified as Culturally Significant:

Policy 1.2.1 Local recreational and cultural activities related to traditional, ceremonial, or educational purposes will be allowed, subject to the Municipality's discretion.

Policy 1.2.2 Only simple and/or temporary structures, such as teepees, display boards and walking trails for traditional, ceremonial or educational purposes shall be allowed.

Policy 1.2.3 Linear developments, such as pipeline corridors, hydro corridors, and seismic lines that compromise the ecological or cultural integrity of the area (e.g., fragmenting the natural landscape and habitat) will not be supported. In such case where an alternative route is not possible, energy and utility companies will be encouraged to share existing pipeline and utility corridors.

## Objective 1.3: Preserve the areas of Open Space from premature development

In the ASP area:

Policy 1.3.1 Future subdivision and development shall be consolidated into those areas designated for appropriate uses as shown on the Generalized Land Use Concept Map.

In areas identified as Open Space:

Policy 1.3.2 Development shall not be permitted until land designated for developments within the ASP area has been built out for its intended purposes, as shown on the Proposed Development Sequencing Map.



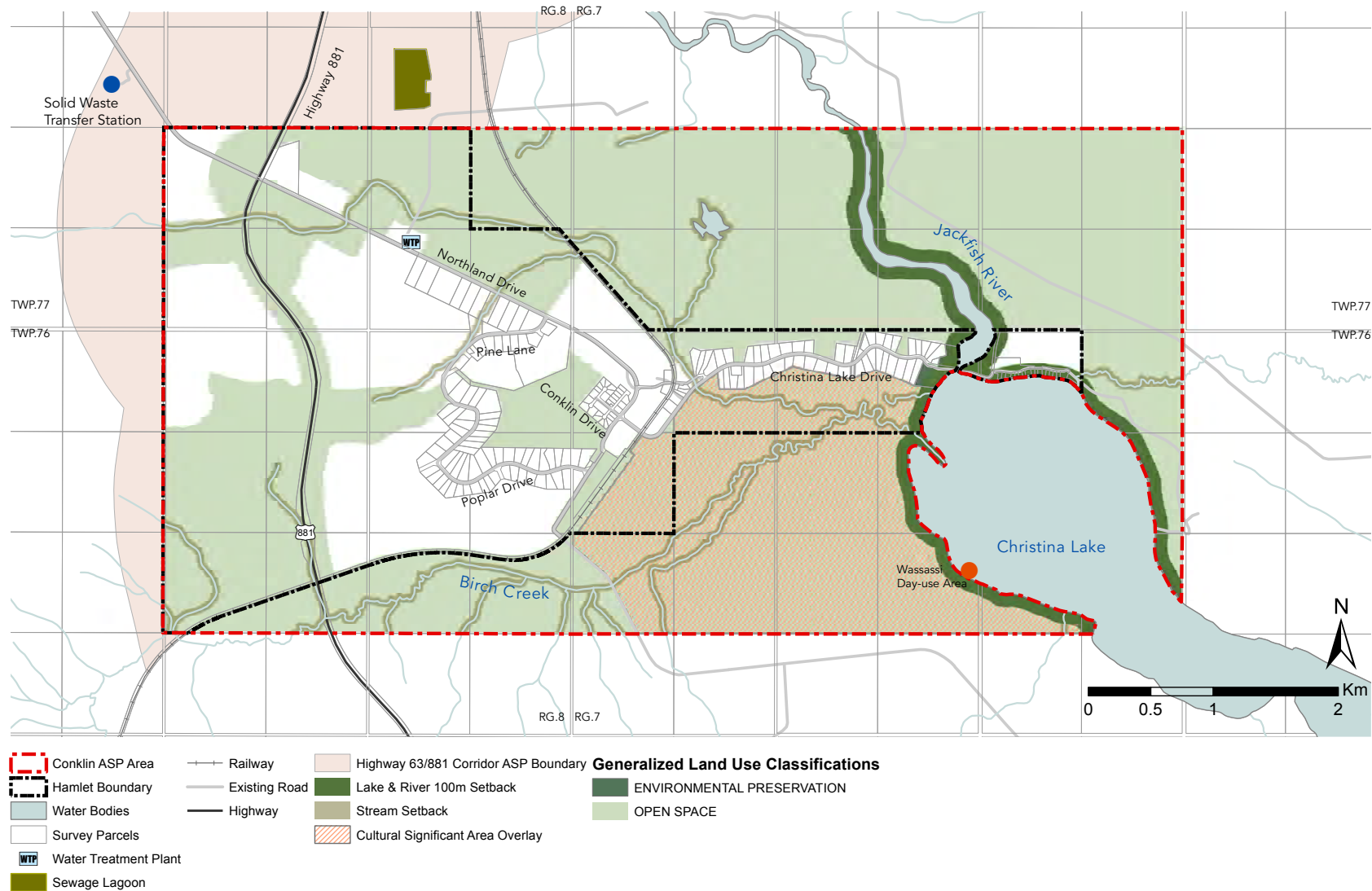
2012 Aerial photo of Wassassi day use area



2012 Aerial photo of Christina Lake Drive, Jackfish River and Christina Lakeshore

# MAP 6: PRINCIPLE 1 MAP

The following map illustrates the proposed land uses, overlay, and setback policies under Principle 1: Preserve and Protect the Natural Environment and the Culturally Significant Area. Areas have been generalized and are only approximate.



## PRINCIPLE 2: CONSERVE AND ENHANCE THE EXISTING DEVELOPMENT PATTERN

- 37 Most residential development in Conklin is nestled amongst boreal forests, within walking distance to Christina Lake. The Lake and its associated water courses are important features of the environment and frame the desired lifestyle of the residents. The shoreline of Christina Lake has not been disturbed by residential development, although some commercial activity (i.e., lodge and campground) is located on the northwestern shore.
- 38 Areas in Conklin with good drainage are limited and should therefore be prioritized for future residential development to meet the needs for future growth. Greenfield residential developments should respect the existing development pattern and are to be located on dry grounds located at higher elevations to the west of the existing Hamlet development. Future subdivision and development should demonstrate sound environmental practices, which may include, but are not limited to, green infrastructure, energy efficient building, building orientation, design, landscaping, and integration with the natural landscape.
- 39 Locating housing within close proximity to the school and community centre can support a lively central area and bring residents closer to amenities. Access to more affordable housing is needed and may be achieved through residential developments on smaller lots.

### Objective 2.1: Maintain the development pattern in existing residential areas

In the ASP area:

Policy 2.1.1 Development of project accommodations and structures that are intended to be used for such purposes shall be prohibited.

Policy 2.1.2 Proposed subdivision and development will be evaluated based on the criteria established by the Municipality, which include but are not limited to proposed density (e.g., people per unit), planned site development for parking, submission of Environmental Assessment, Traffic Impact Assessment, and Outline Plan showing all proposed phases and future uses.

In areas identified as Hamlet Residential along Pine Lane, Poplar Drive, and Christina Lake Drive:

Policy 2.1.3 Only manufactured homes, single, and semi-detached residential development that is consistent with the existing character and density of the Hamlet shall be allowed.

Policy 2.1.4 Residential development shall maintain a minimum lot size of 0.4 ha (1.0 acre).



## Objective 2.2: Provide a range of housing choices

In areas identified as Community Core:

Policy 2.2.1 Semi-detached residential development that is consistent with the existing character will be encouraged.

Policy 2.2.2 Housing for seniors will be encouraged in proximity to community facilities and amenities.

In areas identified as Future Country Residential:

Policy 2.2.3 Only manufactured homes and single-detached residential development that are consistent with the existing character and density of the Hamlet shall be allowed.

Policy 2.2.4 Residential development shall maintain a minimum lot size of 1.0 ha (2.5 acres).

Policy 2.2.5 An Outline Plan shall be required for the proposed residential subdivision and development west of Poplar Drive, as identified in the Generalized Land Use Concept Map. Specific requirements for the Outline Plan will be established by the Municipality.

In areas identified as Future Hamlet Residential:

Policy 2.2.6 Manufactured homes, single, and semi-detached residential development that is consistent with the existing character and density of the Hamlet shall be allowed.

Policy 2.2.7 Residential development shall maintain a minimum lot size of 0.4 ha (1 acre).

Policy 2.2.8 An Outline Plan shall be required for all proposed residential subdivisions and developments west of Pine Lane and north of Northland Drive, as identified in the Generalized Land Use Concept Map. Specific requirements for the Outline Plan will be established by the Municipality.

## Objective 2.3: Encourage future developments to incorporate sustainable building practices

In the ASP area:

Policy 2.3.1 Subdivision and development will be encouraged to demonstrate sound environmental practices. These may include, but are not limited to, green infrastructure, energy efficient building, building orientation, design, landscaping, and integration with the natural landscape.

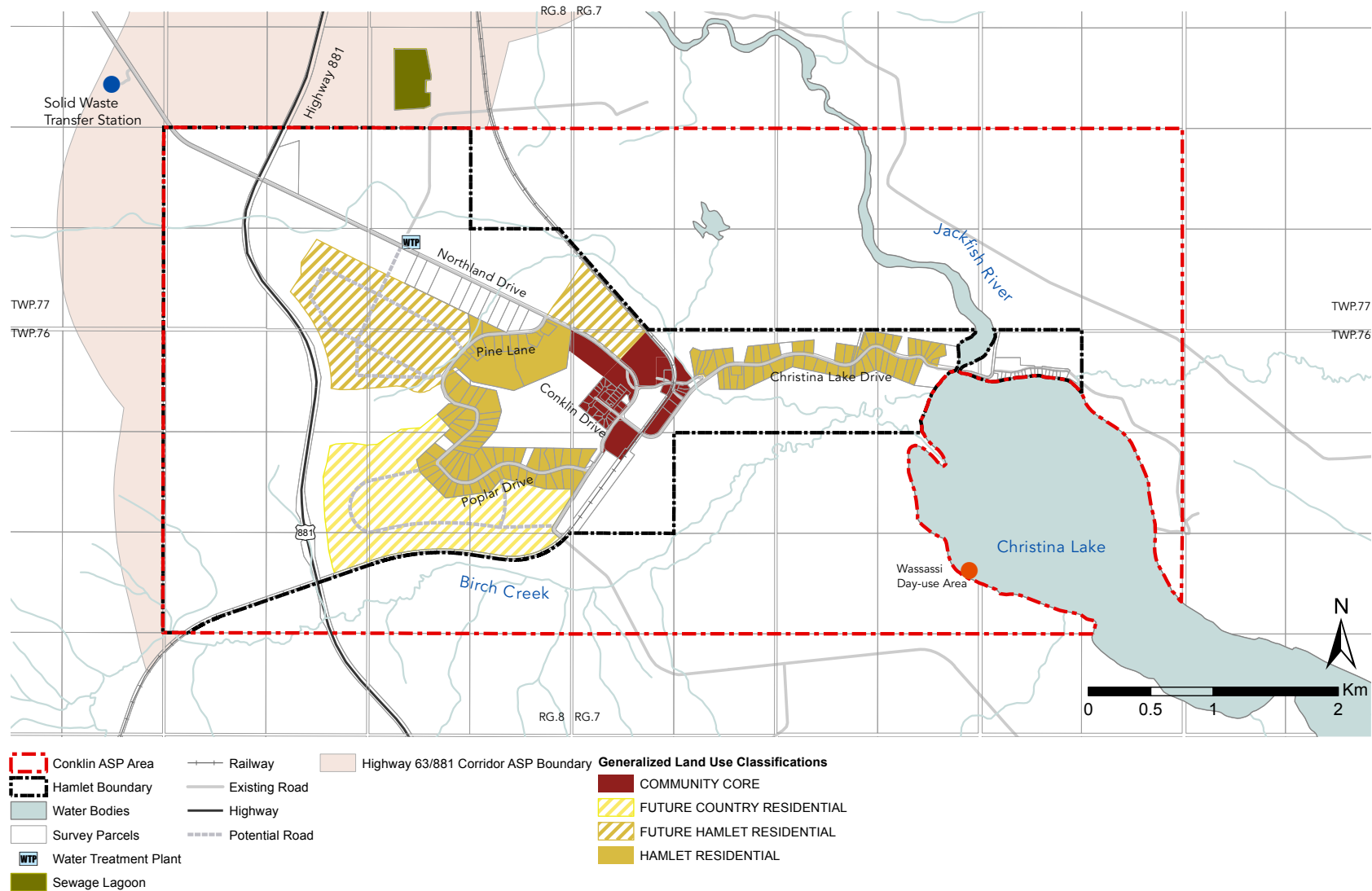
Policy 2.3.2 Appropriate studies such as geotechnical reports and environmental assessments prepared by accredited professionals shall be required for any proposed subdivision and development, which includes or is adjacent to environmentally sensitive areas (e.g., wetland, muskeg, and land adjacent to water courses). Specific requirements for these studies will be established by the Municipality on a case by case basis.



Existing residential development in Conklin

# MAP 7: PRINCIPLE 2 MAP

The following map illustrates the proposed land uses under Principle 2: Conserve and Enhance the Existing Development Pattern. Areas have been generalized and are only approximate.



## PRINCIPLE 3: PROMOTE COMMUNITY SAFETY

- 40 Conklin is located in an area subject to wildfires. The Conklin Wildland Urban Interface (WUI) Project, administrated by the Government of Alberta, is intended to minimize the risk of a wildfire entering or exiting the Hamlet of Conklin through vegetation management (Fuel Reduction or Modification) and fire guard construction (dozer guard). The risk of wildfire may also be mitigated through implementation of the FireSmart program.
- 41 Street and traffic safety is a major concern due to the number and size of vehicle traffic travelling through the Hamlet to the nearby oil sands operations. The use of Off-Highway Vehicles (OHVs) is another potential safety hazard for other road users and especially for pedestrians. These concerns may be mitigated by regulating the different modes of transportation, as well as studying the potential for future road access.
- 42 Residents also expressed concerns for noise and safety associated with the rail operations running through the Hamlet near the intersection of Northland Drive and Father Mercredi's Trail. With the continuous growth of the surrounding oil sands industry, rail traffic is expected to increase in the foreseeable future. These negative impacts can be mitigated by requiring a buffer strip adjacent to future developments along the railway.
- 43 Other community safety concerns, such as insufficient outdoor lighting and limited emergency services, may be addressed by aligning the provision of infrastructure and services with the service needs. Ensuring there is an adequate buffer between the community and the surrounding oil sands activities is also an important factor in establishing community safety.

### Objective 3.1: Protect the community from wildfire

In the ASP area:

Policy 3.1.1 Subdivision and development shall incorporate fire preparedness measures, such as FireSmart guidelines prepared by the Government of Alberta.

### Objective 3.2: Promote street and traffic safety

In the ASP area:

Policy 3.2.1 Future subdivision and development shall include traffic safety measures to ensure pedestrian safety and mitigate traffic impacts, particularly in the Community Core.

Policy 3.2.2 Provision of a designated trail network to enhance pedestrian and traffic safety to and from existing and future amenities will be reviewed by the Municipality.

Policy 3.2.3 A minimum building setback of 30 metres from the railway shall be required for future subdivision and development abutting the Canada National (CN) railway right-of-way.

Policy 3.2.4 Existing development abutting the CN railway right-of-way will be encouraged to take measures to reduce the impact of noise and seismic vibration through the use of building material and other techniques, such as safety berms with acoustic fence.

### Objective 3.3: Ensure community safety meets the Rural Services

In the ASP area:

Policy 3.3.1 Adequate land and access shall be allocated for emergency response services such as the fire department.

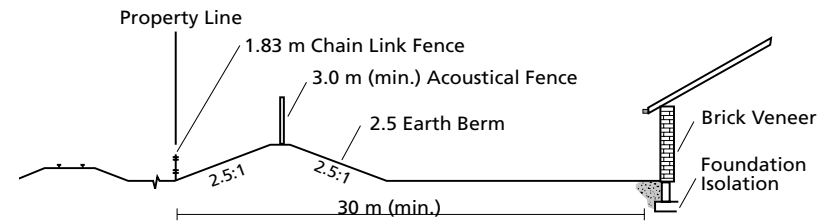
### Objective 3.4: Protect the Community from the impact of surrounding oil sands activities

In the ASP area:

Policy 3.4.1 A buffer between the Hamlet and the surrounding oil sands development of not less than 1.6 km shall be established to minimize adverse impacts to the community.

Policy 3.4.1.1 The established buffer may be placed under a Consultative Notation (CNT), which does not place restriction on the use of land, but may require applicants to notify the Municipality and/or other organizations as the CNT holding agency prior to any development.

Figure 3: Typical Mitigation Measures for New Residential Development Adjacent to a Railway Mainline



Source: Earth Tech Canada Inc. (2007). Final Report Proximity Guidelines and Best Practices, Pg.9

## PRINCIPLE 4: ENHANCE LOCAL RECREATIONAL OPPORTUNITIES

- 44** Recreational and traditional outdoor activities are closely connected to the way of life in Conklin and are highly valued by residents. Recreation supports and promotes active and healthy living, improves individual well-being, and strengthens relationships among all age groups. It also fosters an appreciation of the natural environment.
- 45** Much of the ASP area remains in a natural forested state with streams and brooks and is bordered by Christina Lake to the east. Existing trails and natural corridors allow for both passive and active recreational activities. Enhancement of these trails and corridors will provide greater connectivity between the existing and future recreational spaces. Natural areas in proximity to the Community Core can also be used to provide community recreation facilities, such as community gardens, playgrounds, and sports fields. However, any recreational opportunities provided in the ASP area should respect the natural environment and should have little or no environmental impact.



Existing park facility located on Christina Lake Drive

### Objective 4.1: Promote centrally located local recreational activities

In areas identified as Open Space between Northland Drive, Poplar Lane, and Pine Lane:

Policy 4.1.1 Provision of a centrally located community recreation area will be examined and considered to encourage all-season outdoor recreation and nature appreciation. Components may include community gardens, playgrounds, and sports fields. It will also serve as a recreational hub for connecting future pedestrian trails.

### Objective 4.2: Support active and healthy lifestyles

In the ASP area:

Policy 4.2.1 A pedestrian-friendly environment will be encouraged through community design, which includes, but is not limited to the consideration of proposed site development layout, provision of pedestrian pathways and road access connections.

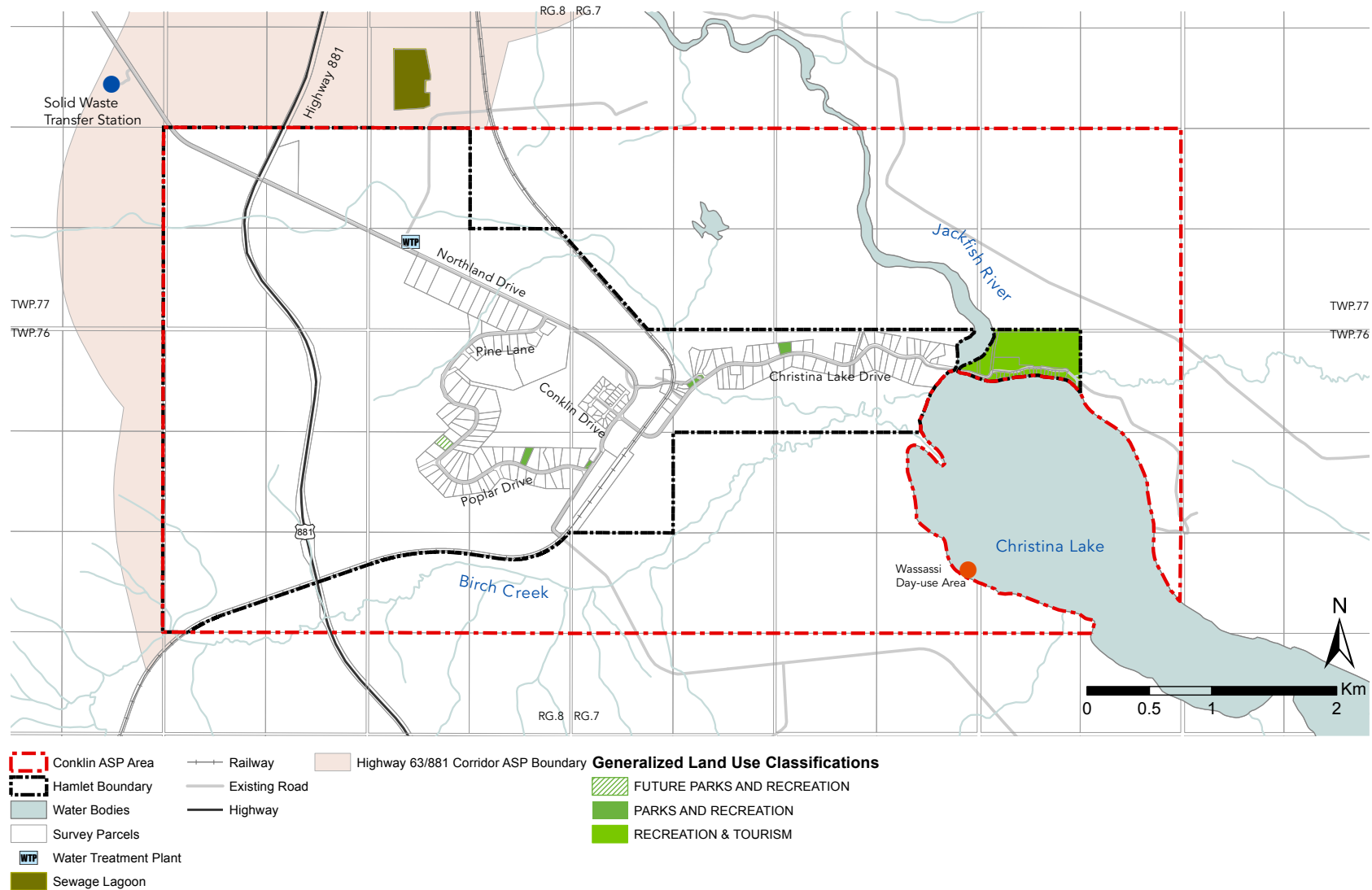
Policy 4.2.2 Continuous linear corridors shall be designated as Municipal or Environmental Reserve through the subdivision and development process, and be developed to help establish a system of linked parks and trails.

Policy 4.2.3 Provision of a network of all-season pedestrian trails that establishes connections between existing and new residential areas, the Community Core, and the surrounding natural features will be reviewed and considered in future updates.



## MAP 8: PRINCIPLE 4 MAP

The following map illustrates the proposed land uses under Principle 4: Enhance Local Recreational Opportunities. Areas have been generalized and are only approximate.



## PRINCIPLE 5: CREATE OPPORTUNITIES FOR LOCAL ECONOMIC ACTIVITIES

- 46** Conklin is located in a region that is experiencing rapid growth in oil sands development along with associated industrial and commercial activities. Currently, there is a lack of industrial land within the ASP area, which is hindering the ability of both local businesses and Hamlet residents to fully participate in the region's economic growth. The designation of additional lands for industrial use to the west of the existing Hamlet development will serve two purposes. Firstly, it will provide space for new businesses that will create employment opportunities for the Hamlet's residents. And secondly, it will enable local businesses to expand and relocate as required.
- 47** At present, the majority of commercial activities are located at the intersection of Highway 881 and Northland Drive. The existing Hamlet Commercial district provides retail and hospitality services to both the travelling public and to the local residents. Within the Hamlet, the proposed Community Core will accommodate a mix of uses to promote increased opportunities for small scale retail and commercial/personal services as desired by the community. This would facilitate a more conveniently located range of commercial and institutional uses that serve the Hamlet residents and may also provide for additional employment opportunities.



2012 Aerial photo of existing Hamlet Commercial activities on Northland Drive

### Objective 5.1: Provide increased opportunities for local retail and commercial activities

In areas identified as the Community Core:

**Policy 5.1.1** Small scale commercial development related to retail activities, such as convenience stores, restaurants, and personal/commercial services, in proximity to the existing public services and amenities will be accommodated.

**Policy 5.1.2** Commercial development shall be compatible with the adjacent uses. Key considerations include, but are not limited to, size and scale of development, building layout, traffic impacts, parking and loading requirements, mix of uses, pedestrian pathway connection, and landscaping treatment.

**Policy 5.1.3** An Outline Plan shall be required for the proposed subdivision and development. Specific requirements for the Outline Plan will be established by the Municipality.

In areas identified as the Hamlet Commercial:

**Policy 5.1.4** Larger scale and higher intensity commercial development, such as service stations, restaurants, and business support facilities, that meet the needs of both the travelling public and provide business opportunities for residents will be permitted.

**Policy 5.1.5** Commercial development will be required to have regard to the area's location and function as the gateway to the Hamlet. Key considerations include, but are not limited to the need for adequate space for parking, loading and internal circulation, safety of all users, as well as landscape and screening treatment.

## Objective 5.2: Provide increased opportunities for industrial support activities

In the ASP area:

Policy 5.2.1 General industrial and industrial support activities shall be directed to the west of Highway 881 and to the south of the intersection of Highway 881 and Northland Drive (Leismer Road), as shown on the Generalized Land Use Concept Map.

Policy 5.2.2 Appropriate general industrial and industrial support activities include but are not limited to manufacturing or assembly of goods and products, and automotive and equipment rental, repair and storage.

Policy 5.2.3 Light industrial activities shall be directed to the east of Highway 881, south of Northland Drive, as shown on the Generalized Land Use Concept Map.

Policy 5.2.4 Appropriate light industrial activities include, but are not limited to, lay-down storage yards, construction and industrial maintenance services, industrial carwash, and auto services.

Policy 5.2.5 An Outline Plan shall be required to establish site development parameters for the designated industrial land along Highway 881. Specific requirements for the Outline Plan will be established by the Municipality.

In areas identified as Industrial:

Policy 5.2.6 Development shall mitigate off-site nuisances (e.g., noise, odour, dust) and ensure quality development. Key considerations for quality development include, but are not limited to the site configuration and design of building, landscape treatment, and location and screening of parking and loading areas.

Policy 5.2.7 Existing development will be encouraged to introduce mitigation measures to reduce or eliminate off-site nuisances, and to improve the appearance of the site through the use of landscaping to screen loading, parking, and outdoor storage areas.

Policy 5.2.8 Commercial development may be permitted provided that proposed development demonstrates compatibility with the adjacent uses. Key considerations include, but are not limited to size and scale of development, building height and layout, access and circulation, traffic impacts, pedestrian connectivity, parking and loading requirements, nearby uses, off-site nuisances mitigation (e.g., noise, odour, dust), as well as landscaping buffer and treatment.

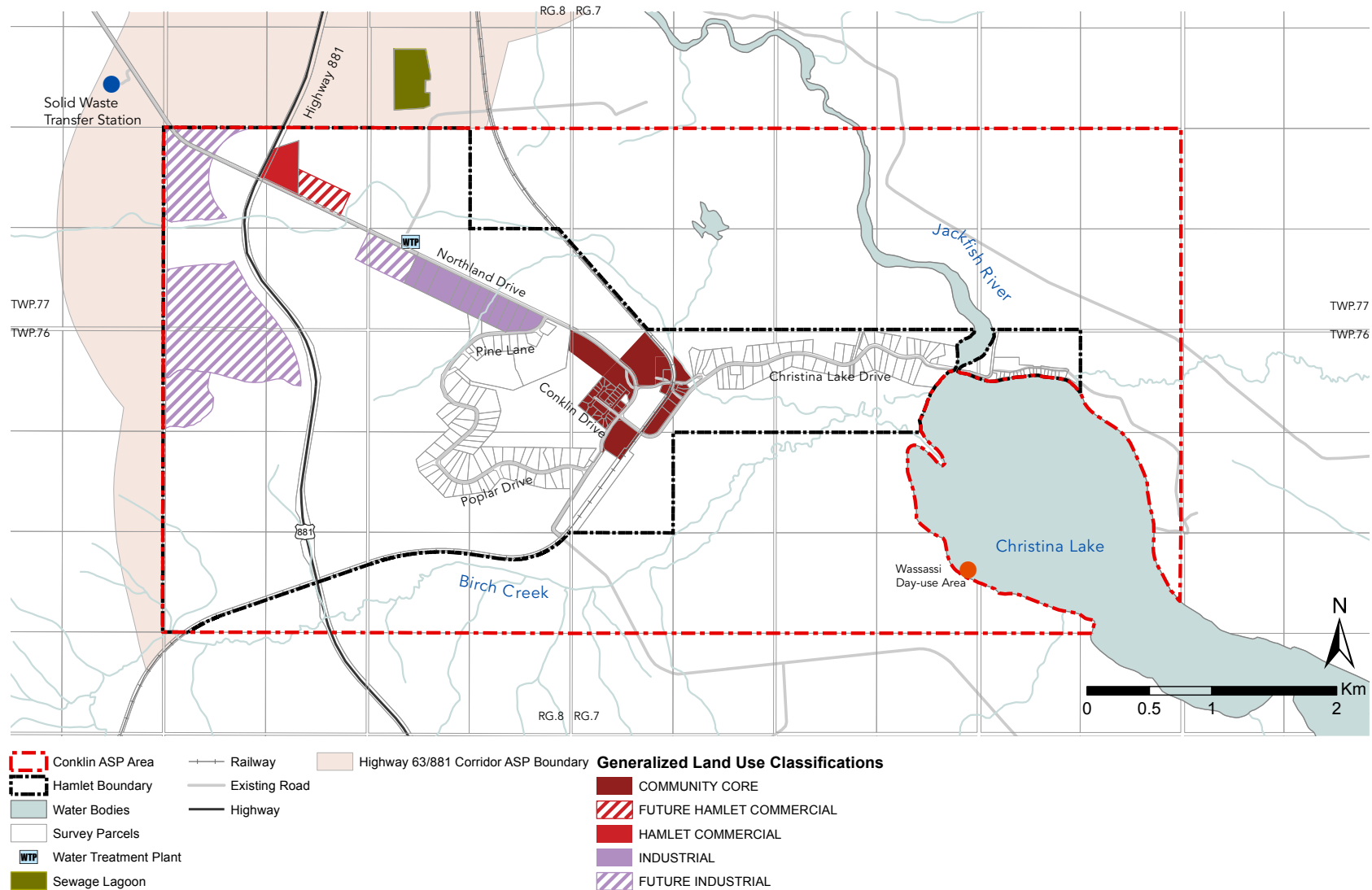


2012 Aerial photo of existing industrial activities south of Northland Drive



## MAP 9: PRINCIPLE 5 MAP

The following map illustrates the proposed land uses under Principle 5: Create Opportunities for Local Economic Activities. Areas have been generalized and are only approximate.



## PRINCIPLE 6: PROVIDE INFRASTRUCTURE THAT MEETS RURAL SERVICES

- 48 The provision of municipal services and infrastructure that meet both the present and future needs is essential. Appropriate and adequate road network and access shall be established to direct and support the commercial and industrial activities within the ASP area. Construction of a new water treatment plant, a garage for operational purposes, and a waste water pumping station, as well as the upgrades to the raw water pumping station, were started in 2009 and are likely to be completed by the end of 2013.



New water treatment plant in construction on Northland Drive

### Objective 6.1: Promote the use of Green Infrastructure

In the ASP area:

Policy 6.1.1 The use of Low Impact Development standards, stormwater best management practices, and environmentally-friendly technologies will be required.

Policy 6.1.2 Subdivision and development will be required to demonstrate sound environmental practices. These may include, but are not limited to green infrastructure, energy efficient building, building orientation, design, landscaping, and integration with the natural landscape.

### Objective 6.2: Provide appropriate access to commercial and industrial activities

In the ASP area along Highway 881:

Policy 6.2.1 A development setback of 120 metres from the centre of the highway will be required for future highway widening and upgrading. Any development proposed within the highway setback will be subject to Alberta Transportation approval.

Policy 6.2.2 A development setback of 400 metres will be required from the center point of the Highway 881 and Northland Drive (Leismer Road) intersection for future upgrades and improvement. Any development proposed within the intersection setback will be subject to Alberta Transportation approval.

Policy 6.2.3 Construction of permanent buildings and associated structures within the setbacks as listed in Policy 6.2.1 and 6.2.2 shall be prohibited, with the exception of existing Hamlet Commercial uses at the northeast intersection of Highway 881 and Northland Drive (Leismer Road).

Policy 6.2.4 Only temporary structures for interim uses associated with roadway construction in the setback area, as listed in Policy 6.2.1 and 6.2.2, may be permitted.

Policy 6.2.4.1 In cases where Alberta Transportation deems the areas are suitable for future development, the setback areas may be incorporated into the proposed Industrial and/or Hamlet Commercial use as shown in the Generalized Land Use Concept Map.

Policy 6.2.5 Alberta Transportation will be requested to collaborate in the identification of future additional all-directional access points.

Policy 6.2.6 A suitable and safe road network connecting Northland Drive (Leismer Road) to the designated industrial areas, as shown on the Generalized Land Use Concept Map, will be required through the subdivision and development process.

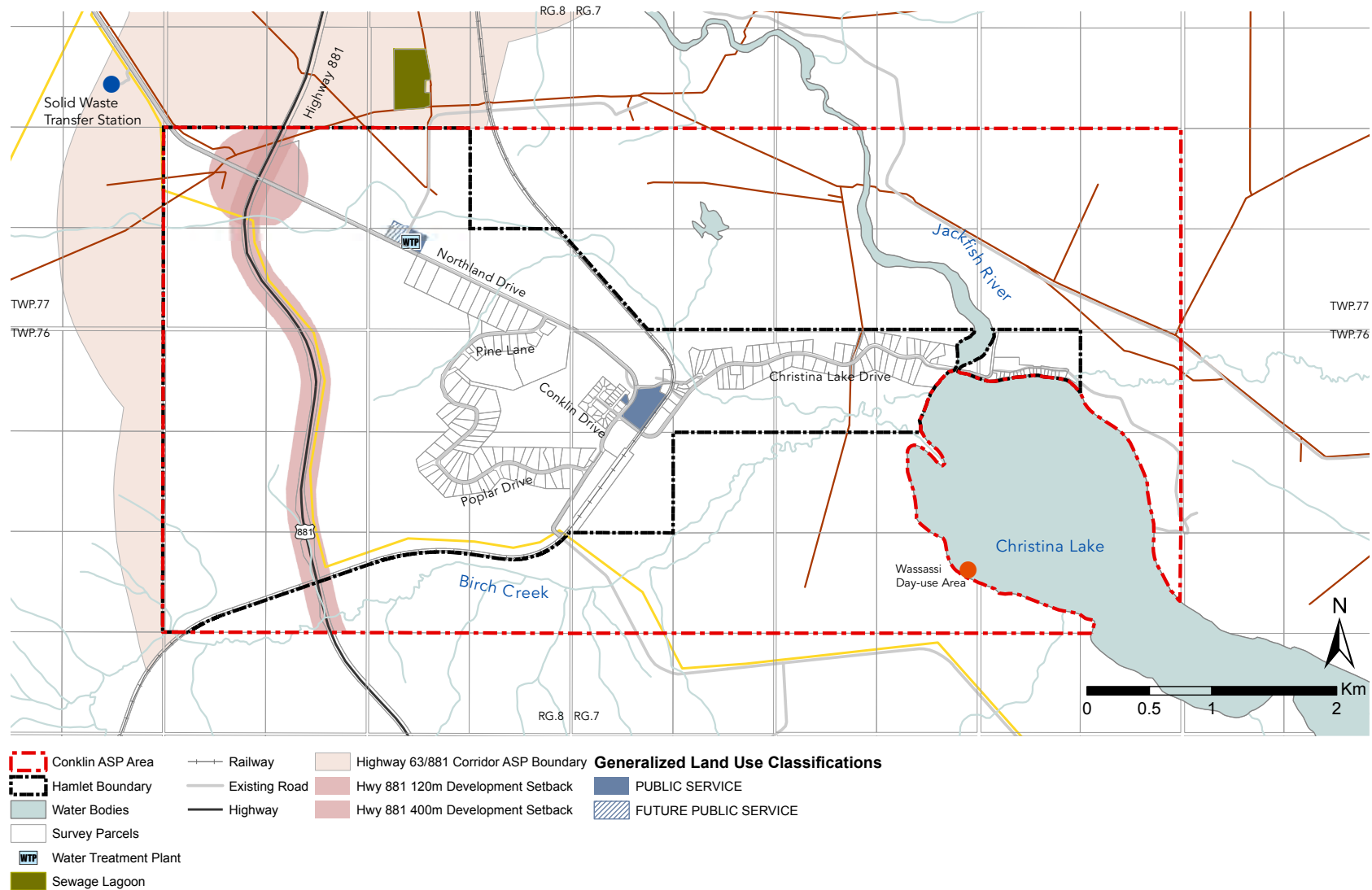
Policy 6.2.7 Developers will be responsible for the cost of intersection improvements, including intersection onto provincially and municipally owned roads, as a result of the proposed development.



2012 Aerial photo of Highway 881 and Northland Drive (Leismer Road) intersection facing north

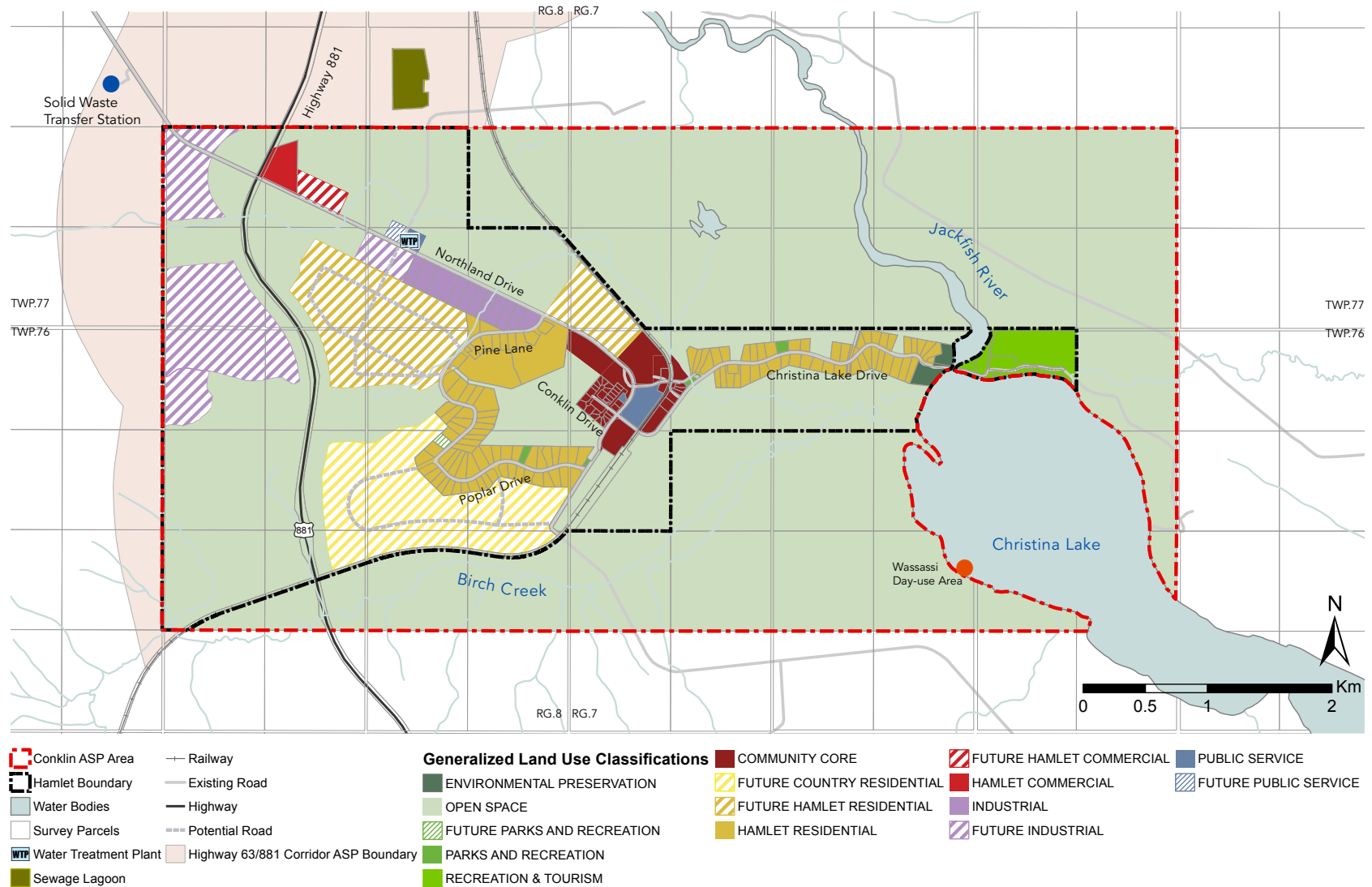
# MAP 10: PRINCIPLE 6 MAP

The following map illustrates the proposed land uses and setback policies under Principle 6: Provide Infrastructure that Meets Rural Services. Areas have been generalized and are only approximate.



# MAP 11: CONKLIN GENERALIZED LAND USE CONCEPT MAP

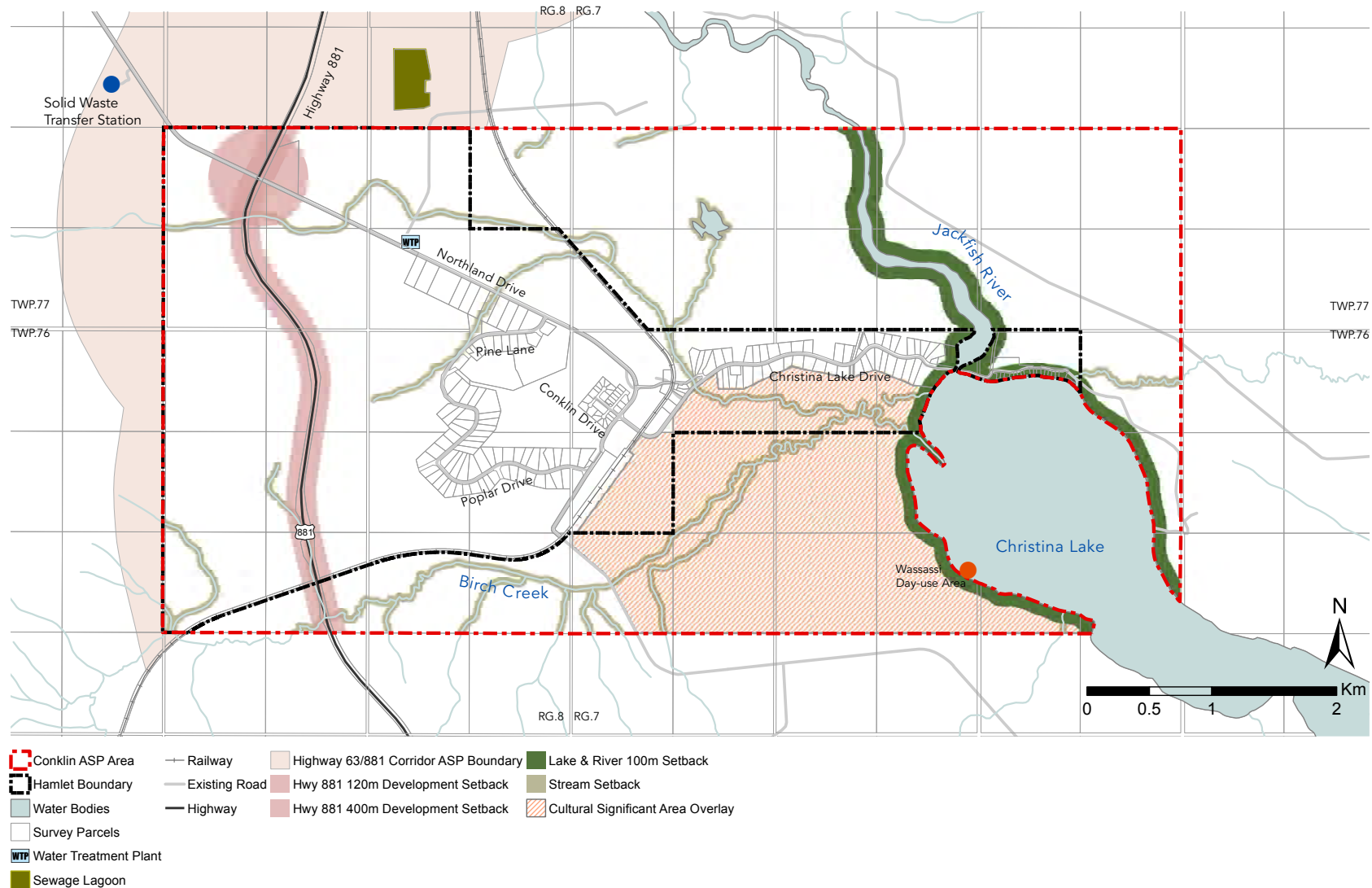
The following map represents the Generalized Land Use Concept for the Conklin Area Structure Plan.





# MAP 12: GENERALIZED LAND USE CONCEPT OVERLAY

The following map represents the overlay and setback policies in the Conklin Area Structure Plan. Areas have been generalized and are only approximate.



# GENERALIZED LAND USES

## Community Core

- 49 The Community Core is the heart of the Hamlet and the focus for small scale commercial, institutional, and residential uses. The Community Core provides a variety of services, facilities, and activities to meet the community's needs. To encourage a vibrant and pedestrian-friendly core, development will be more compact compared to the rest of the hamlet. Areas in close proximity to community amenities would be an appropriate location for seniors' housing. Institutional uses, such as churches, schools, and community centres that serve the community residents will be concentrated in this area.

## Environmental Preservation

- 50 The two existing Environmental Reserve (ER) lots located at the junction of Christina Lake and the Jackfish River are identified as Environmental Preservation. The intent is to preserve the natural open space and protect the environmentally sensitive land in that area. The area must be left in its natural state or may be used as a public park.

## Hamlet Commercial

- 51 Existing Hamlet Commercial uses will continue to concentrate at the intersection of Northland Drive and Highway 881 to meet the needs of both the travelling public and to provide business opportunities for residents. Larger scale and higher intensity commercial development, such as service stations, restaurants, retail stores, and business support facilities will be accommodated in this area.

## Industrial

- 52 This classification provides for a wide range of general industrial uses, which may include industrial support and storage facilities. These uses should be low intensity in nature to ensure development will not adversely affect surrounding non-industrial uses through the generation of emissions, noise, odours, vibrations, heat, bright light, or dust.
- 53 Industrial land use is identified primarily to areas west of the Hamlet, on unserved lots, away from existing and proposed residential uses, and could accommodate general industrial uses such as warehousing, general business, lay-down yards, and service uses that support nearby oil sands development and other industrial activity. Commercial development may be permitted provided that proposed development demonstrates compatibility with the adjacent uses.

## Open Space

- 54 This classification protects undeveloped areas from premature subdivision and development. Future development of open space where there are potential geotechnical and environmental constraints will need to provide geotechnical, servicing, and other expert studies to the satisfaction of the Municipality. The development of trails may be exempt from the technical study requirements.



## Parks and Recreation

- 55 This classification includes land uses for parks and recreation facilities intended for the use and enjoyment of the community. Community parks, trails, outdoor recreation facilities, and playgrounds are examples of uses considered.

## Public Service

- 56 This classification allows for a variety of uses intended to deliver educational, health, government, and other institutional uses. Uses may include municipal infrastructure, health care facilities, parks, and schools.

## Recreation and Tourism

- 57 This classification allows for indoor and outdoor recreation facilities that also include commercial elements for tourism purposes, such as boat launches, recreational campgrounds, and lodges. Existing residential uses will continue to be allowed in this area.

## Residential

- 58 A variety of built forms and housing types that are accessible to all age groups and income levels are allowed and encouraged under the following two residential classifications:

### COUNTRY RESIDENTIAL

This classification allows for single detached dwellings on large individual lots with a minimum lot size of 1.0 ha (2.5 acres) and will continue the existing residential development patterns to the west of Poplar Drive.

### HAMLET RESIDENTIAL

The majority of existing residential lots in the Hamlet fall within this classification. This area currently consists of predominantly manufactured homes and single detached housing. Single detached dwellings on individual lots with a minimum lot size of 0.4 ha (1acre) will be encouraged as a continuation of the existing residential development pattern. This classification also allows for infill residential development given that proposed development can retain the existing characteristics of the area.

## OVERLAY

### Culturally Significant Area

- 59 This classification includes areas that the local Métis community identified as being significant for both their historical and cultural values. The intent of this category is to preserve the existing area as natural open space to minimize disturbance from development.

# PART 3 : MAKING IT WORK

This section discusses the key considerations in implementing this Area Structure Plan.



# IMPLEMENTATION

- 60 The policies in the Conklin ASP represent Council's guidance regarding growth and development within the study area and represent the community's interests. Although the Plan is seen as a document with principles that will be valid in the long term (up to 20 years), it will be reviewed and updated as required to ensure it remains relevant.

## IMPLEMENTATION PRIORITIES

- 61 A major component of the plan implementation is the Land Use Bylaw (LUB). The Land Use Bylaw should be reviewed as the first step of the Conklin ASP implementation. Under the LUB, land will be designated using the ASP's policies and Generalized Land Use Concept Map for guidance. Flexibility in varying the location and design of these elements as the result of more detailed planning will be addressed at the Outline Plan and/or Plan of Subdivision stage.
- 62 Additionally, a Sub-Regional Area Structure Plan should be prepared to address the surrounding growth in the Conklin area. Development of project accommodations has become a primary challenge in the Conklin area. As of the end of 2012, there was approximately 10,000+ approved bed capacity in the vicinity of the Hamlet of Conklin. Such growth is imposing increasing development pressures (physically, socially and culturally). While considerable increase in oil sands development is anticipated by the year 2015, preparations of the Sub-Regional Area Structure Plan should occur in a timely manner.

## PROPOSED DEVELOPMENT SEQUENCE

- 63 The Proposed Development Sequencing Map graphically illustrates the sequence of development proposed in Conklin. Sequence of development may be adjusted, and is based on a number of considerations, which include:
- Suitability of vacant lots with appropriate designation
  - Availability of existing access and roadways
  - Availability of servicing capacity
  - Proximity to existing and proposed municipal facilities and amenities



# MAP 13: PROPOSED DEVELOPMENT SEQUENCING MAP

The following map represents the general sequence of future development proposed for the ASP area. This map is not meant to be interpreted and amended on a site specific basis. Areas have been generalized and are only approximate.

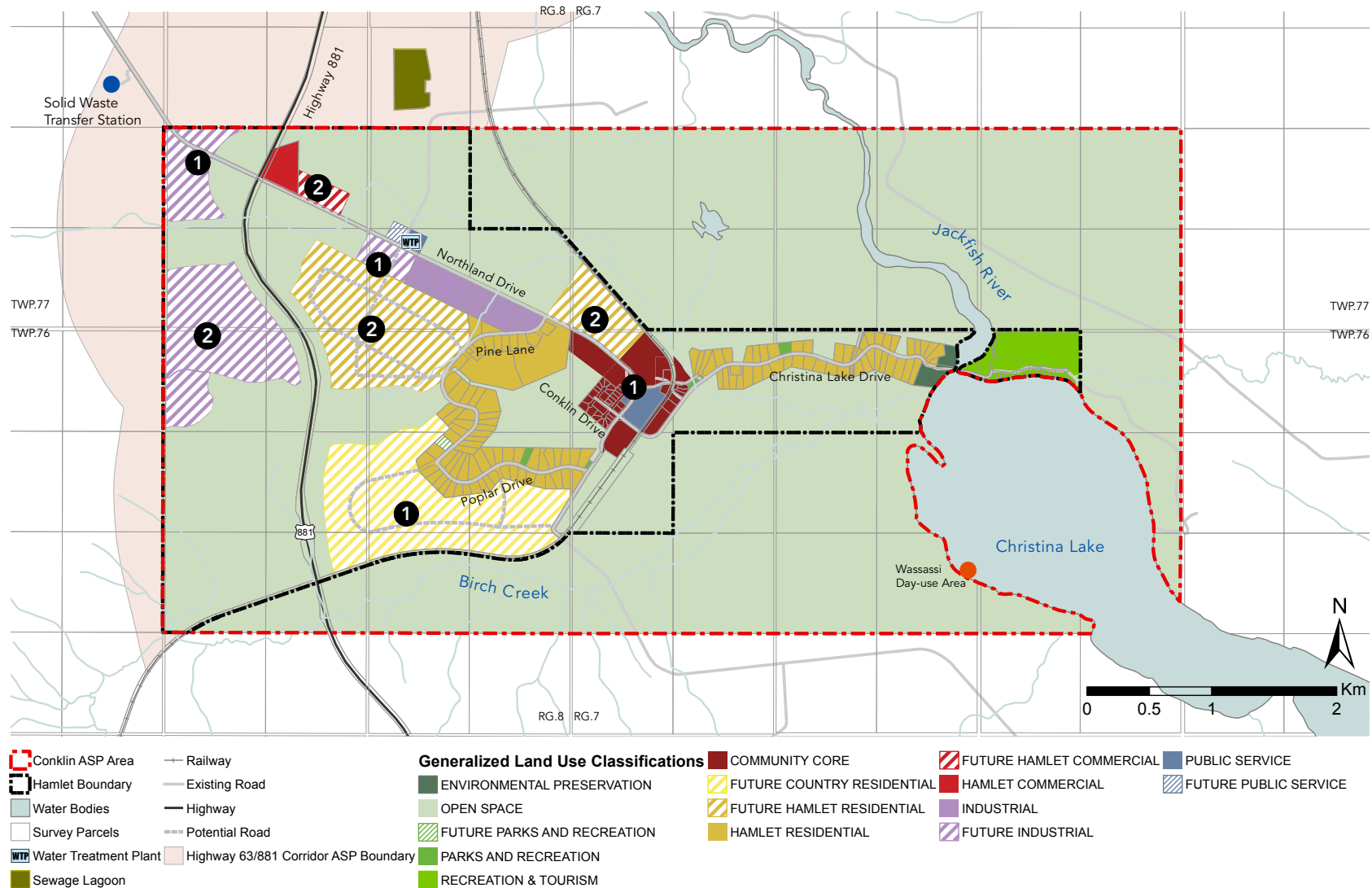


Table 1: Conklin Generalized Land Use Concept Breakdown

	Area (ha)	Percentage relative to Total Area
Community Core	46.6	1.6%
Environmental Preservation	6.1	0.2%
Hamlet Commercial	8.9	0.3%
Future Hamlet Commercial	8.4	0.3%
Industrial	27.2	1.0%
Future Industrial	134.3	4.8%
Open Space	2,121.8	75.2%
Parks and Recreation	3.1	0.1%
Future Parks and Recreation	1.1	0.1%
Public Services	10.5	0.4%
Future Public Services	2.3	0.1%
Recreation and Tourism	31.9	1.1%
Future Country Residential	133.4	4.7%
Hamlet Residential	149.6	5.3%
Future Hamlet Residential	135.5	4.8%
<b>Total</b>	<b>2,820.7</b>	<b>100%</b>

\*figures are approximate and are rounded up to one decimal place

## Transportation

- 64 Existing Development will utilize the road network that is already in place. Phase 1 development proposes a loop road connecting Northland Drive to the existing road accesses on Poplar Drive for the Future Country Residential area. Phase 2 developments propose an extension of the local road that connects to the new water treatment plant just north of Northland Drive and west of the existing industrial area. A loop road system will serve to connect this road extension to the existing Pine Lane road access. Detailed alignments of these proposed roads have to be verified at the subdivision and outline plan stage.

## Servicing Implication

- 65 The current water treatment plant upgrade is designed for a residential equivalent population of 2,000, enough to support the projected population and the surrounding resource related camps until 2017. The subsequent upgrade can support a residential equivalent population of 3,500 until 2027. In both stages, the assumption is that a 1,000 equivalent population is allocated to the surrounding work camps. The wastewater treatment plant expansion is in the pre-design stage. The upgrade is based on the same design population assumption used for the water treatment plant upgrade.

Both the water treatment plant and wastewater treatment plant design servicing capacities are sufficient to support the population growth to be accommodated in Phase 1 and 2 proposed developments.

## PLAN AMENDMENT & MONITORING

- 67 Any amendments for the Area Structure Plan must follow the amendment process consistent with the Municipal Government Act and include community consultation. Applicants applying to amend the ASP must provide a supporting report to the Municipality that evaluates the merits and impacts of the proposed changes. The implementation of this plan will be monitored and reported on a regular basis as a means of assessing progress made.

## ASP INTERPRETATION

- 68 The ASP consists of Principles, Objectives, Policies, the Generalized Land Use Concept, the Implementation section, References, and the Glossary of Terms.

Principles are statements of the desired future as derived from the Community Vision. Explanatory text that accompanies the Principles enhance the understanding of the ASP's intent. Objectives are statements of the desired outcome of the ASP Principles, which are implemented and realized through the ASP Policies. Policies are statements of intent that guide decisions to achieve the ASP Principles and Objectives.



# GLOSSARY OF TERMS

## Aboriginal

Descendants of the original inhabitants of North America. The Canadian Constitution recognizes three groups of Aboriginal people – Indian (First Nation), Métis, and Inuit. These are three separate peoples with unique heritages, languages, cultural practices, and spiritual beliefs.

## Accredited Professional

An individual with specialized knowledge recognized by the Municipality or licensed to practice in Canada or in the Province of Alberta. Examples of qualified professionals include but are not limited to engineers, foresters, planners, geologists, hydrologists, and surveyors.

## Active and Healthy Lifestyles

Active and healthy lifestyles are defined as a way of life that incorporates physical activity as part of a daily routine for people. Physical activities include exercise, sport, walking, and biking.

## Active Transportation

Any form of human-powered transportation, such as walking, cycling, using a wheelchair, in-line skating, skateboarding, and skiing.

## Affordable Housing

Housing that meets the needs of households that earn less than the median income for their household size and pay more than 30 percent of their gross annual household income on shelter.

## Amenities

Social and economic facilities and services that increase comfort in a community. These include recreational and health care facilities, shops, supermarkets, and daycare centres, among others.

## Archaeological Resources

Archeological resources are defined by the Historic Resources Act as a work of humans that is primarily of value for its prehistoric, historic, cultural, or scientific significance, and is or was buried in land or submerged beneath the surface of any watercourse or permanent body of water in Alberta.

## Area Structure Plan (ASP)

A plan adopted by municipal council as a bylaw pursuant to the Municipal Government Act (MGA) that provides a framework for future development of an area or community.

## Athabasca Oil Sands Area (AOSA)

The Athabasca Oil Sands Area is the largest reserve of crude bitumen in the world and the largest of three major oil sands deposits in Alberta, along with the nearby Peace River and Cold Lake deposits.

## Barrels Per Day (bpd)

A measurement used to describe the amount of crude oil produced or consumed by an entity in one day.

## Best Practices

A method or technique that has consistently shown results superior to those achieved with other means, and that is used as a benchmark.

## Bitumen

Petroleum that exists in the semi-solid or solid phase in natural deposits. It is typically heavy and viscous and will not flow unless heated or diluted.

## Buffer

A natural or linear area comprising of shrubs, trees, earth berms, or physical fencing that provides visual or physical separation and/or noise attenuation between water bodies, lots, roads, utility corridors, and other uses.

## Building

Building shall be as defined in Section 616 of the Municipal Government Act.

## Building Setback

Building Setback refers to the distance between the building and the feature as specified by a bylaw.

## Campground

A planned development for the use of recreational vehicles, campers, and tents that is not used for permanent residence or year-round storage.

## Commercial and Industrial Land Use Study (CILUS)

A study to quantify the demand for commercial and industrial land within the Municipality, now and in the future. The study also determines where new commercial and industrial land will be needed together with the biophysical suitability of the identified areas.

## Community Design

Community design is an integral part of land use planning and involves the creation and management of the built environment (i.e., buildings, streets, transport systems, parks, and natural spaces) that collectively help shape the form and pattern of municipalities. Carefully planned and thoughtfully executed, community design is vital in contributing to the attractiveness, vibrancy, health, and sustainability of physical landscapes.

## Community Engagement

A process that provides an opportunity for citizens, staff, and appointed officials to share information and gain an understanding of issues based on experience and knowledge, and to combine their energy to create a plan or to develop a course of action.

## Comprehensive Regional Infrastructure Sustainability Plan (CRISP)

A guideline prepared by the Government of Alberta for the long-term infrastructure development in the Athabasca Oil Sands Area (AOSA) that supports Responsible Actions, the Government of Alberta's strategic plan for development of its oil sands resource. The CRISP focuses on community development and identifies infrastructure needs related to transportation, water and wastewater servicing, primary and secondary education, and health care.

## Conservation

The protection, enhancement, and management of the natural environment and natural resources including natural areas, features, processes, biological diversity, and renewable and non-renewable resources for sustainable ecosystems and communities.

## Consultative Notation (CNT)

The Reservation/Notation Program used by the Alberta Government enables a variety of resource uses to be accommodated, while maintaining the integrity of the land base and its ecosystem. It provides a buffer between heavy industrial and any associated activities and land uses. Interests in public land, resources, and sites of significance are recorded as notations. Consultative Notation (CNT) is used by the government to "flag" an interest in land. Although restrictions are not placed on the land, applicants are alerted that the Alberta Government holds an interest in the property.

## Density

Density is a standard measure of units per area, usually used to describe the number of dwelling units per hectare (du/ha).

## Development

Development is defined in Section 616 (b) of the Municipal Government Act specifically as: a) an excavation or stockpile and the creation of either of them; b) a building or an addition to the replacement or repair of a building and the construction or placing of any of them in, on, over, or under land; c) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use or the land or building; or d) a change in the intensity of use of land or a building or an act done in relation to land or a building that changes or is likely to change in the intensity of use of the land or building.

## Ecological Protection

Maintenance of the integrity of ecosystems, their processes, and their interrelationships, in part or in whole, in the natural environment. Forms of ecological protection may include policies, programs, and physical actions.

## Environmental Assessment

In instances where an Environmental Impact Assessment is not required under federal or provincial law, an environmental assessment may be required to help the Municipality consider the environmental impacts of a proposed plan, and consider alternatives or appropriate mitigation strategies during the planning stage. It is based on information from a desktop review and field reconnaissance.

## Environmental Reserve (ER)

Environmental Reserve shall be as defined in Section 616(e) of the Municipal Government Act.

## Environmentally Friendly Technologies

Practices that conserve the natural environment and resources thereby reducing the negative impacts of human development.

## Environmentally Sensitive Area

An undisturbed or relatively undisturbed site that because of its natural features has value to society and ecosystems worth preserving but is susceptible to further disturbance.

## Environmental Stewardship

Managing and protecting sensitive natural areas, including watersheds, wetlands, and riparian zones, while valuing the integrated role our natural environment plays in the health of the region.

## Envision Wood Buffalo (EWB)

An Integrated Community Sustainability Plan developed to define and advance the Regional Municipality of Wood Buffalo's long-term commitment to sustainability. Developed with community members across the region, EWB sets sustainability principles and goals for environmental, cultural, social, and economic dimensions of Wood Buffalo.

## FireSmart Communities

Community design located near or within forested and other natural vegetated areas that incorporates the guidelines of FireSmart (developed by the Government of Alberta) in order to reduce the risk and potential of fire hazards and events.

## Generalized Land Use Concept

A map of the future generalized land uses in the Hamlet.

## Geotechnical

Pertaining to the condition of land and soils in an area, typically as it relates to use or potential use of the area for development.

## Geotechnical Study

A study that identifies geotechnical risks and mitigation measures and must acknowledge that the Municipality may rely upon the study when making decisions.

## Green Building

The practice of creating structures by utilizing processes that are environmentally responsible and resource-efficient throughout a building's life cycle.

## Greenfield

Type of land where there has been no previous development.

## Green Infrastructure

Green infrastructure refers to engineered structures that are designed to be environmentally friendly. Examples include water treatment facilities, green roofs, constructed wetlands, biomass, and district heating.

## Hamlet

An unincorporated community established by an order of the Minister of Municipal Affairs, or designated as a hamlet by Council pursuant to the Municipal Government Act.

## Historical Resource Value (HRV)

Each land parcel in the Minister of Alberta Culture and Community Spirit's (ACCS) Listing has been assigned an Historical Resource Value ranging from 1 to 5.

The highest level of protection (HRV 1) is afforded to lands that have been designated under the Alberta Historical Resources Act as Provincial Historic Resources. An HRV of 1 is also used to identify World Heritage Sites and lands owned by ACCS for historic resource protection and promotion purposes. Other HRVs are defined as follows:

HRV 2: designated under the Alberta Historical Resources Act as a Municipal or Registered Historical Resource

HRV 3: contains a significant historic resource that will likely require avoidance

HRV 4: contains a historic resource that may require avoidance

HRV 5: believed to contain a historic resource

Note: Undeveloped road allowances have the same HRV as lands immediately adjacent.

## Home Based Business

The secondary use of a principal dwelling, its accessory buildings and site, or combination thereof, by at least one (1) permanent resident of the dwelling, to conduct a business activity or occupation.

## Infill

Development in an existing built-up area using vacant or under-utilized lands, behind or between existing development, which is consistent and compatible with the characteristics of the surrounding development.

## Infill Residential Development

Infill residential development refers to the introduction of additional housing units into an existing residential subdivision.

## In Situ

In position or place, in situ recovery refers to various methods used to recover deeply buried bitumen deposits. Also see Steam Assisted Gravity Drainage (SAGD).

## Lodge

A place of business where the principle use is the provision of sleeping facilities, excluding project accommodation.

## Low Impact Development (LID)

A land management strategy that emphasizes conservation by use of on-site natural features integrated with engineering controls. Development aligns closely to pre-development stages. The LID is intended to prevent harm to streams, lakes, and wetlands from commercial, residential, or industrial development. This allows land to still be developed in a cost-effective manner that helps mitigate potential environmental impacts.

## Métis

People of mixed First Nation and European ancestry who identify themselves as Métis, as distinct from First Nations people, Inuit, or non-Aboriginal people. The Métis have a unique culture that draws on their diverse ancestral origins, such as Scottish, French, Ojibway, and Cree.

## **Municipal Development Plan (MDP)**

A plan that functions as a municipality's overall policy guide for future growth and development. It is a statutory plan adopted by a Municipal Council under the authority of Section 632 of the Municipal Government Act. The plan outlines the direction and scope of future development, the provision of required transportation systems and municipal services, the coordination of municipal services and programs, environmental matters, and economic development.

## **Municipal Government Act (MGA)**

Provincial legislation that outlines the power and obligations of a municipality.

## **Municipal Infrastructure**

Infrastructure maintained by the Municipality to provide services to its residents. In Land Development Concepts, Municipal Infrastructure refers to specific sites used for water and wastewater treatment facilities, sewage lagoons, and landfills.

## **Municipal Reserve (MR)**

Municipal Reserve shall be as defined in Section 616 (o) of the Municipal Government Act.

## **Muskeg**

Waterlogged, spongy ground, consisting primarily of mosses and acidic, decaying vegetation that may develop into peat.

## **Natural Feature**

Natural Features describe all natural objects, including mountains, plateaus, rivers, lakes, islands, waterfalls, monoliths, escarpments, ravines, as well as woodlands, forests, trees, hedgerows, and meadows.

## **Off-Highway Vehicle (OHV)**

A vehicle registration class for motor vehicles including all-terrain vehicles, off-highway motorcycles, and off-road vehicles such as 4x4 trucks or jeeps.

## **Oil Sands**

Sedimentary rocks (sand, clay, and rock material) containing heavy oil or bitumen that cannot be extracted by conventional petroleum recovery methods. It is regarded as a nonconventional source.

## **Outline Plan**

An intermediate planning document, required in specific circumstances, in order to bridge the gap between a large scale Area Structure Plan and an individual plan of subdivision.

## **Planned Work Camp Communities**

An alternative approach to traditional private work camps scattered across the region. They would initially accommodate construction-phase workers as well as support staff. However, unlike traditional camps, they would be planned and designed from the beginning in a way that would allow them to evolve over time to serve as longer-term communities for operations staff and their families, and the services and supports they would require.

## **Project Accommodation**

A residential complex of mobile units, excluding campgrounds, used to provide basic living facilities for workers on a temporary basis.

## **Riparian Zones**

Areas around lakes, estuaries, and streams that function as transition areas between land and water and host a wide array of plant and animal life. These areas are likely to have an influence on the total ecological character and functional process of a watercourse or water body.

## **Rural Service Area**

Portion of the Regional Municipality of Wood Buffalo located outside of the Urban Service Area. These areas are recognized as equivalent to a municipal district by the Government of Alberta for the purposes of program delivery and grant eligibility.

## Social Infrastructure

Social infrastructure means services, networks, and facilities that support and enhance quality of life. Broad categories include health, education, arts and culture, and emergency services.

## Stakeholder

Any individual, organization, or agency that has a specific interest or concern with the Plan that may be impacted once the Plan is adopted.

## Steam-Assisted Gravity Drainage (SAGD)

A type of in situ technology that uses innovation in horizontal drilling to produce bitumen. Using drilling technology, steam is injected into the deposit to heat the oil sands and lower the viscosity of the bitumen. The hot bitumen migrates towards wells, bringing it to the surface, while the sand is left in place. In situ is Latin for in place.

## Subdivision

The division of a parcel of land into one or more smaller parcels by a plan of subdivision or other instrument.

## Sustainability

The World Commission on the Environment and Development (1987) defines sustainability as “development that meets the needs of the present without compromising the ability of future generations to meet their own needs.”

## Sustainable Community

A place that encourages people to live, work, and play, and as such, this community is able to meet the diverse needs of both the existing and future population.

## Traditional Land Use

The use of public land by Aboriginal peoples for harvesting and hunting flora and fauna for sustenance, economic benefit, and cultural/ceremonial and medical purposes.

## Urban Service Area

Fort McMurray, located within the Regional Municipality of Wood Buffalo. Fort McMurray is recognized as equivalent to a city by the Government of Alberta for the purpose of program delivery and grant eligibility.

## Vacant Lots

Lots with no buildings or occupants.

## Water Bodies

Any location where water flows or is present, whether or not the flow or the presence of water is continuous, intermittent, or occurs only during a flood. Or: Any natural or artificial body of water that contains or conveys water continuously or intermittently.

## Wetland

Those areas that are inundated or saturated by surface water or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include muskeg, swamps, marshes, bogs, and similar areas.

## Wildland Urban Interface (WUI)

A local plan made by Alberta Sustainable Resources Development to protect communities from wildfires. Transition zones are set between human occupied and unoccupied land.

## Work Camp

Temporary project accommodations that house construction and operational staff in proximity to a project site (often oil sands). These workers form a component of the non-permanent population.



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## COUNCIL REPORT

Meeting Date: June 27, 2022

**Subject: 2022 Public Art Workplan**

**APPROVALS:**

**Linda Ollivier**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Interim Chief Administrative Officer

**Recommended Motion:**

THAT Administration work to implement the 2022 Public Art Workplan and report annual progress to Council; and

THAT \$533,000 be drawn from the Public Art Reserve Fund to support the 2022 Public Art Workplan.

**Summary:**

The Wood Buffalo Public Art Plan 2021-2030 was adopted by Council on May 25, 2021. The plan outlines the key priorities and program direction for the year to support decision making, resource allocation and a variety of program areas and projects that aim to build artist capacity and increase opportunities for regional artists as it builds the Municipal Art Collection.

**Background:**

The 2022 Public Art Workplan was developed by Administration to support the goals and strategies identified in the Wood Buffalo Public Art Plan 2021-2030 and are in alignment with strategic plans. The Workplan was supported by the Public Art Committee at the June 20, 2022, meeting.

The 2022 Public Art Workplan will focus on the following program areas and projects:

- Acquisitions - Acquire works of art that enrich communities, support local artists, and form a visual art history of the region. The collection management process will be developed to document the Municipal artwork collection and set out guidelines for future maintenance and long-term conservation.
- Artist and Community - To support funding for local artist and community to co-create projects with shared goals, themes, or ideas. The program will be developed in 2022 starting with a pilot program. Learning and information sessions will accompany this program.

- Temporary Art - Artwork created for a specific event, or place and for a limited time frame. Programs include street banners, graphic wraps, and murals.
- Public Sites - To support the creation of permanent public, project development, waterfront development and downtown revitalization. An Indigenous curator will be able to support projects and processes to engage an Indigenous narrative, and the public art bench program. Conservation and maintenance planning will be developing guidelines for management.

### **Budget/Financial Implications:**

Administration is requesting that the \$533,000 be transferred from the existing Public Art Reserve for delivery of identified projects.

### **Rationale for Recommendation:**

The 2022 Public Art Workplan was developed with consideration of current projects and opportunities which are supported by the Public Art Committee (PAC). Our goal is to strengthen community identity and sense of place through the creation and development of public art in the region which aligns with the Municipal Strategic Plan and the Wood Buffalo Public Art Plan 2021-2030. Programs will coordinate with priority projects such as the renovation of the Jubilee lobby, the downtown revitalization initiatives, waterfront development, Indigenous relations, and support local.

### **Strategic Priorities:**

Responsible Government  
Downtown Revitalization  
Regional Economic Development  
Rural and Indigenous Communities and Partnerships

### **Attachments:**

#### **1. 2022 Public Art Workplan**

#### **Public Art Workplan Presentation**

# PUBLIC ART WOOD BUFFALO WORKPLAN 2022

## Introduction

All recommendations presented in this Workplan are supported by the Wood Buffalo Public Art Plan 2021-2030, adopted by Council in May 2021 which provides a framework for delivering a robust region-wide public art program. The Public Art Committee, a Council appointed advisory committee, regulated by the Committees Bylaw No.17/024, endorsed this Work Plan at their June 20, 2022 meeting.

In alignment with Wood Buffalo Public Art Plan, projects are combined into five key program areas:

**Acquisitions** - Public art acquired through purchase, donation, or commission to be included in the Public Art Collection.

**Artist and Community** - Public art co-creating by artists and community.

**Temporary Art** - Public art for a specific event or place for a limited time.

**Public Site** - Permanent public art in the public realm.

**Private Site** - Public art on private sector development sites

This workplan outlines a summary of public art projects initiated in 2021 and projects to be initiated in 2022. Funding for each program area is derived from the public art reserve as per the Municipal Art Policy (PRL-160).





## 2021 Project Overview

Last year (2021) was a busy year with the adoption of the Public Art Plan and the mid-year workplan providing new program areas and direction. Due to the timing of funding allocation and the implementation of new direction and programs, some public art projects from the 2021 workplan will be finalized in 2022. The allocation was \$520,000.00.

Project	Description	Timeline
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### ACQUISITIONS PROGRAM

Jubilee Main Floor	Site specific artworks of regional relevance for Jubilee building lobby.	In development
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### ARTIST AND COMMUNITY

Artist and Community	New funding program area to be developed and piloted in 2023.	
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### TEMPORARY ART

Street Banner Program	Annual street banner art call	Complete
igNIGHT 2021	Biennial exhibition - temporary light-based public art exhibition	Complete

### PUBLIC SITES

Council Chamber Artwork	Reconciliation Artwork	Complete
Birchwood Trail Artwork	Acquisition of Artwork for Birchwood Trailhead/Doug Barnes Cabin	Complete
Kiyām Community Park	Art Bench pilot, Pop-Up Photography mural and temporary art enhancements	Q3 - 2022
Waterfront/ Downtown Redevelopment	Indigenous Curator & project development	On-going

## 2022 Public Art Workplan

The development of the 2022 annual workplan was coordinated by the Community and Protective Services Department, guided by an Interdepartmental Public Art Working Group, and supported by the Public Art Committee.

### ACQUISITION PROGRAM

The Public Art Program will acquire works of art that enrich communities, support local artists, and form a visual art history of the region for the use and enjoyment of the Wood Buffalo residents. The focus of this year is to develop the Collection Management process; document the current collection and develop a maintenance and long-term conservation plan for the collection.

### ARTIST AND COMMUNITY PROGRAM

The Artist and Community Program will be developed in 2022 with the goal to launch in 2023. This program is to provide support through a small-scale open art call to support local artists and community to co-create projects with shared goals, themes, or ideas. These projects could include but are not limited to local identity, community, social justice, cultural expression, or the environment. Program development will include a series of workshops, that will support artists and community through the application process, increase understanding in developing meaningful public art, increase the profile of local artists, and increase the understanding of art and the artist process.

### TEMPORARY PUBLIC ART PROGRAM

Temporary works are public art completed by an artist created for a specific event or place for a specific occasion and timeframe. These works are not considered part of the public art collection. These initiatives include the annual street banner program, graphic wrap program, murals, and public art exhibitions like igNIGHT.

This year, Public Art Wood Buffalo seeks to build capacity of local mural artists in a mentorship development program. The program will also reinvest into the local arts community by leasing artworks for the gallery wall and display case on the main floor of Jubilee building.

### PUBLIC SITES PROGRAM

The public sites program supports the creation of permanent public art in public spaces in new and renewed facilities, parks, developments, and infrastructure. Projects can take many forms including discrete sculptural objects, functional elements, the design of a specific element of a building or public space, the design of entire elements of public infrastructure and others. Contemporary approaches that are being used more increasingly are including artist-on-design teams, public art residencies, and curator-driven projects.

Waterfront and Downtown redevelopment are two projects that are under development. The Public Art Wood Buffalo program will explore opportunities to further develop a framework to link these projects together and explore opportunities to amplify the Indigenous narrative.



The Public Art Bench Program will expand the Art Bench program to add another 2 sets of benches to be feature and connect rural and Fort McMurray communities.

### ***Indigenous Curator***

The Public Art Plan recommended contracting a local Indigenous Curator to advance Indigenous public art and establish practices that better align with Indigenous processes. They will focus on creating public art opportunities along the waterfront that share the Indigenous narrative and build connection to this land. The Curator will explore the decolonization of typical public art procurement processes and offer approaches that are in harmony with Indigenous practice.

The Curator will build a series of cohesive Indigenous public art opportunities along the waterfront and support other planning initiatives.

## **2022 Project Overview**

The 2022 Public Art Program is proposing to move \$533,000.00 from the existing Public Art Reserve to be used for the 2022 Public Art Workplan.

<b>Program Area</b>	<b>Budget from Reserve</b>
Acquisition Program	\$10,000.00
Artist and Community Program	\$70,000.00
Temporary Art Program	\$82,000.00
Public Sites Program	\$371,000.00
<b>Total 2022 Public Art Reserve Transfer:</b>	<b>\$533,000.00</b>

# 2022 Public Art Workplan

Presenter: Deanne Bergey – Director

Department: Community and Protective Services

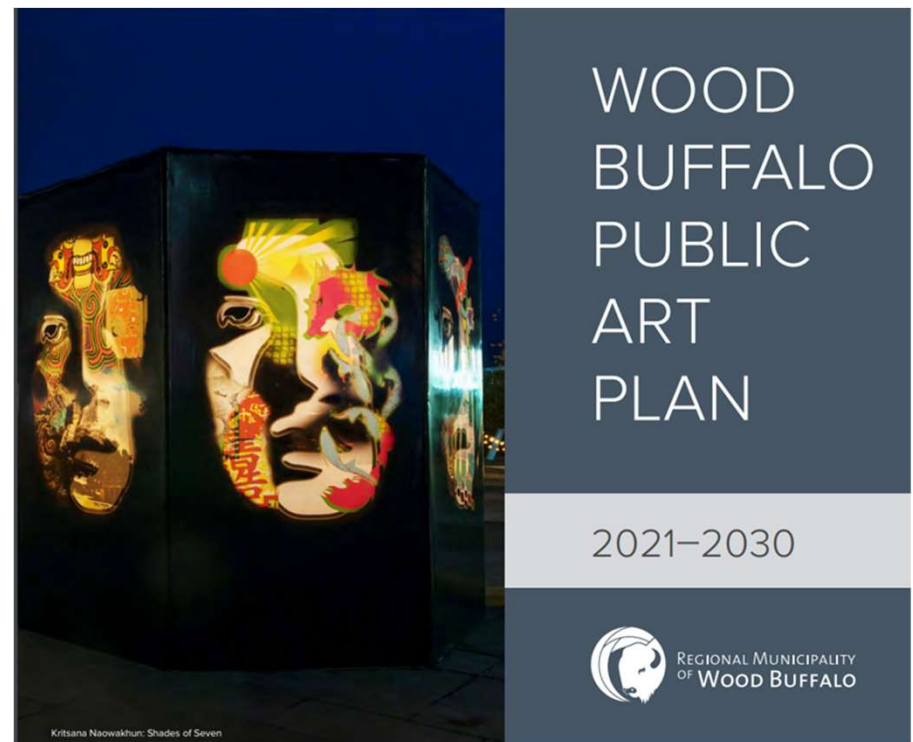
Meeting Date: June 28, 2022



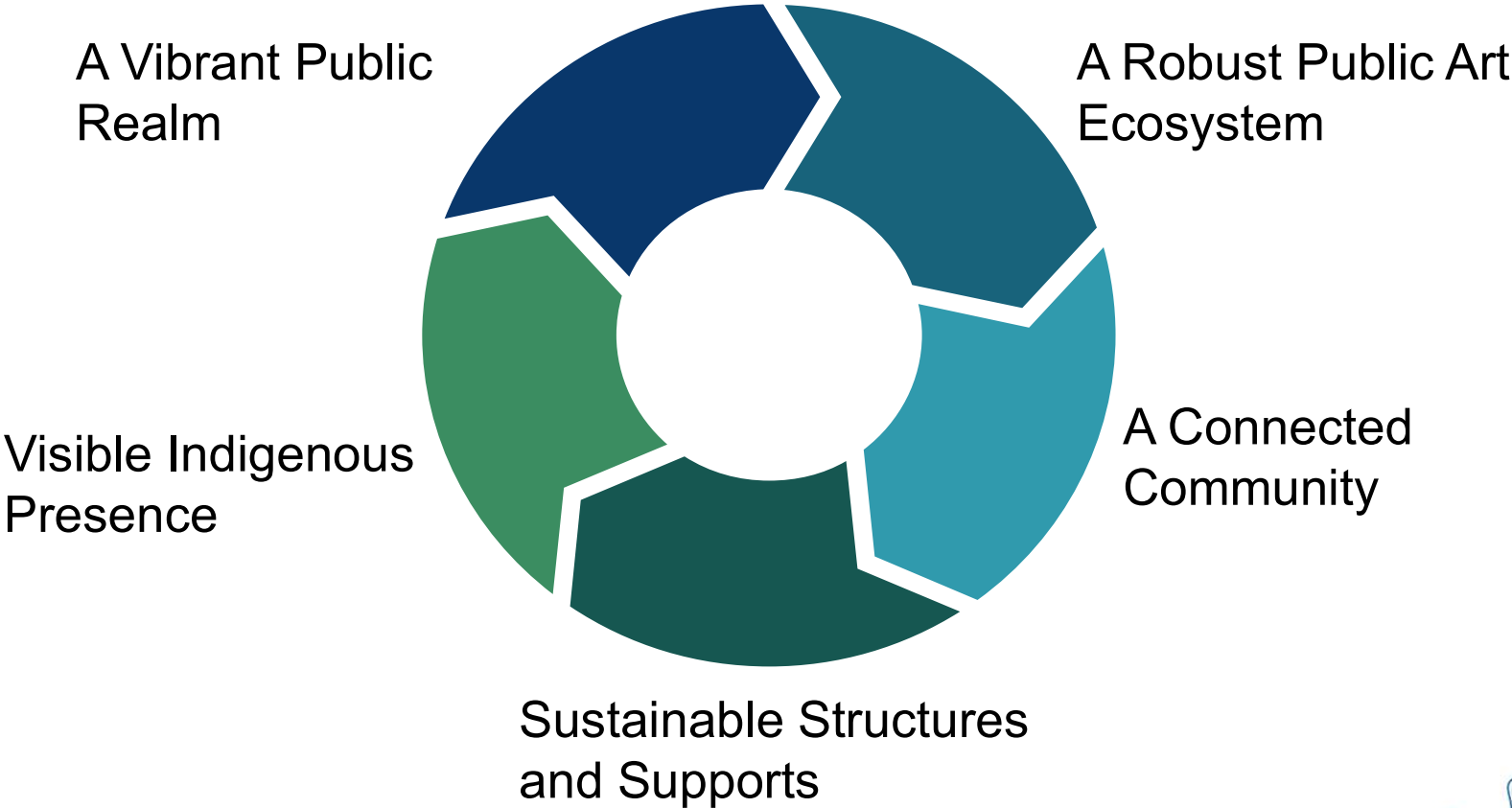
REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

# Wood Buffalo Public Art Plan

- Adopted by Council - May 25, 2021
- **Mandate:** To strengthen community identity and sense of place through the creation and development of public art in the region.
- The Public Art Workplan includes programs and initiatives under: Acquisition, Artist & Community, Temporary Art, Public Sites and Conservation.



# Public Art Plan Strategies





# What is an Annual Public Art Workplan?

- Developed in collaboration with Municipal Departments, Projects and Public Art Committee
- Prioritizes projects
- Outlines new/ongoing Public Art projects
- Proposes an overall budget
- The Public Art Committee passed a motion to support the updated 2022 Annual Public Art Workplan at the June 20, 2022 Public Art Committee meeting



# Acquisition Program

Acquire works of art that enrich communities, support local artists, and form a visual history of the region for the use and enjoyment of the people of Wood Buffalo.

## 2022 Project Plan:

- develop the Collection Management process
- document the current collection
- develop a maintenance and long-term conservation plan for the collection

Program Area Budget: \$10,000.00



# Artist and Community Program

Provide opportunities for local artists and community to co-create projects with shared goals, themes, or ideas.

2022 Workplan:

- developed a pilot program
- launch in early 2023
- includes Artist learning and information sessions

Program Area Budget: \$70,000.00



# Temporary Art Program

Temporary works of public art completed by an artist created for a specific event or place for a specific occasion and timeframe. These works are not considered part of the permanent public art collection.

2022 Workplan:

- annual street banner program
- mural artist mentorship
- leased local artwork program for main floor Jubilee

Program Area Budget: \$82,000.00



# Public Sites Program

Supports the creation of permanent public art for the public realm in new and renewed facilities, parks, developments, and other infrastructure.

## 2022 Workplan:

- waterfront and downtown - explore and develop opportunities
- Indigenous curator continuation to support program development, Indigenous framework and narrative
- Foundation work for artwork at Birchwood Trails
- Expansion of Art bench program

Program Area budget: \$371,000.00



# Transfer to Public Art Program

Request to transfer \$533,000.00 from the Public Art Reserve for:

PROGRAM AREA	BUDGET
Acquisitions	\$10,000.00
Artist and Community	\$70,000.00
Temporary Art	\$82,000.00
Public Sites	\$371,000.00
TOTAL:	\$533,000.00





# Thank You



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