

**Minutes of a Meeting of the Wood Buffalo Development Advisory Committee held via Electronic Communications in Fort McMurray, Alberta, on Wednesday, November 4, 2020, commencing at 12:00 AM.**

**Present:**

Diana Noble, Chair - Public-at-Large  
David Secord, Vice-Chair - Business Community  
Mike Jones, Member - Public-at-Large  
Bryce Kumka, Member - Business Community  
Jin Li, Member - Public-at-Large  
Dan Soupal, Member - Land Development  
Beverley Tjarera, Member - Community Development  
Curtis Williams, Member - Community Development

**Absent:**

Mark Burris, Member - Health & Wellness  
Bruce Inglis, Councillor  
Scott Jackson, Member - Oil and Gas Industry  
Ana Mendez-Barks, Member - Arts, Culture and Recreation Sector

**Administration:**

Brad McMurdo, Director, Planning and Development  
Monica Lance, Manager, Special Projects  
Heather Fredeen, Clerk, Legislative Services

**1. Call to Order**

Chair D. Noble called the Meeting to order at 9:06 a.m.

**2. Adoption of Agenda**

**MOTION:**

THAT the Agenda be adopted as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	David Secord, Member - Business Community
<b>SECONDER:</b>	Curtis Williams, Member - Community Development
<b>FOR:</b>	Noble, Soupal, Kumka, Jones, Li, Secord, Williams, Tjarera
<b>ABSENT:</b>	Mendez-Barks, Jackson, Burris

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

#### **3.1. Wood Buffalo Development Advisory Committee Meeting – October 7, 2020**

THAT the Minutes of the Wood Buffalo Development Advisory Committee Meeting held on October 7, 2020 be approved as presented.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Beverley Tjarera, Member - Community Development
<b>SECONDER:</b>	Mike Jones, Member - Public-at-Large
<b>FOR:</b>	Noble, Soupal, Kumka, Jones, Li, Secord, Williams, Tjarera
<b>ABSENT:</b>	Mendez-Barks, Jackson, Burris

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

#### **4.1. Municipal Development Plan**

Committee Members provided feedback on the Municipal Development Plan (MDP) Project to Such Chandhiok, Supervisor, Planning and Development, and indicated support for a place-based approach rather than population growth as a vision for the new Plan. In addition, the Committee emphasized the need for strong Key Performance Indicators to evaluate the Plan's progress once it is implemented.

#### Exit

Committee Member D. Secord exited the Meeting at 9:57 a.m.

#### **4.2. Planning and Development Department Feedback (Education, Process Flows etc.)**

Brad McMurdo, Director, Christopher Booth, Manager and Such Chandhiok, Supervisor, Planning and Development Department, provided an overview of current departmental initiatives including educational opportunities and enhancements to the Planning and Development webpage, which will improve processes and efficiencies.

#### **4.3. Land Use Bylaw - Implementation Status Update**

Brad McMurdo, Director, Planning and Development, provided an update on the implementation status of the new Land Use Bylaw, noting that the proposed Bylaw is in its final stage of engagement.

#### Action

Administration committed to providing a presentation to the Committee on the Change of Use process.

#### 4.4. Action Log Review

By consensus of the Committee, the Action Log Review was moved to the end of the Agenda.

#### 4.5. Red Tape Reduction Working Group Update

B. Kumka, Chair of the Red Tap Reduction Working Group, provided an update on two current priorities of the Working Group; to reduce redundancy and improve processes.

##### Action

The Red Tape Reduction Working Group will meet prior to the next Wood Buffalo Development Advisory Committee (WBDAC) Meeting and provide an update to the Committee at the next Meeting.

#### 4.6. Council Presentation Update

Chair D. Noble, spoke to the PowerPoint presentation that she will be providing to Council at their Meeting on November 10, 2020.

#### MOTION

THAT the Wood Buffalo Development Advisory Committee make the following recommendations to Council at the November 10, 2020 Council Meeting:

“That Council support the Planning and Development Department's 2021 proposal to complete a thorough process review via a third party consultant, in alignment with the Wood Buffalo Development Advisory Committee Bylaw, including reduction of red tape for the private sector (i.e. businesses and commercial developers) investing in the region; and

That the Municipality's process for facilitating Change of Use, undergo expeditious updates to enhance customer service and reduce red tape.”

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Bryce Kumka, Member - Business Community
<b>SECONDER:</b>	Jin Li, Member - Public-at-Large
<b>FOR:</b>	Noble, Soupal, Kumka, Jones, Li, Secord, Williams, Tjarera
<b>ABSENT:</b>	Mendez-Barks, Jackson, Burris

#### MOTION:

THAT the Regular Wood Buffalo Development Advisory Committee Meeting scheduled for December 2, 2020 be moved to December 9, 2020 beginning at 9:00 a.m.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Bryce Kumka, Member - Business Community
<b>SECONDER:</b>	Jin Li, Member - Public-at-Large
<b>FOR:</b>	Noble, Soupal, Kumka, Jones, Li, Secord, Williams, Tjarera
<b>ABSENT:</b>	Mendez-Barks, Jackson, Burris

#### 4.4 Action Log Review

Due to time constraints, and with consensus of the Committee, the Action Log was deferred to the next Meeting.

#### Adjournment

The meeting adjourned at 11:01 a.m.

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Chair