

**Minutes of the Wood Buffalo Development Advisory Committee Meeting held via Video Conferencing, in Fort McMurray, Alberta, on Wednesday, January 6, 2021, commencing at 9:00 AM.**

**Present:**

Bryce Kumka, Chair - Business Community  
David Secord, Vice Chair - Business Community  
Scott Jackson, Member - Oil and Gas Industry  
Jin Li, Member - Public-at-Large  
Diana Noble, Member - Public-at-Large  
Beverley Tjarera, Community Development  
Ijeoma Uche-Ezeala, Public-at-Large  
Curtis Williams, Community Development

**Absent:**

Mark Burris, Member - Health & Wellness  
Bruce Inglis, Councillor  
Dan Soupal, Member - Land Development

**Administration:**

Chris Booth, Manager  
Monica Lance, Manager, Special Projects  
Sonia Soutter, Manager, Senior Legislative Officer  
Heather Fredeen, Legislative Officer

**1. Call to Order**

Legislative Services Clerk, H. Fredeen called the meeting to order at 9:03 a.m. and welcomed new Committee Member Ijeoma Uche-Ezeala representing the Public-at-Large.

**2. Adoption of Agenda**

THAT the Agenda be adopted as amended.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	David Secord, Member - Business Community
<b>SECONDER:</b>	Scott Jackson, Member - Oil and Gas Industry
<b>FOR:</b>	Noble, Kumka, Jackson, Li, Secord, Williams, Uche-Ezeala
<b>ABSENT:</b>	Soupal, Burris, Tjarera

**3. Minutes of Previous Meetings**

**3.1. Wood Buffalo Development Advisory Committee Meeting - December 9, 2020**

**MOTION:**

THAT the Minutes from the Wood Buffalo Development Advisory Committee Meeting held on December 9, 2020 be approved as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Scott Jackson, Member - Oil and Gas Industry
<b>SECONDER:</b>	Beverley Tjarera, Community Development
<b>FOR:</b>	Noble, Kumka, Jackson, Li, Secord, Williams, Uche-Ezeala
<b>ABSENT:</b>	Soupal, Burris, Tjarera

**4. New and Unfinished Business**

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

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

**MOTION:**

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

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

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

**MOTION:**

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

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Diana Noble, Member - Public-at-Large
<b>SECONDER:</b>	Curtis Williams, Community Development
<b>FOR:</b>	Noble, Kumka, Jackson, Li, Secord, Williams, Uche-Ezeala
<b>ABSENT:</b>	Soupal, Burris, Tjarera

#### 4.2. 2021 Meeting Schedule

##### MOTION:

THAT the regular Wood Buffalo Development Advisory Committee Meetings be held at 9:00 a.m. on the first Wednesday of each month.

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

#### 4.3. Municipal Development Plan Update

Such Chandhiok, Supervisor, Planning and Development provided an update on the proposed Municipal Development Plan and indicated that a second round of public engagement will commence soon regarding the proposed goals and underlying policies for the new Municipal Development Plan.

#### 4.4. Small Business Support Ideas

##### Entrance

Committee Member Beverley Tjarera entered the meeting at 9:19 a.m.

Committee Member Diana Noble, introduced the matter relating to the December 19, 2020 presentation to the Committee by Surekha Kanzig, business owner, Surekha's on the Snye, in which Ms. Kanzig suggested that the Municipality should create a grant program for small businesses in the region who are struggling. Through consensus of the Committee, it was decided that grant funding is not within the purview of the Committee's mandate therefore; the Committee's focus will remain on assisting business owners by streamlining Planning and Development processes to assist with the removal of red tape.

**4.5. Red Tape Reduction Working Group Update (deferred from December 9, 2020)**

**MOTION:**

THAT David Secord be appointed as Chair of the Red Tape Reduction Working Group.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Diana Noble, Member - Public-at-Large
<b>SECONDER:</b>	Jin Li, Member - Public-at-Large
<b>FOR:</b>	Noble, Kumka, Jackson, Li, Secord, Tjarera, Williams, Uche-Ezeala
<b>ABSENT:</b>	Soupal, Burris

Committee Member David Secord indicated that he has been in discussions with an Ombudsman from Eastern Canada who would be willing to provide a presentation to the Committee.

Action

Committee member David Secord to extend an invitation to the Ombudsman to make a presentation at the next Committee Meeting.

**4.6. Action Log Review (deferred from December 9, 2020)**

There were no outstanding action items on the Action Log.

Diana Noble requested a status update on recruitment efforts to fill the current vacancies in the following sectors – Affordable Housing, Arts, Culture and Recreation and Education on the Committee. Sonia Soutter, Manager Legislative Services provided an overview and indicated that recruiting efforts to fill three vacant positions will commence January 22, 2021 with a deadline of February 5, 2021.

Actions

- Administration to commence recruitment campaign Jan 22 – Feb 5, 2021
- By consensus Committee Members committed to advocate to fill vacant positions in the above-mentioned sectors.

**Adjournment**

The meeting adjourned at 9:58 a.m.

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Chair