

**Minutes of a Meeting of the Wood Buffalo Development Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Wednesday, September 1, 2021, commencing at 9:00 AM.**

**Present:**

Bryce Kumka, Chair  
Bilal Abbas, Public-At-Large  
Steven Hale, Education Sector  
Scott Jackson, Oil and Gas Industry  
Jin Li, Public-At-Large  
Justin Macneil, Arts, Culture and Recreation Sector  
Diana Noble, Public-At-Large  
David Secord, Business Community  
Beverley Tjarera, Community Development  
Ijeoma Uche-Ezeala, Public-At-Large  
Curtis Williams, Community Development

**Absent:**

Dan Soupal, Land Development Industry  
Jessica Bowles, Health and Wellness Field  
Bruce Inglis, Councillor

**Administration:**

Matthew Hough, Deputy Chief Administrative Officer  
Jade Brown, Chief Legislative Officer  
Kelly Hansen, Director, Strategic Planning and Program Management  
Brad McMurdo, Director, Planning and Development  
Monica Lance, Manager, Strategic Planning and Program Management  
Sonia Soutter, Manager, Senior Legislative Officer  
Caitlin Sheaves, Clerk, Legislative Services

**1. Call to Order**

Chair Bryce Kumka called the meeting to order at 9:08 a.m.

**2. Adoption of Agenda**

**MOTION:**

THAT the Agenda be adopted as presented.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Beverley Tjarera  
**SECONDER:** Ijeoma Uche-Ezeala  
**FOR:** Noble, Kumka, Jackson, Li, Secord, Tjarera, Williams, Uche-Ezeala, Abbas, Hale, Macneil  
**ABSENT:** Soupal, Bowles

**3. Minutes of Previous Meetings**

**3.1. Wood Buffalo Development Advisory Committee Meeting - August 4, 2021**

THAT the Minutes of the Wood Buffalo Development Advisory Committee Meeting held on August 4, 2021, be approved as presented.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Curtis Williams  
**SECONDER:** David Secord  
**FOR:** Noble, Kumka, Jackson, Li, Secord, Tjarera, Williams, Uche-Ezeala, Abbas, Hale, Macneil  
**ABSENT:** Soupal, Bowles

**4. New and Unfinished Business**

**4.1. Motion - Approval of Absences - Committee Member**

**MOTION:**

THAT the absences incurred by Committee Member Justin MacNeil for the meetings held on dates of June 2, 2021, July 7, 2021, and August 4, 2021, be excused.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Diana Noble  
**SECONDER:** Jin Li  
**FOR:** Noble, Kumka, Jackson, Li, Secord, Tjarera, Williams, Uche-Ezeala, Abbas, Hale, Macneil  
**ABSENT:** Soupal, Bowles

**4.2. Matthew Hough, Deputy Chief Administrative Officer re: Flood Mitigation Update**

Matthew Hough, Deputy Chief Administrative Officer, provided an update on flood mitigation, noting that a public update will be provided at the September 14, 2021 Council meeting. It was noted that the section of berm located at Longboat Landing is almost complete and design work is continuing on completed sections to increase protection. It was further indicated that preparations are underway for 2022 river break up including equipment maintenance.

**4.3. Kevin Weidlich, Chief Executive Officer and Lisa Sweet, Director, Business and Investment Attraction, Fort McMurray Wood Buffalo Economic Development and Tourism, re: Inaugural 5-Year Strategic Plan Progress and Commercial Business and Retail Attraction Strategy Update**

Lisa Sweet, Director, Business and Investment Attraction, Fort McMurray Wood Buffalo Economic Development and Tourism, presented an overview and update on the Inaugural 5 Year Strategic Plan Progress (strategic plan), and Commercial Business and Retail Attraction Strategy.

It was noted that the strategic plan is currently in stage 4 of development, with a focus on priorities for the next 5 years. The first draft is anticipated to be completed by the end of September.

It was further indicated that a Commercial Attraction Survey will be launching in October, to identify gaps within our community, economic leakage, and formulate a targeted attraction strategy.

Exits and Returns:

D. Noble exited the meeting at 9:28 a.m. and returned at 9:47 a.m.

**4.4. Nadia Power, Manager, Public Engagement, re: Regional Municipality of Wood Buffalo Engagement Framework Review**

Nadia Power, Manager, Public Engagement, provided an overview of the Regional Municipality of Wood Buffalos Engagement Framework, outlining the guidelines and procedures for stakeholder and public engagement.

The Committee provided feedback on the current engagement practices and made suggestions on how current practices can be improved.

Exits and Returns:

J. Macneil exited the meeting at 10:17 a.m. and returned at 10:21 a.m.

J. Macneil exited the meeting at 10:43 a.m. and returned at 10:47 a.m.

**4.5. Christopher Booth, Manager, Community Development Planning re: Business License Bylaw Update**

Christopher Booth, Manager, Community and Development Planning, provided an update on the Business License Bylaw, noting that the Bylaw is under revision to update

outdated language in an effort help improve the level of customer service provided in the Business Licensing branch.

Exits and Returns:

Jin Li disconnected and exited the meeting at 11:00 a.m.

**4.6. Congratulatory Letter - Newly Appointed Associate Deputy Minister of Red Tape Reduction**

The Committee discussed the opportunity to touch base with the new Associate Minister of Red Tape Reduction to continue being engaged on red tape reduction.

**4.7. MOTION:**

THAT Chair Bryce Kumka be authorized on behalf of the Committee to send a letter of congratulations to the newly appointed Associate Minister of Red Tape Reduction requesting that the Committee continue to be engaged regarding red tape reduction.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Ijeoma Uche-Ezeala
<b>SECONDER:</b>	Beverley Tjarera
<b>FOR:</b>	Noble, Kumka, Jackson, Li, Secord, Tjarera, Williams, Uche-Ezeala, Abbas, Hale, Macneil
<b>ABSENT:</b>	Soupal, Bowles

**Adjournment**

The meeting adjourned at 11:08 a.m.

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Chair