



## Wood Buffalo Development Advisory Committee

7th Floor Boardroom, Jubilee Centre  
9909 Franklin Avenue, Fort McMurray, AB T9H 2K4

Wednesday, January 22, 2020  
9:00 AM

---

### Agenda

1. **Call to Order**
2. **Adoption of Agenda**
3. **Minutes of Previous Meetings**
  - 3.1. Committee Meeting - Dec 5, 2019
4. **New & Unfinished Business**
  - 4.1 Appointment of Chair
  - 4.2 Appointment of Vice Chair
  - 4.3 Committee Meeting Schedule
  - 4.4 Streamlining Commercial Development Permitting and Business Licensing
  - 4.5 Business Development Opportunities and Downtown Revitalization
  - 4.6 Committee Administrative Processes
  - 4.7 Committee Action Log
5. **Date of Next Meeting**  
**Adjournment**

**Minutes of a Meeting of the Wood Buffalo Development Advisory Committee held in the Jubilee Centre, 7<sup>th</sup> Floor Boardroom at the Municipal Offices in Fort McMurray, Alberta, on Thursday, December 5, 2019, commencing at 9:00 a.m.**

**Present:**

Gilles Huizinga, Member - Public-at-Large (Chair)  
 Ana Maria Mendez-Barks, Member - Arts, Culture and Recreation Sector  
 Bryce Kumka, Member - Business Community  
 Diana Noble, Member - Public-at-Large (Vice-Chair)  
 Dan Soupal, Member - Land Development  
 Mike Jones, Member - Public-at-Large  
 Jane Stroud, Councillor

**Absent:**

Alexandria Carey, Member - Health and Wellness Sector  
 David Secord, Member - Business Community  
 Jin Li, Member - Public-at-Large  
 Peter Diggle, Member - Land Development  
 Scott Jackson, Member - Oil and Gas Industry

**Administration:**

Brad McMurdo, Director, Planning and Development  
 Jade Brown, Chief Legislative Officer  
 Sonia Soutter, Senior Legislative Officer

**1. Call to Order**

Chair, G. Huizinga called the meeting to order at 9:06 a.m.

**2. Adoption of the Agenda**

**MOTION:**

THAT the Agenda be adopted as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Diana Noble
<b>SECONDER:</b>	Ana-Marie Mendez-Barks
<b>FOR:</b>	Huizinga, Jones, Mendez-Barks, Kumka, Noble, Soupal
<b>ABSENT:</b>	Diggle, Carey, Jones, Li, Secord

### 3. Minutes of Previous Meetings

#### MOTION:

THAT the Minutes of the Wood Buffalo Development Advisory Committee meeting held on November 7, 2019 be approved as presented.

<b>MOVER:</b>	Bryce Kumka
<b>SECONDER:</b>	Mike Jones
<b>FOR:</b>	Huizinga, Kumka, Mendez-Barks, Noble, Soupal
<b>ABSTAIN:</b>	Jones, Nobel
<b>ABSENT:</b>	Diggle, Carey, Jones, Li, Secord

### 4. Presentations

#### 4.1. *Freedom of Information and Protection of Privacy Act (FOIP) Legislation Overview*

Ron Pelletier, Senior FOIP Officer, provided an overview of FOIP Legislation highlighting the way it applies to Committee Members in relation to protecting privacy and responding to FOIP requests.

### 5. New Business

#### 5.1. **Streamlining Commercial Development Permitting and Business Licensing**

Roundtable discussion was held in relation to streamlining commercial development permitting and business licensing.

#### Action items

- Bryce Kumka to obtain information from Alberta Chamber of Commerce on the types of questions that were asked in a recent survey they conducted.
- Brad McMurdo to provide an overview of the permitting and licensing process.
- Brad McMurdo to provide a summary of the proposed changes to the Land Use Bylaw.
- Brad McMurdo requested that the Committee provide a listing of information requests so that his department may determine what data is available; how it could be compiled to fit the needs of the Committee; and, what information cannot be generated by Planning and Development thus requiring an alternate source.

#### Exit

M. Jones exited the meeting at 10:30 a.m.

#### Adjournment

Due to loss of quorum, the meeting adjourned at 10:30 a.m.