Wood Buffalo Development Advisory Committee

Wednesday, April 7, 2021
Conducted Electronically Via MS Teams 9:00 AM

Agenda

Public Participation for April 7, 2021 Wood Buffalo Development Advisory Committee Meeting

Wood Buffalo Development Advisory Committee (Committee) will be conducting the April 7, 2021 Meeting through electronic communications in accordance with the Meeting Procedures (COVID-19 Suppression) Regulation, Order in Council 99/2020.

- Anyone wishing to participate in the meeting is encouraged to do so by registering to speak as a delegate by way of teleconference or by submitting their delegation comments by email.
- To participate by teleconference:
  - Anyone wishing to speak by teleconference to an item on the April 7, 2021 Committee Meeting Agenda must pre-register by 4:00 p.m. April 6, 2021.
  - To register to speak via teleconference, please email boardsandcommittees@rmwb.ca or call 780-743-7001 with your name, the phone number that you will be dialing in from and an email address that you can be reached at prior to and during the meeting.
  - You must provide the name of the agenda item that you wish to speak to.
  - All registrants will be emailed the details on how to participate prior to the start of the meeting.
  - Each registrant will be given a maximum of **5 minutes** to address the Committee.
- To make written submissions as a delegation before or during the live meeting:
  - Please complete the online form found at www.rmwb.ca/writtendelegations/ or email boardsandcommittees@rmwb.ca
  - Please note that written comments for an agenda item must be received prior to the start of that item during the meeting. Emails that are received after the agenda item has been introduced or are not relevant to an agenda item, will not become part of the record of this meeting.
  - All written submissions are public and will be included in the Committee Meeting Agenda Package as part of public record.

The personal information on this form is collected under the authority of Section 33 (a) & (c) of the Alberta Freedom of Information and Protection of Privacy Act. The personal information will be used as contact information. If you have any questions about the collection or use of this information contact the Chief Legislative Officer, Legislative Services, 7th Floor Jubilee Building, 9909 Franklin Ave. T9H 2K4, or call (780) 743-7001.

1. Call to Order

2. Adoption of Agenda

3. Minutes of Previous Meetings

3.1. Wood Buffalo Development Advisory Committee - Meeting - March 3, 2021

4. Welcome and Introductions

5. Presentation

5.1. Kristy Larsen and Lisa Emmerzael, Investigators, Alberta Ombudsman Office re: Overview of the Alberta Ombudsman's Office

5.2. Josh Bernsen, Lee and Associates, Gregg Kahan, Urban Systems, and James Roche, DTAH, re: Snye Point Outdoor Event Space Update

6. New and Unfinished Business

6.1. Downtown Revitalization Incentive Program Update

6.2. Municipal Development Plan Update

6.3. Flood Mitigation Update

6.4. Insurance Advocacy (Letter of Support)

6.5. Red Tape Reduction Notice of Motion Update

Adjournment

Minutes of a Meeting of the Wood Buffalo Development Advisory Committee held via Electronic Communications in Fort McMurray, Alberta, on Wednesday, March 3, 2021, commencing at 9:00 AM.

Present:

Bryce Kumka, Chair, Business Community
Diana Noble, Public-at-Large
Jin Li, 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
Bruce Inglis, Councillor
Scott Jackson, Oil and Gas Industry

Administration:

Matthew Hough, Deputy Chief Administrative Officer
Brad McMurdo, Director, Planning and Development
Monica Lance, Manager, Special Projects
Sonia Soutter, Manager, Senior Legislative Officer
Heather Fredeen, Clerk, Legislative Services

1. Call to Order

Chair, B. Kumka, called the meeting to order at 9:05 a.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Beverley Tjarera, Community Development
SECONDER:	Curtis Williams, Community Development
FOR:	Noble, Kumka, Li, Secord, Tjarera, Williams, Uche-Ezeala
ABSENT:	Soupal, Jackson

3. Minutes of Previous Meetings

3.1. Wood Buffalo Development Advisory Committee Meeting - February 3, 2021

THAT the Minutes of the Wood Buffalo Development Advisory Committee Meeting held on February 3, 2021 be approved as presented.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	David Secord, Member - Business Community
SECONDER:	Ijeoma Uche-Ezeala, Public-at-Large
FOR:	Noble, Kumka, Li, Secord, Tjarera, Williams, Uche-Ezeala
ABSENT:	Soupal, Jackson

4. Presentation

4.1. Fort McMurray Wood Buffalo Economic Development and Tourism - Place Brand Update

Andrea Haley, Fort McMurray Wood Buffalo Economic Development and Tourism (FMWBEDT) provided highlights and successes of the FMWBEDT's Place Branding initiative and spoke to upcoming projects including a national campaign in September 2021 to promote place branding for the Region.

Following discussion on this item A. Haley committed to providing the Committee with the budget allocated for the campaign.

4.2. Planning and Development Process Review Project Update

Brad McMurdo, Director and Amanda Haitas, Senior Manager, Planning and Development, provided a presentation on the department's continual commitment towards red tape reduction initiatives including the Planning and Development Process Review project. Christopher Booth, Manager, Planning and Development spoke to improvements to the Change of Use process.

Exits
Curtis Williams exited the meeting at 9:56 a.m.
Diana Noble exited the meeting at 10:00 a.m.

With consensus of the Committee, the Committee supports the Planning and Development Process Review Project and any initiatives to support the removal of Red Tape.

Minutes Acceptance: Minutes of Mar 3, 2021 9:00 AM (Minutes of Previous Meetings)

Action Item
Administration to provide quarterly updates to the Committee on the Planning and Development Department's red tape reduction initiatives which will include a milestone review of Process Review project.

4.3. Subdivision and Development Appeal Board Overview

Christopher Booth, Manager, Planning and Development provided an overview of the Planning Authorities; and noted that decisions of Development Authority and Subdivision Authority can be appealed to the Subdivision and Development Appeal Board. Sonia Soutter, Manager, Legislative Services provided information on the jurisdiction of the Subdivision and Development Appeal Board.

5. New and Unfinished Business

5.1. Committee Recruitment Process Update

Sonia Soutter, Manager, Legislative Services, provided an update on the recruitment campaign for vacancies on the Committee noting that Council will be appointing successful candidates to these positions at an upcoming Council Meeting.

Adjournment

The Meeting adjourned at 10:34 a.m.

_____

Chair

OVERVIEW OF THE ALBERTA OMBUDSMAN'S OFFICE

ALBERTA OMBUDSMAN

Presented by: Investigators Kirsty Larsen and Lisa Emmerzael

Today's Presentation

- § Role of the Ombudsman
- § Investigative process
- § Administrative fairness guidelines
- § Questions and discussion

Role of the Ombudsman

Province of Alberta

OMBUDSMAN ACT

Revised Statutes of Alberta 2000
Chapter O-8

Current as of December 11, 2015

Office Consolidation

© Published by Alberta Queen's Printer

Alberta Queen's Printer
7th Floor, Park Plaza
10611 - 98 Avenue
Edmonton, AB T5K 2P7
Phone: 780-427-4952
Fax: 780-452-0668

E-mail: qp@gov.ab.ca
Shop on-line at www.qp.alberta.ca

2016 Bill 21

Second Session, 29th Legislature, 65 Elizabeth II

THE LEGISLATIVE ASSEMBLY OF ALBERTA

BILL 21

MODERNIZED MUNICIPAL GOVERNMENT ACT

THE MINISTER OF MUNICIPAL AFFAIRS

First Reading . . . . . .

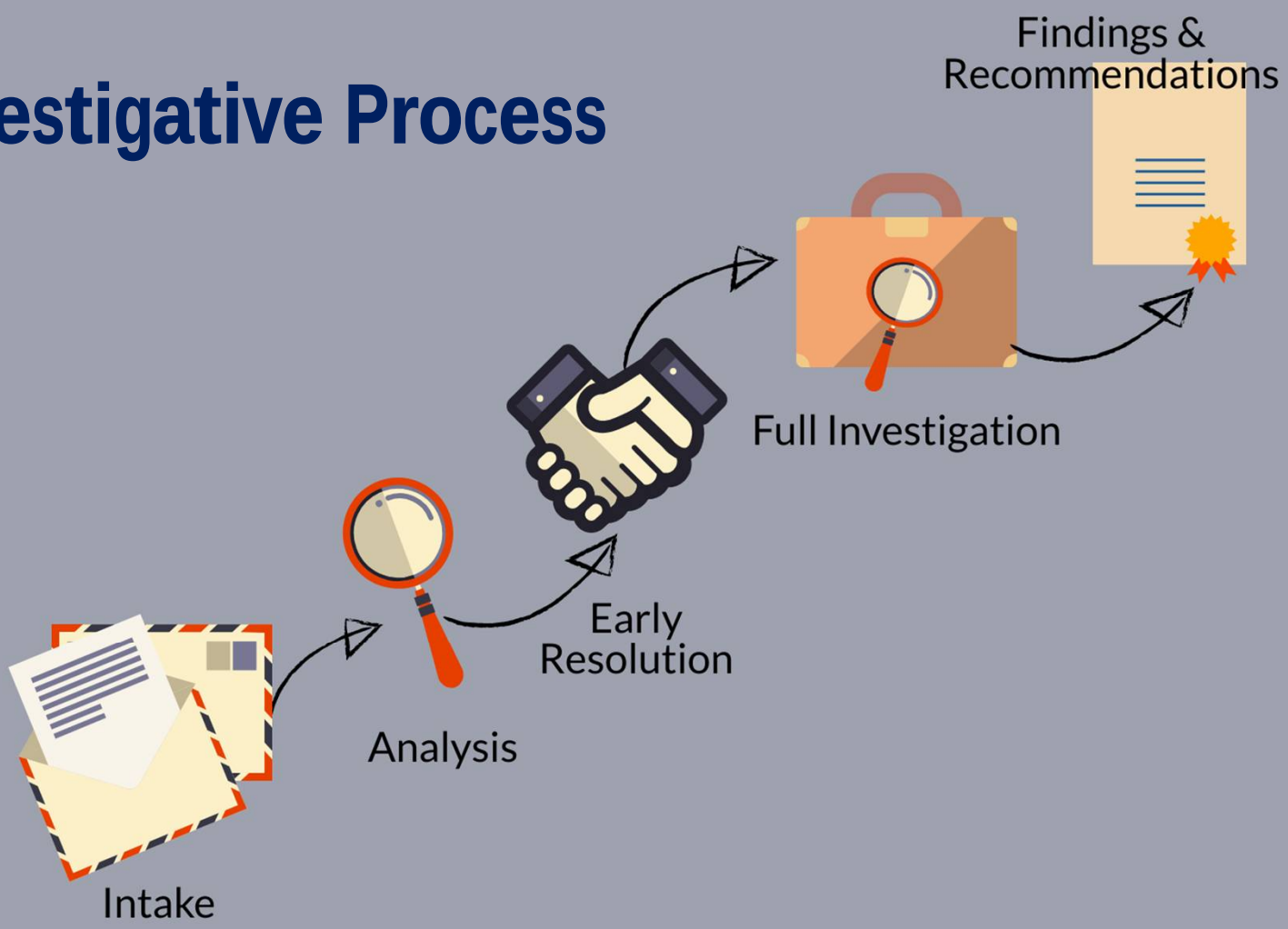
Second Reading . . . . . .

Committee of the Whole . . . . . .

Third Reading . . . . . .

Royal Assent . . . . . .

Investigative Process



Administrative Fairness Guidelines

1. Chain of Legislative Authority

2. Duty of Fairness

3. Participation Rights

4. Adequate Reasons

5. Apprehension of Bias

6. Legitimate Expectation

7. Exercising Discretionary Power

8. Was the Decision Reasonable?

We value your input!

Please take a few minutes and complete our brief feedback survey:

https://www.surveymonkey.com/r/TSV9VBN

ALBERTA OMBUDSMAN

ALBERTA OMBUDSMAN

WE VALUE YOUR INPUT!

Please take a few minutes and complete our brief feedback survey at:

https://www.surveymonkey.com/r/YDSZY35

OR via the QR code below:

The Alberta Ombudsman

Presentation to Wood Buffalo Development Advisory Committee

Supplementary Notes to PowerPoint Presentation

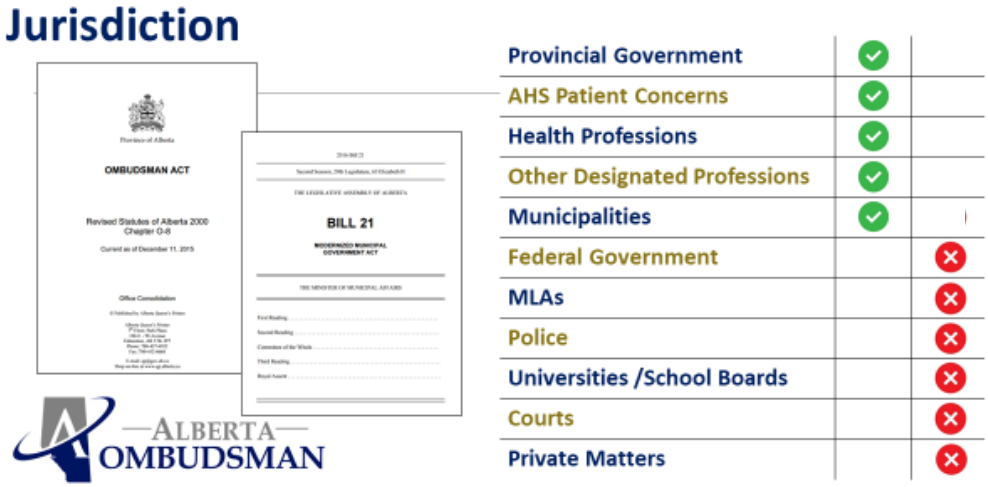
ABOUT THE OMBUDSMAN

- Ms. Marianne Ryan is Alberta's ninth Ombudsman following a 35-year career with the RCMP.
- Marianne has extensive experience in Regional Change Management, Human Resources and Criminal Operations.

WHAT IS THE ROLE OF THE ALBERTA OMBUDSMAN?

- The Ombudsman is a neutral, impartial, and independent office.
- The Ombudsman does not report to any department, ministry or elected official.
- The Ombudsman is an officer of the legislature and the office's budget is set by an all-party committee.
- The Ombudsman does not represent departments nor does she represent or advocate for complainants.
- The Ombudsman investigates final administrative responses or decisions to determine if they are administratively fair.
- Following an investigation, the Ombudsman will either make formal recommendations to improve the decision-making process; or confirm the decision-making process has been found to be fair.

OMBUDSMAN'S JURISDICTION



This list includes all areas that fall inside and outside the Ombudsman's jurisdiction; the checked items amount to over 700 authorities.

The Ombudsman's jurisdiction has remained fairly consistent over the last 50 years. Some major changes have included:

- 2000: Addition of the health professions
- Mid-2000's: Addition of AHS' PCRP process
- 2018: Addition of municipalities (April 1, 2018).

CAVEATS TO ACCEPTING A COMPLAINT

- All avenues of review and appeal must be exhausted and the decision must be final.
- Complainants must be personally affected by the decision or response they are complaining about.
- Complaints that are over 12 months old may be refused.
- Frivolous, vexatious, or trivial complaints may be refused (this is very rarely implemented).
- Materials produced as a result of a complaint or investigation by our office cannot be used in any other proceeding, including before a board or court.

THE OMBUDSMAN'S INVESTIGATIVE PROCESS

INTAKE

- Complaints can come to our office via email, letter, phone, walk-in or fax. Office staff speak to complainants about their concerns; however, to be considered a formal complaint, an individual must submit it in writing as per the *Ombudsman Act*.

ANALYSIS

- A determination is made on whether the complaint is jurisdictional and if it's ready for our office.
- If the complaint is non-jurisdictional, an appropriate referral is made. Also, if a final decision has not been received by the complainant, a referral back to the process is made.
- If the complaint is ready for our office, but appears to be a simple, straight-forward issue, we may try to resolve it through early resolution.

EARLY RESOLUTION

- An investigative method our office uses to attempt to resolve a complaint collaboratively and efficiently with the municipality and the complainant. A complaint is considered to be closed when our office is satisfied the decision/response is reasonable.

- Example: A complainant submits a decision from a CAO regarding commercial taxes they believe to be unfair. In reviewing the decision and the complainants concerns, if we determine the issue could be resolved with further clarification from the CAO, we will discuss this with the CAO and ask if they would be willing to provide this information. If the CAO is in agreement, our office would consider the complaint resolved and close the case.
- Example: A complainant submits a decision from a CAO they believe to be unfair. An investigator completes an analysis and may contact the municipality and/or complainant during this process. Once the analysis is complete, if the investigator finds the municipality considered the complainant's concerns, provided adequate reasons for their decision, and the decision adheres to applicable legislation and policy; he/she would communicate this to the complainant and advise the decision was found to be reasonable.

FULL INVESTIGATION

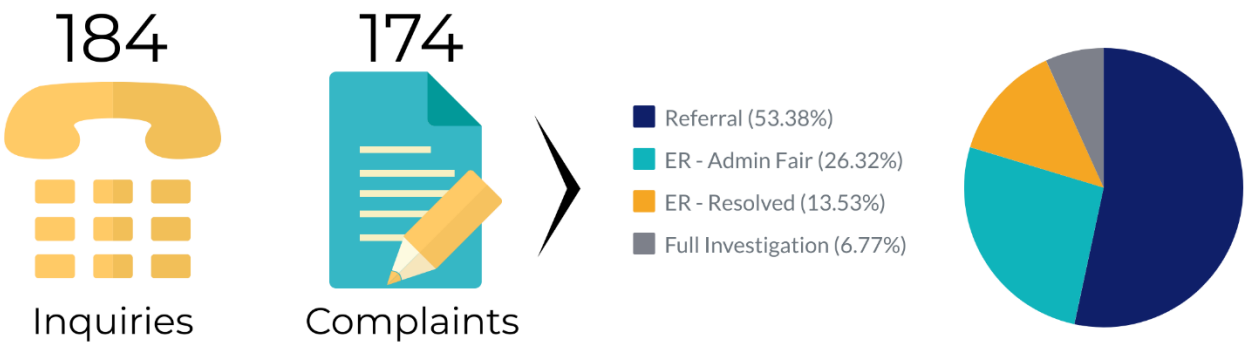
- If the complaint cannot be resolved through early resolution, or if the complaint is complex in nature, we may open a full investigation. In this case we will contact the municipality, provide a copy of the complaint and explain what issues we are looking at. We request the municipality provide our office with a written response to the issues along with a copy of the file. Other steps may include completing a file review, interviews with relevant individuals.

FINDINGS/RECOMMENDATIONS

- The investigator is responsible for all stages of the investigative process until the very end. The Ombudsman is the only person with the authority to make recommendations. The investigator will keep the municipality updated and provide their findings of fact and possible resolutions; however, the final recommendations come from the Ombudsman.
- While the Ombudsman does not have powers of enforcement, she can elevate her recommendations to the minister, the Legislative Assembly via the Lieutenant Governor, or make the findings public. The Ombudsman is <u>not</u> a substitute decision-maker, meaning, she will not 'rehear' the case and/or substitute a new decision.
- If a finding of administrative unfairness is made, the Ombudsman may make recommendations. Some examples include:
  - Recommending reasons be provided for a decision to explain how and/or why the decision was made.
  - A policy should be created, amended, or changed.
  - In the case of an appeal, the matter should be reheard.

- **Recommendations:**
  - **Are oriented towards improving processes.**
  - **Can be broad or specific.**
  - **Are focused on the processes used to come to the decision.**
  - **Are collaborative whenever possible.**

MUNICIPAL STATISTICS – March 2020-21



OTHER TYPES OF INVESTIGATIONS

- **MINISTERIAL ORDER**
  - **As the Ombudsman has jurisdiction over Alberta government departments, agencies, boards and commissions; the Minister overseeing these departments can write to the Ombudsman and order an investigation. This a very rare occurrence, but is a possibility.**
- **OWN MOTION**
  - **Under section 12(2) of the *Ombudsman Act*, the Ombudsman can open an investigation on her 'own motion', meaning, the investigation is not driven by a single complaint. An Own Motion investigation is usually initiated due to issues that are systemic in nature and/or have the potential to affect many citizens.**

Downtown Revitalization Incentives Program

Presenter: Amanda Haitas

Department: Senior Manager, Planning and Development

Meeting Date: March 23, 2021

Attachment: Downtown Revitilization Incentive Program Presentation (Downtown

Phase 1 - Update

Program Length

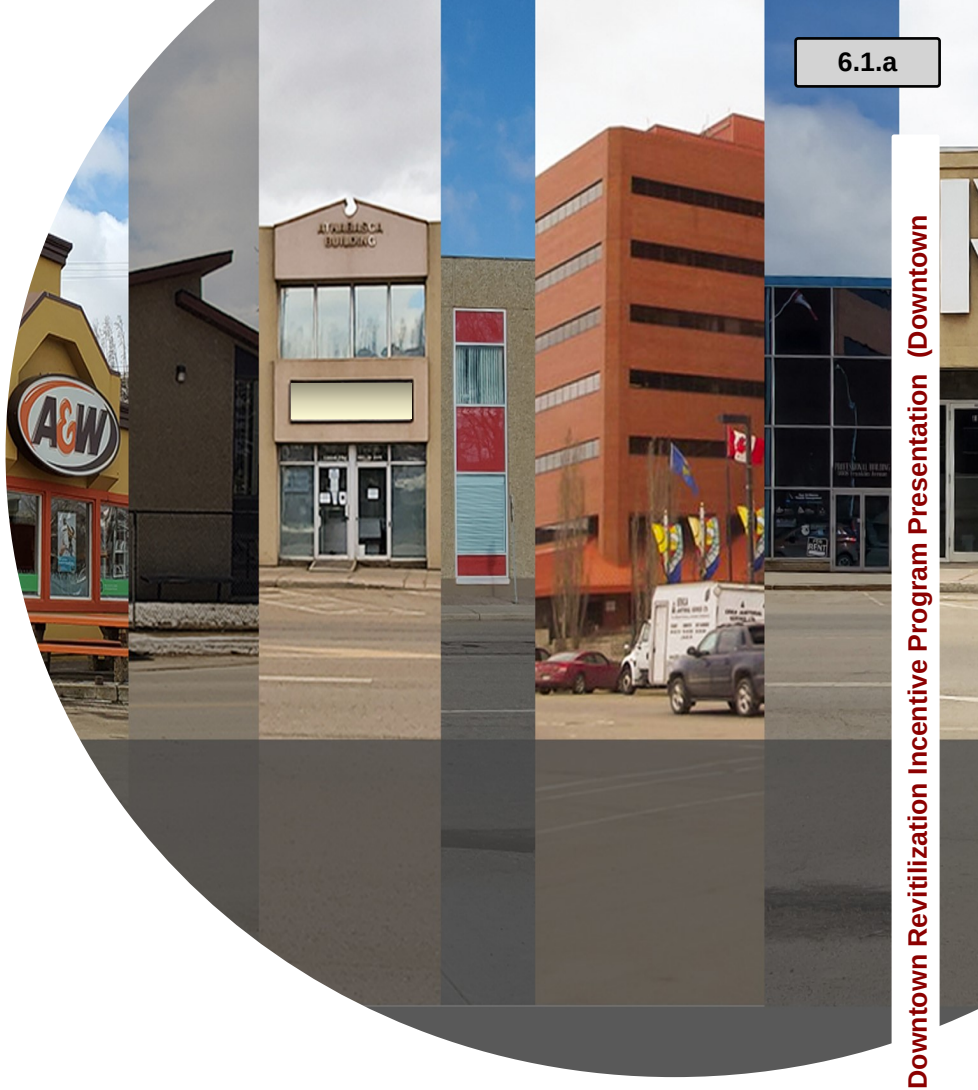
- June 29 – December 31, 2020

Interest

- Ongoing stakeholder meetings & surveys
- Over 200 inquiries
- 100 pre-application meetings

Applications

- 100 received
- 80 approved



Phase 1 – Update

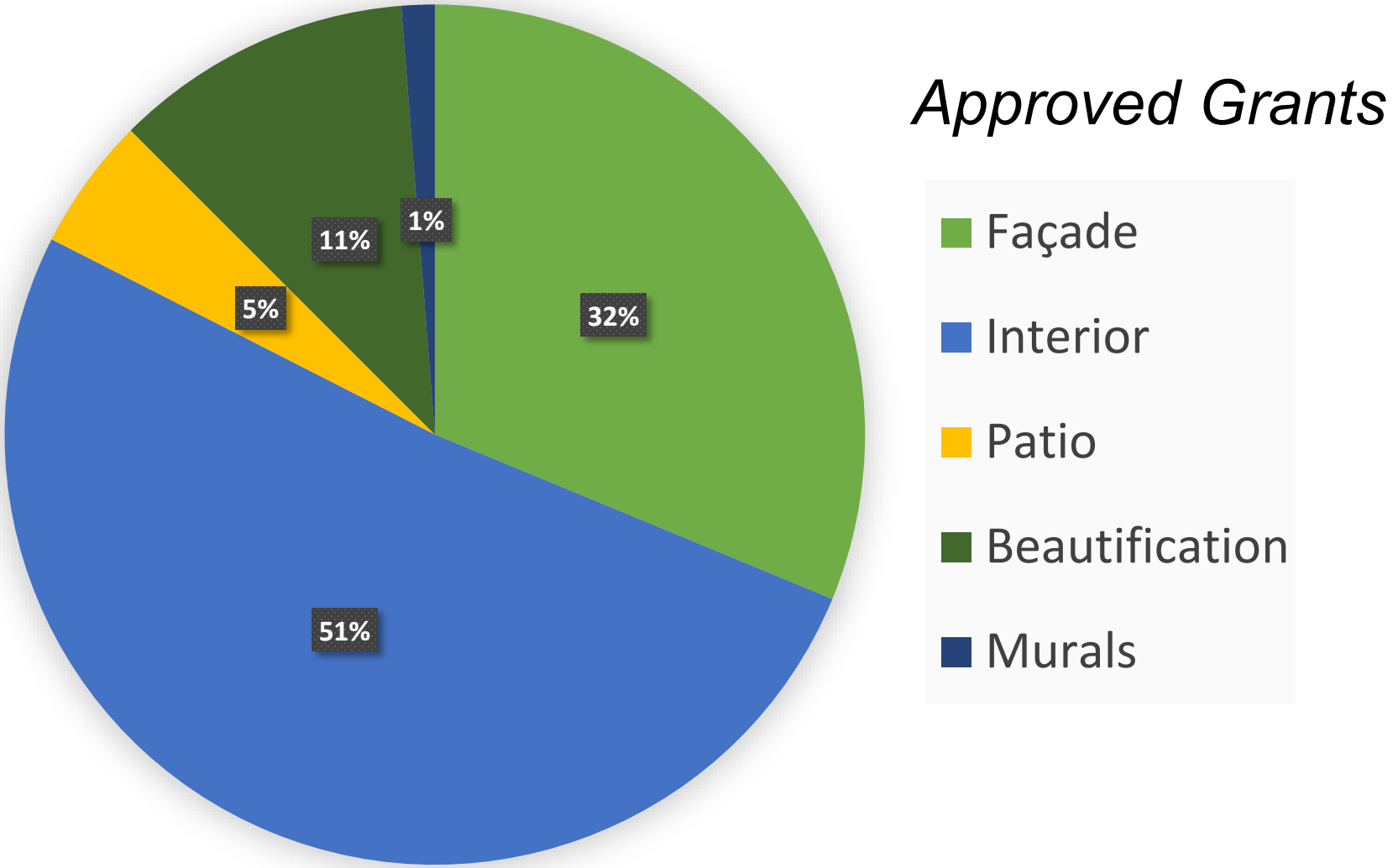
(continued)

Approved Grants

Grant	Approved (#)	Grants ($)	Total Investment ($)
Façade Improvement	25	$1,553,154	$4,024,838
Interior Improvement	41	$1,572,091	$5,038,279
Patio	4	$33,628	$89,831
Beautification Projects	9	$34,733	$187,926
Murals	1	$3,412	$6,825
TOTAL	**80**	**$3,197,018**	**$9,347,699**

Phase 1 – Update

(continued)



Attachment: Downtown Revitilization Incentive Program Presentation (Downtown

Phase 1 – Update

(continued)

Businesses are willing to invest in the downtown

Impact of the grants – rate of return:

- Façade Improvements $1 : $2.6
- Interior Improvements $1 : $3.2
- Patio Grants $1 : $2.6
- Beautification $1 : $5.4
- Murals $1 : $2.9

Small actions can lead to Downtown Revitalization

Phase 1 – Update
(continued)

Façade Improvement Grant Project – Red Arrow Coach

Vacant Building

New Location

Phase 1 – Update

(continued)

Interior Improvements Grant - Wood Buffalo Therapy

Vacant Building

New Location

Attachment: Downtown Revitilization Incentive Program Presentation (Downtown

Phase 1 – Update

(continued)

Interior Improvements Grant – Auto Repair Shop

- Flood Impacted building – renovations covered by insurance
- Upgrade ventilation with installation of new HVAC system
- Attracted new tenant

Attachment: Downtown Revitilization Incentive Program Presentation (Downtown

Phase 1 – Update

(continued)

Beautification Projects & Murals Grants

Proposed Improvements

Proposed Mural

Phase 1 – Update
(continued)

Strategy & Initiative #2a –
Encourage Development in the Downtown

Strategy & Initiative #2c –
Incentives to Update Store Fronts

Strategy & Initiative #3b –
Business Attraction and Incentives

2018-2021 RMWB STRATEGIC PLAN

Phase 2 - Council Direction

Council Motion December 8, 2020

THAT Administration be directed to bring forward an updated Downtown Revitalization Incentives Program Policy (FIN-320) for Council consideration by March 2021.

Phase 2 - Objectives

1. To **retain existing businesses**, while encouraging new businesses in the Downtown

2. To introduce new features & amenities that **create interest, improve accessibility, enhance safety, and increase vibrancy**, helping to transform the Downtown into **a place people want to spend time**

Phase 2 – Objectives

(continued)

3. To **enhance the aesthetic** qualities of private buildings and property to **improve the character and quality** of the Downtown

4. To leverage public funding to **catalyze private investment** in the Downtown

Phase 2: Proposed Grants

	Grant	Allocation	New Grant Amount	Old Grant Amount
1	Façade Improvements: *Comprehensive*	Per Building	$75,000	$75,000 – $100,000
	Façade Improvements: *Simple*	Per Building	$25,000	N/A
2	Interior Improvement	Per Building	$100,000 *Max $50,000 per application	$50,000
3	Patio	Per Building	$10,000	SAME
4	Beautification	Per Business	$1,500	$5,000 (per building)
	Mural	Per Building	$30,000	SAME
5	**Premises**	Per Building Based on area size	$10,000 – $40,000	N/A

All grants are 50% matching reimbursement

Façade Improvement Grant – Proposed Changes

COMPRHENSIVE:
- $75,000 per building
- Min 4 improvements

SIMPLE:
- $25,000 per building
- Up to 3 improvements

- Two façade grant options
- Apartment Buildings are eligible
- More improvement options to choose from

Attachment: Downtown Revitilization Incentive Program Presentation (Downtown

Interior Improvement Grant – Proposed Changes

$100,000/ building
Multi Unit/Tenant Bldg
Max $50K per Application

$50,000/ building
Single Unit/Tenant Bldg

- More improvement options include:
- Standalone painting, flooring, ceilings, etc.
- Cannot be associated with flood restoration/remediation

Patio Grant – Proposed Changes:

- Allow temporary/modular structures
- Improved application process to allow Retroactive reimbursement for eligible patio materials purchased after April 1
- Require only 1 contractor estimate

Beautification Grant – Proposed Changes:

- $1,500 per business
- Ground-level storefronts only
- Require only 1 contractor estimate
- More eligible improvement options to include Storefront displays, lighting, signage (A-Boards), planters, etc.

Murals Grant – Proposed Changes:

- Improved application process, allowing pre-approval option with submission of full application and design later
- Increased reimbursement for professional artist fees
- Require only 1 contractor estimate

Premises Grant - New

Purpose

- Incentive property/premise improvements to increase functionality, safety, and visual appearance on existing sites

Grant Value

- $10,000 - $40,000 (calculated on premises' size)

Eligible Buildings

- Commercial, Institutional, Mixed-use, and Apartment Buildings

Premises Grant – New
(continued)

Eligible work:

- Sidewalks, pathways and accessibility connections
- Parking lot resurfacing and painting
- Driveways
- Site grading and drainage
- Erosion control
- Handrails and guardrails
- Low impact development / “green” infrastructure
- Sustainable transportation infrastructure
- Soft landscaping (trees, shrubs)
- Amenities (i.e., benches)
- Lighting

Phase 2 – General Rules

Ineligible Work:

- 2020 flood recovery expenses
- Phase 1 grant recipients cannot apply for the same work

Program Duration:

- April 1, 2021 to March 31, 2022
- Construction deadline - 12 months to finish project

Payments:

- Fifty percent matching & reimbursed upon project completion

Attachment: Downtown Revitilization Incentive Program Presentation (Downtown

Budget

- On June 23, 2020, Council allocated $5 million from the *Municipal Reserve Emerging Issues* budget to implement the Program

- $3.2 million was allocated in Phase 1, leaving $1.8 million for Phase 2

- Should Phase 2 be approved, Administration will request additional funds from Council when required based on program uptake and demand

Phase 2 - Next Steps

March 23 2021	April 1 2021	Q4 2021	Mar 31 2022
COUNCIL PRESENTATION	PHASE 2 LAUNCH	COUNCIL UPDATE PRESENTATION	PHASE 2 APPLICATIONS CLOSE

Attachment: Downtown Revitilization Incentive Program Presentation (Downtown

Recommended Motion

THAT the amended Downtown Revitalization Incentives Program Policy – FIN-320 be approved.

Thank you

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, March 23, 2021, commencing at 4:00 PM.

Present:

Don Scott, Mayor
Mike Allen, Councillor
Krista Balsom, Councillor
Bruce Inglis, Councillor
Sheila Lalonde, Councillor
Keith McGrath, Councillor
Phil Meagher, Councillor
Verna Murphy, Councillor
Jeff Peddle, Councillor
Jane Stroud, Councillor
Claris Voyageur, Councillor

Administration:

Jamie Doyle, Chief Administrative Officer
Matthew Hough, Deputy Chief Administrative Officer
Jade Brown, Chief Legislative Officer
Deanne Bergey, Director, Community and Protective Services
Jody Butz, Regional Fire Chief
Scott Davis, Director, Emergency Management
Kari Donnelly-Westhaver, Director, Human Resources
Dennis Fraser, Director, Indigenous and Rural Relations
Amanda Haitas, Acting Director, Planning and Development
Kelly Hansen, Director, Strategic Planning and Business Initiatives
Matthew Harrison, Director, Communications and Engagement
Linda Ollivier, Chief Financial Officer
Rachel Orser, Director, Supply Chain Management
Antoine Rempp, Director, Environmental Services
Keith Smith, Director, Public Works
Susan Trylinski, Director, Legal Services
Dennis Warr, Director, Engineering
Heather Fredeen, Legislative Officer

1. Call to Order

Deputy Mayor K. Balsom called the meeting to order at 2:31 p.m.

UNAPPROVED

2. In-Camera Session

2.1. Advice from Officials - Chief Administrative Officer Operational Briefing and Updates

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

MOTION:

THAT Council close item 2.1 to the public pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Mike Allen, Councillor
SECONDER:	Bruce Inglis, Councillor
FOR:	Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur
ABSENT:	Scott

Briefing/Update No. 1

Name	Reason for Attending
Jamie Doyle	Chief Administrative Officer
Matthew Hough	Deputy Chief Administrative Officer
Jade Brown	Legislative Advice/Clerk
Dennis Fraser	Director, Indigenous and Rural Relations

Exit
Councillor J. Peddle exited the meeting at 2:40 p.m. and re-entered the meeting at 2:48 p.m.

Entrance
Mayor D. Scott joined the meeting at 3:08 p.m.

Briefing/Update No. 2

Name	Reason for Attending
Jamie Doyle	Chief Administrative Officer
Matthew Hough	Deputy Chief Administrative Officer
Jade Brown	Legislative Advice/Clerk

Briefing/Update No. 3

Name	Reason for Attending
Jamie Doyle	Chief Administrative Officer
Matthew Hough	Deputy Chief Administrative Officer
Jade Brown	Legislative Advice/Clerk
Scott Davis	Director, Emergency Management

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

Recess
A recess occurred between 3:56 p.m. and 4:06 p.m., at which time the meeting was reconvened in public in the Council Chamber and Mayor D. Scott assumed the Chair.

MOTION:

THAT the meeting reconvene in public.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Bruce Inglis, Councillor
SECONDER:	Krista Balsom, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

3. Adoption of Agenda

Mayor D. Scott served notice of his intent to bring forward the following motion for Council's consideration at the April 13, 2021 Council Meeting:

"THAT Administration brings forward within 30 days a report and an action plan that can be implemented on an urgent basis to Council regarding social procurement within the Municipality and any updates to the Municipality's Supply Chain Management processes."

Mayor D. Scott served notice of his intent to bring forward the following motion for Council's consideration at the April 13, 2021 Council Meeting:

"WHEREAS businesses in Fort McMurray are experiencing economic challenges due to the onslaught of the COVID-19 pandemic and require an agile environment for successful economic recovery;

AND WHEREAS the Regional Municipality of Wood Buffalo needs a plan with immediate action to address this economic emergency;

NOW THEREFORE I, Mayor Don Scott, serve notice of my intent to bring forward the following motion for Council's consideration at the April 13, 2021, Council Meeting:

a) THAT Administration work with the Wood Buffalo Development Advisory Committee, and organizations including the Fort McMurray Chamber of Commerce, to bring forward to Council within 30 days a presentation on a Red Tape Reduction Plan, including but not limited to, updates to the Planning and Development Department's permit application process; and

b) THAT Administration bring forward to Council, within 30 days, steps that can be implemented from the Red Tape Reduction Plan, with an accelerated implementation period, to improve the permit application processes and response times with the Planning and Development Department."

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

MOTION:

THAT the Agenda be adopted as presented.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Sheila Lalonde, Councillor
SECONDER:	Keith McGrath, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

4. Consent Agenda

THAT the recommendations contained in items 4.1 and 4.2 be approved.

4.1. Minutes of Council Meeting – March 9, 2021

THAT the Minutes of the Council Meeting held on March 9, 2021 be approved as presented.

4.2. Committee Appointments - Wood Buffalo Development Advisory Committee

THAT the Committee Appointments as shown on Attachment 1 be approved effective immediately.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Sheila Lalonde, Councillor
SECONDER:	Phil Meagher, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

5. Recognition

5.1. Proclamations

Mayor D. Scott proclaimed the month of April as Poetry Month.

Mayor D. Scott proclaimed March 31, 2021 as Transgender Day of Visibility

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

6. Presentations

6.1. Jamie Doyle, Chief Administrative Officer, re: COVID-19 Public Briefing (Verbal)

Jamie Doyle Chief Administrative Officer provided an update on COVID-19 noting that infection rates are on the rise and COVID-19 variants are replicating at an alarming rate. Scott Davis, Director, Emergency Management indicated that the Municipality is working with Alberta Health Services to set up 20 - 25 Rapid Flow Clinics which would increase the vaccination rate from 400 per day to approximately 2000 per day.

6.2. ATCO Gas Line – Draper

Dennis Warr, Director, Engineering provided an update on the resolution passed by Council on February 23, 2021, requesting that Administration work with ATCO Gas regarding the potential installation of permanent gas lines for residential properties in Draper and report back to Council by March 23, 2021, such report to include information on how the Municipality can support and facilitate such project.

D. Warr noted that the Municipality has been in discussion with ATCO Gas regarding the installation of natural gas lines in Draper. As of November 5, 2020, 20-25 Draper residents expressed interest in the project; however, noted that ATCO Gas requires 40 participants for the project to be viable. A total cost of $7700 would be borne by the customer with 60% of the fee to be paid up front and the remainder due prior to installation. Although ATCO Gas was unable to report on current heating sources, Building Codes has reported that a vast majority of Draper dwellings are currently heated via propane.

Administration confirmed through their presentation that they have provided all necessary information to ATCO Gas to determine design and necessary road alignment requirements. Letters will be sent to Draper residents to determine viability of the project. If the minimum requirement is met, ATCO will begin working on the design with a project timeline of approximately three to six months.

7. New and Unfinished Business

7.1. Public Hearing - Backyard Hen Bylaw No. 21/006 and Bylaw 21/07 Land Use Bylaw Amendment Specific to Backyard Hen Pilot Project

Mayor D. Scott declared the public hearing open at 4:36 p.m.

Deanne Bergey, Director, Community and Protective Services, Sabrina Caterini, Manager Bylaw Services and Caitlin Hanly, Legal Services provided a presentation on the proposed Backyard Hen Pilot Project.

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

The following written submissions were acknowledged for the record:

- Alex Barnes, resident, wrote in support of the Backyard Hen Pilot Project
- Joseph Robb, resident , wrote in support of the Backyard Hen Pilot Project
- Denise Dominie, resident, wrote in opposition of the Backyard Hen Pilot Project

Joseph Robb, resident, spoke to his written submission and indicated support of the proposed Backyard Hen Pilot Project.

Denise Dominie, resident, spoke to her written submission and indicated opposition to the proposed Backyard Hen's Pilot Project and suggested that there should be additional community engagement.

KC Hutchins, resident, spoke in support of the Backyard Hen Pilot Project.

Alex McKenzie, resident, spoke in support of the project; however, specified concerns with provisions of the proposed Bylaw No. 21/006.

Andrew Thorne, resident, submitted written comments regarding concerns with Backyard hens being permitted in the flood plain and provided information received from Dr. Sauvé.

Mayor D. Scott declared the Public Hearing closed at 6:03 p.m.

Recess
A recess occurred from 6:03 p.m. to 6:32 p.m.

7.2. Bylaw No. 21/006 - Backyard Hen Bylaw and Bylaw No. 21/007 - Amendment to Land Use Bylaw specific to Backyard Hen Pilot Project

Councillor P. Meagher, put forward the following motion for Council's consideration:

"THAT Bylaw No. 21/006, being the Backyard Hen Bylaw, be read a second time."

Councillor S. Lalonde put forward the following amendment:

"THAT Bylaw No. 21/006 be amended by adding the following as section 8(e):

"satisfy the Licensing authority that the parcel where the hens are kept is not located in a flood hazard area as designated by the Government of Alberta's Awareness Map."

Councillor K. Balsom suggested a friendly amendment to add "or located below 250.9 metres elevation", which was accepted by Councillor S. Lalonde.

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

The amending motion was then voted on as follows:

MOTION:

THAT Bylaw No. 21/006 be amended by adding the following as section 8(e):

"satisfy the Licensing authority that the Parcel where the hens are kept is not located in a flood hazard area as designated by the Government of Alberta's Awareness Map or located below 250.9 metres elevation."

RESULT:	**DEFEATED [5 TO 6]**
MOVER:	Sheila Lalonde, Councillor
SECONDER:	Verna Murphy, Councillor
FOR:	Allen, Balsom, Lalonde, Murphy, Peddle
AGAINST:	Scott, Inglis, McGrath, Meagher, Stroud, Voyageur

Councillor K. Balsom put forward the following amendment:

"THAT Bylaw No. 21/006 be amended by striking section 22 and replacing it with the following:

22. A hen house shall not be located within:

(a) 2.0 metres of the side or rear property lines of a parcel;

(b) 3.0 metres of any dwelling located on the parcel where hens are kept; or

(c) 5.0 metres of any other dwelling."

Councillor M. Allen proposed a friendly amendment to reword sections (b) and (c) as follows:

"(b) 3.0 metres of any Principal building on the Parcel where the Hens are kept; or

(c) 5.0 metres of any other Principal building."

Councillor K. Balsom accepted the friendly amendment.

Council then voted on the amendment as follows:

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

MOTION:

THAT Bylaw No. 21/006 be amended by striking section 22 and replacing it with the following:

"22. A Hen house shall not be located within:

(a) 2.0 metres of the side or rear property lines of a parcel;

(b) 3.0 metres of any Principal building on the Parcel where the Hens are kept; or

(c) 5.0 metres of any other Principal building."

RESULT:	**DEFEATED [4 TO 7]**
MOVER:	Krista Balsom, Councillor
SECONDER:	Sheila Lalonde, Councillor
FOR:	Scott, Allen, Balsom, Lalonde
AGAINST:	Inglis, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

The main motion was then voted on.

MOTION:

THAT Bylaw No. 21/006, being the Backyard Hen Bylaw, be read a second time.

RESULT:	**CARRIED [7 TO 4]**
MOVER:	Phil Meagher, Councillor
SECONDER:	Verna Murphy, Councillor
FOR:	Allen, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
AGAINST:	Scott, Balsom, McGrath, Peddle

MOTION:

THAT Bylaw No. 21/006 be read a third and final time.

RESULT:	**CARRIED [7 TO 4]**
MOVER:	Verna Murphy, Councillor
SECONDER:	Jeff Peddle, Councillor
FOR:	Allen, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
AGAINST:	Scott, Balsom, McGrath, Peddle

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

MOTION:

THAT Bylaw No. 21/007, being a bylaw to amend the Land Use Bylaw, specific to Backyard Hens, be read a second time.

RESULT:	**CARRIED [7 TO 4]**
MOVER:	Jeff Peddle, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Allen, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
AGAINST:	Scott, Balsom, McGrath, Peddle

MOTION:

THAT Bylaw No. 21/007 be read a third and final time.

RESULT:	**CARRIED [7 TO 4]**
MOVER:	Jane Stroud, Councillor
SECONDER:	Claris Voyageur, Councillor
FOR:	Allen, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
AGAINST:	Scott, Balsom, McGrath, Peddle

7.3. Bylaw No. 21/008 - Amendment to Fees, Rates and Charges 2020 Bylaw to Waive the Annual Business License Fee for Resident Businesses

Christopher Booth, Manager, Community Development Planning spoke to the report indicating that Bylaw No. 21/008 would waive the$60, 2021 annual business license fee and refunds would be issued to business owners who have already paid this for 2021.

MOTION:

THAT Bylaw No. 21/008, being a Bylaw to Waive Resident Business License Fees and amend the Fees, Rates and Charges 2020 Bylaw, be read a first time.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Claris Voyageur, Councillor
SECONDER:	Mike Allen, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

Councillor M. Allen put forward the following motion:

"THAT Bylaw No. 21/008 be read a second time."

Recess
A recess occurred from 7:46 p.m. to 8:01 p.m.

Sultan Zamman, business owner, spoke in support of waiving the 2021 annual business licensing fee.

Dianna de Sousa, Fort McMurray Chamber of Commerce, spoke in support of waiving the 2021 annual business license fee.

Melanie Galea, Discover Fort McMurray, spoke in support of waiving the 2021 annual business license fee.

MOTION:

THAT Bylaw No. 21/008 be read a second time.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Mike Allen, Councillor
SECONDER:	Krista Balsom, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

MOTION:

THAT Bylaw No. 21/008 be considered for third and final reading.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Krista Balsom, Councillor
SECONDER:	Bruce Inglis, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

MOTION:

THAT Bylaw No. 21/008 be read a third and final time.

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Bruce Inglis, Councillor
SECONDER:	Sheila Lalonde, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

7.4. Wood Buffalo Culture Plan Progress Report

Deanne Bergey, Director, Community and Protective Services and Liana Wheeldon, Executive Director, Arts Council Wood Buffalo, provided an update on the progress of the Wood Buffalo Culture Plan and the 2021 municipal priorities and actions for the Plan.

MOTION:

THAT the Wood Buffalo Culture Plan Progress Report Presentation be accepted as information.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Sheila Lalonde, Councillor
SECONDER:	Keith McGrath, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

7.5. 2022 Arctic Winter Games Budget

Pecuniary Interest
Councillor K. Balsom, declared a pecuniary interest and exited the meeting at 9:06 p.m.

Linda Ollivier, Director, Financial Services introduced Nicole Bourque-Bouchier and Melissa Blake, Co-Chairs of the 2022 Arctic Winter Games Host Society, who provided a presentation on the budgetary requirements for the 2022 Arctic Winter Games noting that the budget was prepared prior to the postponement announcement, and that revisions will be required once a new date is announced.

MOTION:

THAT the 2022 Arctic Winter Games budget in the amount of $13,589,022 be approved;

THAT funding in the amount of $4 million be allocated from the Emerging Issues Reserve to the 2022 Arctic Winter Games Host Society; and

THAT funding in the amount of $1 million be held in the Emerging Issues Reserve to be allocated to the 2022 Arctic Winter Games Host Society for potential costs related to the restart of operations, subject to a revised budget approved by Council.

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

RESULT:	**CARRIED [10 TO 0]**
MOVER:	Keith McGrath, Councillor
SECONDER:	Phil Meagher, Councillor
FOR:	Scott, Allen, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur
PECUNIARY INTEREST:	Balsom

7.6. Community Plan on Homelessness: 10-Year Update

Return
Councillor K. Balsom rejoined the meeting at 9:36 p.m.

Deanne Bergey, Director, Community and Protective Services provided a presentation on the *10 Year Plan to End Homelessness 2010 - 2020, Heading Home: The Right Thing to Do,* noting that chronic homelessness has been reduced from 90 individuals one-year ago to 30 individuals today.

Tim Richter, President and Chief Executive Officer, Canadian Alliance to end Homelessness, spoke to the Municipality's successes and leadership in the effort to end homelessness.

Exit and Return
Councillor P. Meagher, exited the meeting at 10:13 p.m. and returned at 10:16 p.m.

MOTION:

THAT the Community Plan on Homelessness 10-Year Update Presentation, be accepted as information.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Phil Meagher, Councillor
SECONDER:	Verna Murphy, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

7.7. 2021-2022 Community Plan on Homelessness Grant Allocation

The administrative introduction of the report before Council was waived.

The following delegates provided an overview of the programs and services that their respective organizations provide to assist in the community's plan to end homelessness and spoke in support of the funding allocation.

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

- Joy R Flett, Chair of Homelessness Initiative Strategic Committee (HISC), Homelessness Initiative Strategic Committee
- Susan Watson, Program Manager, Community and Housing Initiatives YMCA of Northern Alberta
- Edna Moman, Executive Director, The Salvation Army
- Rosie Keating, Executive Director, Fort McMurray Centre of Hope

A written submission, from Jo-Anne Packham, Executive Director, Wood Buffalo Wellness Society, was read into the record indicating support and appreciation for the grant funding allocation.

MOTION:

THAT $3,915,226 be allocated to the 2021-2022 Community Plan on Homelessness grants as outlined in Attachment 1, dated March 23, 2021.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Verna Murphy, Councillor
SECONDER:	Jeff Peddle, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

MOTION:

THAT agenda items 7.8, 8.1, 8.2 and 9.1, be deferred to the April 13, 2021 Council Meeting.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Jane Stroud, Councillor
SECONDER:	Verna Murphy, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)

Adjournment

The meeting adjourned at 10:42 p.m.

Mayor

Chief Legislative Officer

UNAPPROVED

Attachment: 2021-03-23 Council Meeting Minutes (Unapproved) (Emerging Issues: Red Tape Reduction Notice of Motion Update)