



Council

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray, AB T9H 2K4

Tuesday, January 11, 2022
6:00 PM

Agenda

COVID-19 PRECAUTIONS IN PLACE

In person Council meetings will follow provincial restrictions for COVID-19. As such, physical distancing, face covering rules, and capacity limits will apply, and attendance will be on a first come first serve basis.

The provincial Restriction Exemption Program has not been implemented at this time for Council meetings.

IMPORTANT NOTE:

Public participation details for the January 11, 2022 Council Meeting are subject to change due to the evolving situation with the COVID-19 Omicron variant. Should there be any changes to the meeting format, notices will be posted on Municipal social media accounts and on the Regional Municipality of Wood Buffalo website www.rmwb.ca.

1. **Call to Order**
2. **Adoption of Agenda**
3. **Minutes of Previous Meetings**
 - 3.1. Council Meeting - December 14, 2021
4. **Recognition**
 - 4.1. Proclamation - International Decade of Indigenous Languages
5. **Presentations**
 - 5.1. Jody Butz, Director, Emergency Management, re: COVID-19 Public Briefing (Report to Follow)
 - 5.2. Bryce Kumka, Chair, Wood Buffalo Development Advisory Committee, re: Introduction and Annual Progress Report

6. Unfinished Business

- 6.1. Public Hearing Bylaw No. 21/021 Land Use Bylaw - Amendment Re-designating Lot 1 Block 3 Plan 084 0460 from C4 - Highway Commercial District to BI - Business Industrial District
- 6.2. Bylaw No. 21/021 - Land Use Bylaw Amendment - Re-designating Lot 1, Block 3, Plan 084 0460 from C4 - Highway Commercial District to BI - Business Industrial District
 1. THAT Bylaw No. 21/021, being a Land Use Bylaw Amendment specific to Lot 1, Block 3, Plan 084 0460 be read a second time.
 2. THAT Bylaw No. 21/021 be read a third and final time.

7. New Business

- 7.1. Amendment to Community Identification System (CIS) Policy LDI-010

THAT the amended Community Identification System Policy LDI-010, dated January 11, 2022, be approved.
- 7.2. Community Identification Committee Recommendation - Naming a New Park in Beacon Hill "Reflections Lookout"

THAT the new park under development in Beacon Hill as shown in Attachment 1 be named "Reflections Lookout".

8. Councillors' Motions

- 8.1. Transit Routes (Councillor F. Banjoko)

THAT Administration evaluate and review current transit routes and service times, including accessibility to residents, under serviced and over serviced streets, and holiday and weekend hours, and bring forward options, including cost benefit analysis, for Council's consideration.
- 8.2. Procedure Bylaw Amendment (Councillor K. McGrath)

THAT Administration bring forward for Council's consideration at the January 25, 2022, Council Meeting an amendment to the Procedure Bylaw, Bylaw No. 18/020, to allow for the electronic participation of Council members during regularly scheduled in person Council meetings.

8.3. Local Business Advisory Committee (Mayor S. Bowman)

THAT Administration be directed to work with local business stakeholders, including Fort McMurray Wood Buffalo Economic Development and Tourism and the Fort McMurray Chamber of Commerce, the Fort McMurray Construction Association, the Northeastern Alberta Aboriginal Business Association, and any other relevant partners, to bring forward for Council's consideration, within 90 days, a framework and action plan to develop a local business advisory committee with a mandate to advise on emerging and existing issues facing local business owners and operators, establish strong collaboration partnerships and create strategic solutions that reflect a local business perspective for present and future challenges.

9. **Councillor Reporting/Information Updates**

10. **In-Camera Session**

10.1 Advice from Officials – CAO Operational Update and Briefing

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

Adjournment

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, December 14, 2021, commencing at 6:00 PM.

Present:

Sandy Bowman, Mayor
 Ken Ball, Councillor
 Funky Banjoko, Councillor
 Lance Bussieres, Councillor
 Kendrick Cardinal, Councillor
 Shafiq Dogar, Councillor
 Allan Grandison, Councillor
 Keith McGrath, Councillor (via MS Teams)
 Jane Stroud, Councillor
 Loretta Waquan, Councillor
 Stu Wigle, Councillor

Administration:

Jamie Doyle, Chief Administrative Officer
 Jade Brown, Chief Legislative Officer
 Chris Davis, Senior Manager, Legal Services
 Kelly Hansen, Director, Strategic Planning and Program Management
 Matthew Harrison, Director, Communications and Engagement
 Brad McMurdo, Director, Planning and Development
 Linda Ollivier, Director, Financial Services
 Antoine Rempp, Director, Environmental Services
 Keith Smith, Director, Public Works
 Anita Hawkins, Legislative Officer

1. Call to Order

Mayor S. Bowman called the meeting to order at 6:01 p.m.

MOTION:

THAT Council waive sections 7 to 11 of the Procedure Bylaw No. 18/020, to allow for electronic participation during the December 14, 2021, Council Meeting.

RESULT:	CARRIED [10 TO 1]
MOVER:	Kendrick Cardinal, Councillor
SECONDER:	Funky Banjoko, Councillor
FOR:	Bowman, Ball, Banjoko, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
AGAINST:	Bussieres

2. Adoption of Agenda

Councillor F. Banjoko served notice of her intent to bring forward the following motion for Council's consideration at the January 11, 2022, Council Meeting:

"THAT Administration evaluate and review current transit routes and service times, including accessibility to residents, under serviced and over serviced streets, and holiday and weekend hours, and bring forward options, including cost benefit analysis, for Council's consideration."

Councillor S. Dogar served notice of his intent to bring forward the following motion for Council's consideration at the February 8, 2022 Council Meeting:

"THAT Administration investigate alternate towing options during winter maintenance snow removal and bring forward information to Council."

Councillor K. McGrath served notice of his intent to bring forward the following motion for Council's consideration at the January 11, 2022 Council Meeting.

"THAT Administration bring forward for Council's consideration at the January 25, 2022, Council Meeting, an amendment to the Procedure Bylaw No. 18/020, to allow for the electronic participation of Council members during regularly scheduled in person Council meetings."

Mayor Sandy Bowman served notice of his intent to bring forward the following motion for Council's consideration at the January 11, 2022 Council Meeting:

"THAT Administration be directed to work with local business stakeholders, including Fort McMurray Wood Buffalo Economic Development and Tourism and the Fort McMurray Chamber of Commerce, the Fort McMurray Construction Association, the Northeastern Alberta Aboriginal Business Association, and any other relevant partners, to bring forward for Council's consideration, within 90 days, a framework and action plan to develop a local business advisory committee with a mandate to advise on emerging and existing issues facing local business owners and operators, establish strong collaboration partnerships and create strategic solutions that reflect a local business perspective for present and future challenges."

MOTION:

THAT the Agenda be adopted as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jane Stroud, Councillor
SECONDER: Allan Grandison, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

3. Consent Agenda

Councillor J. Stroud requested that item 3.4. Council Appointed Advisory Board/Committee Meeting Minutes be removed from the Consent Agenda.

Item 3.4. will be dealt with following item 6.4.

Motion

THAT the recommendations contained in items 3.1., 3.2., 3.3. and 3.5. be approved.

3.1. Minutes of Council Meeting - November 22, 2021

THAT the Minutes of the Council Meeting held on November 22, 2021 be approved as presented.

3.2. Minutes of Special In Camera Council Meeting – December 7, 2021

THAT the Minutes of the Special In Camera Council Meeting held on December 7, 2021 be approved as presented.

3.3. Bylaw No. 21/021 - Land Use Bylaw Amendment - Re-designating Lot 1, Block 3, Plan 084 0460 from C4 - Highway Commercial District to BI - Business Industrial District

1. THAT Bylaw No. 21/021, being a Land Use Bylaw Amendment specific to Lot 1, Block 3, Plan 084 0460 be read a first time.
2. THAT the required public hearing be held on January 11, 2022.

3.5. 2022 Board and Committee Appointments

THAT the Committee Appointments, as outlined in Attachment 1 (confidential until approved at the December 14 Council meeting), be approved effective January 1, 2022.

RESULT: CARRIED [UNANIMOUS]
MOVER: Lance Bussieres, Councillor
SECONDER: Shafiq Dogar, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

4. **Presentations**

4.1. **Chantal Beaver, Executive Director, and Shannon Rex, Special Projects Manager, Research and Impact, Fuse Social re: A closer look at the Wood Buffalo Social Profit Sector**

Chantal Beaver, Executive Director and Shannon Rex, Special Projects Manager, Research and Impact, FuseSocial, presented information regarding FuseSocial and the Wood Buffalo Social Profit Sector which they support.

4.2. **Kelly Hansen, Director, Strategic Planning and Program Management re: Flood Mitigation Overview**

Mayor S. Bowman noted that a request was received to defer item 4.2. - Flood Mitigation Overview to January 2022.

MOTION:

THAT Item 4.2. - Flood Mitigation Overview, be deferred to January 2022.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jane Stroud, Councillor
SECONDER: Allan Grandison, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

5. **Unfinished Business**

5.1. **Bylaw No. 21/019 - Fees, Rates and Charges 2021 Bylaw**

Linda Ollivier, Chief Financial Officer, presented the Fees, Rates and Charges 2021 Bylaw No. 21/019, providing an overview of the changes proposed to take effect in 2022.

Administration committed to provide Council with a Briefing Note outlining how water rates for non-metered accounts are calculated for individual rural communities.

Administration also committed to provide information to Council related to the dollar amount spent per capita in the region in comparison to other municipalities.

MOTION:

THAT Bylaw No. 21/019, being the Fees, Rates and Charges 2021 Bylaw, be read a second time.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ken Ball, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

MOTION:

THAT Bylaw No. 21/019 be read a third and final time.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Stu Wigle, Councillor
SECONDER:	Ken Ball, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

6. New Business**6.1. Bylaw No. 21/020 - 2020 Flood Recovery Response (Extension No. 2) and Resident Business License Fee Waiver (Extension No. 1) Bylaw**

Brad McMurdo, Director, Planning and Development, presented Bylaw No. 21/020, which proposes to extend the period of time for which various fees are waived with respect to the 2020 flood recovery efforts.

MOTION:

THAT Bylaw No. 21/020, being the 2020 Flood Recovery Response (Extension No. 2) and Resident Business License Fee Waiver (Extension No. 1) Bylaw, be read a first time.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jane Stroud, Councillor
SECONDER:	Allan Grandison, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

MOTION:

THAT Bylaw No. 21/020 be read a second time.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Lance Bussieres, Councillor
SECONDER:	Ken Ball, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

MOTION:

THAT Bylaw No. 21/020 be considered for third and final reading.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ken Ball, Councillor
SECONDER:	Allan Grandison, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

MOTION:

THAT Bylaw No. 21/020 be read a third and final time.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Stu Wigle, Councillor
SECONDER:	Shafiq Dogar, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

MOTION:

THAT Administration process refunds for applicants who paid permitting fees related to work completed in the Mandatory Flood Evacuation Zone and purchased after the expiration of the 2020 Flood Recovery Response (Extension No. 1) Bylaw (August 31, 2021).

RESULT: CARRIED [UNANIMOUS]
MOVER: Funky Banjoko, Councillor
SECONDER: Jane Stroud, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

6.2. Tax Relief - Plan: 7621355 Block: 8 Lot: 57

Linda Ollivier, Chief Financial Officer, spoke to the Tax Relief Request for Plan 7621355, Block 8, Lot 57, recommending that the request be denied.

MOTION:

THAT the request for a \$2,497.70 reduction in tax arrears, for the property legally described as Plan: 7621355 Block: 8 Lot: 57 be denied.

RESULT: CARRIED [UNANIMOUS]
MOVER: Allan Grandison, Councillor
SECONDER: Jane Stroud, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

6.3. Lost or Unclaimed Property Policy FEM-020

Matthew Harrison, Director, Communications and Engagement, presented the Lost or Unclaimed Property Policy which is proposed to formalize the Municipality's internal process of handling lost or unclaimed property while meeting the requirements of the *Municipal Government Act*.

MOTION:

THAT the Lost or Unclaimed Property Policy FEM-020, dated December 14, 2021, be approved.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jane Stroud, Councillor
SECONDER: Funky Banjoko, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

6.4. 2021 - 2025 Council Review - Bylaw No. 18/009 - Council Code of Conduct Bylaw

Jade Brown, Chief Legislative Officer, presented an overview of the Code of Conduct Bylaw No. 18/009, indicating that the legislated changes that came into effect in 2018 replace the historical Ethical Guidelines for Municipal Councillors as it addresses all components of that document. It is recommended that at the onset of every Council term, the Bylaw be formally reviewed by Council and a resolution passed to uphold the Bylaw.

MOTION:

THAT the 2021-2025 Council for the Regional Municipality of Wood Buffalo do hereby declare to uphold the Council Code of Conduct Bylaw No. 18/009.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Allan Grandison, Councillor
SECONDER:	Shafiq Dogar, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

3.4. Council Appointed Advisory Board/Committee Meeting Minutes

Jade Brown, Chief Legislative Officer, presented the Council Appointed Advisory Board/Committee Meeting Minutes report noting the Committee minutes are provided for Council's information.

Administration committed to provide information on the composition of the Selection Committee for the Public Art Bench Program.

Administration also committed to provide an update on the policing office within the Conklin Multiplex.

MOTION:

THAT the Minutes from Council Appointed Advisory Board/Committee meetings, as outlined in Attachments 1-5, be accepted as information.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Allan Grandison, Councillor
SECONDER:	Kendrick Cardinal, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle

7. **Councillor Reporting/Information Updates**

Council Members provided updates on various topics of personal interest and initiatives in the Region. In addition, Christmas wishes were extended to municipal staff and residents.

Exit and Return

Councillor S. Dogar exited the meeting at 8:05 p.m. and returned at 8:07 p.m.

Adjournment

The meeting adjourned at 8:08 p.m.

Mayor

Chief Legislative Officer



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

OFFICE OF THE MAYOR

PROCLAMATION

- WHEREAS** the United Nations International Decade of Indigenous Languages begins in 2022 and draws attention to the critical loss of Indigenous languages and the need to preserve, revitalize, and celebrate them; and
- WHEREAS** the United Nations resolution further addresses the Truth and Reconciliation Commission of Canada Calls to Action #13 and #14 which call upon the federal government to acknowledge that Aboriginal rights include language rights and call for an Aboriginal Languages Act; and
- WHEREAS** the Regional Municipality of Wood Buffalo is committed to taking short, medium, and long-term actions to recognize that oral traditions and teachings are passed down from generation to generation through language sharing and are critical for maintaining traditional knowledge; and
- WHEREAS** the Regional Municipality of Wood Buffalo recognizes that Indigenous languages are a valued component of local Indigenous culture and are central to identity, worldview, good governance and expression of self-determination; and
- WHEREAS** the Regional Municipality of Wood Buffalo will strengthen its commitment to working with First Nations and Métis communities in Wood Buffalo to preserve and revitalize the Cree, Dene and Michif languages while honouring traditional language speakers.

NOW THEREFORE, I, Sandy Bowman, Mayor of the Regional Municipality of Wood Buffalo, do hereby proclaim **January 11, 2022 – January 11, 2032**, as:

“THE INTERNATIONAL DECADE OF INDIGENOUS LANGUAGES”

IN WITNESS WHEREOF, I have hereunder set my hand and caused to be affixed the seal of the Regional Municipality of Wood Buffalo in Fort McMurray, Alberta, this **11th day of January 2022**.

Sandy Bowman
Mayor

9909 Franklin Avenue, Fort McMurray, Alberta, Canada, T9H 2K4
T 780.743.7009 W rmwb.ca E mayor@rmwb.ca



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

OFFICE OF THE MAYOR

PROCLAMATION

- EYIAH** kq't'eah United Nations International Decade holyé k'odiah nideri Dene nider nathé nederi Nu k'e hoch'í holt'a beyatíyé 2022 bonithi hāt'é, Hqł'ethé ba zelthihelé, nqłthich'a, beyatíyé begħa holéché'a, benanothiha, Hqłethé holtaah ba nasowéholé hoza;
- EYIAH** Nederi Nih hochog koldé ala yatı deyér nihoni?ā hqanılethé adanıtthıah, Truth and Reconciliations Commission of Canada holıe başı, nideri holt'a #13 thı #14 Nih hochı koldé horeké beyatıya Begħ'ochā denekoreah, Nih dabechı eyıah daholt'a ?at'a, horelyq beyatı be Yatı deyér nachızhelé erıhtlıs nethe k'e bekaretlıs ha;
- EYIAH** Thıtlı kqe honaré anahot'e hochı beláe nedowé, hot'o, t'ānız tsı hot'o, nenetth hot'o helchıhāt'eha, Ené, Dene, begħak'ásé bultthı hāt'e, yonızı thá hots'ı beyatıé ałnettheasé thı edek'e beyatı betalye at'e eyıah bechanıah thı beyatı t'a hqł'q;
- EYIAH** Thıtlı kqe honaré nuhulthı nowetıye thı bet'ore?ā ?at'e eyı ah nowechanıah beta t'ohochı dene dialı, t'at'o nih bek'anılt'a, edich'ık'ohıf'ıde, Nowenı t'a, nowetthı t'a dayalıtı thı begħedareltııs t'adanıthı a't'és;
- EYIAH** Thıtlı kqe honaré beta narajer beyatı nogħa?ā Ené, Dene, begħak'ásé hayohrıłā nowehel eghélanaha Kón Ejerı k'éyaghé nayatie hogħołnıha thı Ené, Dene, begħak'ásé beyatıé yahahonıltthı hel hotıyé t'a yonısı beyatı anohonıltthı;

EYIT'A DQHQ SI, Sandy Bowman, T'a kostthere Regional Municipality of Wood Buffalo begheyaghénederı bet'a yatı deyer t'a hası (January 11), łaghe ch'atthel niholt'a, (2022) bonıtthı hā t'e:

“THE INTERNATIONAL DECADE OF INDIGENOUS LANGUAGES”

Nederi benabı eyıt'a, sı sqghqt'a nederi ırıhtlıs ha sela bet'a nı?ā thı sqghqt sqghqta bek'e nas?ā erıhtlıs narelyaha hele Regional Municipality of Wood Buffalo thılı kqe), łagh ch'atthel dzine, elédzeıts'uni dzine zaghe.

Sandy Bowman
Mayor

*This Proclamation was translated
into Dene by Patrice Mercredi*

9909 Franklin Avenue, Fort McMurray, Alberta, Canada, T9H 2K4
T 780.743.7009 W rmwb.ca E mayor@rmwb.ca



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

OFFICE OF THE MAYOR

OMA KÎCIPIKISKWÊWIN MISTAHI ITIYÎTAHKWAN

OMSITASTÎW 2022 Nanato Iyiniwak misowî-askihk, wî macî atwâtoskatakwâw, ohi Opîkiskwewina kati wanîtayâhk, ta ahkamîmoyâhk, ta pasikonamâhk mina sîtoskatmâhk macika nanato Iyiniwak ta mîyo watamwâhk.

OMSITASTÎW Oma Nanato Iyiniwak Wîyasowiwin, ekwa ohi #13 #14 (Truth & Reconciliation Calls to Action) Okimanâhk Kanata ta wîtahtwâw, ohi Asotamowina ekwa nanato Iyiniwak Opikiskwewinowawâ Kici Wiyasowewîni nanapo ta masinahîkatîkwâw

OMSITASTÎW Regional Municipality of Wood Buffalo asotamwâwk ta ahkamîmotwâw, ohi Opîkiskwewina, Opimacihowina, ekwa Acimowina nanato Iyiniwak kayas kaki-mîkositwâw, taki-tapatakwâw oti-nikan.

OMSITASTÎW Regional Municipality of Wood Buffalo kitinahowâk, mistahi îtitakwanîkwâw Iyiniwak Opikiskwewinowa ekwa opimacihowina misowi Askîy sîtoskatmâhk, macika taki ta mîyo pimatisitwak, ekwa ta mîyo wayawak.

OMSITASTÎW Regional Municipality of Wood Buffalo ta wîci-atoskîmiwak kakhîyo Nehiyawa, Dene, ekwa Metis opikiskwewinawa ta sitoskatamîyit ekwa mina ta mamicîmatwâw nanato Iyiniwâ Ota kitaskînahk.

NIYA, Sandy Bowman, Kanîkaniyan Regional Municipality of Wood Buffalo, Peyakosap akimîht Kisi-Pîsim, 2022, ta macîtahk oma Kîcipikiskwêwin ota kitaskînahk:

“THE INTERNATIONAL DECADE OF INDIGENOUS LANGUAGES”

Ota Kanîkaniyan, Regional Municipality of Wood Buffalo in Fort McMurray, Alberta; Peyakosap Akimîht Kisi-Pîsim, 2022, Nimasinahîn Niwîhowin.

Sandy Bowman
Mayor

*This Proclamation was translated
into Cree by Ritia Marten*

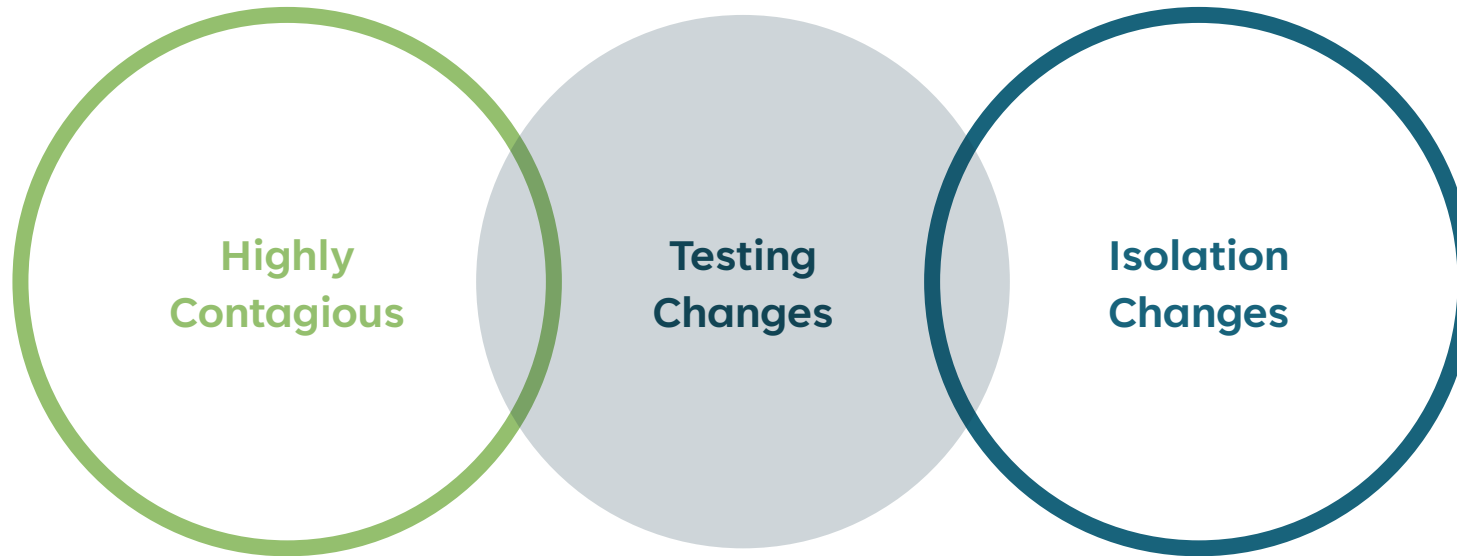
COVID-19 Update

Presenter: Regional Fire Chief and Director of Emergency
Management, Jody Butz
Department: Regional Emergency Services
Meeting Date: January 11, 2022



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Omicron Variant of COVID-19



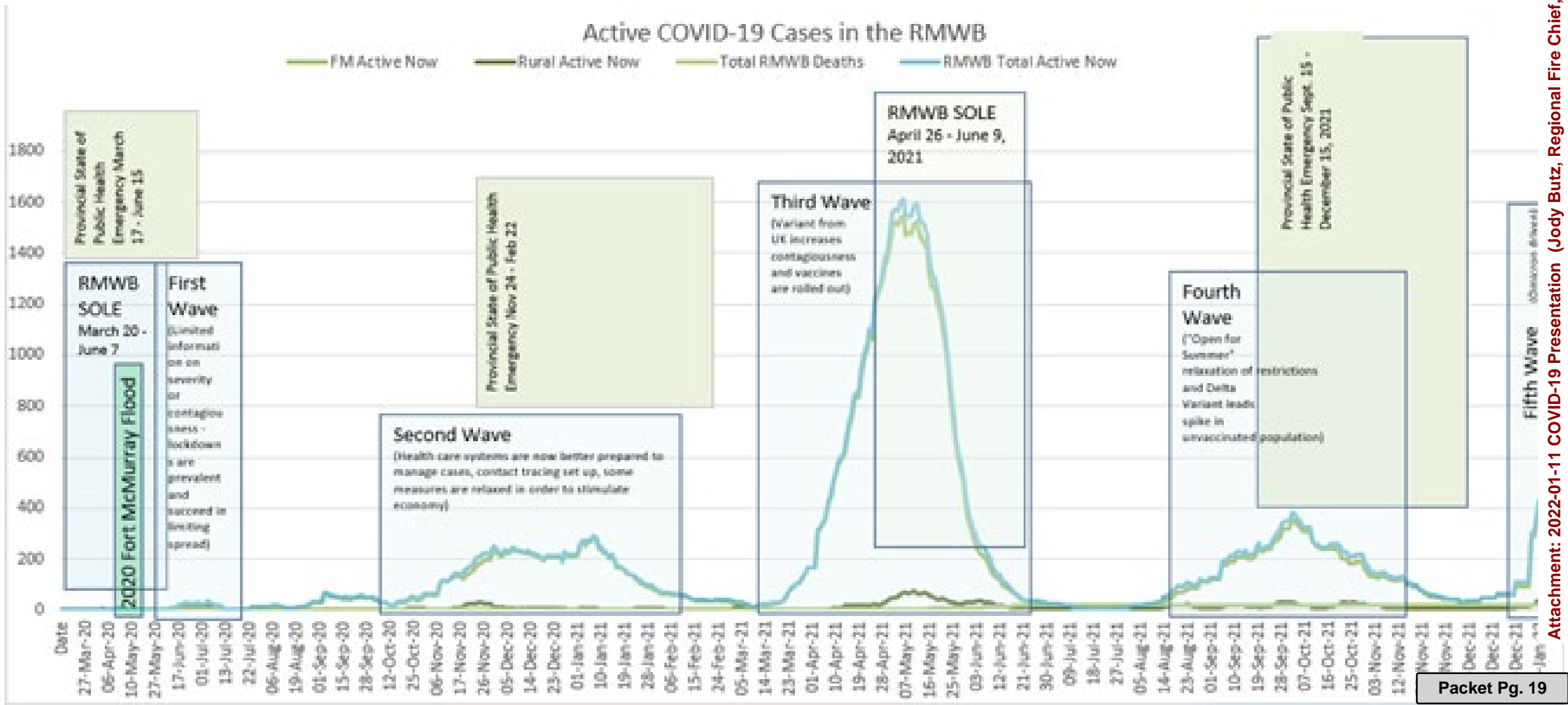
Current COVID-19 Situation in the RMWB

	Fort McMurray	Rural RMWB	Total
Active Cases	563	36	599
Total Cases	8910	540	9450
Deaths	18	2	20

Data as of January 10, 2022



Covid-19 in the Region



Current CMOH Orders and Restrictions

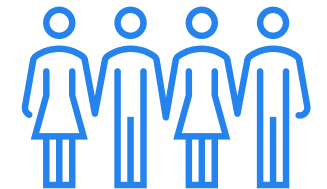
Masking – Masking is mandatory in all indoor public spaces, workplaces and places of worship, including REP facilities, and students in Grade 4 and up.



Restrictions Exemption Program (REP) – Proof of vaccination or negative test required for entry. Limit of 10 people per table, no mingling, no interactive activities. If an organization is not participating in REP, no indoor dining, and entertainment venues are limited to 1/3 capacity and household cohorting.



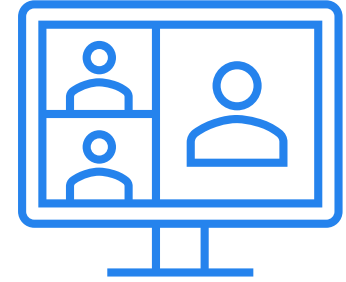
Indoor Gatherings – Maximum of 10 people over 18.



Outdoor Gatherings – Maximum of 20 people with 2m spacing and household distancing at all times.

Current CMOH Orders and Restrictions

Work from Home – Mandatory work-from-home measures are in place unless the employer has determined a physical presence is required for operational effectiveness.



Travel – All travellers 12 years and over must be fully vaccinated to travel by air or rail within Canada, with few exceptions. A negative test is not an acceptable alternative. The Government of Canada has advised Canadians to avoid non-essential travel outside of Canada.



International arrivals must have pre-entry test results, ArriveCAN receipt, proof of vaccination, quarantine plan, and may be required to complete an arrival test.

Business Continuity in the RMWB



[insert title of presentation here]



Thank You





Council Meeting Presentation Request

Completed requests to make a public presentation must be received by 12:00 noon on the Wednesday immediately prior to the scheduled meeting. Presentations are a maximum of 5 minutes in duration.

Presentation Information	
Preferred Date of Presentation	January 11, 2021
Name of Presenter(s)	Bryce Kumka, Chair
Organization Represented	Wood Buffalo Development Advisory Committee
Topic	Wood Buffalo Development Advisory Committee Introduction and Annual Progress Report
Please List Specific Points/Concerns	
Action Being Requested of Council	Presentation provided as information
<p>Are you providing any supporting documentation (ie: Powerpoint)? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>If yes, the documentation <u>must</u> accompany this request, as handouts will not be distributed at the meeting. To ensure that your documents meet minimum standards, please see presentation guidelines on the next page.</p> <p>Supporting documents may be e-mailed to Legislative.Assistants@rmwb.ca.</p>	

As per Procedure Bylaw No. 14/025, a request to make a presentation may be referred or denied.

Wood Buffalo Development Advisory Committee

Introduction and Annual Progress Report

Presenter: Bryce Kumka; Committee Chair

Committee: Wood Buffalo Development Advisory Committee

Meeting Date: January 11, 2022



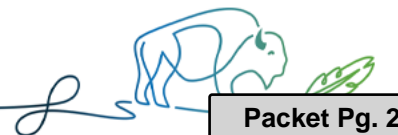
Overview

- **Introduction**
 - Committee mandate and key initiatives outlined in the consolidated Committee's Bylaw
 - Current priorities
- **Looking Back**
 - 2021 Committee progress report highlights
- **Looking Ahead to 2022**



Committee Mandate

- To advise Municipal Administration and Council on local development initiatives, including development and construction issues, community-based issues, public engagement activities and region wide economic priorities.
- To deal with all matters referred to it by Council and on its own initiative, deal with matters that are within its mandate.
- There are nine identified Committee initiatives outlined within the Committees Bylaw 17/024.



Committee Priorities

With consensus of the Committee, the Committee's priorities remained the same for 2021 with an emphasis on reducing red tape.

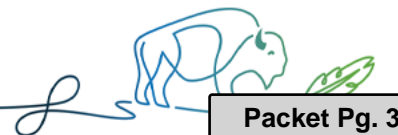
- Red Tape Reduction for the private sector (i.e., businesses and commercial developers) investing in the region.
- The Planning and Development Departmental process review via a third-party consultant in alignment with direction from Council in November 2020.

Met the Associate Minister of Red Tape Reduction

- The GOA provided a presentation that shared information on current GOA Red Tape Reduction work that is underway; relevant initiatives that have been completed to date and some that are currently underway; and
- Highlighted how the GOA has approached Red Tape Reduction, highlighting initiatives that impact Municipalities and next steps to reduce the regulatory burden on the local job creators, encourage investment, and boost the RMWB's competitiveness.

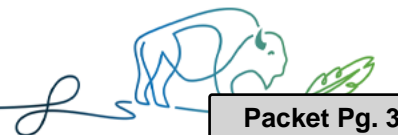
Welcomed the New Associate Minister of Red Tape Reduction

- A Council motion related to a Red Tape Reduction plan was put forth in March 2021. The Committee Chair attended Council on the April 13, 2021, on behalf of the Committee, to speak as a delegate to the motion.
- On behalf of the Committee, the Chair submitted a welcome letter to the New Associate Minister of Red Tape Reduction and requested ongoing communication.
- Committee representatives are scheduled to meet with Associate Minister of Red Tape Reduction on January 25, 2022.



Process Review

- The Committee Chair accompanied Administration as a co-presenter at the June 8, 2021, Council Meeting, to provide an update on the Planning and Development Department Process Review Project.



National Flood Insurance Strategy Resolution

- Members submitted a letter to Council to support insurance advocacy efforts of the Municipality.
- The Committee Chair presented on behalf of the Committee regarding support for a National Flood Insurance Strategy resolution to the Alberta Urban Municipalities Association and the Federation of Canadian Municipalities supporting the advocacy efforts of the Municipality as it relates to the availability of insurance in the region.



2022 Emerging Issues for Further Discussion

- Re-review the Land Use Bylaw. Develop a strategy to engage affected parties so that their views can be equally represented, and a balanced approach reflected in a presentation to Council.
- Strengthen the position of the RMWB where possible through involvement in any type of duty to consult on developments within the Regional Municipality of Wood Buffalo. Strengthen collaboration with all regional Indigenous representatives.

2022 Emerging Issues for Further Discussion

- Look at rezoning of parcels of lands for appropriate use to support development ready lands. Reduce or eliminate additional cumbersomeness of a rezoning application(s) resulting from someone trying to use land for a use that is similar to a neighboring property.
- Request that the Council Resolution 198/06 that was passed on June 13, 2006, related to the Alberta Energy & Utilities Board Intervention be reviewed and/or reconsidered by Administration and Council.
- Consider Yukon bid value reductions approach as part of procurement planning and research other similar municipal initiatives.

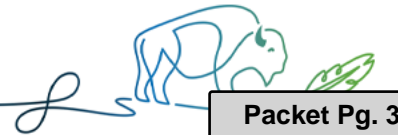
2022 Emerging Issues for Further Discussion

- Continue to support the review of safety code processes which are identified as a burden for businesses via the process review project.
- Support development a recreational off-highway vehicle strategy and implement approved recommendations (i.e., establish a trail advisory group).
- Support allocation of work to Local and Indigenous Businesses via new procurement initiatives.

Looking Ahead

- Continue to identify and discuss emerging issues
- Identify 2022 priorities
- Make recommendations and provide advice to municipal administration and Council.
- Address matters referred to the committee by Council and continue to deal with matters that are within the committee mandate.

Thank You!



**6.1. Public Hearing re: Bylaw No. 21/021 – Land Use Bylaw Amendment -
Re-designating Lot 1, Block 3, Plan 084 0460 from C4 - Highway
Commercial District to BI - Business Industrial District**

- A. Introduction from Administration
 - Brad McMurdo, Director, Planning & Development
- B. Opening Statement from Applicant
 - Ken Williamson, Principal, Avison Young
- C. Written Presentations
 - none received
- D. Verbal Presentations
 - none received
- E. Other Verbal Presentations (Time Permitting and with Consent of Council)
- F. Questions of Council
- G. Closing Statement from Applicant
- H. Closing Statement from Administration



COUNCIL REPORT

Meeting Date: January 11, 2022

Subject: Bylaw No. 21/021 - Land Use Bylaw Amendment - Re-designating Lot 1, Block 3, Plan 084 0460 from C4 - Highway Commercial District to BI - Business Industrial District

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 21/021, being a Land Use Bylaw Amendment specific to Lot 1, Block 3, Plan 084 0460 be read a second time.
2. THAT Bylaw No. 21/021 be read a third and final time.

Summary:

The Planning and Development Department has received an application to amend the Land Use Bylaw No. 99/059 to re-designate Lot 1, Block 3, Plan 084 0460 (the "Subject Property") addressed as 425 Taiganova Crescent from C4 - Highway Commercial District to BI - Business Industrial District. The authority to amend the Land Use Bylaw is vested with Council under the *Municipal Government Act*.

Background:

The Subject Property is located within the Taiga Nova Eco-Industrial Park and is currently designated C4 - Highway Commercial District under the Land Use Bylaw (Attachment 1).

In August 2021, Planning and Development received an application (2021-LU-00004) to re-district (or re-zone) the Subject Property to Business Industrial to provide more flexibility in the land uses available on-site. This proposed re-districting is also intended to support the Applicant's desire to further subdivide the Subject Property and consolidate approximately half of it (or about 1.1 acres) with the neighbouring 405 Taiganova Crescent. 405 Taiganova Crescent is fully developed and is designated Business Industrial.

Re-designating the Subject Property so that it is consistent with the Business Industrial designation of 405 Taiganova Crescent will not only allow flexibility in available land uses, but will ensure that the newly consolidated parcel is not "split zoned." Split zoning

occurs when a single parcel has two different land use designations, and can result in confusion over which rules apply, and where.

After advertising the proposed land use amendment in the local newspaper, the Applicant hosted a virtual open house on October 21, 2021, to seek community feedback. Due to the COVID-19 pandemic, a traditional in-person public open house was not preferred. The Applicant informed the Municipality that no comments were received through this engagement.

Administration also mailed letters to neighbouring property owners to seek feedback on the proposal, however no comments were received.

Rationale for Recommendation:

The proposed amendment will provide more variety in available land uses, thus providing a greater degree of flexibility and support for future commercial development on-site. The proposal is therefore consistent with the directions and principles of the Municipal Development Plan, including policy U.3.1.2 which encourages support for strong secondary industrial sectors. The Business Industrial District offers a wide range of commercial and industrial land uses, but still allows the Development Authority to assess proposals to ensure contextual compatibility with neighbouring parcels and high quality site design.

Administration supports the proposed Land Use Bylaw amendment.

Strategic Priorities:

Responsible Government
Regional Economic Development

Attachments:

1. Subject Area Map

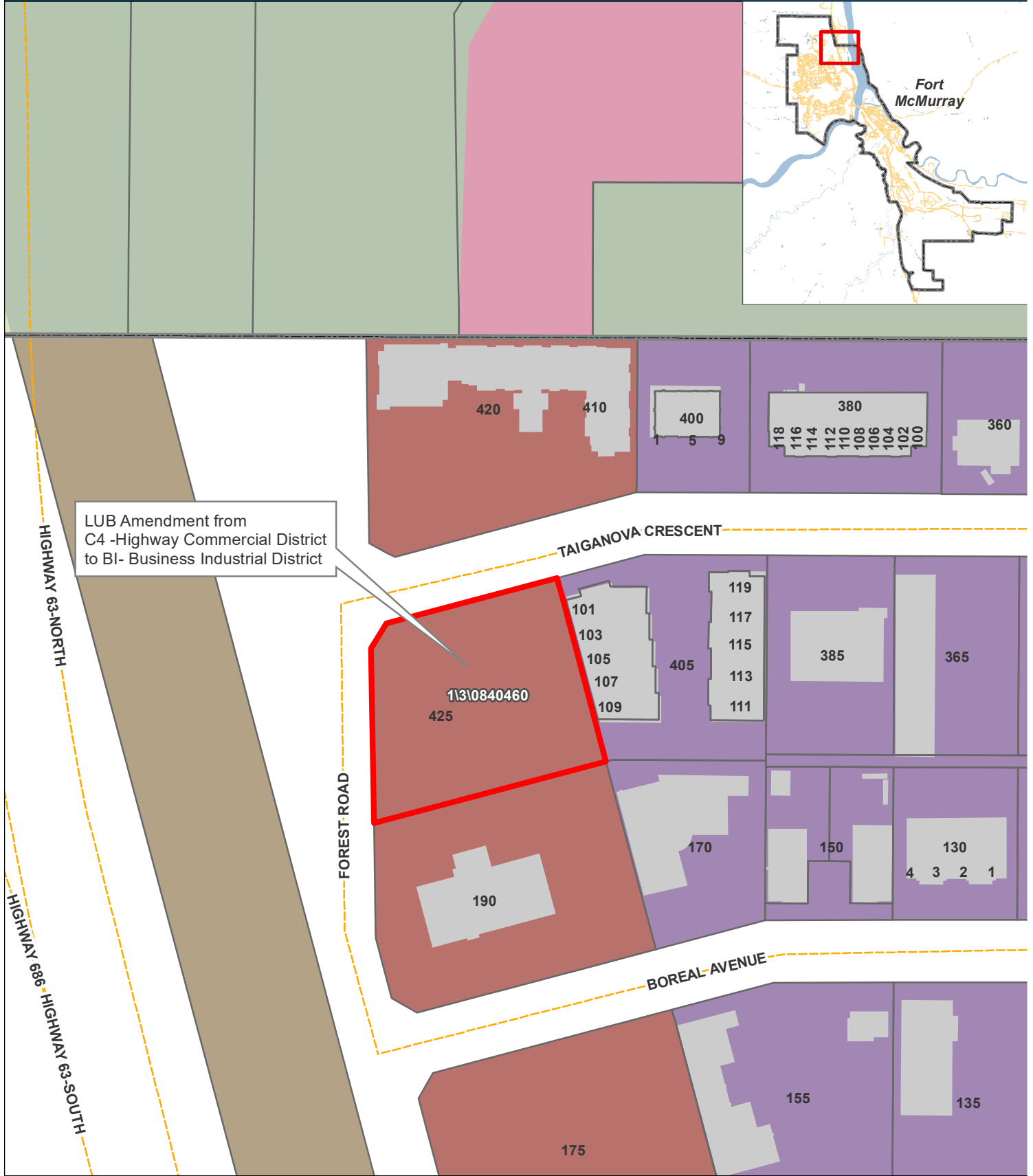
2. Bylaw No. 21/021 - Land Use Bylaw Amendment Site Specific C4 to BI

SUBJECT AREA MAP

425 Taiganova Crescent

Lot 1, Block 3, Plan 0840460

Attachment



Attachment: 1. Subject Area Map (Bylaw No. 21/021 - Land Use Bylaw Amendment Re-designate Lot 1, Block 3, Plan 084 0460)

- | | | | |
|---------------------------|---------------------------|---------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| BI - Business Industrial | DC - Direct Control | Subject Area | --- Roadways |
| C3 - Community Commercial | PR - Parks and Recreation | Survey Parcels | |
| C4 - Highway Commercial | UE - Urban Expansion | Building Outlines | |

N

1 cm = 25 meters



Map Produced by the Geographic Information System Group on 14 Oct 2021

Packet Pg. 41

BYLAW NO. 21/021**BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND LAND USE BYLAW NO. 99/059**

WHEREAS Section 639 of the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto authorizes Council to enact a bylaw adopting a Land Use Bylaw.

AND WHEREAS Section 191(1) of the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto authorizes Council to adopt a bylaw to amend a Land Use Bylaw.

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, hereby enacts as follows:

1. Land Use Bylaw No. 99/059 is hereby amended by re-designating Lot 1, Block 3, Plan 084 0460 from C4 – Highway Commercial District, to BI – Business Industrial District as depicted on Schedule "A"
2. The Chief Administrative Officer is authorized to consolidate this bylaw with Land Use Bylaw No. 99/059.
3. This bylaw shall be passed and become effective when it receives third reading and is signed by the Mayor and Chief Legislative Officer.

READ a first time this 14th day of December, 2021.

READ a second time this _____ day of _____, 2022.

READ a third and final time this _____ day of _____, 2022.

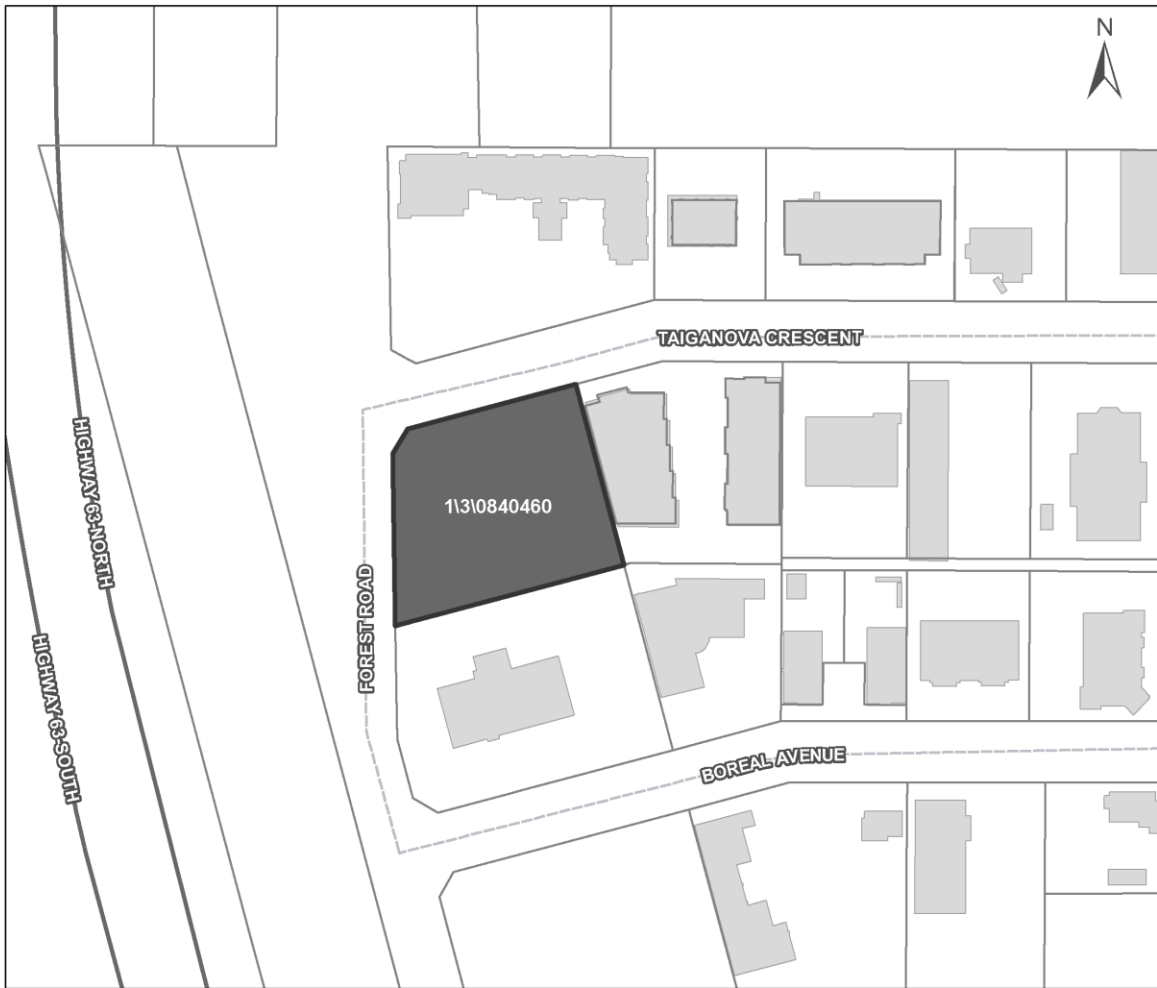
SIGNED and PASSED this _____ day of _____, 2022.

Mayor

Chief Legislative Officer

BYLAW 21/021

SCHEDULE "A"

**SUBJECT AREA**

**LUB AMENDMENT FROM C4 - HIGHWAY COMMERCIAL DISTRICT
TO BI - BUSINESS INDUSTRIAL DISTRICT**



COUNCIL REPORT

Meeting Date: January 11, 2022

Subject: Amendment to Community Identification System (CIS) Policy LDI-010

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

THAT the amended Community Identification System Policy LDI-010, dated January 11, 2022, be approved.

Summary:

The Community Identification System (CIS) Policy LDI-010 guides the Community Identification Committee (CIC) on the naming of communities, subdivisions, public facilities, streets, and multi-family projects.

The CIC recommends that the CIS Policy LDI-010 be amended by re-wording objective "(d)" in the introductory Purpose and Objective section to read "recognize the history of the region, inclusive of honouring Indigenous place names and history," and that it be forwarded to Council for approval.

Background:

The Community Identification System Policy was adopted by Council on May 5, 1987, and subsequent revisions were approved in 1989, 1991, 1993, 2006, 2015, and 2020.

The proposed amendment to the CIS Policy stems from Council's December 3, 2020 resolution regarding the Moccasin Flats Memorial, of which a portion directed "*That Administration bring forward an amendment to the Community Identification Committee Policy to include recognizing the history of our Region.*"

Following the resolution above, Administration presented Council's motion to the CIC on March 25, 2021, and the Committee agreed to review the CIS Policy. To address Council's resolution, in its meeting on September 15, 2021 the Committee proposed amending the purpose of the policy by re-wording objective "(d)" to read "recognize the history of the region, inclusive of honouring Indigenous place names and history" and recommended that the amended CIS Policy be forwarded to Council for approval.

Rationale for Recommendation:

The proposed amendment to the CIS Policy will implement Council's motion and ensure that recognition of the region's rich history is formalized as a key responsibility of the CIC when considering naming proposals.

Strategic Priorities:

Responsible Government
Rural and Indigenous Communities and Partnerships

Attachments:

- 1. Community Identification System (CIS) Policy**
- 2. Community Identification System (CIS) Policy - Highlighting Changes**

COUNCIL POLICY



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Document Name: Community Identification System

Department Name: Planning and Development

Document Number: LDI-010

Effective Date: January 11, 2022

Next Revision Date: January, 2023

STRATEGIC PLAN LINKAGE

- Strategic Pillar 1 – Responsible Government
- Strategic Pillar 4 – Rural and Indigenous Communities and Partnerships

PURPOSE AND OBJECTIVE

The purpose of this Policy is to ensure that the Municipality maintains and incorporates best practices for an orderly system when naming Communities, subdivisions, Multi-Family Projects, Municipal Facilities, streets, bridges and highways based on recommendations from the Community Identification Committee.

The objective of this Policy is to:

- (a) establish a sense of identity and easily identifiable locations;
- (b) name streets according to functional classification for ease of identity;
- (c) recognise those who have contributed to the development of the region;
- (d) recognize the history of the region, inclusive of honouring Indigenous place names and history;
- (e) commemorate extraordinary events, outstanding achievements, distinctive service or significant community contributions by individuals; and
- (f) provide direction on how the public can apply for approval to name a Community, subdivision, Multi-Family Project, street, bridge or highway.

GENERAL PRINCIPLES

1. Definitions:

- 1.1. "Committee" means the Community Identification Committee established by Bylaw No. 07/039, or any successor bylaw or other enactment.
- 1.2. "Community Identification System" means the system used when naming Communities, subdivisions, Multi-Family Projects, Municipal Facilities, streets, bridges, highways, and lot numbering in the Municipality.

- 1.3. “Community” means a geographic area comprehensively planned and developed over time.
- 1.4. “Developer” means a person, persons or corporation who has applied to subdivide, develop or service an existing parcel of land, whether as the owner or an agent of the owner of the land.
- 1.5. “Development Agreement” means a contract between the Municipality and a Developer to build on a parcel of land.
- 1.6. “Multi-Family Project” refers to townhouse complexes, apartment complexes, and public housing.
- 1.7. “Municipal Facility” refers to any building, structure or area of land owned by or under the direction and control of the Municipality. For example: treatment plants, fire halls, leisure centres, sports and fitness facilities, arenas, parks, park amenities, exhibition facilities and bridges.
- 1.8. “Municipal Identification Signage” means a wayfinding system intended to provide clear, methodical sequence of directional and identification elements for visitors and residents to reach their desired destination within the Municipality.
- 1.9. “Names Master List” means an inventory of screened and pre-approved names or themes that are either unassigned and recommended for future use or assigned and in use.
- 1.10. “Public Road” means the right-of-way for a primary highway, secondary highway, street, or lane that is registered at Land Titles and is used or intended to be used to accommodate vehicle traffic.
- 1.11. “Subdivision Entrance Feature Sign” means a permanent sign indicating the name of a subdivision, or a portion of the subdivision on which it is placed.

2. Responsibilities:

2.1. Council:

- 2.1.1. Approve this Policy and any amendments as required; and
- 2.1.2. Consider recommendations from the Committee for the naming of Communities, subdivisions, Multi-Family Projects, Municipal Facilities, streets, bridges and highways within the Municipality.

2.2. Chief Administrative Officer:

- 2.2.1. Recommend any amendments to this Policy;
- 2.2.2. Support the implementation of this Policy; and
- 2.2.3. In accordance with the *Public Highways Development Act*, recommend the naming of highways in the Municipality to the Government of Alberta

Ministry of Transportation for consideration and authorization on behalf of the Community Identification Committee.

2.3. Community Identification Committee:

- 2.3.1. Evaluate and recommend for Council's approval the names for:
 - 2.3.1.1. Communities;
 - 2.3.1.2. Subdivisions;
 - 2.3.1.3. Multi-Family Projects;
 - 2.3.1.4. Municipal Facilities; and
 - 2.3.1.5. Major arterial roadways;

that will be either be specifically assigned by Council or added to the Names Master List for future use.
- 2.3.2. Evaluate and approve naming selections for minor roadways (streets or roads that carry a low volume of traffic) that include:
 - 2.3.2.1. Collectors; and
 - 2.3.2.2. Local distributors;

that shall be added in the Names Master List for future availability to municipal administrators, community planners, Developers and builders.
- 2.3.3. Where information is readily available, ensure that the Names Master List contains a compendium of details that:
 - 2.3.3.1. records the history of street names, parks, and public buildings in regional communities;
 - 2.3.3.2. details alterations to naming assignments and the rationale for said change;
 - 2.3.3.3. includes the biographical background information of the name or theme;
 - 2.3.3.4. explains the reasoning behind the names or themes assigned or recommended; and
 - 2.3.3.5. documents the location, signage type, if the name or theme is either assigned, unassigned or reserved for use, and the date of Council approval.
- 2.3.4. Evaluate and approve naming recommendations for Council consideration that are received from the public.

3. Naming Principles:

- 3.1. Municipal Identification Signage shall not involve the exchange of goods, services or financial contribution between the Municipality and any person.

3.2. When deciding on a name pursuant to this Policy, preference will be assigned to those names that have been previously identified for future consideration in the Names Master List, in accordance with the following principles:

- 3.2.1. The name will give a sense of place, continuity, belonging and celebrate the distinguishing characteristics and uniqueness of the region;
- 3.2.2. The name selected shall be distinct from those used elsewhere in the community and will establish a sense of identity;
- 3.2.3. The name will not be derogatory or discriminatory in nature;
- 3.2.4. The name will have regard to:
 - 3.2.4.1. physical features or topography;
 - 3.2.4.2. the category of land use;
 - 3.2.4.3. the nature of the development;
 - 3.2.4.4. common theme around which the area is planned;
 - 3.2.4.5. historical themes;
 - 3.2.4.6. Indigenous place names or traditional land usage; and
 - 3.2.4.7. local area identification.

4. Naming Considerations:

4.1. Subdivisions:

- 4.1.1. The major street in a subdivision will carry the same name as the subdivision.

4.2. Multi-Family Projects:

- 4.2.1. In a Multi-Family Project development, a common name may be used with a numbered prefix.
 - 4.2.1.1. The name for each development would include a block number, (i.e. "100 Fort McMurray Place"), but the dwelling address would be stated as "Unit 104 – 100 Fort McMurray Place".

4.3. Municipal Facilities:

- 4.3.1. Municipal Facilities should initially be identified by their location in the community and their associated primary user activity (e.g. Thickwood Arena or Hawkins Fire Hall 1).
- 4.3.2. Each Municipal Facility should have a distinctive name not used by another Municipal Facility.

4.4. Streets:

- 4.4.1. All street names within a subdivision will conform with a theme or start with the first letter of the subdivision's name.
- 4.4.2. The classification of the type of street should be based on its configuration to provide ease of identification.
- 4.4.3. Consistency in classification application is encouraged to assist in the recognition of particular locations and ease of movement.
- 4.4.4. Identifiers include:
 - 4.4.4.1. Avenue – any roadway with an east-west orientation in a grid system.
 - 4.4.4.2. Bay – relatively short cul-de-sac.
 - 4.4.4.3. Boulevard – major arterials divided by a landscaped centre median.
 - 4.4.4.4. Close – “P” shaped minor roadways with one (1) means of access/egress.
 - 4.4.4.5. Court or Square – townhouses or apartments where the central area contains an open space, or the buildings are related to a similar open space and where parking areas may replace roadways.
 - 4.4.4.6. Crescent – “U” shaped minor roadway connecting to only one (1) street.
 - 4.4.4.7. Drive – secondary arterials (collectors).
 - 4.4.4.8. Esplanade – main street style commercial and mix-use corridors that provide for wide walkable spaces along both sides of the road to provide a focus on commercial and recreational experience to pedestrians.
 - 4.4.4.9. Gate – short roadway which gives access to a subdivision from a major street or roadway.
 - 4.4.4.10. Gateway – entrances or major roads providing access to a subdivision.
 - 4.4.4.11. Green or Garden – crescents with internal open space or park.
 - 4.4.4.12. Hill or Rise – as a road or way but with slope for most of its length.
 - 4.4.4.13. Lane – elongated cul-de-sac.
 - 4.4.4.14. Place – cul-de-sac.
 - 4.4.4.15. Road – collector facility which may run in any direction.
 - 4.4.4.16. Street – any minor roadway or, in a grid system, any roadway with a north-south orientation.

4.4.4.17. Trail – freeway or expressway.

4.4.4.18. Way – minor roadway that changes direction or begins and ends on the same street.

4.4.5. Identifiers should be appropriate for the street. For example, a cul-de-sac could be named “Curved Place”.

4.4.6. Continuous streets should have one (1) name unless a bend in the street is sharper than 110° makes a change in name practical and/or desirable.

4.4.7. Street names shall not have similar sounding names.

4.4.8. The use of the same name that identifies a street within a subdivision is not recommended. For example: Williams Drive, Williams Road, Williams Garden, Williams Place, etc.

4.5. Addressing in Rural Areas:

4.5.1. Developments in rural areas may not be accessible by a road or might not take access off a municipally named road or a highway; municipal addresses are required to identify the location of these developments for various purposes like taxation, access to emergency services, granting permits for developments, etc.

4.5.2. In such cases, the legal land descriptors of the Alberta Township System (ATS) shall serve as an address base, with naming being determined in accordance with the following principles:

4.5.2.1. Each ATS quarter section measuring 800 meters by 800 meters shall be segmented into 100-metre grid cells and numbered 1 through 8 from south to north, and from east to west.

4.5.2.2. The location of the driveway or primary point of access to the property, based on its position (north, south, east, west) within the respective quarter section shall form the address.

4.5.2.3. The rural address shall be referenced by grid location, followed by the ATS description.

4.5.3. In the event a parcel named in accordance with sections 4.5.1 and 4.5.2 is subdivided and becomes accessible from a named access road, the subdivided parcel would then be named in accordance with the road, just as in Fort McMurray or in a Hamlet.

4.5.3.1. Even numbers will be assigned to the north or west of the road and odd numbers assigned to the south or east of the road and numbers will increase by increments of 20.

4.5.4. In the absence of a named road, the parcels will be numbered, commencing at the parcel nearest to the main access road, and will increase by increments of 20.

- 4.5.4.1. In case of lots taking access from the same driveway or access point, addressing will commence from east to west, and south to north.

4.6. Lot Numbering:

- 4.6.1. The purpose of lot numbering is to provide the final means of locating an individual property within the Community Identification System.
- 4.6.2. In the lower townsite, lot addressing has been assigned by increments of two (2). Where possible, all new development in the lower townsite should be numbered in conformity to this existing system.
- 4.6.3. In new areas of the Municipality, lots will be numbered from the point nearest to the main access road to the street, commencing at one-hundred (100), with even numbers on the north or west side of the street and odd numbers on the south or east side of the street as follows for:
 - 4.6.3.1. single family residential lots, ascending by increments of four (4); and
 - 4.6.3.2. commercial, institutional or Multi-Family Project lots, ascending by increments of two (2) for each 6.069 metres (twenty (20) feet) of frontage measured at the front yard set-back with the number nearest to the centre being assigned as the number for that lot.
- 4.6.4. For a bay, cul-de-sac or close, lots will be numbered in ascending order by increments of four (4) where access is from the:
 - 4.6.4.1. north side of the main street, commencing at one hundred (100) for corner lots which have frontage on the main street and one-hundred-two (102) for lots which are separated from the main street.
 - 4.6.4.2. south side of the main street, commencing at one-hundred-one (101) for corner lots which have frontage on the main street and one-hundred-three (103) for lots which are separated from the main street.
- 4.6.5. For a corner lot that is facing two sides of a street, the lot numbering will be assigned by the way the front entrance to the home is facing.
- 4.6.6. Outside the urban service areas or industrial areas, lot numbering shall be assessed on an individual case-by-case basis, attempting to follow the existing procedures where possible.

5. Naming Requests and Nominations:

- 5.1. Members of the public can apply to have a name considered by Council or the Committee for inclusion in the Names Master List.

- 5.2. The Committee will review the suggestion in accordance to the principles set out in this Policy.
- 5.3. The applicant will be notified of Council's or the Committee's decision to support or decline the suggested name.

6. Naming Recognition:

- 6.1. After a name is approved which honours a local person, family or group, a commemorative sign shall be presented to such honouree during a Council meeting to the person, family or group after whose name a Community, subdivision, Multi-Family Project, Municipal Facility, street, or minor roadway, including collectors and local distributors, is named to honour and recognize their contributions to the region.
 - 6.1.1. Commemorative signs will be presented during a Council meeting twice annually, subject to the agreement of the honouree or an authorized representative.
 - 6.1.2. The honouree or their authorized representative(s) are responsible for any expenditures incurred to attend the Council presentation.
 - 6.1.3. If the honouree or their authorized representative are unable to attend, the Committee will consider other arrangements.
- 6.2. All signs will comply with the requirements of any relevant federal or provincial legislation and any other relevant municipal bylaws.

APPROVAL

This Policy was approved by Council. It will be reviewed not later than its next Revision Date to determine its effectiveness and appropriateness. It may be assessed before that time as necessary.

Sandy Bowman, Mayor

Jade Brown, Chief Legislative Officer

Date

SUPPORTING REFERENCES AND POSITION RESPONSIBLE

Legal References: *Public Highways Development Act*, RSA 2000, c. P-38

Cross References:

- Community Identification Committee Bylaw 07/039
- Committees Bylaw No. 17/024
- Community Identification System Administrative Procedure LDI-010-P01
- *Consolidated Land Use Bylaw No. 99/059*
- *Manual of Uniform Traffic Control Devices for Canada* (MUTCDC)
- RMWB Engineering Servicing Standards

Position Responsible for Procedure: Director, Planning and Development

COUNCIL POLICY



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Document Name: Community Identification System

Department Name: Planning and Development

Document Number: LDI-010

Effective Date: January 11, 2022

Next Revision Date: January, 2023

STRATEGIC PLAN LINKAGE

- Strategic Pillar 1 – Responsible Government
- Strategic Pillar 4 – Rural and Indigenous Communities and Partnerships

PURPOSE AND OBJECTIVE

The purpose of this Policy is to ensure that the Municipality maintains and incorporates best practices for an orderly system when naming Communities, subdivisions, Multi-Family Projects, Municipal Facilities, streets, bridges and highways based on recommendations from the Community Identification Committee.

The objective of this Policy is to:

- (a) establish a sense of identity and easily identifiable locations;
- (b) name streets according to functional classification for ease of identity;
- (c) recognise those who have contributed to the development of the region;
- (d) recognize the history of the region, inclusive of honouring Indigenous place names and history;
- (e) commemorate extraordinary events, outstanding achievements, distinctive service or significant community contributions by individuals; and
- (f) provide direction on how the public can apply for approval to name a Community, subdivision, Multi-Family Project, street, bridge or highway.

GENERAL PRINCIPLES

1. Definitions:

- 1.1. "Committee" means the Community Identification Committee established by Bylaw No. 07/039, or any successor bylaw or other enactment.
- 1.2. "Community Identification System" means the system used when naming Communities, subdivisions, Multi-Family Projects, Municipal Facilities, streets, bridges, highways, and lot numbering in the Municipality.

- 1.3. “Community” means a geographic area comprehensively planned and developed over time.
- 1.4. “Developer” means a person, persons or corporation who has applied to subdivide, develop or service an existing parcel of land, whether as the owner or an agent of the owner of the land.
- 1.5. “Development Agreement” means a contract between the Municipality and a Developer to build on a parcel of land.
- 1.6. “Multi-Family Project” refers to townhouse complexes, apartment complexes, and public housing.
- 1.7. “Municipal Facility” refers to any building, structure or area of land owned by or under the direction and control of the Municipality. For example: treatment plants, fire halls, leisure centres, sports and fitness facilities, arenas, parks, park amenities, exhibition facilities and bridges.
- 1.8. “Municipal Identification Signage” means a wayfinding system intended to provide clear, methodical sequence of directional and identification elements for visitors and residents to reach their desired destination within the Municipality.
- 1.9. “Names Master List” means an inventory of screened and pre-approved names or themes that are either unassigned and recommended for future use or assigned and in use.
- 1.10. “Public Road” means the right-of-way for a primary highway, secondary highway, street, or lane that is registered at Land Titles and is used or intended to be used to accommodate vehicle traffic.
- 1.11. “Subdivision Entrance Feature Sign” means a permanent sign indicating the name of a subdivision, or a portion of the subdivision on which it is placed.

2. Responsibilities:

2.1. Council:

- 2.1.1. Approve this Policy and any amendments as required; and
- 2.1.2. Consider recommendations from the Committee for the naming of Communities, subdivisions, Multi-Family Projects, Municipal Facilities, streets, bridges and highways within the Municipality.

2.2. Chief Administrative Officer:

- 2.2.1. Recommend any amendments to this Policy;
- 2.2.2. Support the implementation of this Policy; and
- 2.2.3. In accordance with the *Public Highways Development Act*, recommend the naming of highways in the Municipality to the Government of Alberta

Ministry of Transportation for consideration and authorization on behalf of the Community Identification Committee.

2.3. Community Identification Committee:

- 2.3.1. Evaluate and recommend for Council's approval the names for:
 - 2.3.1.1. Communities;
 - 2.3.1.2. Subdivisions;
 - 2.3.1.3. Multi-Family Projects;
 - 2.3.1.4. Municipal Facilities; and
 - 2.3.1.5. Major arterial roadways;
 that will be either be specifically assigned by Council or added to the Names Master List for future use.
- 2.3.2. Evaluate and approve naming selections for minor roadways (streets or roads that carry a low volume of traffic) that include:
 - 2.3.2.1. Collectors; and
 - 2.3.2.2. Local distributors;
 that shall be added in the Names Master List for future availability to municipal administrators, community planners, Developers and builders.
- 2.3.3. Where information is readily available, ensure that the Names Master List contains a compendium of details that:
 - 2.3.3.1. records the history of street names, parks, and public buildings in regional communities;
 - 2.3.3.2. details alterations to naming assignments and the rationale for said change;
 - 2.3.3.3. includes the biographical background information of the name or theme;
 - 2.3.3.4. explains the reasoning behind the names or themes assigned or recommended; and
 - 2.3.3.5. documents the location, signage type, if the name or theme is either assigned, unassigned or reserved for use, and the date of Council approval.
- 2.3.4. Evaluate and approve naming recommendations for Council consideration that are received from the public.

3. Naming Principles:

- 3.1. Municipal Identification Signage shall not involve the exchange of goods, services or financial contribution between the Municipality and any person.

3.2. When deciding on a name pursuant to this Policy, preference will be assigned to those names that have been previously identified for future consideration in the Names Master List, in accordance with the following principles:

- 3.2.1. The name will give a sense of place, continuity, belonging and celebrate the distinguishing characteristics and uniqueness of the region;
- 3.2.2. The name selected shall be distinct from those used elsewhere in the community and will establish a sense of identity;
- 3.2.3. The name will not be derogatory or discriminatory in nature;
- 3.2.4. The name will have regard to:
 - 3.2.4.1. physical features or topography;
 - 3.2.4.2. the category of land use;
 - 3.2.4.3. the nature of the development;
 - 3.2.4.4. common theme around which the area is planned;
 - 3.2.4.5. historical themes;
 - 3.2.4.6. Indigenous place names or traditional land usage; and
 - 3.2.4.7. local area identification.

4. Naming Considerations:

4.1. Subdivisions:

- 4.1.1. The major street in a subdivision will carry the same name as the subdivision.

4.2. Multi-Family Projects:

- 4.2.1. In a Multi-Family Project development, a common name may be used with a numbered prefix.
 - 4.2.1.1. The name for each development would include a block number, (i.e. "100 Fort McMurray Place"), but the dwelling address would be stated as "Unit 104 – 100 Fort McMurray Place".

4.3. Municipal Facilities:

- 4.3.1. Municipal Facilities should initially be identified by their location in the community and their associated primary user activity (e.g. Thickwood Arena or Hawkins Fire Hall 1).
- 4.3.2. Each Municipal Facility should have a distinctive name not used by another Municipal Facility.

4.4. Streets:

- 4.4.1. All street names within a subdivision will conform with a theme or start with the first letter of the subdivision's name.
- 4.4.2. The classification of the type of street should be based on its configuration to provide ease of identification.
- 4.4.3. Consistency in classification application is encouraged to assist in the recognition of particular locations and ease of movement.
- 4.4.4. Identifiers include:
 - 4.4.4.1. Avenue – any roadway with an east-west orientation in a grid system.
 - 4.4.4.2. Bay – relatively short cul-de-sac.
 - 4.4.4.3. Boulevard – major arterials divided by a landscaped centre median.
 - 4.4.4.4. Close – “P” shaped minor roadways with one (1) means of access/egress.
 - 4.4.4.5. Court or Square – townhouses or apartments where the central area contains an open space, or the buildings are related to a similar open space and where parking areas may replace roadways.
 - 4.4.4.6. Crescent – “U” shaped minor roadway connecting to only one (1) street.
 - 4.4.4.7. Drive – secondary arterials (collectors).
 - 4.4.4.8. Esplanade – main street style commercial and mix-use corridors that provide for wide walkable spaces along both sides of the road to provide a focus on commercial and recreational experience to pedestrians.
 - 4.4.4.9. Gate – short roadway which gives access to a subdivision from a major street or roadway.
 - 4.4.4.10. Gateway – entrances or major roads providing access to a subdivision.
 - 4.4.4.11. Green or Garden – crescents with internal open space or park.
 - 4.4.4.12. Hill or Rise – as a road or way but with slope for most of its length.
 - 4.4.4.13. Lane – elongated cul-de-sac.
 - 4.4.4.14. Place – cul-de-sac.
 - 4.4.4.15. Road – collector facility which may run in any direction.
 - 4.4.4.16. Street – any minor roadway or, in a grid system, any roadway with a north-south orientation.

4.4.4.17. Trail – freeway or expressway.

4.4.4.18. Way – minor roadway that changes direction or begins and ends on the same street.

4.4.5. Identifiers should be appropriate for the street. For example, a cul-de-sac could be named “Curved Place”.

4.4.6. Continuous streets should have one (1) name unless a bend in the street is sharper than 110° makes a change in name practical and/or desirable.

4.4.7. Street names shall not have similar sounding names.

4.4.8. The use of the same name that identifies a street within a subdivision is not recommended. For example: Williams Drive, Williams Road, Williams Garden, Williams Place, etc.

4.5. Addressing in Rural Areas:

4.5.1. Developments in rural areas may not be accessible by a road or might not take access off a municipally named road or a highway; municipal addresses are required to identify the location of these developments for various purposes like taxation, access to emergency services, granting permits for developments, etc.

4.5.2. In such cases, the legal land descriptors of the Alberta Township System (ATS) shall serve as an address base, with naming being determined in accordance with the following principles:

4.5.2.1. Each ATS quarter section measuring 800 meters by 800 meters shall be segmented into 100-metre grid cells and numbered 1 through 8 from south to north, and from east to west.

4.5.2.2. The location of the driveway or primary point of access to the property, based on its position (north, south, east, west) within the respective quarter section shall form the address.

4.5.2.3. The rural address shall be referenced by grid location, followed by the ATS description.

4.5.3. In the event a parcel named in accordance with sections 4.5.1 and 4.5.2 is subdivided and becomes accessible from a named access road, the subdivided parcel would then be named in accordance with the road, just as in Fort McMurray or in a Hamlet.

4.5.3.1. Even numbers will be assigned to the north or west of the road and odd numbers assigned to the south or east of the road and numbers will increase by increments of 20.

4.5.4. In the absence of a named road, the parcels will be numbered, commencing at the parcel nearest to the main access road, and will increase by increments of 20.

- 4.5.4.1. In case of lots taking access from the same driveway or access point, addressing will commence from east to west, and south to north.

4.6. Lot Numbering:

- 4.6.1. The purpose of lot numbering is to provide the final means of locating an individual property within the Community Identification System.
- 4.6.2. In the lower townsite, lot addressing has been assigned by increments of two (2). Where possible, all new development in the lower townsite should be numbered in conformity to this existing system.
- 4.6.3. In new areas of the Municipality, lots will be numbered from the point nearest to the main access road to the street, commencing at one-hundred (100), with even numbers on the north or west side of the street and odd numbers on the south or east side of the street as follows for:
 - 4.6.3.1. single family residential lots, ascending by increments of four (4); and
 - 4.6.3.2. commercial, institutional or Multi-Family Project lots, ascending by increments of two (2) for each 6.069 metres (twenty (20) feet) of frontage measured at the front yard set-back with the number nearest to the centre being assigned as the number for that lot.
- 4.6.4. For a bay, cul-de-sac or close, lots will be numbered in ascending order by increments of four (4) where access is from the:
 - 4.6.4.1. north side of the main street, commencing at one hundred (100) for corner lots which have frontage on the main street and one-hundred-two (102) for lots which are separated from the main street.
 - 4.6.4.2. south side of the main street, commencing at one-hundred-one (101) for corner lots which have frontage on the main street and one-hundred-three (103) for lots which are separated from the main street.
- 4.6.5. For a corner lot that is facing two sides of a street, the lot numbering will be assigned by the way the front entrance to the home is facing.
- 4.6.6. Outside the urban service areas or industrial areas, lot numbering shall be assessed on an individual case-by-case basis, attempting to follow the existing procedures where possible.

5. Naming Requests and Nominations:

- 5.1. Members of the public can apply to have a name considered by Council or the Committee for inclusion in the Names Master List.

- 5.2. The Committee will review the suggestion in accordance to the principles set out in this Policy.
- 5.3. The applicant will be notified of Council's or the Committee's decision to support or decline the suggested name.

6. Naming Recognition:

- 6.1. After a name is approved which honours a local person, family or group, a commemorative sign shall be presented to such honouree during a Council meeting to the person, family or group after whose name a Community, subdivision, Multi-Family Project, Municipal Facility, street, or minor roadway, including collectors and local distributors, is named to honour and recognize their contributions to the region.
 - 6.1.1. Commemorative signs will be presented during a Council meeting twice annually, subject to the agreement of the honouree or an authorized representative.
 - 6.1.2. The honouree or their authorized representative(s) are responsible for any expenditures incurred to attend the Council presentation.
 - 6.1.3. If the honouree or their authorized representative are unable to attend, the Committee will consider other arrangements.
- 6.2. All signs will comply with the requirements of any relevant federal or provincial legislation and any other relevant municipal bylaws.

APPROVAL

This Policy was approved by Council. It will be reviewed not later than its next Revision Date to determine its effectiveness and appropriateness. It may be assessed before that time as necessary.

Sandy Bowman, Mayor

Jade Brown, Chief Legislative Officer

Date

SUPPORTING REFERENCES AND POSITION RESPONSIBLE

Legal References: *Public Highways Development Act*, RSA 2000, c. P-38

Cross References:

- **Community Identification Committee Bylaw 07/039**
- Committees Bylaw No. 17/024
- Community Identification System Administrative Procedure LDI-010-P01
- *Consolidated Land Use Bylaw No. 99/059*
- *Manual of Uniform Traffic Control Devices for Canada* (MUTCDC)
- RMWB Engineering Servicing Standards

Position Responsible for Procedure: Director, Planning and Development



Subject: Community Identification Committee Recommendation - Naming a New Park in Beacon Hill "Reflections Lookout"

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

THAT the new park under development in Beacon Hill as shown in Attachment 1 be named "Reflections Lookout".

Summary:

The Community Identification Committee recommends that the new park under development in Beacon Hill commemorating the 2016 Horse River Wildfire be named as "Reflections Lookout", and that it be forwarded to Council for approval.

In accordance with the Community Identification System Policy (LDI-010), Council approval is required for the naming of municipal facilities in the Regional Municipality of Wood Buffalo.

Background:

The proposed construction of a new park in Beacon Hill originated as a means of commemorating the region's experiences with the 2016 Horse River Wildfire. The project was intended to create an environment for the public to reflect, pay respects to first responders, and remember those impacted by this devastating event.

The Community Identification Committee received a request from the Municipality's Public Works Department to assign a name to this future park (legally described as a portion of Block R1, Plan 3381TR, shown in Attachment 1).

At its meeting on March 25, 2021, the Committee discussed the naming request and felt it inappropriate to use names related to 'Wildfire', 'Resilience' or 'Memorial' as these may trigger negative emotions, including heightened anxiety, amongst those impacted by the wildfire. Taking inspiration from both the location and purpose of the park, the Committee chose the name "Reflections Lookout" and recommended that it be forwarded to Council for approval.

Rationale for Recommendation:

The park project is at the stage of tendering and requires a name. It is situated such that it affords beautiful views of Grayling Terrace, Waterways, Abasand, Downtown, Responder's Way (a portion of Highway 63), and Firehall 1. Many of these views carry special meaning, featuring areas that were significantly impacted by the wildfire, and facilities that played an important role in emergency response.

The recommended name arose through public engagement and represents what the community wishes the park to signify. The proposed name is also in accordance with the Council approved Community Identification System Policy (LDI-010).

Strategic Priorities:

Responsible Government
Rural and Indigenous Communities and Partnerships

Attachments:

1. Subject Area Map - Beacon Hill Park



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

COUNCIL REPORT

Meeting Date: January 11, 2022

Subject: Transit Routes (Councillor F. Banjoko)

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

THAT Administration evaluate and review current transit routes and service times, including accessibility to residents, under serviced and over serviced streets, and holiday and weekend hours, and bring forward options, including cost benefit analysis, for Council's consideration.

Summary:

At the December 14, 2021 Council Meeting, Councillor F. Banjoko served notice of her intention to submit the following motion for consideration at the January 11, 2022 Council Meeting:

THAT Administration evaluate and review current transit routes and service times, including accessibility to residents, under serviced and over serviced streets, and holiday and weekend hours, and bring forward options, including cost benefit analysis, for Council's consideration.

Rationale for Recommendation:

Pursuant to Procedure Bylaw No. 18/020, the motion is now before Council for consideration.

Strategic Priorities:

Responsible Government



COUNCIL REPORT

Meeting Date: January 11, 2022

Subject: Procedure Bylaw Amendment (Councillor K. McGrath)

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

THAT Administration bring forward for Council's consideration at the January 25, 2022, Council Meeting an amendment to the Procedure Bylaw, Bylaw No. 18/020, to allow for the electronic participation of Council members during regularly scheduled in person Council meetings.

Summary:

At the December 14, 2021 Council Meeting, Councillor K. McGrath served notice of his intention to bring forward the following motion for consideration at the January 11, 2022 Council Meeting:

THAT Administration bring forward for Council's consideration at the January 25, 2022, Council Meeting an amendment to the Procedure Bylaw, Bylaw No. 18/020, to allow for the electronic participation of Council members during regularly scheduled in person Council meetings.

Rationale for Recommendation:

Pursuant to Procedure Bylaw No. 18/020, the motion is now before Council for consideration.

Strategic Priorities:

Responsible Government



COUNCIL REPORT

Meeting Date: January 11, 2022

Subject: Local Business Advisory Committee (Mayor S. Bowman)

APPROVALS:

Jamie Doyle

Director

Chief Administrative Officer

Recommended Motion:

THAT Administration be directed to work with local business stakeholders, including Fort McMurray Wood Buffalo Economic Development and Tourism and the Fort McMurray Chamber of Commerce, the Fort McMurray Construction Association, the Northeastern Alberta Aboriginal Business Association, and any other relevant partners, to bring forward for Council's consideration, within 90 days, a framework and action plan to develop a local business advisory committee with a mandate to advise on emerging and existing issues facing local business owners and operators, establish strong collaboration partnerships and create strategic solutions that reflect a local business perspective for present and future challenges.

Summary:

At the December 14, 2021 Council Meeting, Mayor S. Bowman served notice of his intention to bring forward the following motion for consideration at the January 11, 2022 Council Meeting:

THAT Administration be directed to work with local business stakeholders, including Fort McMurray Wood Buffalo Economic Development and Tourism and the Fort McMurray Chamber of Commerce, the Fort McMurray Construction Association, the Northeastern Alberta Aboriginal Business Association, and any other relevant partners, to bring forward for Council's consideration, within 90 days, a framework and action plan to develop a local business advisory committee with a mandate to advise on emerging and existing issues facing local business owners and operators, establish strong collaboration partnerships and create strategic solutions that reflect a local business perspective for present and future challenges.

Rationale for Recommendation:

Pursuant to Procedure Bylaw No. 18/020, the motion is now before Council for consideration.

Strategic Priorities:

Responsible Government
Regional Economic Development