



Wood Buffalo Downtown Revitalization Advisory Committee

Conducted Electronically Via MS Teams

Wednesday, May 4, 2022
5:00 PM

Agenda

Public Participation for May 4, 2022 Wood Buffalo Downtown Revitalization Advisory Committee Meeting

Wood Buffalo Downtown Revitalization Advisory Committee (Committee) will be conducting the May 4, 2022 Meeting through electronic communications in accordance with section 199 of the *Municipal Government Act*.

- 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 May 4, 2022 Committee Meeting Agenda must pre-register by 12 noon, May 4, 2022.
 - 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 <https://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 Council 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 Downtown Revitalization Advisory Committee Meeting - April 6, 2022

4. New and Unfinished Business

- 4.1. Community Impact Grant Overview
- 4.2. Downtown Revitalization Incentives Program Update
- 4.3. Kiyām Community Park Update
- Ribbon Cutting Event
 - Public Art Bench Program
- 4.4. Working Group Update
- 4.5. Action Log Review

Adjournment

Minutes of a Meeting of the Wood Buffalo Downtown Revitalization Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Wednesday, April 6, 2022, commencing at 5:00 PM.

Present:

Owen Erskine, Chair, Recreation, Culture and Heritage Representative
 Brianne English, Oil and Gas Industry
 Carolyn Evancio, Seniors Representative
 Jean-Marc Guillamot, Business Community
 Todd Hillier, Safety and Security Sector
 Renee Mouland, Public-At-Large
 Melanie Walsh, Community Development Sector
 Roy Williams, Land Development Industry
 Lance Bussieres, Councillor

Absent:

Henry Hunter, Education Sector
 Funky Banjoko, Councillor

Administration:

Kelly Hansen, Director, Strategic Planning and Program Management
 Dennis Warr, Director, Engineering
 Amanda Haitas, Senior Manager, Planning and Development
 Nina Caines, Senior Manager, Parks, Roads and Rural Operations
 Monica Lance, Manager, Strategic Planning and Program Management
 Anita Hawkins, Clerk, Legislative Services

1. Call to Order

Chair Owen Erskine called the meeting to order at 5:04 p.m.

2. Adoption of Agenda

MOTION:

THAT the Agenda be adopted as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Brianne English
SECONDER: Carolyn Evancio
FOR: Erskine, English, Evancio, Guillamot, Hillier, Mouland, Williams
ABSENT: Hunter, Walsh

3. Minutes of Previous Meetings

**3.1. Wood Buffalo Downtown Revitalization Advisory Committee Meeting -
March 2, 2022**

MOTION:

THAT the Minutes of the Wood Buffalo Downtown Revitalization Advisory Committee meeting held on March 2, 2022, be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jean-Marc Guillamot
SECONDER: Todd Hillier
FOR: Erskine, English, Evancio, Guillamot, Hillier, Mouland Williams
ABSENT: Hunter, Walsh

4. New and Unfinished Business

4.1. Council Presentation Follow Up

Chair Owen Erskine, reported on the presentation made to Council on March 22, 2022 and confirmed that the Committee's recommendations were approved by Council.

4.2. 2022-2023 Action Log Overview

Monica Lance, Manager, Strategic Planning and Program Management, provided an overview of the priority levels identified in the Committee's action log, which includes the recommendations recently approved by Council.

4.3. Snow Removal/Winter Maintenance - Policy, Directive and Bylaw Introduction and Overview

Kelly Colbourne, Manager, Roads, provided information on the current Snow Removal and Winter Maintenance Programs and invited the Committee Members to complete the Winter Maintenance Survey, which is available on the Municipal website (Participate WoodBuffalo).

Minutes Acceptance: Minutes of Apr 6, 2022 5:00 PM (Minutes of Previous Meetings)

4.4. Spring Street Sweeping Plan for Downtown

Kelly Colbourne, Manager, Roads, provided an overview of the sweeping program, noting that for the downtown area, sweeping generally starts after the river break-up has been declared.

Entrance

Melanie Walsh, Committee Member, joined the meeting at 5:34 p.m.

4.5. Graffiti Removal Update

Stephen Fudge, Manager, Parks, provided an overview of the Municipality's Graffiti Removal Program, noting that residents and business may report graffiti and request a cleaning kit by contacting the Municipality through PULSE. All reports concerning graffiti on Provincial property is passed on the Province for their action.

Action

Administration committed to enhance public communication to create awareness about how the private sector can access graffiti removal kits and provide Committee Members with the budget amount attributed to graffiti removal.

Monica Lance, Manager, Strategic Planning and Program Management, noted that the Communities in Bloom Committee has indicated interest in submitting a joint letter to the Government of Alberta, about graffiti removal on provincially owned assets and other topics outlined in the letter received from the Communities in Bloom Chair dated March 25.

MOTION:

THAT a joint letter, from the respective Chairs of the Wood Buffalo Downtown Revitalization Advisory Committee and the Communities in Bloom Committee, be sent to the Government of Alberta, supporting cleanliness and beautification along Highway 63.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Owen Erskine
SECONDER:	Todd Hillier
FOR:	Erskine, English, Evancio, Guillamot, Hillier, Mouland, Walsh, Williams
ABSENT:	Hunter

Minutes Acceptance: Minutes of Apr 6, 2022 5:00 PM (Minutes of Previous Meetings)

4.6. Downtown Revitalization Incentives Program Update

Amanda Haitas, Senior Manager, Planning and Development, provided background statistical data related to the Downtown Revitalization Incentive Program, noting Administration will be putting forward a recommendation to Council in the near future to extend the program.

MOTION:

THAT the Chair of the Wood Buffalo Downtown Revitalization Advisory Committee be authorized to send a letter to the Regional Municipality of Wood Buffalo Council in support of extending the Downtown Revitalization Incentive Program.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jean-Marc Guillamot, Business Community
SECONDER:	Roy Williams, Land Development Industry
FOR:	Erskine, English, Evancio, Guillamot, Hillier, Mouland, Walsh, Williams
ABSENT:	Hunter

4.7. Wayfinding Plan and Strategy Project Update

Nadia Power, Manager, Public Engagement, provided an update on the Wayfinding Project, noting that the successful proponent for this project will be announced once the paperwork is finalized. The purpose of this project is to develop an overarching strategy which can then be used to develop way finding plans for individual areas within the Municipality.

Exit

Roy Williams, Committee Member, noted that he is resigning from the Committee as he will be leaving the area, and thanked Committee Members and Administration for their support during his time on the Committee and exited the meeting at 6:20 p.m.

4.8. Working Group Requests for Review

The following requests were identified for consideration by the Beautification and Placemaking Working Group:

- Identify specific areas to request removal of barricades along Highway 63
- Identify potential areas for Downtown Gateway Signage

With respect to the barricades, Chair Owen Erskine identified the ones along the by-pass (above Earl's) as well as the ones located in the area from the bridge underpass heading towards MacDonald Island.

Exits

Renee Mouland, Committee Member, exited the meeting at 6:32 p.m.
Brienne English, Committee Member, exited the meeting at 6:34 p.m.

With respect to the Downtown Gateway Signage, possible locations identified included the bridge underpass; corner of Hospital Street and Franklin Avenue; Hardin Street (across from Tim Hortons) and coming off the King Street roundabout.

Adjournment

The meeting adjourned at 6:35 p.m.

Chair

Minutes Acceptance: Minutes of Apr 6, 2022 5:00 PM (Minutes of Previous Meetings)