

**Minutes of a Meeting of the Wood Buffalo Waterfront Advisory Committee held via electronic communications in Fort McMurray, Alberta, on Thursday, January 12, 2023, commencing at 5:00 PM.**

**Present:**

Erica Brewer, Recreation Representative, Chair  
Gary Devison, Seniors Representative  
Leonard Hansen, Community Development  
Cheryl Hocker, Public-At-Large  
Bill Loutitt, Indigenous Representative  
Greg MacAulay, Oil and Gas Industry  
Denise Martineau, Public-At-Large  
Mitch Mercredi, Land Development Sector  
Rene Wells, Law Enforcement Representative  
Liana Wheeldon, Culture (Arts, Culture & Heritage)  
Ken Ball, Councillor  
Stu Wigle, Councillor

**Absent:**

Ayisha Salman, Public-At-Large

**Administration:**

Kelly Hansen, Director, Strategic Planning and Program Management  
Amanda Haitas, Senior Manager, Planning and Development  
Nina Caines, Senior Manager, Parks, Roads and Rural Operations  
Sonia Soutter, Senior Legislative Officer, Manager, Legislative Services  
Kevin Meacher, Department Administrator  
Anita Hawkins, Clerk, Legislative Services

**1. Call to Order**

Sonia Soutter, Senior Legislative Officer, Manager, Legislative Services, called the meeting to order at 5:05 p.m.

**Introduction of Members**

Introductions were made, starting with new and current Committee Members, followed with the Committee's administrative support team.

**Entrance**

Councillor S. Wigle joined the meeting at 5:08 p.m.

## **2. Adoption of Agenda**

### **MOTION:**

THAT the Agenda be adopted as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Erica Brewer
<b>SECONDER:</b>	Liana Wheeldon
<b>FOR:</b>	Brewer, Devison, Hansen, Hocker, Loutitt, MacAulay, Martineau, Mercredi, Wells, Wheeldon
<b>ABSENT:</b>	Salman

## **3. Minutes of Previous Meetings**

### **3.1. Wood Buffalo Waterfront Advisory Committee Meeting - May 12, 2022**

#### **MOTION:**

THAT the minutes of the Wood Buffalo Waterfront Advisory Committee meeting held on March 12, 2022, be approved as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Gary Devison
<b>SECONDER:</b>	Greg MacAulay
<b>FOR:</b>	Brewer, Devison, Hansen, Hocker, Loutitt, MacAulay, Martineau, Mercredi, Wells, Wheeldon
<b>ABSENT:</b>	Salman

## **4. New and Unfinished Business**

### **4.1. Appointment of Chair and Vice-Chair**

For the position of Chair, Gary Devison nominated Liana Wheeldon, who declined the nomination and Councillor K. Ball nominated Erica Brewer, who accepted the nomination. As no further nominations were put forward, Erica Brewer was selected Chair by acclamation.

#### **MOTION:**

THAT Erica Brewer be appointed to the position of Chair.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Greg MacAulay
<b>SECONDER:</b>	Gary Devison
<b>FOR:</b>	Brewer, Devison, Hansen, Hocker, Loutitt, MacAulay, Martineau, Mercredi, Wells, Wheeldon
<b>ABSENT:</b>	Salman

#### Assuming the Chair

Erica Brewer assumed the Chair at 5:24 p.m.

For the position of Vice-Chair, Liana Wheeldon nominated, Rene Wells, who accepted the nomination; Denise Martineau self-nominated; and Councillor K. Ball nominated Mitch Mercredi, who declined the nomination. Voting then occurred with Denise Martineau receiving the majority of the votes and being selected as Vice-Chair.

#### **MOTION:**

THAT Denise Martineau be appointed to the position of Vice-Chair.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Liana Wheeldon
<b>SECONDER:</b>	Mitch Mercredi
<b>FOR:</b>	Brewer, Devison, Hansen, Hocker, Loutitt, MacAulay, Martineau, Mercredi, Wells, Wheeldon
<b>ABSENT:</b>	Salman

#### **4.2. 2023 Committee Meeting Schedule**

Through consensus of the Committee Members, the Wood Buffalo Waterfront Advisory Committee Meetings will be held using a hybrid format; and the start time will be 5:30 p.m.

#### **MOTION:**

THAT regular Wood Buffalo Waterfront Advisory Committee meetings be held at 5:30 p.m. on the 2<sup>nd</sup> Thursday of each month, with the exception of any statutory holidays and scheduled recess periods.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Gary Devison
<b>SECONDER:</b>	Liana Wheeldon
<b>FOR:</b>	Brewer, Devison, Hansen, Hocker, Loutitt, MacAulay, Martineau, Mercredi, Wells, Wheeldon
<b>ABSENT:</b>	Salman

**MOTION:**

THAT a Special Meeting of the Wood Buffalo Waterfront Advisory Committee be held on Thursday, February 23, 2023, commencing at 5:30 p.m. to review the scope of the Waterfront Park Project.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Gary Devison
<b>SECONDER:</b>	Bill Loutitt
<b>FOR:</b>	Brewer, Devison, Hansen, Hocker, Loutitt, MacAulay, Martineau, Mercredi, Wells, Wheeldon
<b>ABSENT:</b>	Salman

**4.3. Committee Administration Overview****Review Alignment to Council's Strategic Plan and Committee Bylaw**

Kevin Meacher, Department Administrator, reviewed the Committee's mandate as per the Committees Bylaw and its linkage to Council's Strategic Plan.

**Meeting Protocols and Procedures**

Kevin Meacher, Department Administrator, provided an overview of meeting protocols and procedures, noting his role as liaison between the Committee and Administration and invited Committee Members to submit questions or possible agenda items for future meetings.

**Microsoft Teams**

Kevin Meacher, Department Administrator, provided an overview of Microsoft Teams and directed the Members to the Wood Buffalo Advisory Committee Teams Page for Committee documentation.

### Committee Members Orientation

Sonia Soutter, Senior Legislative Officer, Manager, Legislative Services, invited the Committee Members to attend the Committee Members' Orientation Session, for which invitations will be sent out in the coming weeks.

### **Adjournment**

The meeting adjourned at 6:19 p.m.

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Chair