

Minutes of a Meeting of the Wood Buffalo Downtown Revitalization Advisory Committee held in room 206 at the Municipal Offices in Fort McMurray, Alberta, on Wednesday, December 6, 2023, commencing at 5:30 PM.

Present:

Owen Erskine, Chair, Recreation, Culture and Heritage Representative
Sean Conley, Oil and Gas Sector (via MS Teams)
Jean-Marc Guillamot, Business Community (via MS Teams)
Nayef Mahgoub, Land Development Sector
Ijeoma Uche-Ezeala, Public-At-Large (via MS Teams)
Melanie Walsh, Community Development Sector (via MS Teams)

Absent:

Ahmed Jouda, Public-At-Large
Marty Noskey, Indigenous Representative
Ayisha Salman, Public-At-Large
Lance Bussieres, Councillor
Kendrick Cardinal, Councillor

Administration:

Amanda Haitas, Acting Director, Planning and Development
Kevin Meacher, Program Manager, Municipal Initiatives
Caitlin Sheaves, Clerk, Legislative Services

1. Call to Order

Chair Owen Erskine called the meeting to order at 5:47 p.m.

2. Adoption of Agenda

MOTION:

THAT the agenda be adopted as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jean-Marc Guillamot
SECONDER:	Ijeoma Uche-Ezeala
FOR:	Erskine, Conley, Guillamot, Mahgoub, Uche-Ezeala
ABSENT:	Noskey, Salman, Walsh
EXCUSED:	Jouda

3. Minutes of Previous Meetings

3.1. Wood Buffalo Downtown Revitalization Advisory Committee Meeting - November 1, 2023

MOTION:

THAT the Minutes of the Wood Buffalo Downtown Revitalization Advisory Committee Meeting held on November 1, 2023 be approved as presented.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Nayef Mahgoub
SECONDER:	Sean Conley
FOR:	Conley, Erskine, Guillamot, Mahgoub, Uche-Ezeala
ABSENT:	Noskey, Salman, Walsh
EXCUSED:	Jouda

4. New and Unfinished Business

4.1. Committee Member Absence Excusal

MOTION:

THAT Committee Member Ahmed Jouda be formally excused from the December 6, 2023 Wood Buffalo Downtown Revitalization Advisory Committee Meeting.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jean-Marc Guillamot
SECONDER:	Nayef Mahgoub
FOR:	Conley, Erskine, Guillamot, Mahgoub, Uche-Ezeala
ABSENT:	Noskey, Salman, Walsh
EXCUSED:	Jouda

4.2. Snow Clearing Policy Update

Dushan Baker, Program Manager, Roads, provided an update on the Urban Snow and Ice Control Policy, noting that the policy establishes the winter snow and ice control standards for urban roads and sidewalks. A review of policy changes, which expand on general procedures including priority schedules, service standards, maintenance triggers, back alleys, communication, and hazards, was provided.

4.3. Downtown Opportunity Assessment Project

Kevin Weidlich, President and CEO, Fort McMurray Wood Buffalo Economic Development and Tourism, provided an overview of the Downtown Opportunity Assessment Project (project), noting that the project will align with Council's strategic priority of downtown visualization. It was further noted that the goal is to increase development investment in the downtown core, increasing traffic to businesses.

Lisa Sweet, Director, Business and Investment Attraction, Fort McMurray Wood Buffalo Economic Development and Tourism (FMWBEDT), advised that the next steps for the project are to engage with landowners in the downtown as well as stakeholders.

A request was made for members of the Committee to participate in an interview with the FMWBEDT consultant.

Entrance:

Committee Member Melanie Walsh connected to the meeting at 6:17 p.m.

MOTION:

THAT Nayef Mahgoub, and Sean Conely on behalf of the Committee, take part in an interview with the Fort McMurray Wood Buffalo Economic Development and Tourism Consultant regarding Downtown Opportunities Assessment.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jean-Marc Guillamot
SECONDER:	Melanie Walsh
FOR:	Conley, Erskine, Guillamot, Mahgoub, Uche-Ezeala, Walsh
ABSENT:	Noskey, Salman
EXCUSED:	Jouda

4.4. Downtown Revitalization Incentives Program Engagement

Jennifer Wardle, Planner III, Planning and Development, and Mychaela Risling, Urban Systems, provided an overview of the Downtown Revitalization Incentives Program (program) objectives and updates, a review of the program evaluation and review process was provided, noting that the intent is to determine the impact and

effectiveness of the program, obtain feedback from stakeholders, and to identify recommendations to improve the program and preferred options for a revised Council Policy, Administrative Procedure, and other program documents.

A review of the engagement activities was provided, noting that review is currently in phase three which includes public engagement on program feedback, impact, and current needs.

A request was made for members of the Committee to participate in a working group with the consultants for the Downtown Revitalization Incentives Program Engagement.

MOTION:

THAT Ijeoma Uche-Ezeala on behalf of the Committee, participate in a working group with the consultant for the Downtown Revitalization Incentives Program Engagement.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Melanie Walsh
SECONDER:	Nayef Mahgoub
FOR:	Conley, Erskine, Guillamot, Mahgoub, Uche-Ezeala, Walsh
ABSENT:	Noskey, Salman
EXCUSED:	Jouda

4.5. Heritage Resource Management Plan

Isela Contreras- Dogbe, Supervisor, Community Services, presented the Heritage Resource Management Plan (Plan), noting that the Plan will help ensure the future of the Municipality's Heritage places, as identified in the Wood Buffalo Culture Plan. It was noted that a Heritage Inventory has been created to record various locations and buildings that are suggested to receive the Heritage Designation, as set out by *Alberta's Historical Resources Act*.

It was further noted that next steps include designating the first Municipal Historic Resource in Wood Buffalo, proposing designation of the Snye as a cultural landscape, and working with the Indigenous and Rural Relations Department to engage with Indigenous communities on further evaluation.

4.6. Saunderson Pressure Reducing Valve Project Update

Mason Ross, Manager, Engineering Programs, provided an update on the Saunderson Pressure Reducing Valve Project, including project objectives, 2023 completed work areas, and 2024 scheduled work areas, as well as the downtown revitalization components that have been included in the scope of work.

Adjournment

The meeting adjourned at 7:55 p.m.

Chair