



Economic Development Advisory Committee Meeting Minutes

Thursday, June 22, 2023

7:00 p.m.

Energy Centre - 2nd Floor Boardroom

Present: Councillor Adele Richardson
Kim Warnke, Chairperson
Tiffany Ashcroft
Lacey Chyz
Paul McWilliams
Juan-Pierre Stassen

Absent: Laurier Lapointe
Bev Lockett
Sherri Buckle
Councillor Bill Parker
Daru Pretorius, Economic Development Advisor

Also Present: Andrew Serba, Manager of Strategic Initiatives
Terra Dimion, Intermediate Assistant and Recording Secretary

CALL TO ORDER

The meeting was called to order at this time being 7:07 p.m. by Chairperson Kim Warnke.

CITY OF COLD LAKE INDIGENOUS LAND ACKNOWLEDGEMENT

Chairperson Kim Warnke recited aloud the following City of Cold Lake Indigenous Land Acknowledgement:

"In the spirit of respect and reciprocity, we acknowledge that the City of Cold Lake is located on lands and by water in Treaty 6 Territory and the homeland of the Metis Nation that has been, and continues to be, a sacred place for many. We pay respect to the indigenous peoples of this place past and present: the Cree, Denesuline and Metis peoples. We acknowledge that this place is impacted by the ongoing process of colonialism. We strive to understand and reframe our responsibilities to land and community as we journey towards reconciliation."

ADOPTION OF AGENDA

EDAC20230622.1001

Moved by Adele Richardson that the Agenda be adopted with the following amendment:

- Table the Rural Renewal Stream Employer Application Number 013-2023-05-03 by Lakeland Petroleum Services Cooperatives Ltd until the next meeting.

CARRIED UNANIMOUSLY

DISCLOSURE OF INTEREST

Juan Pierre Stassen declared a disclosure of interest with respect to New Business Item 8.1 Alberta Advantage Immigration Program (AAIP) - Rural Renewal Stream Employer Application Number 013-2023-05-03 by Lakeland Petroleum Services Cooperatives Ltd.

It was noted that this Application was tabled at the time the Agenda was adopted.

ADOPTION OF MINUTES

EDAC20230622.1002

Moved by Tiffany Ashcroft that the Minutes of May 11, 2023 be adopted, as presented.

CARRIED UNANIMOUSLY

DELEGATION

None.

OLD BUSINESS

Review of Brainstorming Sessions - Motions Arising

Chairperson Kim Warnke stepped down as Chairperson to introduce Old Business Item 7.1 Review of Brainstorming Sessions – Motions Arising. Vice Chairperson L. Chyz opened this item for discussion.

K. Warnke provided a printout of the whiteboard brainstorming topics conducted by the Committee at a previous meeting, and handout with suggested motions for the Committee to consider:

1. That Council to direct Administration to review potential sites for community-led outdoor programming on city owned or controlled land, seasonal installation of low cost or community supported/provided infrastructure with the goal of providing public-facing activity opportunities.
2. That Council to direct Administration to create a community bulletin board to enable the sharing of event and business information in an off-line format by members of the community.
3. That Council to direct Administration to review the Land Use designations to allow for childcare facilities to integrate with other large employers on site, within a single designation.
4. That Council to direct Administration to undertake a study to identify childcare requirements and offerings within the City and consider potential incentive programs to those organizations who may wish to supply more spaces, particularly on a drop-in basis.
5. That Council to direct Administration to identify a mechanism to survey existing businesses at the time of their licence application/renewal to assist in the identification of business issues, needs, and successes.

Discussions ensued regarding business licence renewals, reminders letters, fines, and late fees.

Vice Chairperson L. Chyz suggested the survey be city-wide to include the City's relationship with businesses. JP Stassen noted potential for a partnership with the Chamber of Commerce.

P. McWilliams queried the City website traffic; Economic Development, Strategy and Communications Manager A. Serba estimated anywhere from 24,000 to 80,000 site visits per month. P. McWilliams suggested using the City's website as a forum to administer the survey.

Further discussions ensued regarding public engagement, and consultant involvement upon possible renewal of the Economic Development Strategy.

K. Warnke noted the City's online community calendar, and suggested a physical spot in the community where posters are displayed. Discussions ensued regarding ownership, tidiness, allocating staff for cleanup, location of existing boards,

JP Stassen suggested teaming with local businesses that are high traffic. P. McWilliams suggested a digital hub managed by the City. Further discussions ensued regarding existing digital signage, understanding costs associated, physical boards being a mess by design, kiosks with wayfinding and touchscreen capabilities, including a community event topic in the aforementioned survey.

Vice Chairperson L. Chyz confirmed there to be no further questions or comments on the matter.

K. Warnke returned as Chairperson at this time being 7:51 p.m.

EDAC20230622.1003

Moved by Councillor Adele Richardson that the Economic Development Advisory Committee make a recommendation to Council to identify a mechanism to survey the community to identify business issues, needs, and successes.

Motion seconded by Juan Pierre Stassen.

CARRIED UNANIMOUSLY

EDAC20230622.1004

Moved by Kim Warnke that the Economic Development Advisory Committee make a recommendation to Council to direct Administration to create a simple community strategy that includes an easy access means of advertisement to enable the sharing of event and business information for members of the community in an off-line format, and to consider the implementation of a digital system.

Motion seconded by Tiffany Ashcroft.

CARRIED UNANIMOUSLY

NEW BUSINESS

Alberta Advantage Immigration Program (AAIP) - Rural Renewal Stream Application Review

Chairperson K. Warnke opened this item for presentation and discussion by A. Serba.

Discussions ensued regarding quorum, reviewing applications with conflict, and the calling of special meetings. A. Serba noted that this is being hosted at a Committee level in a public forum.

A. Serba presented the report enclosing twenty-one (21) new Rural Renewal Stream applications. He noted there are training sessions for businesses to create a welcoming place for employees.

P. McWilliams queried the process for review; A. Serba indicated there is a summary included for review that is conducted by Administration, and that there has not been a letter of nomination issued to date. Discussions ensued with examples.

K. Warnke left the room at this time being 8:02 p.m.

Further discussions ensued regarding the workers staying in the community to live. A. Serba confirmed this is an item Administration will track.



K. Warnke returned to the room at this time being 8:03 p.m.

K. Warnke requested a synopsis on a situation whether the Committee could not accept an application, or where it would be reasonable not to accept a recommendation from Administration. A. Serba advised that Administration will be looking at all requirements prior to the application coming to the Committee, and some items will come up at the nomination stage. Discussions ensued regarding the attestation, due diligence, stress on social services, FCSS assistance, housing situations.

A. Serba confirmed Administration is recommending twenty (20) of the recent applications to move forward, and noted the Application by Lakeland Petroleum Services Cooperatives Ltd. #013-2023-05-03 will be deferred to the next meeting due to the disclosure of interest. A. Serba continued to review the summary of applications with the Committee.

EDAC20230622.1005

Moved by Tiffany Ashcroft to accept the following applications into the Alberta Advantage Immigration Program Rural Renewal Stream:

1. 1165689 Alberta Ltd. (Cold Lake Shell) for: one (1) Cashier and one (1) Store Supervisor;
2. 2048223 Alberta Ltd. (Dairy Queen Grill & Chill Restaurant) for two (2) Food Counter Attendants, two (2) Food Service Supervisors, and one (1) Inventory Control Supervisor.
3. 2362019 Alberta Ltd. (Pizza House & Sub) for one (1) Food Counter Attendant and one (1) Food Service Supervisor.
4. 2426889 Alberta Inc. (Fas Gas Plus) for one (1) Retail Sales Supervisor.
5. 2500962 Alberta Ltd. (North Side Pizza and Yogurt) for two (2) Food Service Supervisors.
6. 320364 Alberta Ltd. (Lakeland Inn) for one (1) Line Cook / Sushi Chef and one (1) Night Auditor.
7. 662642 Alberta Ltd. (Best Western Cold Lake) for four (4) Food Service Supervisors.
8. Ayo & Company Professional Corporation (Ayo & Company Chartered Professional Accountant (CPA)) for three (3) Accounting Technicians.
9. Cold Lake Investments Ltd. (Ramada by Wyndham Cold Lake) for two (2) Front Desk Associates.
10. Cold Lake Physiotherapy Clinic Ltd. (Impact Health Physiotherapy) for three (3) Physiotherapist / Office Assistant/ Managers.
11. Exclusive Detail Inc. (Exclusive Detail Studio) for one (1) Manager and one (1) Vinyl Installer.
12. Inmax Food Corporation (Mr. Pensen's Turkish Cuisine) for two (2) Food Court Attendants.
13. Saanchi Food Inc. (Panago Pizza Cold Lake) for two (2) Food Service Supervisors and two (2) Pizza Cooks.

Motion seconded by Juan Pierre Stassen.

CARRIED UNANIMOUSLY

Alberta Advantage Immigration Program (AAIP) - Rural Renewal Stream Letter of Endorsement Requests

Chairperson K. Warnke opened this item for presentation and discussion by A. Serba.

A. Serba presented the report enclosing seven (7) Candidate Endorsement requests which would be issued to individuals to begin the immigration process. If accepted, Administration will notify the employers of the approvals. A. Serba noted this step to be the start of the process of tracking the immigration program and the processes.

A. Serba invited questions or concerns from the Committee.

L. Chyz queried if these employees are eligible to benefits of the company. A. Serba confirmed some of these individuals are already living in the community, and in this case, they've checked the housing plan. He also noted that if the company offers a benefits program, the employee is eligible to be included. This is an item that FCSS would follow up on in their interview.

Discussions ensued regarding wages, crew housing, setting wages to legislative requirements, poverty level living. A. Serba noted that the employer must also attest to the fact that they cannot find a Canadian to fill the position, and that the individual has a mandatory interview with FCSS to advise them of what they are entitled to.

EDAC20230622.1006

Moved by Paul McWilliams to approve the following seven (7) Candidate Endorsement Requests, thereby allowing each individual to proceed to the final stage of the Cold Lake Rural Renewal Stream:

1. Mr. Pesen's Turkish Cuisine, Assistant Restaurant Manager - Dhot, Manpreet Kaur
2. Tim Hortons, Food Service Supervisor - Karpal, Sahil
3. Tim Hortons, Food Service Supervisor - Kaur, Ramandeep
4. Tim Hortons, Food Service Supervisor - Kaur, Sumanpreet
5. Tim Hortons, Food Service Supervisor - Sandhu, Bipanjot Kaur
6. Tim Hortons, Food Service Supervisor - Singh, Prabhjot
7. Tim Hortons, Food Service Supervisor - Sourav, Kumar

Motion seconded by Tiffany Ashcroft.

CARRIED UNANIMOUSLY

EDAC Meeting Schedule

A. Serba suggested the Committee schedule a meeting in July to continue processing applications for the Rural Renewal Stream. T. Dimion will reach out for availability to schedule a meeting in July.

ROUNDTABLE DISCUSSION

L. Chyz noted the support in place to ensure the community is welcoming and there is a good business environment for the Rural Renewal Stream applicants. The Rural Development Network and the Alberta Government released a toolkit for retention attraction and supporting newcomers. They are interested in working more with organizations that work with newcomers. L. Chyz advised that the network has some information on sustainable rural housing that may be useful to the City.

P. McWilliams has nothing to add at this time.

JP Stassen noted the Town of Bonnyville is tabling the Rural Renewal Stream with Council next Tuesday to the Economic Development Officer can obtain more information on the program.

T. Ashcroft has nothing to add at this time.

Councillor A. Richardson noted AHS is slated to receive two immigrant workers.

A. Serba advised that Council will be looking at the request for an updated Economic Development Strategy and Winter Plan in the 2024 budget deliberations.

A. Serba noted the request for assistance with the Seniors Drivers Licence was deferred until after the election, it will come back to Council next week for a decision.

A. Serba confirmed Administration is busy with Rural Renewal Stream applications, that they receive 6-8 calls per day from potential applicants. He noted only one issue that ended up being miscommunication with the application process, and shows the value of the program being able to work with businesses to overcome language barriers and ensure the business is ready to support immigrant workers. They also reached out to Action for Healthy Communities and were impressed with how quickly they received information.

A. Serba advised that the Cold Lake Economic Development Advisor, Daru Pretorius, was able to attend CANSEC, Canada's Global Defence and Security Trade show in Ottawa. He participated in conversation with engineers of the 4th generation anti-tank weapon, and learned of other projects including aircraft maintenance engineering, potential for a commercial pilot school, and training technicians to work their way up to a full aircraft maintenance engineer.

A. Serba advised that in the coming weeks there is interest in training UAV pilots, conducting military testing and training; a military branch will come up and supply with aid and capabilities. There are a few companies Canada-wide that may fly beyond visual site with drones in any unrestricted airspace, and are the only company in Canada to get airspace in last 50 years. They have approached the City for assistance to get on air weapons range with their marine radar system, Sparrowhawk. This matter could potentially drive labor and manufacturing in the area. The company may be attending in front of Council to speak about these operations.

K. Warnke queried available resources for the housing as it relates to the Rural Renewal Stream and the improvements at 4 Wing. She will send links to resources through Alberta Real Estate Foundation that presents housing in a unique way.

K. Warnke queried whether the City has rules or regulations around the Rural Renewal Stream being available in different languages. A. Serba confirmed they utilize Action for Healthy Communities when dealing with language barriers.

IN CAMERA

None.

NEXT MEETING

The next meeting will be at the call of the chair.

ADJOURNMENT

EDAC20230615.1007

Moved by Chairperson Kim Warnke that the meeting be adjourned at this time being 8:53 p.m.

CARRIED UNANIMOUSLY

A handwritten signature in black ink, appearing to read "Kim Warnke", written over a horizontal line.

Chairperson

A handwritten signature in black ink, appearing to read "J. B. Fehn", written over a horizontal line.

Designated Officer