



## Council Meeting

Jubilee Centre Council Chamber  
9909 Franklin Avenue, Fort McMurray

Tuesday, January 19, 2016  
6:00 p.m.

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### Agenda

#### **In Camera Session** (5:00 p.m. – 6:00 p.m.)

Operational Review and Administrative Process Functional Review Update  
(In Camera pursuant to Section 24(1) of the Freedom of Information and Protection of Privacy Act)

#### **Call To Order**

#### **Adoption of Agenda**

#### **Minutes of Previous Meetings**

1. Minutes from Council Meeting - January 12, 2016

#### **Reports**

2. Governance Training Program  
- delegations
3. Interim Naming of Municipal Utility Corporation  
- delegations
4. Selection Committee Recommendation – Wood Buffalo Housing & Development Corporation Appointment

#### **Adjournment**



**Unapproved 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, January 12, 2016, commencing at 6:00 p.m.**

**Present:** M. Blake, Mayor  
T. Ault, Councillor  
L. Bussieres, Councillor  
J. Cardinal, Councillor  
S. Germain, Councillor  
P. Meagher, Councillor  
C. Tatum, Councillor  
A. Vinni, Councillor

**Absent:** K. McGrath, Councillor  
J. Stroud, Councillor

**Administration:** M. Ulliac, Chief Administrative Officer  
A. Rogers, Senior Legislative Officer  
A. Hawkins, Legislative Officer

**Call To Order**

Mayor M. Blake called the meeting to order at 6:05 p.m.

**Adoption of Agenda**

Moved by Councillor P. Meagher that the Agenda be adopted as presented.

CARRIED UNANIMOUSLY

**Minutes of Previous Meetings**

**1. Minutes of Council Meeting December 8, 2015**

Moved by Councillor P. Meagher that the Minutes of the Council meeting held on December 8, 2015 be approved as presented.

CARRIED UNANIMOUSLY

**Delegations**

**2. Vehicle for Hire Bylaw**  
(6:07 p.m. – 6:21 p.m.)

**Ron MacNeill, Sun Taxi**, addressed Council and requested an amendment to the current Vehicle for Hire Bylaw to add the \$3 Airport pickup fee charged through Sun Taxi's contract with the Fort McMurray Airport Authority (FMAA) to the fee schedule, thereby enabling drivers to pass the cost on to passengers, as opposed to drivers having to absorb the costs themselves. Mr. MacNeill also noted that this fee applies only to Sun Taxi drivers and is over and above the other fees paid by his brokerage for its contract with the FMAA.

Arrival:

Councillor L. Bussieres joined the meeting at 6:13 p.m.

**Doger Mohammad, Sun Taxi driver**, came forward supporting the presentation made by Mr. MacNeill, indicating that the \$3 Airport Pick-up Fee is causing financial hardship for drivers, particular in a time of economic downturn.

Both speakers were thanked for their presentations. It was noted the Taxi Advisory Committee was established to recommend any changes to the Vehicle for Hire Bylaw therefore any proposed amendments would have to be worked through the Committee before being given consideration by Council.

**Public Hearings and Related Reports****3. Bylaw No. 15/029 - Grayling Terrace Road Closure**  
(6:21 p.m. – 6:25 p.m.)

Mayor M. Blake declared the Public Hearing open at 6:21p.m.

**Erin O'Neill, Land Administration**, provided an overview of the proposed Road Closure Bylaw.

Mayor M. Blake declared the Public Hearing close at 6:23 p.m.

Moved by Councillor T. Ault that Bylaw No. 15/029, being a bylaw to close a portion of Road Plan 8123109, be read a second time.  
CARRIED UNANIMOUSLY

Moved by Councillor P. Meagher that Bylaw No. 15/029 be read a third and final time.  
CARRIED UNANIMOUSLY

**4. Bylaw No. 15/030 - Land Use Bylaw Amendment and Disposal of Waterways Community Centre (Lot 14, Block 2, Plan 3969ET)**  
(6:25 p.m. – 7:06 p.m.)

Mayor M. Blake declared the Public Hearing open at 6:25 p.m.

**Keith Smith, Land Administration**, provided an overview of the report before Council for consideration.

**Larry LeMesurier, resident**, spoke in support of the proposed re-zoning, but raised questions regarding the potential disposal of the property and the building which currently sits on it.

**Jim Rogers, resident**, came forward and provided historical information regarding the Community Centre but did not speak to the re-zoning.

**Matt Espinoza, Tabernacle of Praise Church**, came forward and expressed interest in purchasing the land at market value.

During the public hearing, questions were raised relative to the historical value of the Community Centre and how this determination could affect the re-zoning of the land and proposed disposal of the building.

Mayor M. Blake declared the Public Hearing close at 6:57 p.m.

Moved by Councillor P. Meagher that Bylaw No. 15/030, being a Land Use Bylaw Amendment specific to Lot 14, Block 2, Plan 3969ET, be read a second time.

DEFEATED

For: T. Ault, M. Blake, L. Bussieres, J. Cardinal

Opposed: S. Germain, P. Meagher, C. Tatum, A. Vinni

As second reading of the bylaw was defeated, it will receive no further consideration.

#### 5. **Bylaw No. 15/027 - Offsite Levy Bylaw**

(7:06 p.m. – 7:54 p.m.)

Mayor M. Blake declared the Public Hearing open at 7:06 p.m.

**Emdad Haque, Director of Engineering;** and **Julie Rivet, Development Engineer,** gave a brief presentation on Bylaw 15/027, the proposed Offsite Levy Bylaw.

**Wes Holodniuk and Elliott White, Urban Development Institute,** spoke in support of the bylaw, but also presented several points for Council's consideration such as capturing oil field camps in calculating the offsite levies in rural areas, disparity between Saline Creek and Parsons Creek levy rates; off-site levy costs should consider that effluents received from camps must be treated differently than effluents from town; and reduced levies to encourage development have already been put in place for the lower townsite and rural areas.

**Wes Holodniuk, on behalf of Nathan Petherick, Brown and Associates Planning Group, representing Pacific Investments,** indicated support for the proposed water levy contribution, subject to the Municipality advancing development of the south regional water supply line to support the phased development of the Prairie Creek Business Park.

**Jim Rogers, resident,** spoke to the Confidentiality and Copyright statement on the Offsite Levy Report looking for assurance that any information collected through different reports about the area will still be available to the Municipality in the years to come.

Mayor M. Blake declared the Public Hearing close at 7:31 p.m.

Councillor A. Vinni put forward the following for consideration: "That Bylaw No. 15/027, being an Offsite Levy Bylaw, be read a second time."

Moved by Councillor A. Vinni that Bylaw No. 15/027 be amended by inserting "03/060," immediately following 00/067 in section 15.

CARRIED UNANIMOUSLY

Moved by Councillor A. Vinni that Bylaw No. 15/027, being an Offsite Levy Bylaw, as amended, be read a second time.

CARRIED UNANIMOUSLY

Moved by Councillor A. Vinni that Bylaw No. 15/027 be read a third and final time.

CARRIED UNANIMOUSLY

### Recess

The meeting recessed between 7:39 p.m. and 7:54 p.m. Upon reconvening the following motion was presented for consideration:

Moved by Councillor T. Ault that Administration bring forward a strategy for commercial development that includes consideration of a reduced rate of off-site levies for urban non-residential development similar to those in the lower townsite and rural hamlets.

CARRIED UNANIMOUSLY

Administration committed that the strategy could be back before Council within a 2-month period (March 2016).

### Reports

**6. Selection Committee Recommendation - Public Art Committee Appointment**  
(7:56 p.m. – 7:57 p.m.)

Moved by Councillor A. Vinni that Janet Fouts be appointed to the Public Art Committee, effective immediately, until December 31, 2017.

CARRIED UNANIMOUSLY

**7. Selection Committee Recommendation: Member Appointments to Composite Assessment Review Board to hear Machinery and Equipment Assessment Complaints**  
(7:57 p.m. – 8:00 p.m.)

Moved by Councillor A. Vinni:

- That Paul McKenna, Paul Petry, Tom Hudson (acting) and Jeff Gilmour (acting) be appointed as members of a Composite Assessment Review Board established for the purpose of hearing Machinery and Equipment Complaints created under Section 6(c) of the Assessment Review Boards Bylaw, effective immediately to December 31, 2017;
- That remuneration rates for the Machinery and Equipment Composite Assessment Review Board Members be set at the same level as the rates for provincially-appointed members; and

- That expenses necessarily incurred in relation to activities of the Machinery and Equipment Composite Assessment Review Board be reimbursed in accordance with municipal policy for employees of the Regional Municipality of Wood Buffalo.

CARRIED UNANIMOUSLY

**8. Urban Snow and Ice Control Policy (PRL – 150)**  
(8:00 p.m. – 8:56 p.m.)

**Robert Billard, Director of Public Works, and Dale Bendfeld, Director of Municipal Law Enforcement and RCMP Support Services,** provided a presentation on the proposed Urban Snow and Ice Control Policy.

**Linda Mywaart, Chair, Advisory Committee on Aging,** came forward and listed two specific areas of concern, being elimination of windrows on driveways for seniors and people with mobility challenges and better enforcement of sidewalk clearing regulations.

Moved by Councillor T. Ault that the Urban Snow and Ice Control Policy (PRL – 150) dated January 12, 2016 be approved.

CARRIED UNANIMOUSLY

**Adjournment**

As all scheduled business matters had been concluded, Mayor M. Blake declared the meeting adjourned at 8:56 p.m.

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Mayor

\_\_\_\_\_  
Chief Legislative Officer





**Subject: Governance Training Program****APPROVALS:**

Elsie Hutton, Executive Director  
Marcel Ulliac, Chief Administrative Officer

**Administrative Recommendation:**

THAT all Council members be afforded the opportunity to undertake completion of the online Alberta Urban Municipalities Association (“AUMA”) Elected Officials Education Program (“EOEP”).

**Summary:**

The Accountability, Integrity and Transparency (AIT) Audit conducted by KPMG included a finding that the Municipality lacked a clear and consistent “tone from the top,” the development of which would be enhanced through governance training for members of Council.

**Background:**

The former Audit and Budget Committee (the “Committee”) requested the execution of a Request for Proposal (the “RFP”) to secure a vendor to provide a governance training program that would explore leading practices in governance principles and structures. Only one response to the RFP was received. The respondent was the University of Alberta, Alberta School of Business Executive Education (the “respondent”). At its meeting on June 16, 2015, the Committee unanimously agreed to “...not recommend to Council to proceed with award of provision of Governance Training to the only respondent to the Request for Proposal.” Instead, the Committee requested that, “Administration continue to explore Governance Training opportunities for Council, and bring back any options for Committee discussion in the fall of 2015.” To ensure the information provided to Council was current and complete, additional time was taken to enable one vendor to undertake an RFP for program review and revision.

A desired outcome of research into and selection of governance training was accomplished with a focus on options that respect the relevance of fiscal responsibility, acknowledge the current economic environment, and meet the needs and preference of Council for such training. Variety in options was also significant to enable Council to understand the range of opportunities available and confirm the one that is most appropriate.

**Alternatives and Budget/Financial Implications:**

Categories of possible alternatives are as follows:

1. Fully customized program;
2. Off-the-shelf program with no customization; and
3. Off-the-shelf program with some customization.

Specific options are described in more detail in the next section of this Report as well as in its Attachment.

1. In respect to a fully customized program, engagement of an instructional designer to create such an offering would require the undertaking of an RFP process to ensure qualified vendors have the opportunity to compete for the right to develop a governance training program. As such, exact costs cannot be confirmed but would be dependent on the vendor chosen, the scope of the work undertaken, as well as the complexity of the desired curriculum, resources, and related activities. It is likely costs would total between \$90,000 and \$200,000 to accommodate the development of a comprehensive program based on leading practices in adult education, which would be owned by the Municipality and could be offered to the current as well as future Councils. (Note: This option is not reflected in the Attachment as program details and costs would be determined through the RFP process and confirmed through a negotiated contract with a successful vendor.)
2. Because the Municipality is a member of AUMA, its off-the-shelf program with no customization was reviewed. If Councillors were to undertake completion of the EOEP, a Certificate of Achievement would be awarded upon successful conclusion of the following modules: (1) Municipal Finance; (2) Municipal Governance; (3) Two other Core Courses; and (4) Three Supplementary Courses. The cost of each of the Municipal Finance and Municipal Governance courses is \$580 (plus GST) per person for a 2-day session or \$350 (plus GST) online. The cost of each of the Core and Supplementary Courses is \$340 (plus GST) for a 1-day session or \$250 (plus GST) online. The total cost for program completion would be approximately \$21,450 (plus GST), if all members of Council elected to undertake the online sessions.
3. Three different options for off-the-shelf programs with some customization or the potential thereof were considered.

The Professional Certificate in Leadership for Elected Local Government Officials offered through York University would entail six days of coursework and would be facilitated in Fort McMurray. The cost of the standard program, without any customization, would be \$66,000 plus travel and expenses. A program tailored for the Municipality is possible at an additional cost of \$2,500 per day of customization work.

Engagement of a consultant with expertise in governance training is another possibility. Watson Advisors Inc. would provide a two-day program with some customization that would cost between \$20,000 and \$25,000, excluding travel and expenses.

If a more indepth exploration of governance is desired, this vendor would bill for such work at a rate of \$10,000 per extra day.

A second consulting firm, the Local Government Leadership Institute, whose President assists with the facilitation of the AUMA program and is a former municipal government CAO, could also deliver this training. This option would cost \$3,200 plus travel and expenses for each of two days. Program customization is possible at the same rate.

Dependent on the option chosen, funding for governance training would be accommodated in 2016 within the Regional Council budget. In the event there is a funding shortfall, a recommendation would be brought forward for Council consideration.

**Rationale for Recommendation:**

Selection of the Elected Officials Education Program (“EOEP”) from the Alberta Urban Municipalities Association (“AUMA”) would respect the relevance of fiscal responsibility, acknowledge the current economic environment, and meet the needs and preference of Council for rigorous governance training. It would take into account the Municipality’s membership in that organization and its ability to benefit from the services provided while at the same time, because of the online program format, enable Councillors to select a study time and location that aligns with their individual commitments and preferences. It would also enable an effective and timely response to the results of the AIT Audit and would demonstrate commitment to the development of a clear and consistent “tone from the top”.

**Strategic Plan Linkage:**

Pillar 1 – Building Responsible Government

**Attachment:**

1. Options for Governance Training



## Options for Governance Training

Provider	York University	Alberta Urban Municipalities Association (AUMA)	Watson Advisors Inc.	Local Government Leadership Institute
Program	Professional Certificate in Leadership for Elected Local Government Officials	Elected Officials Education Programs (EOEP)	Governing with Intention (proposed name)	What is Black & White, and Grey All Over?
<b>Curriculum</b>	<p><b>Module 1: Essential Skills for Elected Local Government Officials</b></p> <ul style="list-style-type: none"> <li>• Develop your leadership potential as you learn to define your role and approach;</li> <li>• Enhance the effectiveness of your interpersonal communications and influence;</li> <li>• Leverage collaboration and teamwork; and</li> <li>• Balance tasks with key relationships for maximum effectiveness.</li> </ul> <p><b>Module 2: Inspiring Excellence in Governance – How to Influence without Authority</b></p> <ul style="list-style-type: none"> <li>• Influence and get agreement from numerous and diverse stakeholders as well as from constituents and support staff; and</li> <li>• Learn to more effectively influence and foster consensus among people with different needs and</li> </ul>	<p><b>Strategy and Business Acumen Courses</b></p> <ul style="list-style-type: none"> <li>• Municipal Finance (Required Core)</li> <li>• Effective Planning and Strategy (Core)</li> <li>• Performance Measurement (Supplementary)</li> <li>• Human Resources Planning (Supplementary)</li> <li>• Service Delivery (Supplementary)</li> </ul> <p><b>Effective Governance and Decision Making Courses</b></p> <ul style="list-style-type: none"> <li>• Municipal Governance (Required Core)</li> <li>• Municipal Leadership (Core)</li> <li>• Ethics (Core)</li> <li>• Regional Partnerships and Collaboration (Supplementary)</li> <li>• Municipal Legislation (Supplementary)</li> <li>• Effective Decision Making (Supplementary)</li> <li>• Land Use and Development Approval (Supplementary)</li> </ul>	<p><b>1. Roles &amp; Responsibilities</b> CLARIFY the key roles of Council.</p> <p><b>2. Developing the ‘right’ Council Culture</b> STRENGTHEN Council culture by identifying and adopting practices specific to healthy Council culture and a constructive Council/ administration relationship.</p> <p><b>3. The (Grey) Line between Council and the Administration</b> APPLY WATSON’s ‘Managing the Line’ Method to clarify the line between governance and management.</p> <p><b>4. Stewardship of Community Assets</b> UNDERSTAND the meaning and importance of stewardship in the context of local government.</p> <p><b>5. Designing your Approach to Productive Meetings</b> DESIGN your meetings to ensure you spend time on the</p>	<p><b>Governance Success Agenda</b></p> <ul style="list-style-type: none"> <li>• Review distinct aspects of regional government;</li> <li>• Clarify administration and Council roles and responsibilities;</li> <li>• Enhance the decision and policy making process;</li> <li>• Ensure everyone is on the same page for strategic directions and priorities;</li> <li>• Identify success indicators to regularly monitor organizational effectiveness;</li> <li>• Understand the impact of personal styles on organizational effectiveness and civility; and</li> <li>• Develop an action plan to deal with specific areas for attention.</li> </ul> <p><b>Potential deliverables from the workshop include:</b></p> <ul style="list-style-type: none"> <li>• Roles &amp; Responsibility Guidelines</li> <li>• Organizational Checklist</li> </ul>

## Options for Governance Training

Provider	York University	Alberta Urban Municipalities Association (AUMA)	Watson Advisors Inc.	Local Government Leadership Institute
	<p>viewpoints to ensure ongoing success.</p> <p><b>Module 3: Development of Key Strategies &amp; Priorities in Changing Times</b></p> <ul style="list-style-type: none"> <li>• Review the key elements of a successful strategy development and implementation approach; and</li> <li>• Reframe your thinking about how accountability, responsibility, innovation and results-orientation all combine to revitalize leadership in the municipal sector.</li> </ul>	<p><b>Community Building Courses</b></p> <ul style="list-style-type: none"> <li>• Community Development Through Citizen Engagement (Core)</li> <li>• Community Economic Development (Supplementary)</li> <li>• Emergency Preparedness Planning (Supplementary)</li> <li>• Addressing Local Infrastructure Issues (Supplementary)</li> <li>• Affordable Housing (Supplementary)</li> <li>• Sustainability (Supplementary)</li> </ul> <p><b>Communication and Interpersonal Skills Courses</b></p> <ul style="list-style-type: none"> <li>• Communications and Media Relations (Core)</li> <li>• Negotiation Skills (Supplementary)</li> <li>• Team Building (Supplementary)</li> </ul> <p>Additional information can be found on the following website:  <a href="http://eoep.ca/page/401">http://eoep.ca/page/401</a></p>	<p>most important issues and are well prepared for discussion and decision-making.</p> <p><b>6. Strategic Perspective</b>            DESIGN your meetings to ensure you spend time on the most important issues and are well prepared for discussion and decision-making. (This differs from Module #5 in the activities that are undertaken.)</p> <p><b>7. Ethical Conduct and Conflict of Interest</b>            SET the “tone at the top” and ensure the organization operates within an ethical framework.</p> <p><b>8. Accountability</b>            MONITOR the Municipality’s performance against the approved operational and financial plans and goals.</p> <p><b>9. CAO Evaluation</b>            DESIGN a CAO evaluation process that works – compare and contrast the must-haves of an effective evaluation with your existing practices.</p>	<ul style="list-style-type: none"> <li>• Decision Making Chart &amp; Guidelines</li> <li>• Organizational Improvement Action Plan</li> </ul>

## Options for Governance Training

Provider	York University	Alberta Urban Municipalities Association (AUMA)	Watson Advisors Inc.	Local Government Leadership Institute
<b>Duration</b>	Approximately 15 days over a 6 month period	<ul style="list-style-type: none"> <li>Approximately 15 days over a 6 month period (face-to-face option)</li> <li>Varies dependent on individual participant (online option)</li> </ul>	Minimum of 2 days (intensive) to a maximum of 5–10 days (over a period of 6 months)	Minimum of 4 hours to a maximum of 2 days (depending on the needs of the participants)
<b>Mode(s) of Delivery</b>	Face-to-face	Face-to-face or Online	Face-to-face	<ul style="list-style-type: none"> <li>Face-to-face</li> <li>Free follow-up advice (2 hours telephone consultation)</li> </ul>
<b>Ability to customize</b>	This is an existing program and can be customized.	<p>This is an existing program.</p> <p>AUMA is still offering its existing program as it is in the infancy stage of creating and presenting a new program (a report was delivered to its Board of Directors on November 10th; however, AUMA does not yet have a defined timeline for this endeavour).</p>	This program would be customized to some extent.	This is an existing program and can be customized.
<b>Curriculum ownership</b>	This would be determined through discussion and negotiation.	The Association would own the curriculum.	The provider would own the curriculum.	The provider would own the curriculum.
<b>Costs</b>	<ul style="list-style-type: none"> <li>\$2,500.00 per day to customize;</li> <li>\$11,000.00 per day for facilitation of program in Fort McMurray (includes all</li> </ul>	The cost of each of the required Municipal Finance and Municipal Governance courses is \$580 (plus GST) per person for a 2-day session or \$350 (plus GST) online.	<p>Fees for delivering a two-day program are approximately \$20,000 - \$25,000.</p> <p>Fees include:</p>	<p>Professional rates are as follows:</p> <ul style="list-style-type: none"> <li>\$2,250.00 per day for facilitation plus travel; and</li> </ul>

## Options for Governance Training

Provider	York University	Alberta Urban Municipalities Association (AUMA)	Watson Advisors Inc.	Local Government Leadership Institute
	<p>material and assessment tools).</p> <p>Does not include facilitator travel &amp; accommodations nor costs for a training facility, if required.</p>	<p>The cost of each of the Core and Supplementary courses is \$340 (plus GST) for a 1-day session or \$250 (plus GST) online.</p> <p>Two Core and three Supplementary courses are required (along with the Municipal Finance and Municipal Governance courses) for the acquisition of a Certificate of Achievement.</p>	<ul style="list-style-type: none"> <li>• creation of a customized learning program;</li> <li>• survey and interview administrative costs;</li> <li>• all participant materials; and</li> <li>• course facilitation.</li> </ul> <p>Additional days provided outside the proposed two-day session will be billed at \$10,000 per day.</p> <p>Please note, WATSON is pleased to offer packaged rates for any optional services the Municipality may wish to provide to Council members. For example, they will provide additional days of governance education for \$8,500 - -- \$10,000 per day.</p>	<ul style="list-style-type: none"> <li>• \$950.00 per day for technical work.</li> </ul> <p>The cost of customization is the same as that for facilitation and technical work. As such, it would be \$2,250.00 + \$950.00 per day.</p>





## **Subject: Interim Naming of Municipal Utility Corporation**

### **APPROVALS:**

Kevin Scoble, Deputy Chief Administrative Officer  
Marcel Ulliac, Chief Administrative Officer

### **Administrative Recommendation:**

THAT the Municipal Utility Corporation be assigned the interim name of “Wood Buffalo Utilities Corporation”; and

THAT Administration develop and implement a strategy to seek public input with respect to the permanent naming of the Municipal Utility Corporation.

### **Summary:**

In order for the Municipality’s application to have a Municipal Utility Corporation established, the Province of Alberta requires that Council, by resolution, identify the name of the corporation in order to proceed with the required Ministerial regulations.

### **Background:**

The Municipality has been working with the Province to finalize the requirements for the approval of its application to create a Municipal Utility Corporation. The Ministry has now advised that in order to move forward with approval, it is necessary to assign a name to the proposed corporation to align it with the corresponding regulations.

An internal working group discussed the need to identify a name which is memorable (one which creates a mental image, is distinctive and easy to pronounce and may reflect an emotional attachment; a strategic fit (it aligns with the vision/values and doesn’t limit future growth opportunities; and is local (it captures and promotes the spirit of our vibrant region). Council has indicated a desire to establish a name that fits the above criteria, but, more importantly, one that is supported by the public.

### **Rationale for Recommendation:**

In order to enable the required provincial approvals to proceed, it is recommended that the Municipal Utility Corporation be given an interim name. This would also enable Administration to develop and implement a strategy to engage the public in the naming process, ultimately arriving at a name which can then be applied on a permanent, go-forward basis.

### **Strategic Plan Linkages:**

Pillar 1 – Building a Responsible Government  
Pillar 6 – Building a Sustainable Region





## **Subject: Selection Committee Recommendation – Wood Buffalo Housing & Development Corporation Appointment**

### **Selection Committee Recommendation:**

THAT Connie Stevens be appointed to the Wood Buffalo Housing & Development Corporation effective immediately until December 31, 2017.

### **Summary:**

The Selection Committee has made a recommendation pertaining to a vacancy that has occurred on the Wood Buffalo Housing & Development Corporation. In keeping with the established bylaw, the appointment of individuals to the Committee must be approved by Council.

### **Background:**

The Municipality has received a written resignation from a member of the Wood Buffalo Housing & Development Corporation; therefore, there is a mid-term vacancy to be filled. When the Selection Committee held its meeting in November 2015, to review applications received as part of the annual boards and committees recruitment campaign, they identified individuals for a waitlist in the event that mid-term vacancies occurred. As such, the waitlisted individual for the Wood Buffalo Housing & Development Corporation was contacted to confirm her continued interest in filling this vacancy. Therefore, the Selection Committee is recommending the appointment of Connie Stevens to the Wood Buffalo Housing & Development Corporation.

### **Rationale for Recommendation:**

The appointment of a replacement member to the Wood Buffalo Housing & Development Corporation is necessary to ensure the continued viability of this Committee.

### **Strategic Plan Linkages:**

Pillar 1 – Building Responsible Government

