



Council Meeting

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray

Tuesday, January 26, 2016
6:00 p.m.

Agenda

Call To Order

Adoption of Agenda

Minutes of Previous Meetings

1. Minutes from Council Meeting - January 19, 2016

Presentations

2. John Wilson, Heather Kennedy, Kim Rizzi - Western Canada Summer Games
2015 Wood Buffalo re: Final Presentation of 2015 Wood Buffalo
- delegations

Reports

3. Amendment of Procurement Policy – PUR-100
-delegations

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 19, 2016, commencing at 6:00 p.m.

Present: M. Blake, Mayor
L. Bussieres, Councillor
S. Germain, Councillor
K. McGrath, Councillor
P. Meagher, Councillor
J. Stroud, Councillor
C. Tatum, Councillor
A. Vinni, Councillor

Absent: T. Ault, Councillor
J. Cardinal, Councillor

Administration: M. Ulliac, Chief Administrative Officer
A. Rogers, Senior Legislative Officer
S. Harper, Legislative Officer

Call To Order

Mayor M. Blake called the meeting to order at 6:03 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 from Council Meeting - January 12, 2016

Moved by Councillor P. Meagher that the Minutes of the Council Meeting held on January 12, 2016 be approved as presented.

CARRIED UNANIMOUSLY

Reports

2. Governance Training Program
(6:05 p.m. – 6:26 p.m.)

Roxanna Stumbur, Manager of Learning, Development and Training, Human Resources, provided a presentation on potential Governance Training options for Members of Council, recommending the Elected Official Education Program (EOEP) through the Alberta Urban Municipalities Association (AUMA).

Recess

A brief recess occurred from 6:24 p.m. to 6:26 p.m. Upon reconvening the following motion was presented for consideration:

Moved by Councillor C. Tatum that Governance Training options be referred to administration to allow for further exploration of

available options involving learning as a group rather than independent study online, and that a report be brought back to Council not later than March 31, 2016.

CARRIED UNANIMOUSLY

3. Interim Naming of Municipal Utility Corporation

(6:27 p.m. – 6:30 p.m.)

Leslie Burke, Director of Sustainable Operations, provided a brief presentation on the need to assign an interim name to the Municipal Utility Corporation.

Moved by Councillor P. Meagher:

- 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.

A clarifying comment was made respective to the naming of the Municipal Utility Corporation indicating that legally, the name could remain Wood Buffalo Utilities Corporation, but public input would be sought to select a permanent trade name for the Corporation.

CARRIED UNANIMOUSLY

4. Selection Committee Recommendation – Wood Buffalo Housing & Development Corporation Appointment

(6:31 p.m. – 6:32 p.m.)

Moved by Councillor A. Vinni that Connie Stevens be appointed to the Wood Buffalo Housing & Development Corporation effective immediately until December 31, 2017.

CARRIED UNANIMOUSLY

Adjournment

As all scheduled business matters had been concluded, Mayor M. Blake declared the meeting adjourned at 6:33 p.m.

Mayor

Chief Legislative Officer



WESTERN CANADA
SUMMER
***GAMES* 2015**
WOOD BUFFALO



Mayor and Council Presentation

January 26, 2016

John Wilson, Co-Chair

Heather Kennedy, Co-Chair

Kim Rizzi, General Manager

OUR NORTHERN STORY

MISSION

Honouring the heart and spirit of the games, we will enrich lives by promoting personal excellence and creating a legacy for athletes, participants, volunteers and the Wood Buffalo Region.

VISION

In sharing the energy of our great northern community, we will create a memorable experience and a sense of accomplishment for local and visiting participants.

WE VALUE

Inclusiveness, sportsmanship, sustainability, growth, excellence, experience & RESPECT



WOOD BUFFALO GAME CHANGERS

- Showcasing Sporting Facilities/ Infrastructure
- Noralta Lodge, Official Athletes Village
- Sportsnet- National Host Broadcaster
- Grand Opening/ Closing and Big Spirit Sky events with Patrick Roberge Productions
- The Support
- The Volunteers



TESTIMONIALS

THE ECONOMICS OF 2015 WOOD BUFFALO

- OPERATING CASH BUDGET- Approx. **\$9,502,600**
- TOTAL OPERATING BUDGET including “VALUE-IN-KIND”- Approx. **\$18.7 million**
- The Regional Municipality of Wood Buffalo was the main stakeholder, contributing **\$3.8 million** in cash and **\$3.1 million in VIK.**
- 2015 Wood Buffalo concluded with a **surplus** of approximately \$600, 000, all of which will be invested back into the region.

THE ECONOMICS OF 2015 WOOD BUFFALO

- The spending by spectators and participants in combination with the capital and operational expenditures totaled **\$50.7 million**.
- These expenditures supported an estimated **\$121.3 million** in economic activity for the Province of Alberta, of which **\$82.0 million occurred in Wood Buffalo**.
- The total net economic activity (GDP) generated by the event was **\$56.6 million** throughout the Province, with **\$35.4 million occurring in Wood Buffalo**.

MEDIA

- During 2015 Wood Buffalo there were approximately **1,040** media stories included in the daily media monitoring reports, generating roughly **224,572,657** impressions.
- In addition, Twitter generated an additional estimated spread of approximately **17,734,367** impressions.

SPORTSNET, National Host Broadcaster

- Seven athlete profiles filmed in Fort McMurray
- 30 minute pre-show played three times in a primetime time slot
- 30 minute post-show in a primetime time slot
- Daily games highlight package that aired on Sportsnet central filmed at Jubilee Plaza
- Webpage created and maintained by Sportsnet as well as social media support
- Mobile broadcast studio at Jubilee Plaza
- 30 hours B-roll, given to the RMWB for full usage

COMMUNITY LEGACY

Physical Legacy

Western Canada Summer Games' facilities are steeped in sustainability; legacy planning ensured facility-use extends long after the 2015 Western Canada Summer Games, positioning Fort McMurray as a provincial and national sports hosting hub.

Sporting Legacy

The Western Canada Summer Games brought an increased awareness and level of sport participation, growth and new opportunities – bolstering future enrollment and healthier communities.

Economic Legacy

Host Cities feel the impact of the Western Canada Summer Games in an enormous way. From increased tourism numbers to a national profile in the media--make no mistake; the Western Canada Summer Games brought big business.

Cultural Legacy

The Western Canada Summer Games provided a platform to showcase local art, music performers and literature. The social aspect of the Games will be evident in the smiles of every athlete, coach, fan and volunteer, every step of the way.

COMMUNITY LEGACY

\$ 600,000 + Surplus

\$ 175,000 of Sport equipment left in the community

\$ 39,608,315 in upgraded and new sport facilities

\$ 7500 30 hours of B-Roll coverage of the games and our story of Wood Buffalo from Sportsnet

\$ 65,000 Value of Professional photography and Photo Library

\$ 10,000 in Mascots to be used for upcoming games

\$ 30,000 Boutique left at MacDonald Island for future business revenues for the RRC

\$ 20,000 + Games assets left as a legacy for the next host society.

\$50, 000 Countdown Clock

COMMUNITY LEGACY: THE SURPLUS

The 2015 Wood Buffalo Western Canada Summer Games Board of Directors will leave a cash legacy for the community of Wood Buffalo in the amount of \$604,071. The Board of Director have recommended, the RMWB Council to accept this cash surplus and to reallocate the total amount to the proposed creation of the “Wood Buffalo Sport Connection”.

The Wood Buffalo Sport Connection has been identified as a gap in our current sport delivery model and aligns with the RMWB Strategic Plan and the Alberta Sport Connection 10 year strategic Plan. We believe this surplus generated by the hard work of the community, should be used continued to grow local athletes at the grassroots level and to create Sport Tourism in our community.



“The sporting infrastructure in Fort McMurray is phenomenal, creating great competition for athletes and excitement for spectators. This region has raised the bar for the Western Canada Summer Games.”- *Western Canada Summer Games Council*



GAME ON!

August 7-16, 2015



WESTERN CANADA
**SUMMER
GAMES 2015**
WOOD BUFFALO



Supply Chain Management

Addressing Request for a Local Preference Policy

Ted Zlotnik, Director, Supply Chain Management
Council Meeting, January 26, 2016



Local Preference Policy

- Council requested local preference language be added to Policy PUR-100.
- Supply Chain Management (SCM) subsequently conducted research on local preference policies across Canada.

Local Preference Policy

- Previous policies PUR-040 and PUR-080, reflecting local preference, were rescinded by Council.
- Unable to locate relevant local preference policies in other comparable cities/municipalities in Canada.

Social Procurement Framework

- In the course of research, SCM discovered an emerging trend towards social procurement.
- SCM contacted an external consultant who specializes in creating social procurement frameworks.

Social Procurement Framework

- A social procurement framework would drive significant benefit to the local business community.
- The Municipality would not be in violation of trade agreement legislation with the implementation of a social procurement framework.

Social Procurement Framework

Recommend adding community benefit clauses to bid documents for large infrastructure projects, for example:

- 10-15% subcontracting to local vendors.
- Opportunities for apprenticeships, disadvantaged youth or homeless.
- M.E.A.T. Criteria (**M**ost **E**conomical **A**dvantag**e**ous **T**ender).

Social Procurement Framework

SCM would engage more departments to explore the greater benefits of social procurement, such as:

- Community Strategies
- Parks
- Sustainable Operations

Work together collaboratively to increase the social value within the Municipality.

Can I buy from local vendors?

- Yes, with the intent of strategically leveraging spend for community benefits
- No, if you are restricting bidding based solely on geographic location

Build a Clear Framework

- **Focus on social value – not geography**
- **Consider timelines**
Short timelines benefit the incumbent and stifle innovation.
- **Consider the ask: Contract language and structure**
Adding clauses to templates and re-engineering our procurement strategies.

Build a Clear Framework

- **Community Benefit Agreements - CBA**
Vancouver, Cumberland, Winnipeg, Toronto, and Ontario Bill 6.
- **Evaluation criteria**
Ensure 5% or 10% of award is based on Social Value.

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www.socialenterpriseCanada.ca/en/communities/bc/service.prt?svcid=enp_newsroom1&iidoc=384832&page=newsDetail.tpt

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ENP BC
GO TO WEBSITE

April 15, 2015

Vancouver's CleanStart doubles social change capacity with new BC Housing contract

Facebook Twitter Email Print 0



221 - 181 Keefer Place
Vancouver, BC
V6B 6C1

CleanStart
HOARDING AND JUNK REMOVAL

www.cleanstartbc.ca

1:19 PM
08/09/2015

Trail, BC
Separating
mechanical snow
clearing from
manual contract and
enabling social
enterprises
to bid on the work



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 **BUY SOCIAL CANADA** 

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 **The Buy Social Canada Program**

The Buy Social program has been created to encourage social value purchasing across the community, private and public sectors, and to provide an external social enterprise certification program.

Are you a social enterprise supplier or do you buy social?

Join Now!

Latest Tweets How to Participate Recent Events

Windows taskbar: 8:29 AM 09/09/2015

Social Procurement Framework

How does the Municipality want to be seen to the rest of the Province and globally?

- Socially responsible.
- Better leveraging of tax dollars to achieve local community benefits.

Social Procurement Framework

- Aligning procurements with community values and strategic priorities.
- Leading the Province of Alberta by being the first public entity to adopt a social procurement framework.

In Summary

Social Public Procurement:

- Aligns spend in support of strategic economic, social and environmental community goals.
- Promotes innovation and small business growth.
- Seeks community benefit agreements.

In Summary

Social Public Procurement:

- Meets the principles of fairness, integrity, accountability and transparency.
- Imposes a duty to explore opportunities to better leverage spend for community benefit.

Consultation with Stakeholders

NAABA/FMCA leadership expressed full support and desire to proceed with the proposed framework as presented.

The following positive feedback was received:

- Membership is currently operating under the same principles and is therefore excited to see the Municipality proposing to move in the same direction.

Consultation with NAABA & FMCA

- The framework benefits the membership locally. Their leadership maintained that this concept is groundbreaking and were surprised that it is uncommon in other communities across Canada.

Consultation with Stakeholders

- We need to work with both NAABA and FMCA and other stakeholders to establish a method to measure the benefit to the region.
- Interpretation of contract language is crucial and collaboration between Procurement and the memberships is essential.

Next Steps

- Seek Council's approval for Administration to formulate a social procurement framework.
- Identify a pilot project/bid to implement the framework, followed by a pilot which will involve monitoring and reporting results.
- Apply for certification through Buy Social Canada.

Next Steps

- Implement the relevant changes to our procurement processes (solicitation documents and contracts).
- Continued engagement with the internal and external organizations to provide education on social procurement and identify future community benefit opportunities.



Subject: Amendment of Procurement Policy – PUR-100

APPROVALS:

Ted Zlotnik, Director
Elsie Hutton, Executive Director
Marcel Ulliac, Chief Administrative Officer

Administrative Recommendations:

THAT Administration, in consultation with community stakeholders, be directed to develop a Social Procurement framework; and

THAT amendments to Procurement Policy – PUR-100, as outlined in Attachment 1, dated January 26, 2016, be approved.

Summary:

On September 1, 2015, Administration presented a request to change Procurement Policy - PUR-100 with one recommended change since the Policy's implementation. The change request is to replace the reference to the Trade, Investment and Labour Mobility Agreement (TILMA), with the New West Partnership Trade Agreement (NWPTA). It is necessary for the Municipality to be compliant with the NWPTA; the NWPTA builds upon TILMA.

Background:

The purpose of the PUR-100 Policy is to provide a framework within which the Chief Administrative Officer (CAO) can establish and administer guidelines for the procurement function.

Council requested three additional changes to the policy on September 1, 2015:

1. Local Preference Policy wording, giving our local businesses preference in the award of business over “out of town” vendors under trade agreement thresholds. Local preference language wording would also include a specific reference for awarding advertising requirements to our local vendor base.
2. Language that would ensure that staff ordering products and services would not place orders just under the trade agreement threshold of \$75,000 (\$74,999.99), or \$199,999 for construction services, in order to avoid a public bidding process.
3. Ensure that both Northeastern Alberta Aboriginal Business Association (NAABA) and Fort McMurray Construction Association (FMCA) were aware of all public postings on our Alberta Purchasing Connection (APC) portal by a connection to their websites (Coolnet and RED Link).

Rationale for Recommendation:

Supply Chain Management (SCM) recommends no change to Policy PUR-100 other than an update to the trade agreement reference change already put forth on September 1, 2015 for the following reasons:

1. Local Procurement language is not found in any significantly sized Canadian Municipalities; Local Preference wording violates trade agreement law. We found local preference language in smaller cities only, such as the City of Kitimat, B.C. (8,500 residents) and the City of Nelson, B.C. (11,000 residents). Many other municipalities clearly state that they will not implement a Local Preference Policy.

Instead of Local Procurement language we are recommending the Municipality implement a Social Procurement framework. The social procurement framework will have community benefit clauses that will facilitate employment for the local business community without violating trade agreements.

2. We are also recommending that the appropriate location for compliance language related to purchases close to the trade agreement threshold of \$75,000 exist in our Standard Operating Procedure #6 (SOP #6), not in a policy. Please note that there has not been any requisitions to purchase, valued at \$74,999, since December 2012. The following language will be added to SOP #6:

“Neither the Municipality nor the Vendor can split a procurement into smaller portions to avoid the open procurement requirements as per the Agreement on Internal Trade (AIT) and the New West Partnership Trade Agreement (NWPTA).

Where the Contract to be awarded has a contract price close to Threshold Value, the bid will be analyzed to determine whether the contract price is accurately quoted based on the parameters of the project. In case the bid does not encompass the entire scope of the project, and it is expected that a change order or any additional anticipated work will be required to complete the project, then this bid may be considered as over the Threshold Value, and the Municipality reserves the right to reject the bid.”

3. FMCA and NAABA confirmed the following information related to connections of bid information to their portals of COOLNet Alberta and RED Link and do not require the Municipality to change the way we post information.

The process that FMCA uses to post all Municipal, Academic, Schools and Hospital (MASH) sector work is as follows:

- a. Obtain the tender documents either by direct email from the Municipal buyer posting the information, or by pulling the information directly from APC.
- b. FMCA then posts the work information to COOLNet Alberta.

- c. FMCA then notifies their members by email of the posting.

The intent of RED Link is for the industrial sector (Oil Sands Members) only to post expressions of interest opportunities, not for the Municipality to post bid information. As the MASH sectors work traditionally with Requests for Tender, Requests for Quote and Requests for Proposal that are publically funded, this work does not fit the intent of RED Link and therefore the information is not posted to this site.

Strategic Plan Linkage:

Pillar 1 – Building Responsible Government

Attachment:

1. Procurement Policy – PUR-100

Council Policy

Policy Name: Procurement Policy
Department Name: Supply Chain Management
Policy No.: PUR-100
Effective Date: January 26, 2016

Review Date: January 26, 2018

STATEMENT:

The Regional Municipality of Wood Buffalo will procure all goods and services efficiently, fairly and in a cost effective manner, through a publicly accountable, open and transparent process.

PURPOSE AND OBJECTIVE:

Council has authorized the Chief Administrative Officer (CAO) to establish and administer the procurement function in a manner that is in accordance with all applicable laws and regulations. This Policy provides a framework within which the CAO can establish directives and procedures for the procurement function to provide effective stewardship for the Municipality's financial resources.

The following objectives will guide the procurement practices of the Municipality:

- Conduct a competitive bidding process that maximizes overall value for the Municipality and taxpayers.
- Ensure transparency, consistency and mitigate risk.
- Ensure procurement process compliance with trade treaty legislation and public procurement law.

1. Definitions

- 1.1. "Annual Budget" means the operating budget and the capital budget adopted by the Council in accordance with the Municipal Government Act.
- 1.2. "Delegated Authority" means a person authorized by the CAO to act on the CAO's behalf as an approval authority.

2. Responsibilities

- 2.1. Council to:
 - 2.1.1. Approve any amendments to this policy.
- 2.2. CAO to:
 - 2.2.1. Support the implementation of this policy.
 - 2.2.2. Support and recommend amendments to this policy.
 - 2.2.3. Ensure compliance with this policy.

3. General

- 3.1. Council approves Annual Budget and establishes the limits of the CAO's authority.
 - 3.1.1. The CAO or his Delegated Authority, can enter into transactions or to procure goods and services of any dollar value provided that they are within the Annual Budget.
 - 3.1.2. The CAO or his Delegated Authority, can commit and/or expend funds through an administrative directive on procurement.
 - 3.1.3. The CAO or his Delegated Authority, can approve amendments to the administrative directive on procurement where they are in the best interests of the Municipality and are compliant with all relevant procurement laws and regulations.
- 3.2. All procurement activities and decisions of the Municipality must be guided by the following principles:
 - 3.2.1. All procurement standards, procedures and activities must be compliant with the regulations of the Agreement on Internal Trade (AIT) and the New West Partnership Trade Agreement (NWPTA) and any other legislations which may be enacted with other governmental authorities in the future.
 - 3.2.2. Procurement practices must ensure fair, open, transparent and consistently applied procurement practices for all suppliers of goods and services wherever possible.
 - 3.2.3. Procurement practices must protect the financial assets of the Municipality through an effective, efficient and flexible system of controls that ensure risks are managed prudently without impairing the Municipality's ability to acquire the best value in the goods and services that it requires to be successful.

- 3.2.4. Procurement practices should incorporate due regard to the preservation of the natural environment and the municipal recycling program where practical.

MANAGEMENT, REFERENCES AND APPROVAL:

This policy shall be reviewed in three years from its effective date to determine its effectiveness and appropriateness. This policy may be assessed before that time as necessary to reflect organizational change.

Approving Authority: Council

Approval Date:

Revision Approval Dates:

Review Due:

Policy Manager: Director, Supply Chain Management

Department Contact: Ted Zlotnik

Legal References: Agreement on Internal Trade (AIT)
New West Partnership Trade Agreement (NWPTA)

Cross References: PUR-XXX Procurement Administrative Directive (in development)
FIN-190 Supply Chain Management Administrative Procedure
Supply Chain Management Standard Operating Procedures (SOPs)

Melissa Blake, Mayor

David Leflar, Chief Legislative Officer

Date

