REGIONAL MUNICIPALITY OF WOOD BUFFALO

Council Meeting

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray

Tuesday, March 13, 2012
6:00 p.m.

Agenda

Call To Order

Opening Prayer

Adoption of Agenda

Minutes of Previous Meetings

1. Regular Meeting - February 14, 2012

Delegations

Those individuals in attendance at the meeting will be provided with an opportunity to address Council regarding an item on the agenda, with the exception of those items for which a Public Hearing is required or has been held. Consistent with all delegations, each presentation will be allowed a maximum of five minutes.

Public Hearings and Related Reports

2. Bylaw No. 12/005 – Land Use Bylaw Amendment – Surmont Creek – Lots 1-7, Block 1, Plan 112 4844
   - Public Hearing
   - 1st, 2nd and 3rd readings

3. Bylaw No. 12/004 - Land Use Bylaw Amendment - Election Sign Provisions
   - Public Hearing
   - 2nd and 3rd readings

Bylaws

4. Bylaw No. 12/006 – Community Services Committee Bylaw
   - 1st, 2nd and 3rd readings

Reports

5. Reserve Bids for Tax Recovery Auction

6. Allocation of 2012 Community Development Funding

7. 2012 Art and Symphony Event

8. Appointment of Municipal Noxious Weed Inspector

9. Appointments to Council Committees

10. Request for Leave of Absence

Reporting - Boards and Committees

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, February 14, 2012, commencing at 6:00 p.m.

Present:	M. Blake, Mayor L. Flett, Councillor S. Germain, Councillor D. Kirschner, Councillor P. Meagher, Councillor D. Scott, Councillor J. Stroud, Councillor R. Thomas, Councillor A. Vinni, Councillor
Absent:	M. Allen, Councillor D. Blair, Councillor
Administration:	G. Laubenstein, Chief Administrative Officer S. Kanzig, Chief Legislative Officer L. Kotyk, Legislative Assistant/Recorder

Call To Order

Mayor Blake called the meeting to order at 6:02 p.m.

Opening Prayer

Mayor Blake invited those so inclined to join her in prayer.

Adoption of Agenda

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

CARRIED UNANIMOUSLY

Minutes of Previous Meetings

1. Regular Meeting - January 24, 2012

Moved by Councillor R. Thomas that the minutes of the Council Meeting held on January 24, 2012 be approved as presented.

CARRIED UNANIMOUSLY

Reports

2. Aging in Place Program

Carol Theberge, Executive Director, Community Development provided an introduction and overview regarding the proposed Aging in Place Program, specifically noting that the Municipality would not construct or create the facility but would acquire the lands to help facilitate the process only.

Moved by Councillor P. Meagher that, subject to the approval of the City Centre Area Redevelopment Plan (CCARP), Bylaw No. 12/003:

1. The Mayor send a letter to the Premier of Alberta requesting that all interests in the property commonly known as Willow Square be released;

2. The Mayor send a letter to the Federal Government to discuss the transfer of the property commonly known as Willow Square from the Federal Government to the Regional Municipality of Wood Buffalo; and,

3. Administration engage with stakeholders in identifying quality of life elements to be included in the proposed Aging in Place Program on the Willow Square site.

CARRIED UNANIMOUSLY

3. Crime Prevention and Reduction Plan

Tracey Tester, Planning and Development and Constable Adam Schedlosky, RCMP, provided an overview of the Crime Prevention and Reduction Plan.

Moved by Councillor R. Thomas that the Crime Prevention and Reduction Plan, dated June 2011 be approved as a guiding document for future crime prevention initiatives in the region.

CARRIED UNANIMOUSLY

Public Hearings and Related Reports

4. Bylaw No. 12/003 - City Centre Area Redevelopment Plan

An introductory statement was provided by the Chief Legislative Officer, explaining that the City Centre Area Redevelopment Plan received first reading on January 10, 2012. Since that date a number of changes to the plan had been identified. In addition, it was noted that a number of Councillors potentially held a pecuniary interest in the matter;

therefore, a ministerial order was requested and received, Ministerial Order L: 013/12, which authorized all members of council including those with a pecuniary interest to vote on the proposed City Centre Area Redevelopment Plan.

The Mayor asked the members of Council who potentially held a pecuniary interest to raise their hand. The following Councillors identified having a potential pecuniary interest; Councillor Flett, Councillor Germain, Councillor Kirschner, Councillor Scott, Councillor Thomas.

Moved by Councillor P. Meagher that Bylaw No. 12/003, being the City Centre Area Redevelopment Plan, be read a first time.

CARRIED UNANIMOUSLY

Moved by Councillor R. Thomas that Council move into a Public Hearing regarding Bylaw No. 12/003.

CARRIED UNANIMOUSLY

Carol Theberge, Executive Director, Community Development and **Samuel Alatorre, Director, Planning and Development**, provided an introduction and overview of the proposed City Centre Area Redevelopment Plan, noting that it is supported by Administration.

Citium Enterprises Inc., provided a written letter of support regarding the City Centre Area Redevelopment Plan.

Dave Hodson, Golden Years Society, spoke in support of the City Centre Area Redevelopment Plan. Mr. Hodson requested to have the word retirement included in the plan terminology. In addition he requested that the Golden Years Society have the opportunity to meet with the Council senior's representative.

Ian Dirom, Rico Developments/Resident, spoke in support of the City Centre Area Redevelopment Plan. Mr. Dirom mentioned that he has had the opportunity to gain more information regarding the building setbacks suggested in the document. It was also noted that it may be beneficial to possibly have a citizen's advisory committee to work directly with the planning team.

Bryan Lutes and **Jennifer Roberts, Urban Development Institute Wood Buffalo**, spoke in support of the City Centre Area Redevelopment Plan. Three concerns were noted in relation to the proposed plan; the proposal of Franklin Avenue as a transit corridor, the issue of density within the downtown core, and concern over having only one route to and from MacDonald Island Park.

Jim Rogers, Resident, spoke in support of the City Centre Area Redevelopment Plan. Mr. Rogers mentioned that rapid transit could be considered as an addition to the plan. He also mentioned that it is important to consider the Waterways area as community within a community.

Moved by Councillor R. Thomas that Council close the Public Hearing regarding Bylaw No. 12/003.
CARRIED UNANIMOUSLY

The public hearing for Bylaw No. 12/003 was held between 6:36 p.m. and 7:41 p.m.

A recess occurred between 7:41 p.m. to 8:09 p.m.

The following motion was presented: “That Bylaw No. 12/003, be read a second time”.

Although it was mentioned that the term “living” in the Plan was interpreted as encompassing all (infancy through to retirement), Councillor Scott proposed the following amendment:

Moved by Councillor D. Scott that Bylaw No. 12/003 be amended by adding “retire” to the City Centre Area Redevelopment Plan as appropriate.
CARRIED UNANIMOUSLY

Moved by Councillor J. Stroud that Bylaw No. 12/003, as amended be read a second time.
CARRIED UNANIMOUSLY

Moved by Councillor R. Thomas that Bylaw No. 12/003 be considered for third reading.
CARRIED UNANIMOUSLY

Moved by Councillor S. Germain that Bylaw No. 12/003 be given third and final reading.
CARRIED UNANIMOUSLY

Bylaws

5. Bylaw No.12/004 - Land Use Bylaw Amendment - Election Sign Provisions - 1st reading

Moved by Councillor P. Meagher that Bylaw No. 12/004, being an amendment to the Land Use Bylaw specific to Election Sign Provisions, be read a first time.
CARRIED UNANIMOUSLY

Reporting - Boards and Committees

- Communities in Bloom Committee (Councillor J. Stroud)

- Oil Sands Discovery Centre Advisory Committee (Councillor P. Meagher)

- Transportation Coordinating Committee (Councillor D. Kirschner)

Adjournment

Moved by Councillor P. Meagher that the meeting be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 8:43 p.m.

_____
Mayor

_____
Chief Legislative Officer

2. Public Hearing re: Bylaw No. 12/005 – Land Use Bylaw Amendment – Surmont Creek – Lots 1-7, Block 1, Plan 112 4844

Introduction

- Peter Apostolakos, Planning and Development Department

A. Opening Statement

- Jack Tobin, Property Owner

B. Written Presentations

- None received

C. Verbal Presentations

- None received

D. Other Verbal Presentations (Time Permitting and with Consent of Council)

E. Questions of Council

F. Closing Statement

REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

Meeting Date: March 13, 2012

Subject: Bylaw No. 12/005 – Land Use Bylaw Amendment – Surmont Creek – Lots 1-7, Block 1, Plan 112 4844

APPROVALS:

Brian Makey, Acting Chief Administrative Officer
Samuel Alatorre, Acting Executive Director

Administrative Recommendation(s):

1. THAT Bylaw No. 12/005, being a Land Use Bylaw Amendment for Lots 1-7, Block 1, Plan 112 4844 (Surmont Creek), be read a first time.

2. THAT Bylaw No. 12/005 be read a second time.

3. THAT Bylaw No. 12/005 be considered for third reading.

4. THAT Bylaw No. 12/005 be read a third and final time.

Summary:

An application has been received to amend the Land Use Bylaw to redesignate Lots 1-7, Block 1, Plan 112 4844 (Surmont Creek) from Rural District (RD) to Business Industrial District (BI). The authority to amend the Land Use Bylaw is vested with Council under the Municipal Government Act.

Background:

The subject properties are located adjacent to Highway 881 between Gregoire Lake Estates and Anzac (Schedule A) and are included within the Gregoire Lake Area Structure Plan. When the Plan was adopted in 1991, these lands were identified as Restricted Development Area, where no development was to be permitted. Policy #2 of the Gregoire Lake Area Structure Plan states that the non-development policy would be re-evaluated upon resolution of water-related issues.

In 2008, Council approved Bylaw No. 08/036, which removed the subject properties from the Restricted Development Area classification in the Gregoire Lake Area Structure Plan. Lot 7 abuts Surmont Creek, the largest inflowing watercourse to Willow Lake, and at the time, Administration did not support the amendment due to concerns over the water quality of Gregoire (Willow) Lake.

In 2011, seven lots were created on the subject property when subdivision 2011-SU-00003 was approved. There is currently one residential dwelling and four accessory buildings on Lot 7, while Lots 1-6 are vacant.

Author: Claire Woodside
Department: Planning and Development

The Land Use Bylaw currently designates the property as Rural District (RD), which allows for a range of uses from residential to certain commercial and industrial uses. The applicant wishes to redesignate the properties to Business Industrial District (BI) to expand the number of industrial uses and allow for the development of a small business industrial park.

Rationale for Recommendation(s):

The proposed Business Industrial District will allow for the development of a wide range of compatible businesses and general industrial uses on the subject properties. Some specific uses that are permitted in the Business Industrial District and not the Rural District are "Contractor, General" and "Warehouse and Storage," which are uses proposed by the applicant.

This proposed development aligns with the Municipal Development Plan: Goal 1: "Responsible Development" and Goal 3: "Economic Resilience," as well as Direction C.1.1, which supports growth in the Hamlet of Anzac. The proposed Business Industrial District will prohibit residential development on the subject properties, and therefore, direct residential growth to Anzac.

Administration has been preparing a number of plans to align with the Goals and Directions of the Municipal Development Plan and to encourage development in the region. One such plan is the Willow Lake Area Structure Plan, which will provide the framework for subsequent subdivision and development in the Gregoire (Willow) Lake region. The subject area has been identified as Business Industrial in the current draft of the Plan, which is expected to be brought forward for Council adoption in the coming months.

The Commercial and Industrial Land Use Study (CILUS) indicates a shortage of industrial space within the municipality. While this location was not specifically identified as future industrial land in CILUS, Administration agrees that Surmont Creek is an appropriate location for a small business industrial park due to its proximity to Highway 881.

The Business Industrial District does not have any Permitted Uses in the Land Use Bylaw. As all uses in this District are discretionary, Administration is able to require further studies before issuing a development permit (e.g., Traffic Impact Assessment, environmental studies, etc.). This will ensure that the requirements of all provincial agencies are met and there are no adverse impacts from development.

Attachments:

1. Bylaw No. 12/005

Attachment 1

BYLAW NO. 12/005

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND LAND USE BYLAW NO. 99/059

WHEREAS Section 639 of the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto authorizes Council to enact a bylaw adopting a Land Use Bylaw.

AND WHEREAS Section 191(1) of the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto authorizes Council to adopt a bylaw to amend a Land Use Bylaw.

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, in open meeting hereby enacts as follows:

1. THAT Bylaw No. 99/059 is hereby amended by redesignating Lots 1 – 7, Block 1, Plan 112 4844 from Rural District (RD) to Business Industrial District (BI), as shown in Schedule A.

2. THAT the Chief Administrative Officer is authorized to consolidate this bylaw.

3. THAT this bylaw shall be passed and become effective when it receives third reading and is signed by the Mayor and Chief Legislative Officer.

READ a first time this _____ day of _____, A.D 2012.

READ a second time this _____ day of _____, A.D. 2012.

READ a third and final time this _____ day of _____, A.D. 2012.

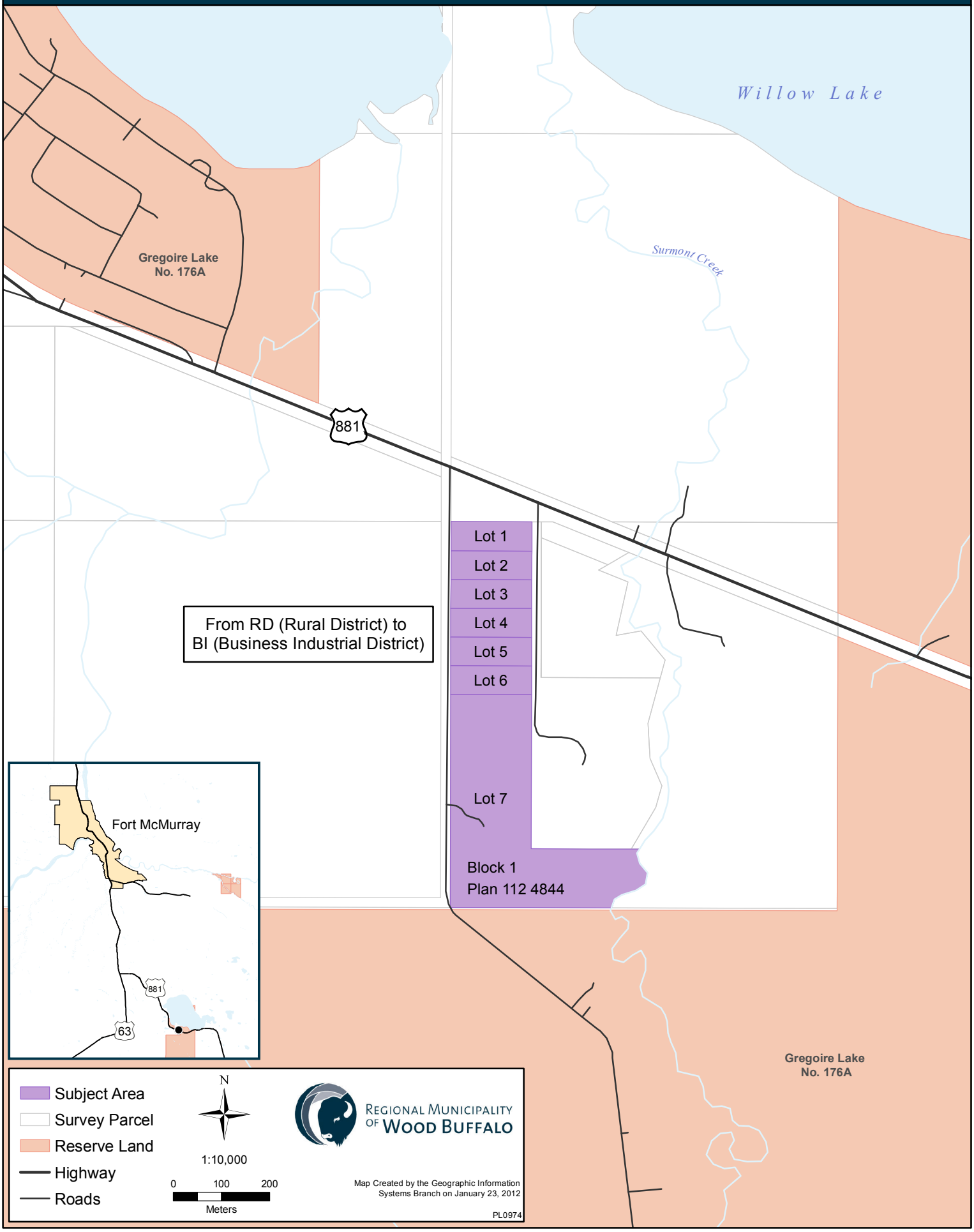
SIGNED and PASSED this _____ day of _____, A.D. 2012.

_____
Mayor

_____
Chief Legislative Officer

LAND USE BYLAW AMENDMENT

Schedule A



3. Public Hearing re: Bylaw No. 12/004 – Land Use Bylaw Amendment – Election Sign Provisions

A. Introduction and Opening Statement

- Darlene Soucy, Elections Officer, Council and Legislative Services

B. Written Presentations

- None received

C. Verbal Presentations

- None received

D. Other Verbal Presentations (Time Permitting and with Consent of Council)

E. Questions of Council

F. Closing Statement

REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

Meeting Date: March 13, 2012

Subject:	**Bylaw No. 12/004 – Land Use Bylaw Amendment – Election Sign Provisions**

APPROVALS:

Glen Laubenstein, Chief Administrative Officer
Surekha Kanzig, Director

Administrative Recommendation:

1. THAT Bylaw No. 12/004, being an amendment to the Land Use Bylaw specific to Election Sign Provisions, be read a second time.

2. THAT Bylaw No. 12/004 be read a third and final time.

Summary:

During the 2010 municipal election it was determined that substantial changes are required to update the Land Use Bylaw sign provisions relating to the size and placement of election signs. The Municipal Government Act states that a municipality's land use bylaw may provide for the construction, placement or use of signs, including governing the height, size and character of a sign. Council approval is required to adopt any amendment to the Land Use Bylaw.

Background:

In 2001, Council amended the Land Use Bylaw by adopting Sign Bylaw No. 01/068, which included sign provisions for both the Rural and Urban Service Areas of the Regional Municipality of Wood Buffalo. The sections relevant to elections signs have not been amended since that time.

During the 2010 general municipal election, many issues were brought forward concerning the sign provisions of the Land Use Bylaw, largely relating to issues with interpretation and enforcement. Additionally, it was noted the requirements for the Rural and Urban Service Areas are not consistent with each other. Both candidates and residents have asked for a set of clearly defined rules governing elections signs.

The intent behind the sign provisions is to regulate signage in specific areas to ensure safety and the consistent application of the bylaw. While the Land Use Bylaw does include election signs, further investigation during the 2010 campaign period identified that only signage in a residential area is clearly regulated in terms of size and placement; however, it is essentially silent on non-residential properties.

Key features of the proposed amendments include:

Author: Darlene Soucy
Department: Legislative Services

Provision	**Rationale**
Replacing the definition of Election Sign.	Provide consistency between the Rural Service Area and the Urban Service Area
Election signs shall only be placed between 12 noon on nomination day or the day the election is called and 72 hours after the close of polls on election day.	Provide consistency between the Rural Service Area and the Urban Service Area, as well as Government of Alberta requirements.
Election signs must be placed a minimum distance from intersections, merge lanes, road construction, etc.	These setbacks will ensure the safety of residents, motorists and pedestrians by reducing driver distraction and maintaining sight lines in intersections and will not detract from key message signage located in construction zones.
Election signs will not be permitted on the exterior of a moving vehicle or trailer, unless securely flush-mounted.	This provision will ensure the safety of motorists by reducing driver distraction and eliminate the possibility of unsecured signs falling on the roadway.
Regulating the size of election signs permitted on public property, within a right of way, in commercial and industrial areas, etc.	To regulate election signs in areas other than on residential lots. The proposed sign size in these areas other than on a residential lot would be the same as a standard 4’ x 8’ sheet of plywood.
Signs shall have a legible weatherproof label with the name and phone number of the person responsible for the maintenance or removal of signs.	Ensuring that contact information is on election signs will enable Bylaw Enforcement Officers to contact candidates for enforcement purposes.

Rationale for Recommendation(s):

The existing Rural and Urban Service Area sign provisions of the Land Use Bylaw require various amendments to provide safe, consistent, and fair legislation for candidates in any municipal, school board, provincial or federal election held within the Regional Municipality of Wood Buffalo. The proposed amendments focus on the safety of residents, motorists and pedestrians while balancing a candidate’s right to freedom of expression. The use of consistent legislation throughout the Municipality provides clarity for candidates and enables enforcement to be carried out proactively.

To aid the public in understanding the election sign requirements, a comprehensive information guide for candidates with clear guidelines of what sizes of signs are permitted in each district has been prepared. This guide also includes detailed maps depicting allowable sign locations along major roadways with the Municipality, as well as corresponding size restrictions and setbacks.

Attachments:

1. Bylaw No. 12/004
2. Sample of Proposed Election Sign Placement Guidelines for Candidates

BYLAW NO. 12/004

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND BYLAW NO. 99/059 BEING THE LAND USE BYLAW FOR THE REGIONAL MUNICIPALITY OF WOOD BUFFALO

WHEREAS Section 639 of the *Municipal Government Act*, R.S.A. 2000, c.M-26 and amendments thereto authorizes Council to enact a bylaw adopting a Land Use Bylaw;

AND WHEREAS Section 191(1) of the *Municipal Government Act*, R.S.A. 2000, c.M-26 and amendments thereto authorizes Council to adopt a bylaw to amend the Land Use Bylaw;

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, duly assembled, hereby enacts as follows:

1. Bylaw No. 99/059, being the Land Use Bylaw, is hereby amended by:

   (a) Deleting the definition of “election sign” in 156(2).

   (b) Adding the following definition to Section 141(1) and 156(2):

   “"ELECTION SIGN" means a sign connected with a municipal, school board, provincial or federal election or any election held pursuant to the Local Authorities Election Act, including, but not limited to, signs describing or promoting the election process or a candidate or party seeking election;”

   (c) Deleting Sections 141(5)(f); 180 and 183(1)(b).

   (d) Inserting the following as Section 150 in Part 7A - Rural Area Sign Provisions and as Section 180 in Part 7B - Urban Area Sign Provisions:

   "(1) An election sign is a permitted use in all land use districts and no development permit is required, provided the sign complies with the Land Use Bylaw.

   (2) Election Signs shall only be displayed or placed between:

   (a) 12:00 noon on nomination day and 72 hours after the close of polls on election day for municipal and school board elections; or,

   (b) 12:00 noon on the date the election is called and 72 hours after the close of polls on election day for provincial and federal elections.

(3) Election Signs located out-of-doors shall be free from material structural damage and shall not be located:

(a) within 5 m of a fire hydrant;

(b) within 15 m of any intersection or merge lane;

(c) within 15 m of a sign indicating an emergency vehicle egress or ingress;

(d) within 3 m of a highway or road, as measured away from the highway or road starting at the farthest edge of the curb or, where present, the sidewalk;

(e) within the property boundary of a polling station;

(f) within 100 m of an area demarked for public works or road construction;

(g) on any traffic control device as defined in the Regional Municipality of Wood Buffalo Roads and Transportation Bylaw No. 02/079 and all subsequent amendments or successors thereto;

(h) on any municipal off-street parking area, overpass, bridge, recreation trail, telephone, fire alarm, electric wire, or utility lamp or pole;

(i) on the exterior of a moving vehicle or attached trailer, unless securely flush-mounted; or

(j) in a manner which, in the opinion of the Chief Administrative Officer or his designate, poses a public safety risk.

(4) An Election Sign shall:

(a) not exceed 3.0 m^2 in sign area; and,

(b) not exceed 3.0 m in height from finished grade to highest point of sign structure; and

(c) on a residential lot,

i. not exceed 1.0 m^2 in sign area; and,

ii. not exceed 1.0 m in height from finished grade to highest point of sign structure.

(5) Where an Election Sign:

(a) has been located in a manner that is contrary to subsection (3);

(b) poses, in the opinion of the Chief Administrative Officer or his delegate, a risk to public safety;

(c) has material structure damage; or

(d) has been vandalized,

the Municipality may give notice to a person responsible for the sign directing the person to remove or repair the sign.

(6) Notwithstanding subsection (5) the Municipality may:

(a) where an Election Sign contravenes subsection (3) and is on land owned by the Municipality or under its direction, control and management; or

(b) where, regardless of location, the Election Sign poses, in the opinion of the Chief Administrative Officer or his delegate, an immediate and substantial public safety risk,

immediately proceed to remove the sign without notice.

(7) Upon notice from the Municipality that an Election Sign poses a public safety risk, is structurally damaged, has been vandalized, or is otherwise not in compliance with this Bylaw, a person responsible for the sign shall repair or remove the sign as directed, failing which, the Municipality may, without limitation to any other remedy, proceed to remove and dispose of the sign.

(8) All election signs shall have a legible weatherproof label with the name and phone number of a person responsible for the sign.

(9) A person responsible for an election sign shall include, but is not limited to:

(a) the candidate named or depicted upon the sign;

(b) the official agent of the candidate named or depicted upon the sign;

(c) any person or organization whose name and phone number has been placed on the sign in accordance with subsection (8);

(d) any person employed by or volunteering with the candidate, the candidates campaign office or the official agent, and whose duties include directing the placement of election signs;

(e) the owner or occupant of any private property upon which the sign is located; or

(f) a person observed placing the sign at its location;

(10) All election signs shall comply with the requirements of any relevant federal or provincial legislation and any other relevant municipal bylaws."

2. The Chief Administrative Officer is authorized to consolidate this bylaw.

3. This bylaw shall become effective upon receiving third and final reading and being signed by the Mayor and Chief Legislative Officer.

READ a first time this 14th day of February, A.D. 2012

READ a second time this _____ day of _____, A.D. 2012

READ a third and final time this _____ day of _____, A.D. 2012

SIGNED and PASSED this _____ day of _____, A.D. 2012.

_____
Mayor

_____
Chief Legislative Officer

SAMPLE

ELECTION SIGN PLACEMENT GUIDELINES FOR CANDIDATES

www.woodbuffalo.ab.ca

REGIONAL MUNICIPALITY OF WOOD BUFFALO

ELECTION SIGN PLACEMENT GUIDELINES FOR CANDIDATES

The information contained herein is not exhaustive and is provided for general information purposes only. It is not a substitute for legal advice. Candidates are encouraged to seek independent legal advice with respect to the interpretation for all legislation concerning elections.

Before Placing Signs, Ask Permission and Call Before You Dig! ALBERTA ONE-CALL 1-800-242-3447

General Information regarding Election Signs

Election signs are permitted in all land use districts without requiring a development permit.

Maps are provided for illustrative purposes only. It is the candidate's responsibility to take measurements, where appropriate, to ensure signs are placed in accordance with bylaw requirements.

All election signs must follow the provisions of any relevant municipal, provincial or federal legislation.

Sign Placement

General

Election signs placed on private property must have the prior approval of the property owner.

Election signs may only be placed on municipal property or rights-of-way within the designated locations identified on the attached maps.

Election signs may be installed starting at 12:00 noon on Nomination Day for municipal and school board elections OR at 12:00 noon on the date an election is called for provincial and federal elections.

Elections signs must be removed within 72 hours of polls closing on Election Day for all elections.

Safety

Election signs must **not:**

- obstruct or interfere with the orderly and safe movement of traffic or the sight lines required by vehicular or pedestrian traffic;
- obstruct or interfere with the visibility or interpretation of any traffic signal, sign or device;
- display lights that may be mistaken for the flashing lights customarily associated with police, fire or ambulance or other emergency vehicle, or lights customarily associated with danger; or
- imitate the wording of a standard or commonly used traffic sign (i.e. stop, yield) symbols or characters which may interfere with, mislead or confuse traffic.

Sign Requirements

Contact Information

All election signs must have a legible weatherproof label with the name and phone number of the person responsible for the sign.

Size

Residential Areas
Maximum size is 1.0 m^2 in sign area. Maximum height is 1.0 m from the ground to highest point of the sign structure.

Non-Residential Area
Maximum size is 3.0 m^2 in sign area. Maximum height is 3.0 m from the ground to the highest point of the sign structure.

Continued on page 2

SAMPLE

ELECTION SIGN PLACEMENT GUIDELINES Continued

Location

Election signs are **not** permitted:

- within 5 m of a fire hydrant;
- within 15 m of any intersection or merge lane
- within 15 m of a sign indicating an emergency vehicle egress or ingress;
- within 3 m of a highway or road, as measured away from the highway or road starting at the outside edge of the curb or, where present, the sidewalk;
- within the property boundary of a polling station;
- within 100 m of an area marked for public works or road construction;
- on any traffic control device;
- on any municipal off-street parking area, overpass, bridge, recreation trail, telephone, fire alarm, electric wire, utility lamp or pole; or
- on the exterior of a moving vehicle or attached trailer, unless securely flush-mounted.

Recommended Safety Precautions

- Individuals installing election signs should use safety precautions to ensure their safety and prevent driver distraction.
- Reflective vests and bright clothing should be worn when working near a roadway.
- Election signs should be installed during daylight hours, when appropriate.
- Every effort should be made to minimize the impact to the travelling public when transporting and installing election signs. Vehicles should be parked as far as possible from the travel lanes and four-way hazard warning signals should also be utilized.

Election signs that do not comply with bylaw requirements may be removed immediately, without notice, and be disposed of. The owner of the non-compliant sign may also be subject to a penalty.

Alberta Highway Signage

Restrictions apply to election signs located on or adjacent to any Alberta highway, including Highways 63, 69 and 881, and may require approval from Alberta Transportation. The Alberta Government brochure can be found here:

http://www.transportation.alberta.ca/Content/docType233/Production/elecsign.pdf

Contact Information:

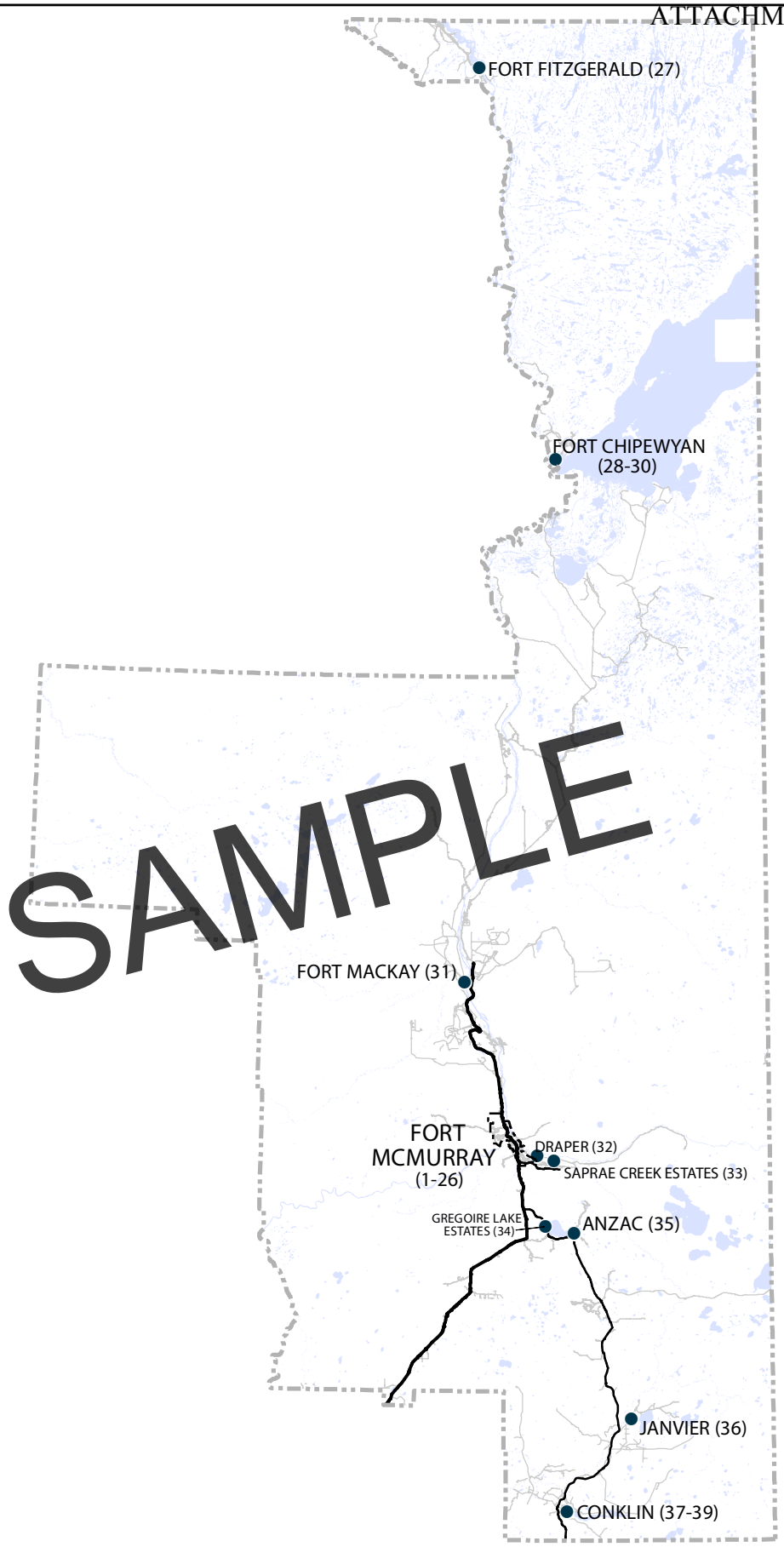
For further information, please contact:

Elections Office
780.788.1643
elections@woodbuffalo.ab.ca

Bylaw Complaints
780.788.4200

SAMPLE

ATTACHMENT 2



Municipal Boundary

UrbanService Area Boundary

Rural Community

Map page number in brackets

Election Sign Locations Page Index Overview Regional Municipality of Wood Buffalo

REGIONAL MUNICIPALITY OF WOOD BUFFALO

0 10 20 Kilometers

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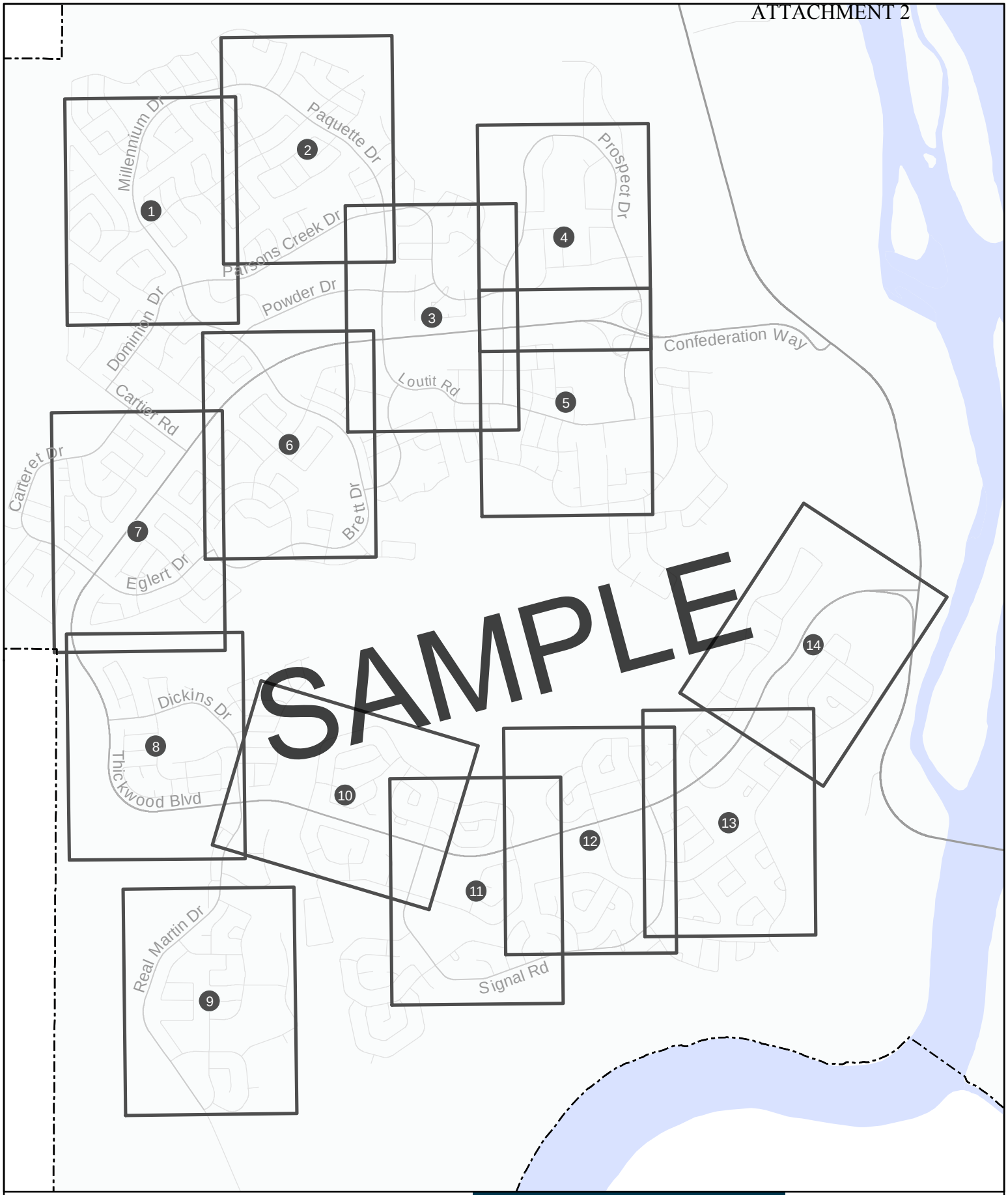
Created by Regional Municipality of Wood Buffalo GIS Branch

20120209

ATTACHMENT 2



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Major Rivers

Highway

Main Road

Road

Election Sign Locations
Page Index Overview
Timberlea/Thickwood

REGIONAL MUNICIPALITY OF WOOD BUFFALO

0 0.25 0.5 Kilometers

N

Created by Regional Municipality of Wood Buffalo GIS Branch

20120209

ATTACHMENT 2

Fire Hydrant

Allowable Placement Location

This map identifies the public areas in which the Municipality allows the posting of signs. Candidates are responsible for ensuring signs are placed as required by the bylaw. Signs are not permitted within:

- 5 m of a fire hydrant
- 15 m of any intersection or merge lane
- 15 m of emergency egress or ingress sign
- 3 m of a highway or road as measured from away from the highway or road, starting at the outside edge of the curb or sidewalk

Election Sign Locations Timberlea - 1

REGIONAL MUNICIPALITY OF WOOD BUFFALO

0 25 50 75 Meters

N

Created by Regional Municipality of Wood Buffalo GIS Branch

20120209

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Election Sign Locations Timberlea - 3

REGIONAL MUNICIPALITY OF WOOD BUFFALO

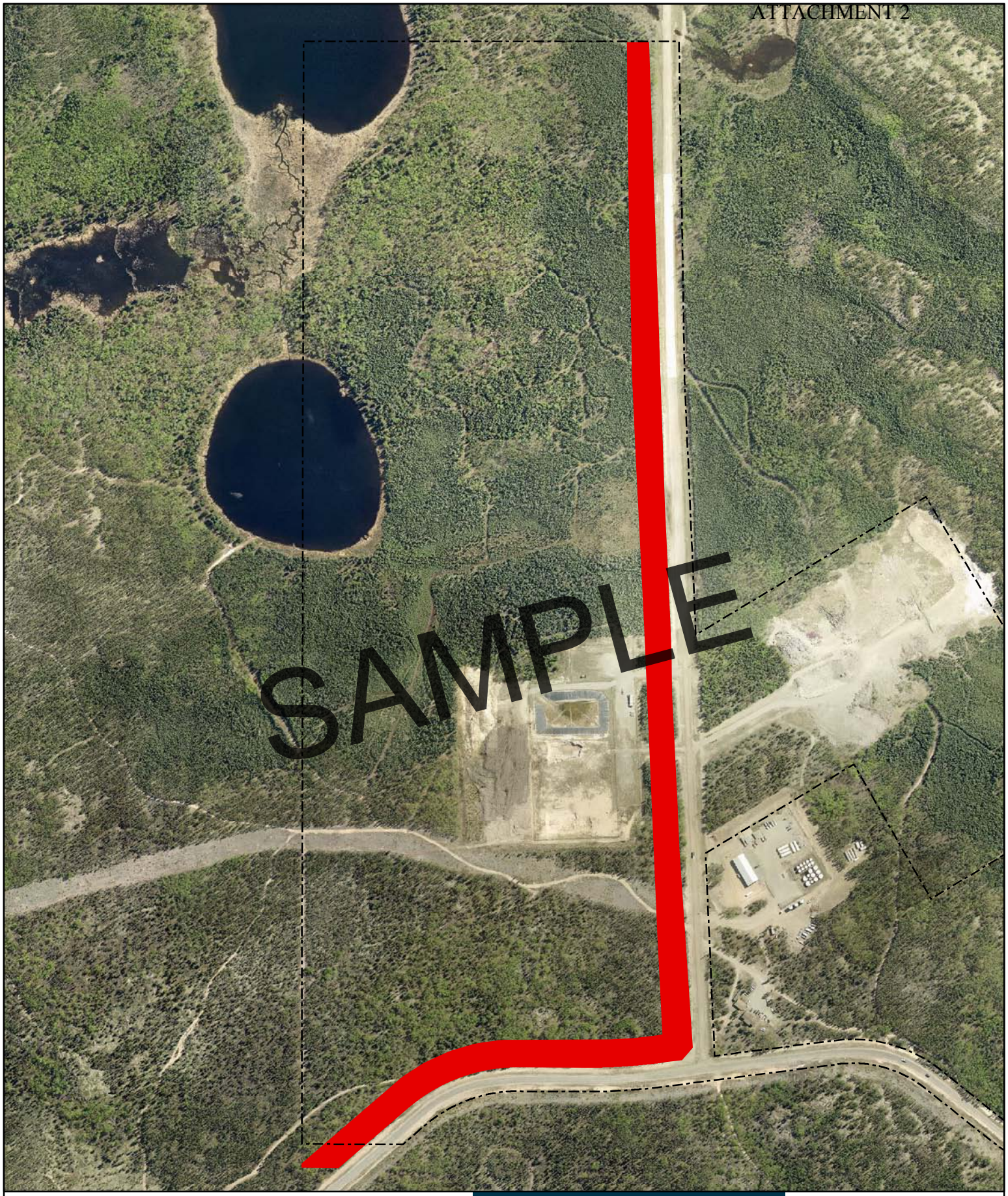
0 25 50 75 Meters

N

Created by Regional Municipality of Wood Buffalo GIS Branch

20120209

ATTACHMENT 2



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Election Sign Locations Fort Chipewyan - 30

REGIONAL MUNICIPALITY OF WOOD BUFFALO

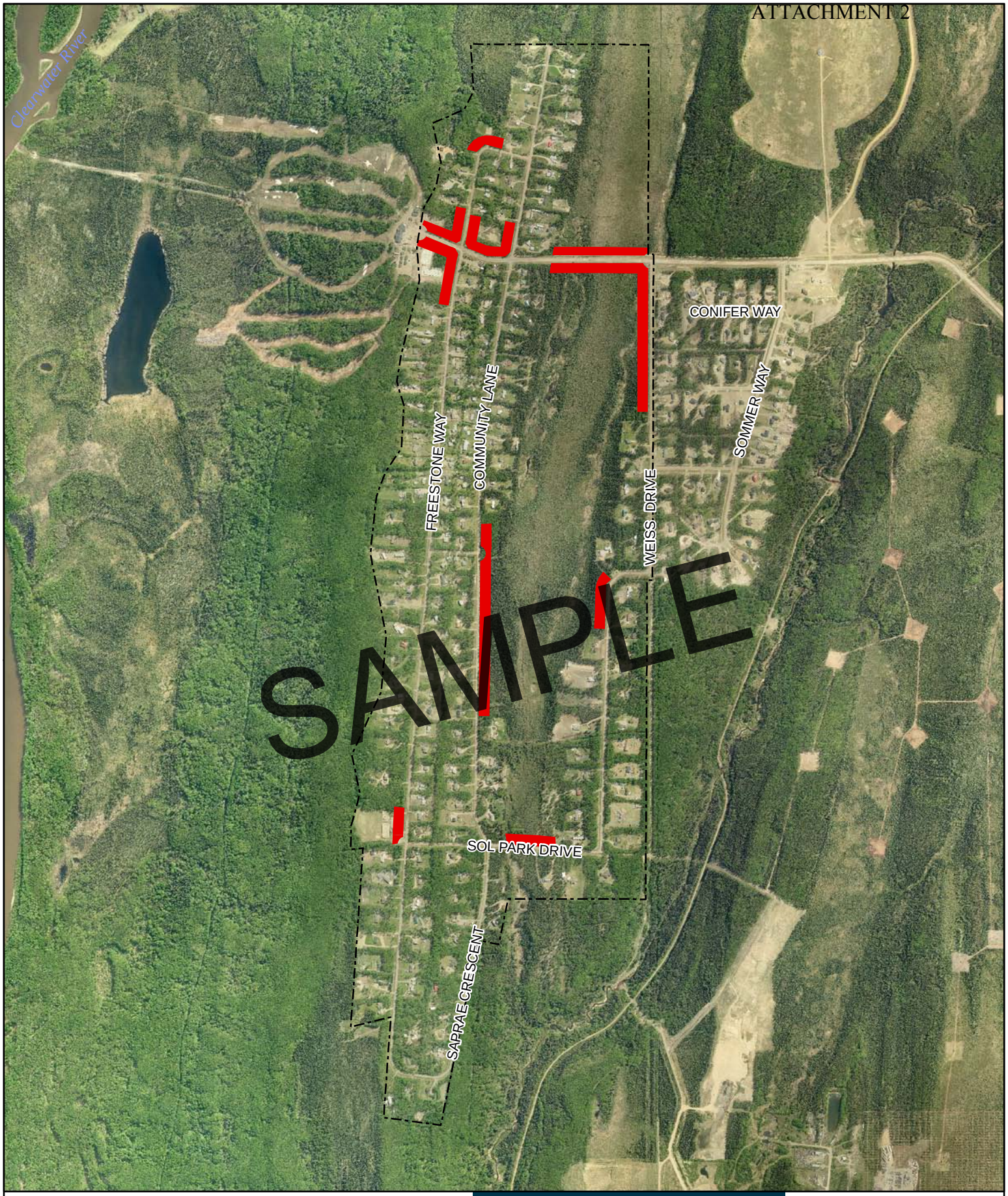
0 30 60 90 Meters

N

Created by Regional Municipality of Wood Buffalo GIS Branch

20120209

ATTACHMENT 2



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Election Sign Locations Saprae Creek Estates - 33

REGIONAL MUNICIPALITY OF WOOD BUFFALO

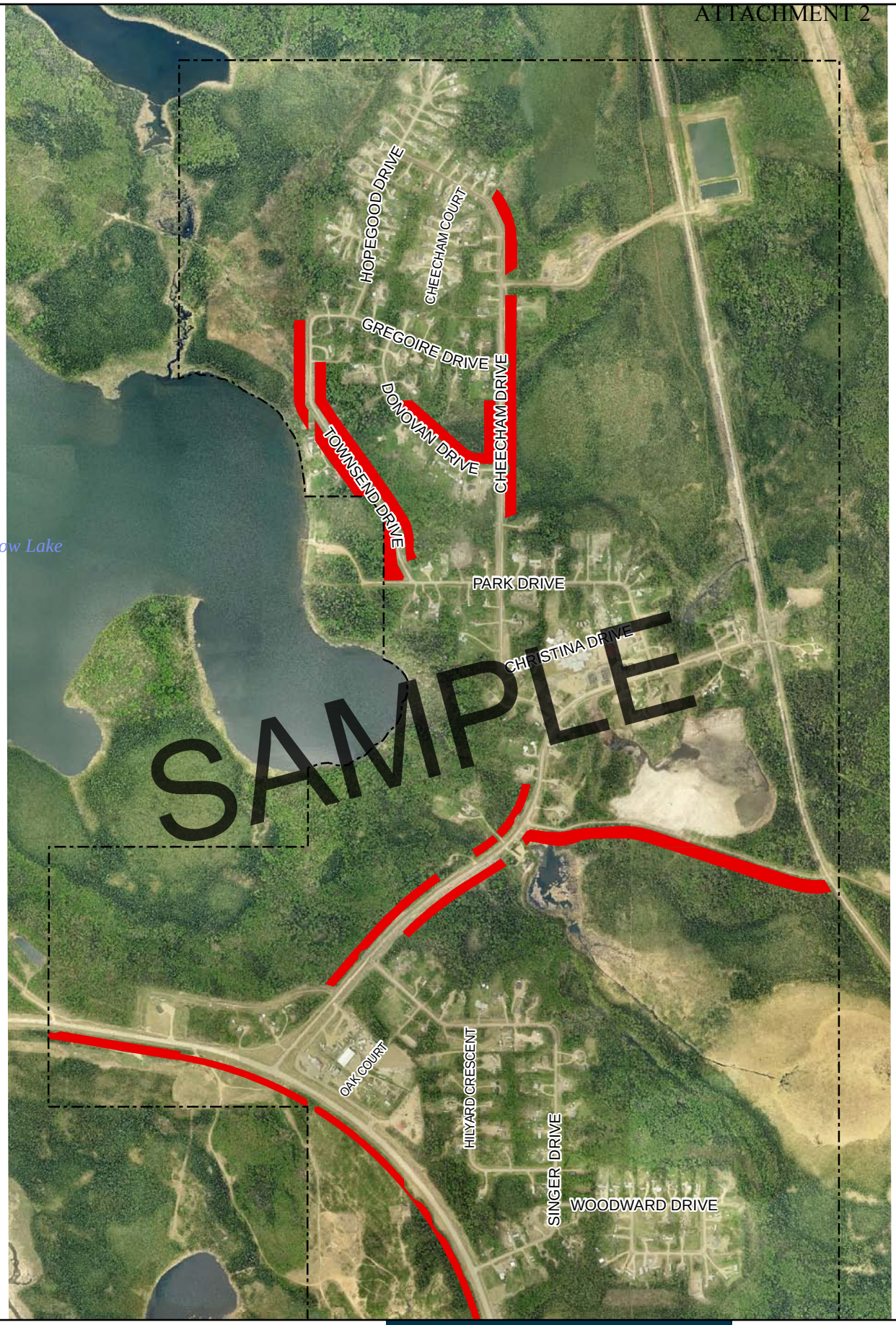
0 100 200 300 Meters

N

Created by Regional Municipality of Wood Buffalo GIS Branch

20120209

ATTACHMENT 2



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Election Sign Locations Anzac - 35

REGIONAL MUNICIPALITY OF WOOD BUFFALO

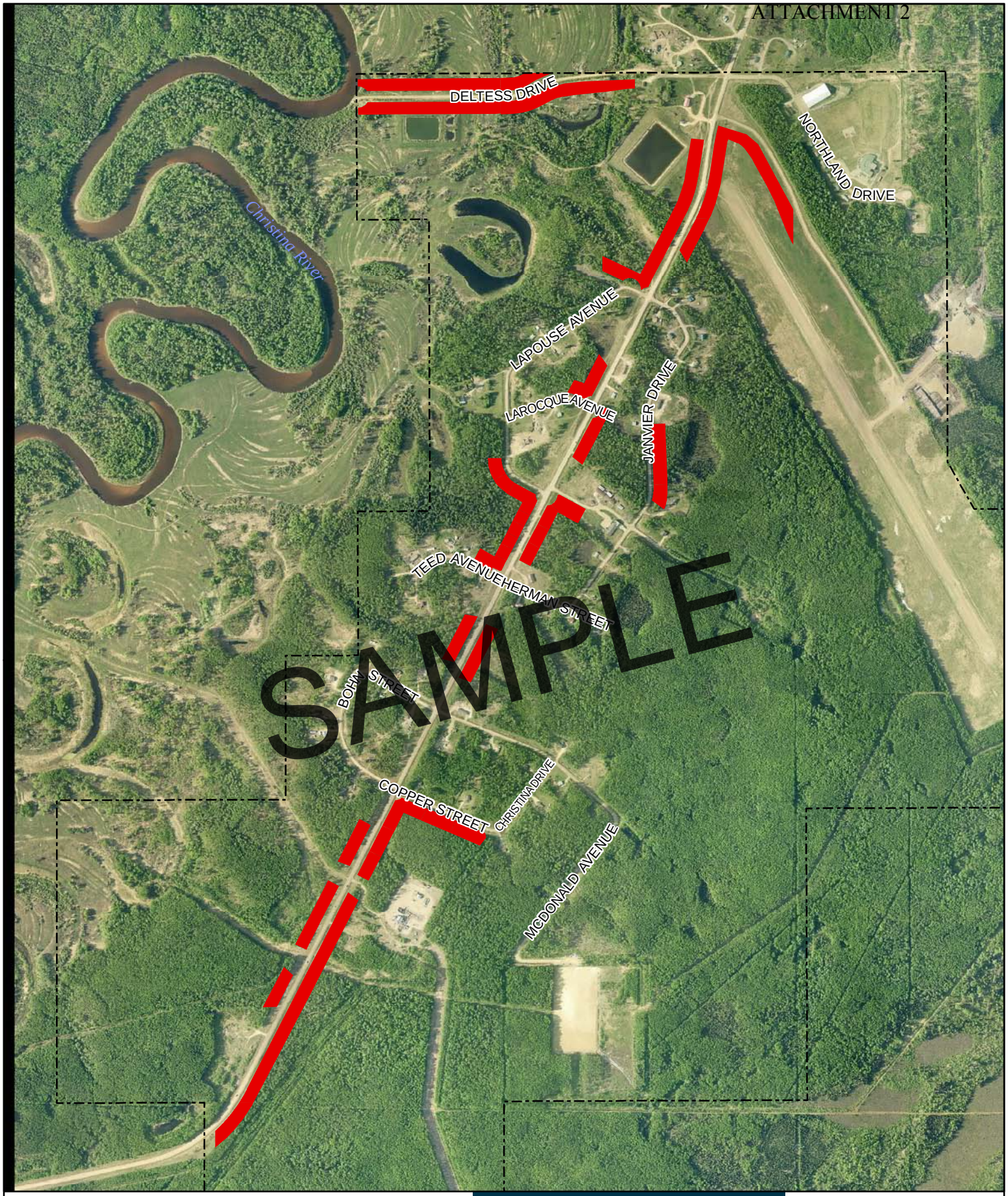
0 80 160 240 Meters

N

Created by Regional Municipality of Wood Buffalo GIS Branch

20120209

ATTACHMENT 2



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Election Sign Locations Janvier - 36

REGIONAL MUNICIPALITY OF WOOD BUFFALO

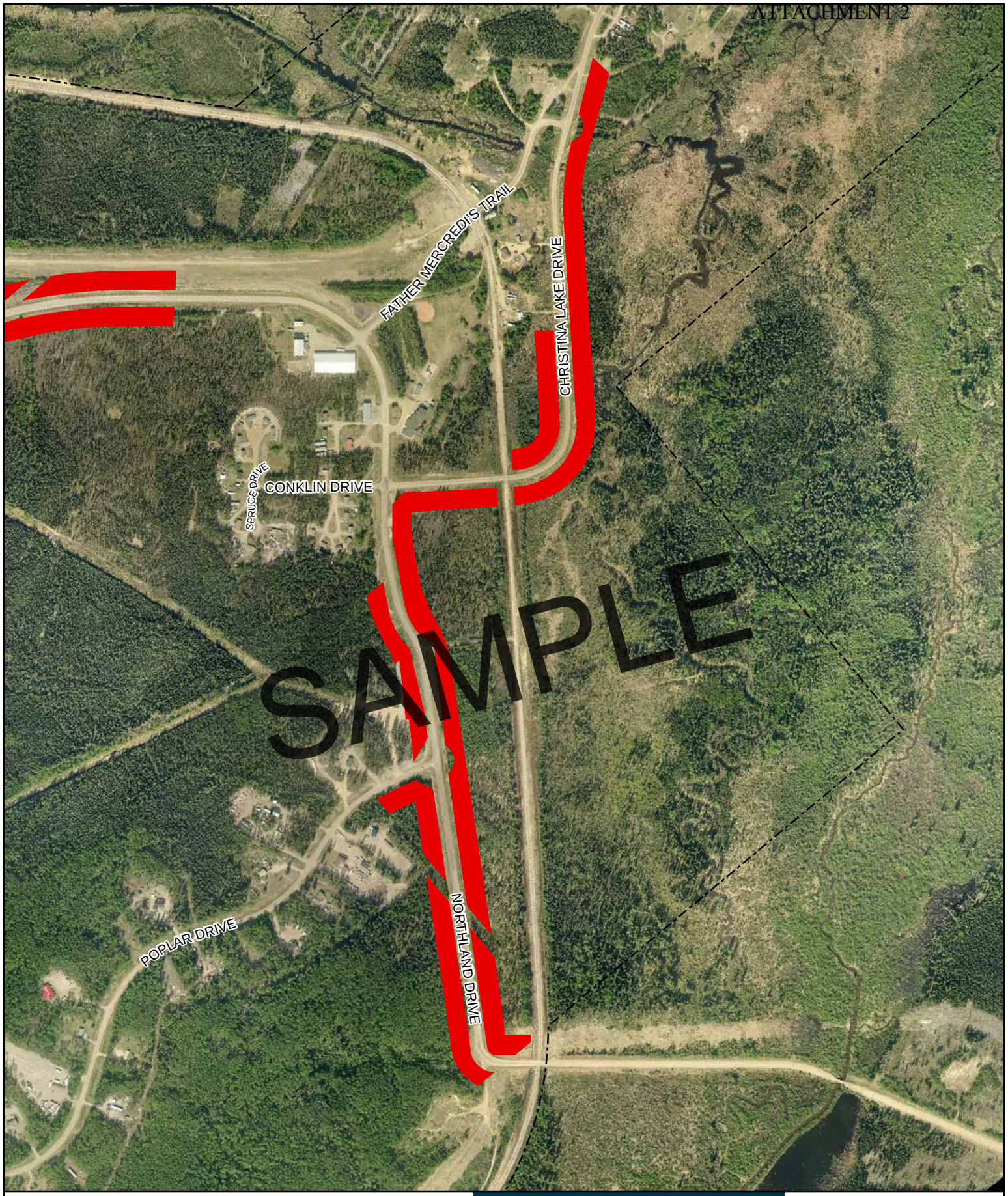
0 70 140 210 Meters

N

Created by Regional Municipality of Wood Buffalo GIS Branch

20120209

ATTACHMENT 2



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Election Sign Locations Conklin - 37

REGIONAL MUNICIPALITY OF WOOD BUFFALO

0 40 80 120 Meters

N

Created by Regional Municipality of Wood Buffalo GIS Branch

20120209

SAMPLE

ELECTION SIGN PLACEMENT GUIDELINES FOR CANDIDATES

Regional Municipality of Wood Buffalo

REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

Meeting Date: March 13, 2012

Subject: Bylaw No. 12/006 – Community Services Committee Bylaw

APPROVALS:

Brian Makey, Acting Chief Administrative Officer
Carol Theberge, Executive Director
Heather Evasiuk, Acting Director

Administrative Recommendation:

1. THAT Bylaw No. 12/006, being the Community Services Committee Bylaw, be read a first, time.

2. THAT Bylaw No. 12/006 be read a second time.

3. THAT Bylaw No. 12/006 be considered for third reading.

4. THAT Bylaw No. 12/006 be read a third and final time.

Summary:

Bylaw No. 06/042 established the Community Services Advisory Committee and its mandates. In 2011, Administration assessed this bylaw as part of the community services investment review.

Background:

On November 28, 2006, Council approved Bylaw No. 06/042, which established the Community Services Advisory Committee (CSAC). The duties of the CSAC are as follows:

- Review and evaluate funding requests for groups or individuals engaged in the delivery of social, recreation and community services, and make recommendations to Council.
- Advise Council on the allocation of grant funds.
- Recommend allocation of federal and provincial funds received as per the Community Plan on Homelessness.
- Recommend allocation of the Games Legacy Grant.
- Advise Council on the Civic Awards nominees.

As part of the community investment review that took place in 2011, CSAC members identified a need to make better use of Committee members' time and expertise by allowing them more autonomy and decision-making capabilities. Therefore, Administration undertook a review of Bylaw No. 06/042.

As part of this review, a number of changes have been recommended. The proposed changes will allow the Committee to be the deciding body on the following funding allocations:

- Community Development Funding – Provincial Family and Community Support Services (F.C.S.S.) funding. Currently part of the Council approved operational budget, $200,000 is allotted to community groups that meet the criteria of specific *F.C.S.S. Act and Regulation.*
- Homelessness Funding – Federal and Provincial funding in varying amounts distributed by the Municipality as the designated Community Based Organization for the Community Plan on Homelessness.
- Games Legacy – As a result of hosting the 1985 Alberta Summer Games, the 1992 Alberta Winter Games, and the 2003 Alberta Senior Games, a legacy was created with the surplus funds and placed in the Games Legacy Grant. Each year the interest from these funds is distributed to individuals or groups of young athletes and cultural performers who qualify in their discipline to compete at a provincial level or higher. The approximate amount of funds awarded each year for the grant is about $4,000.

The Mayor and Council will continue to make the final approval for Civic Award nominations; however, this program is currently under review by Administration and a proposed new program is forthcoming.

Under the proposed new bylaw, the Committee will determine funding allocations and provide updates to Council on these allocations; therefore, the title of the Committee will be changed from the Community Services Advisory Committee to the Community Services Committee. This name change reflects the new function of the Committee as a decision-making body.

The proposed bylaw also includes an addition to the Committee membership. By having an odd number of members on the Committee, this will facilitate voting by ensuring a majority vote and, therefore, enable a more streamlined decision-making process.

The new bylaw also incorporates the option of the Committee to form sub-committees from its existing members to work on specific projects or initiatives. As the Committee will play a greater role in Community Services initiatives and grant allocations, the requirements for the frequency of meetings has been changed from a minimum of two meetings to four meetings per year.

Budget/Financial Implications:

Council approves the total funds available for distribution as part of the annual Community Services operating budget.

Rationale for Recommendation:

The proposed new bylaw is in response to the community investment review recommendation to allow Committee members a more significant role in assisting residents of the municipality. The amendments will also streamline processes to provide better service delivery for individuals and groups receiving funding from the Municipality. The option of allowing the Committee to form

sub-committees ensures that people with specific skills, expertise or interests can be focused on specific projects or tasks.

Significant growth in the region and new initiatives that will be developed as a result of the Municipal Development Plan will require the expertise of vested community members. The option of including sub-committees in the proposed bylaw will allow sub-groups to develop without the requirement of forming new committees.

Administration has committed to providing the highest level of customer service, and promoting effectiveness and efficiency in service delivery. The proposed new bylaw will help to establish a timely and cost-effective decision-making process, and improve service delivery.

Current members of the Committee have reviewed the proposed bylaw and they support the changes. Administration also supports the proposed Community Services Committee Bylaw, and recommends that Bylaw No. 12/006 be given all three readings. A resolution on March 13th would mean that the Committee would be the approving body for grant allocation at their next scheduled meeting date of March 21st. At this meeting, the Committee would be reviewing the Community Plan on Homelessness Funding, and if the funding allocations can be approved by the Committee at this date, the grant funding can be distributed starting April 1st in keeping with the established funding schedule.

Attachments:

1. Bylaw No. 12/006 – Community Services Committee Bylaw
2. Bylaw No. 06/042 – Community Services Advisory Committee Bylaw

BYLAW NO. 12/006

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO PROVIDE FOR THE ESTABLISHMENT OF THE COMMUNITY SERVICES COMMITTEE

WHEREAS the *Municipal Government Act*, R.S.A. 2000, C. M-26, as amended, provides that Council may pass Bylaws in relation to the establishment and functions of Council Committees;

WHEREAS the Council of the Regional Municipality of Wood Buffalo wishes to establish the Community Services Committee for the purpose of determining the allocation of funding for the Games Legacy Grant, Community Development Funding and Community Plan on Homelessness Funding;

WHEREAS the Community Services Committee will also review and make recommendations to Council on cultural, social, and recreation initiatives and programs.

NOW THEREFORE the Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. The Community Services Committee is hereby established.

SHORT TITLE

2. This Bylaw shall be cited as the "Community Services Committee Bylaw."

MEMBERSHIP OF THE COMMITTEE

3. Membership of the Community Services Committee shall consist of:
   - One (1) member representing Council; and,
   - Six (6) members from the public-at-large, appointed by Council.

LENGTH OF MEMBERSHIP

4. Public-at-large members of the Community Services Committee shall be appointed for either a one (1) or two (2) year term, with the objective that such appointment terms shall be established to overlap and optimize the continuity of the Community Services Committee. Subsequent terms of appointment for new public-at-large members will be for a period of two (2) years, unless a vacancy occurs in which that appointment will be for the existing term. The Council representative shall be appointed for a period of one (1) year.

REPLACEMENT OF MEMBERS

5. In the event any member of the Community Services Committee is unable or unwilling to continue to serve as a member, for whatever reason, then, Council shall appoint a replacement.

6. Public-at-large members of the Community Services Committee, including the Chairperson, shall serve at the pleasure of the Council, without remuneration, and will be reimbursed only for their reasonable out-of-pocket expenses incurred carrying out the authorized business of the Community Services Committee.

QUORUM

7. That a quorum of the Community Services Committee is a majority of its members, including the Chairperson.

8. The Community Services Committee cannot make decisions or give direction unless there is quorum of members present at a duly organized meeting.

9. Any member who is unable to attend a meeting shall inform the Chairperson.

CHAIRPERSON

10. The Chairperson shall be determined by members of the Community Services Committee at the first meeting of each calendar year.

DUTIES OF THE CHAIRPERSON

11. That the duties of the Chairperson of the Community Services Committee are as follows:
    - The preservation of order and quorum at a meeting; and
    - The deciding of all questions of procedure and the provision of reasons therefore.

ABSENCE OF THE CHAIRPERSON

12. If the Chairperson is absent from a meeting, the Community Services Committee members in attendance shall select an acting chairperson to preside during the Chairperson's absence.

PUBLIC MEETINGS

13. Deliberations of the Community Services Committee shall be held in the Regional Municipality of Wood Buffalo, and shall be open to the public in accordance with the *Municipal Government Act* except where the matter under discussion falls within one of the exceptions to disclosure under the *Freedom of Information and Protection of Privacy Act*, *RSA 2000*, c.F-25.

PROCEDURE

14. A governance process incorporating the following rules is to be established by the Community Services Committee:
    - There is no limit to the number of times a member may speak to a question;
    - Informal discussion of a subject is permitted when no motion has been made; and

- The Chairperson (or Acting Chairperson) may make motions, participate in debate and vote on all motions without leaving the chair.
- Decisions requiring a vote must be reached by majority, that is, more than half the votes.

FREQUENCY OF MEETINGS

15. The Community Services Committee shall meet a minimum of four times per year.

REPORT OF COMMUNITY SERVICES COMMITTEE

16. The Community Services Committee shall submit an update report of approved funding allocations and will forward recommendations to Council for cultural, social and recreation initiatives and programs, if any.

SUB-COMMITTEES

17. The Community Services Committee may establish, or disband, such committees, sub-committees, or ad-hoc committees (the "Committees"), as may be considered necessary from amongst its existing members.

18. THAT Bylaw No. 06/042 and all amendments thereto are hereby repealed.

19. THAT this Bylaw shall be passed and become effective when it receives third reading and is signed by the Mayor and Chief Legislative Officer.

READ a first time this _____ day of _____, AD. 2012.

READ a second time this _____ day of _____, A.D. 2012.

READ a third time this _____ day of _____, A.D. 2012.

SIGNED and PASSED this _____ day of _____, A.D. 2012.

_____
Mayor

_____
Chief Legislative Officer

BYLAW NO. 06/042

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO PROVIDE FOR THE ESTABLISHMENT OF THE COMMUNITY SERVICES ADVISORY COMMITTEE

WHEREAS the *Municipal Government Act*, R.S.A. 2000, C. M-26, as amended, provides that a Council may pass Bylaws in relation to the establishment and functions of Council Committees;

WHEREAS the Council of the Regional Municipality of Wood Buffalo wishes to establish the Community Services Advisory Committee for the purpose of allocating the Games Legacy Grant, approving the Civic Award nominations and making recommendations to Council on the allocation of Community Development funding, and Community Plan on Homelessness and Affordable Housing funding.

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. The Community Services Advisory Committee is hereby established.

SHORT TITLE

2. This Bylaw shall be cited as the "Community Services Advisory Committee Bylaw".

MEMBERSHIP OF THE COMMITTEE

3. Membership of the Community Services Advisory Committee shall consist of:
   - One (1) member representing Council
   - Five (5) members from the public-at-large, appointed by Council

LENGTH OF MEMBERSHIP

4. Public-at-large members of the Community Services Advisory Committee shall be appointed for a two (2) year term, commencing on the first day of January and expiring on the 31st day of December of the second year following or soon thereafter as their replacement is appointed. The Council representative shall be appointed for a period of one year, as determined at Council's annual organizational meeting.

REPLACEMENT OF MEMBERS

5. In the event any appointed member of the Community Services Advisory Committee is unable or unwilling to continue to serve as a member, for whatever reason, then, Regional Council shall appoint a replacement.

6. Public-at-large members of the Community Services Advisory Committee, including the chair, shall serve at the pleasure of the Council, without remuneration, expecting only

reimbursement of reasonable out-of-pocket expenses incurred in conducting the affairs of carrying out the authorized business of the Committee.

QUORUM

7. That a quorum of the Community Services Advisory Committee is a majority of its members, including the chair.

8. The Committee cannot make decisions or give direction unless there is quorum of members present.

9. Any member who is unable to attend shall inform the chairperson.

10. When the Chairperson is not in attendance, the committee members in attendance shall appoint a chairperson for the meeting.

CHAIRPERSON

11. The Community Services Advisory Committee chairperson shall be determined by the Committee Members.

DUTIES OF THE CHAIR

12. That the duties of the chair of the Community Services Advisory Committee are as follows:
    (a) The preservation of order and quorum;
    (b) The deciding of all questions of procedure and the provision of reasons therefore.

ABSENCE OF CHAIRPERSON

13. If the Chairperson leaves the chair for any reason, the committee members in attendance shall select an Acting Chair to preside during the Chair's absence.

PUBLIC MEETINGS

14. Deliberations of the Community Services Advisory Committee shall be held in Fort McMurray, and shall be open to the public in accordance with of the *Municipal Government Act* except where the matter under discussion falls within one of the categories of information referred to in the *Freedom of Information and Protection of Privacy Act*, c. F-18.5, as amended, and regulations there under, including:

    (a) The security of the property of the municipality;
    (b) Personal information of an individual, including an employee of the municipality;
    (c) A proposed or pending acquisition or disposition of property by or for the municipality;
    (d) Labour relations or employee negotiations involving the Municipality;

(e) Law enforcement matters, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality;

(f) Those matters specified in a statute other than the *Freedom of Information and Protection of Privacy Act* expressly authorizing a municipality to hold meetings in the absence of the public;

(g) Information that would reveal trade secrets of a third party or commercial, financial, labour relations, scientific or technical information of a third party that has been supplied, explicitly or implicitly, in confidence the disclosure of which could reasonably be expected to harm significantly the competitive position or interfere significantly with the negotiating position of the third party or result in similar information no longer being supplied to the municipality when it is in the public interest that similar information continue to be supplied, or resulting in undue financial loss or gain to any person or organization or reveal information supplied to or the report of an arbitrator, mediator labour relations officer or other person or body appointed to resolve or inquire into a labour dispute unless:

i. The third party consents to the disclosure;

ii. An enactment of Alberta or Canada authorizes or requires the information to be disclosed;

iii. The information related to a non-arm length's transaction between the government of Alberta and another party, or;

iv. The information is in record that is in the custody or under the control of the Provincial Archives of Alberta or the archives of a public body and has been in existence for 50 years or more;

(h) Information about a third party that was collected on a tax return or collected for the purpose of determining tax liability or collecting tax, except as provided in the *Municipal Government Act* subject to the exceptions listed in the subparagraphs (i), (ii), (iii) and (iv) or paragraph (g).

(i) A draft of resolution, bylaw or other legal instrument by which the municipality acts;

(j) The substance of deliberation of a meeting of members of the municipal council or a committee of council if any or a regulation under the *Freedom of Information and Protections of Privacy Act* authorizes the holding of such meetings in the absence of the public except when a draft of the resolution, bylaw, or other legal instrument or the subject matter of the deliberation has been considered in a meeting open to the public or the information referred to is in a record that has been in existence for 15 years or more.

PROCEDURE

15. The following rules apply to the Community Services Advisory Committee:

(a) Governance process is to be established by the Committee;

(b) There is no limit to the number of times a member may speak to a question;

(c) Informal discussion of a subject is permitted when no motion has been made; and

(d) The chair (or acting chair) may make motions, participate and debate and vote on all motions without leaving the chair.

FREQUENCY OF MEETINGS

16. The Community Services Advisory Committee shall meet a minimum of twice per year or as required by grant guidelines.

REPORT OF COMMITTEE

17. The Community Services Advisory Committee shall submit approved recommendations to Council as information and submit reports of recommendations made for Council approval as required by grant guidelines.

This Bylaw becomes effective when it receives third and final reading and has been signed by the Mayor and Chief Legislative Officer

READ A FIRST TIME THIS _____DAY OF _____, AD. 2006

READ A SECOND TIME THIS _____ DAY OF _____, AD. 2006

READ A THIRD TIME THIS _____DAY OF _____, AD. 2006

SIGNED AND PASSED THIS _____ DAY OF _____, 2006.

CERTIFIED A TRUE COPY

_____
MAYOR

_____
CHIEF LEGISLATIVE OFFICER

_____
CHIEF LEGISLATIVE OFFICER

REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

March 13, 2012

Subject:	**Reserve Bids for Tax Recovery Auction**
APPROVALS:	Glen Laubenstein, Chief Administrative Officer Elsie Hutton, Executive Director

Administrative Recommendation(s):

THAT the reserve bids and sale conditions be established as listed in Attachment 1 – Reserve Bids and Sale Conditions for Tax Sale Properties, dated February 03, 2012.

Summary:

Administration has exhausted all attempts to collect the tax arrears on these properties and the Municipality must now proceed with the public sale. Under the *Municipal Government Act*, Council must establish a reserve bid and any terms and conditions that apply to the sale of a parcel of land.

Background:

Under the *Municipal Government Act*, municipalities must offer for sale at public auction any parcels of land shown on their tax arrears list if the tax arrears are not paid by a certain date, which in this case is March 30, 2012 by 10:00 a.m. *The Municipal Government Act* also permits the Municipality to enter into an agreement with the owner of a parcel of land shown on its tax arrears list based on specific criteria. The parcel of land is removed from the tax sale for as long as the owner maintains the terms of the agreement. To date, no agreements for the payments of tax arrears have been reached between the Municipality and the owners of the parcels of land.

The Municipality has complied with all statutory obligations regarding notification to owners and advertisement of the public auction, as required by the *Municipal Government Act*.

Rationale for Recommendation(s):

The reserve bids were determined by the Assessment Branch of the Assessment and Taxation Department and reflect market value by comparing sales of properties similar to the tax recovery properties. Details of the reserve bids and conditions of the sale are set out in Attachment 1.

Attachments:

1. Reserve Bids and Sale Conditions for Tax Sale Properties.

Author: Jeanne Goudie
Department: Assessment & Taxation

Attachment 1

Reserve Bids and Sale Conditions for Tax Sale Properties

Notice is hereby given that, under the provision of the *Municipal Government Act*, The Regional Municipality of Wood Buffalo will offer the following lands for sale by public auction, in the Jubilee Center, 4th Floor Boardroom, 9909 Franklin Avenue, Fort McMurray, Alberta on Friday, March 30, 2012, at 10:00 a.m.

PLAN	BLOCK	LOT	FLEX ID#	RESERVE BID	LOCATION
9824993	3	40	10514949	$422,400	Fort McMurray
8321682	3	25	10518449	$81,620	Fort Chipewyan
8321906		27	10520239	$64,050	Janvier
8321550		47	10520395	$210,430	Conklin
8321550		57	10520404	$191,130	Conklin
8321550		142	10520477	$209,390	Conklin
0321365		Unit 22	10525025	$62,520	Fort McMurray

The parcels will be offered for sale subject to reserve bids and to the reservations and conditions contained in the existing certificate of title.

The Regional Municipality of Wood Buffalo may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.

Terms: Cash, bank draft or certified cheque made payable to the Regional Municipality of Wood Buffalo.

Redemption may be affected by payment of all arrears of taxes and costs at any time prior to the sale.

REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

Meeting Date: March 13, 2012

Subject: Allocation of 2012 Community Development Funding

APPROVALS:

Brian Makey, Acting Chief Administrative Officer
Carol Theberge, Executive Director
Carole Bouchard, Director

Administrative Recommendation(s):

THAT $200,000 of 2012 Community Development Funding be allocated as follows:

▪ Anzac Li'l Lakers Family Resource Centre	$18,000
▪ Big Brothers Big Sisters Association of Wood Buffalo	$17,343
▪ Centre d'accueil et d'etablissement du Nord de l'Alberta	$ 9,600
▪ Fort McMurray Boys & Girls Club	$14,400
▪ Fort McMurray Family Crisis Society	$18,000
▪ Fort McMurray Royal Canadian Army Cadet Corp #2803 Support Society	$18,000
▪ Fort McMurray Sunny Smiles Preschool Society	$16,000
▪ Multicultural Association of Fort McMurray	$18,000
▪ Parents Association of the 868 Royal Canadian Air Cadet Squadron	$18,000
▪ Support Through Housing Team Society	$18,000
▪ Wood Buffalo Educare Society	$18,000
▪ Wood Buffalo Senior Support Society	$12,872
▪ YMCA of Fort McMurray	$ 3,785

Summary:

The Community Services Advisory Committee reviewed 20 applications for 2012 Community Development Funding and is forwarding recommendations to Council as the approving authority.

Background:

Since 1996, the Regional Municipality of Wood Buffalo has annually allocated provincially sourced Community Development Funding to community groups for the delivery of preventive social programs that focus on assisting individuals develop independence or strengthen coping skills, and thereby help build stronger communities.

The process for notifying community organizations about Community Development Funding included advertising in *Fort McMurray Today* on three consecutive Fridays, with a closing date of January 23, 2012. All community groups have been advised of the Municipality's funding limitations and are encouraged to seek further support through other government programs, the private sector, and other entities.

Budget/Financial Implications:

Author: Heather Evasiuk
Department: Community Services

The funding available for allocation for 2012 is $200,000, sourced from provincially funded operational dollars.

Rationale for Recommendation(s):

Administration evaluated 20 Community Development Funding applications requesting a total of $653,063. Applications were screened for compliance with the Family and Community Support Services Act and Regulation. Seven applications fell outside those regulations or the applicants were already receiving alternate sources of funding within the municipality and, therefore, were not endorsed. All applications and recommended allocations were reviewed and supported by the Community Services Advisory Committee on February 16, 2012.

Attachments:

1. Community Development Funding 2012 – Allocations
2. Community Development Funding Overview 2001 - 2011

Community Development Funding **Attachment 1**
2012 Allocations

NAME	PURPOSE	COMMENT
Anzac Li'l Lakers Family Resource Centre – Community Programming in Anzac **Funding Requested: $50,000.00** **Funding Recommended: $18,000.00**	This program operates 5 days a week and offers a variety of programs including parents and tots playschool, a resource library, an early childhood development program, parenting and self help workshops. The program has expanded to serve ages up to 14 years.	The program offers a variety of children, youth, family and adult programs serving Anzac, Gregoire Lake Estates, Fort McMurray First Nation and some families from Fort McMurray. Provides programs and resources to support and encourage volunteerism. Program stats and usage not included. Some areas of program not meeting FCSS mandate ie. literacy & nutrition programs.
Anzac Recreation Society – Red Willow Lake Youth Organization **Funding Requested: $15,000.00** **Funding Recommended: 0**	Program is designed to provide youth with ability to participate in sports & cultural awareness.	The program is not eligible for FCSS funding since it is primarily for transportation, educational activities, library & sports activities which are not within the FCSS mandate. Will suggest other funding sources under rural grants to assist with need.
Big Brothers Big Sisters Association of Wood Buffalo – In-School Mentoring **Funding Requested: $21,679.00** **Funding Recommended: $17,343.00**	This program is designed for one to one mentoring of children throughout Fort McMurray by volunteers, (some community, some corporate) to increase self-esteem and make better choices in their lives.	The program engages seniors, general community members and corporate volunteers as mentors for children between the ages of 6 and 12 years to increase self-esteem and make better choices in their lives. This program meets the FCSS mandate and is eligible for funding.
Canadian Mental Health Association – CAPSS (Communication & Problem Solving Skills) Program & Friends for Life (Anxiety Program) **Funding Requested: $10,000.00** **Funding Recommended: 0**	CAPPS is a six-week program for students in Grades 4, 5 and 6 which discusses the importance of how to take care of your mental health; recognize anger symptoms; learning to control anger; take control of feelings and communicating them clearly; problem solving and conflict resolution. Friends for Life anxiety program is a 10 week program offered to grade 5 students teaching them how to be brave & confident when difficult things happen to them or when in uncomfortable situations – based on the CAPPS program with more of a mental health base (classroom & home activities).	Suggest this association find alternate sources of funding including funds already provided through the Regional Municipality of Wood Buffalo in the amount of a $59,500.00 operating grant.

NAME	PURPOSE	COMMENT
Centre d'accueil et d'etablissement du Nord de l'Alberta – Antenne de Fort McMurray – Integrated Services for Newcomers **Funding Requested: $12,000.00** **Funding Recommended: $9,600.00**	A program designed to help newcomers obtain the services necessary to successfully settle and integrate in the Wood Buffalo Region. Workshops will be provided in the following areas: Volunteer Training, Dealing with Stress, Winter Time Living & Parenting & Education.	Programs designed to inform the public of available services within a community including newcomer services are eligible for FCSS funding.
Fort McMurray African Canadian Association - Youth Enhancement Program **Funding Requested: $35,000.00** **Funding Recommended: 0**	The program is designed to help support African Canadian Youth to develop a healthy way of living through sports. The program would also prevent youth from spending time in unproductive activities leading up to committing crime.	The program is not eligible for FCSS Funding since it does not meet the FCSS mandate and is primarily a recreation program. The Community Services recreation area is already working with this group – application will be forwarded to Recreation Supervisor.
Fort McMurray Boy & Girls Club – Wavelengths Youth Program **Funding Requested: $18,000.00** **Funding Recommended: $14,400.00**	Program is designed to engage local youth (ages 12 – 18) in free of charge programs, events & activities for after school, weekends and at least one evening per weekend throughout the school year and summer break. Programs are casual in participation and designed for socializing with peers designed to be inviting and not intimidating. Program staff interact, guide and counsel participating youth. Weekend sessions will have distinct theme, discussion topic or presentation. Total cost to run the program including media campaign $118,000.00.	Services that promote the social development of children and their families, including support services for school age children are eligible for funding. Funding to support a portion of the costs to run the program.
Fort McMurray Ethiopian Community Association – Community Development Program **Funding Requested: $45,000.00** **Funding Recommended: 0**	Requesting funding for permanent office, office supplies and skilled personnel to create a program for Ethio-Canadians that would allow them to understand their basic rights and knowledge of the Canadian way of life and alleviate barriers.	Program offers direct assistance and is a duplication of services currently being offered by the Multicultural Association. Programs that provide direct assistance are not eligible for funding under the FCSS Mandate. Skill & labor market also not eligible. Will encourage partnership with the Multicultural Association to compliment each other's mandate and strategies as well as explore United Way funding.

NAME	PURPOSE	COMMENT
Fort McMurray Family Crisis Society – Stop the Hurting, Start the Healing **Funding Requested: $75,000.00** **Funding Recommended: $18,000.00**	Community awareness & sponsorship campaign designed to raise awareness of family violence within our community and promote prevention, treatment and rehabilitation programs & services.	Community & public awareness and volunteer development components are eligible for FCSS funding.
Fort McMurray Royal Canadian Army Cadet Corp #2803 Support Society – Army Cadets Program **Funding Requested: $94,396.00** **Funding Recommended: $18,000.00**	The Fort McMurray Royal Army Cadet #2803 is the civilian non-profit group that finances and supports the local corp. Cadets are taught, encouraged and challenged to become good citizens and develop healthy lifestyles, life skills and social responsibility.	Programs designed to encourage youth to develop healthy lifestyles, leadership skills; life skills and social responsibility are eligible for funding. This program provides free programs to youth ages 12 – 18 in Fort McMurray.
Fort McMurray Sunny Smiles Preschool Society – Social Development Program for 2-5 year olds **Funding Requested: $20,000.00** **Funding Recommended: $16,000.00**	Program for 2yr/9mos to 5 year olds designed to encourage social development and foster increased independence and coping mechanisms for group interactions and new environments.	The FCSS Act states that programs that enhance social development of preschool children are eligible for funding. The Early Childhood Mapping Project released in the Fall 2011 suggests that this programming is needed within the RMWB.
Justin Slade Youth Foundation – Youth Empowerment Day 2012 **Funding Requested: $17,398.00** **Funding Recommended: 0**	A day long conference event focused on providing life skills and knowledge aimed at inspiring youth in Grades 10 and 11 to make positive choices, while providing them with a unique opportunity for youth to come together to learn and discuss issues that relate to them.	This is a day-long event aimed at inspiring youth in Grades 10 & 11 to make positive choices. The Municipality is currently providing $150,000.00 operating grant to Justin Slade Youth Foundation for 2012. Significant ability to seek out other sources of funding & sponsorship for this event.
Mark Amy Treatment Centre – Wood Buffalo Wellness Society – Culture & Elder Program **Funding Requested: $29,500.00** **Funding Recommended: 0**	Program would allow centre to have the ability to include an elder in their cultural programs. The elder would provide a variety of components including cultural awareness, education, and enhance the explanations of various ceremonies and traditions.	Program is primarily rehabilitative in nature assisting with overcoming addiction and attaining long term post treatment sobriety and therefore not eligible for funding. Services provided under a funded program must not duplicate services that are ordinarily provided by a government or government agency.

NAME	PURPOSE	COMMENT
McMan Youth, Family & Community Services – Camp "Kids First" **Funding Requested: $20,000.00** **Funding Recommended: 0**	Outdoor recreation summer day camp program that supports social development for children in the community with autism and other special needs.	Program provides primarily for recreation and leisure needs and is a duplication of services offered by Northeast Alberta Child & Family Services.
Multicultural Association of Fort McMurray – Cross Cultural Parenting & Expo Cultural Promotion **Funding Requested: $56,000.00** **Funding Recommended: $18,000.00**	Immigrant parents learn parenting skills using the manual "Cross Cultural Parenting Program" from the Calgary Immigrant Women's Association. $2000 of requested funding to be used towards a Multicultural Expo to promote & give publicity on Multicultural Association parenting.	Programs that promote awareness and education of positive parenting skills are eligible for funding. The program provides a continuum of support that connects and integrates this population into the community in a manner that supports diversity and ensures their health, welfare and civil rights through partnerships with existing services, development of referral/resources and outreach to this population.
Parents Association of the 868 Royal Canadian Air Cadet Squadron – Air Cadets Program **Funding Requested: $32,500.00** **Funding Recommended: $18,000.00**	Program that serves Ft McMurray youth ages 12-18. From September to June, cadets meet one evening per week, and on some weekends. Cadets attend both theoretical and practical lessons in various subjects such as teamwork, leadership, survival training and public speaking. Weekend field exercises allow cadets to reinforce their skills and knowledge in the outdoor setting.	Programs designed to encourage youth to develop healthy lifestyles, leadership skills, life skills and social responsibility are eligible for funding. This program provides free programs to youth ages 12 – 18 in Fort McMurray. Currently serving 55-65 youth in the community.
Support Through Housing Team Society – Life Skills Coach **Funding Requested: $25,000.00** **Funding Recommended: $18,000.00**	Program will provide a Life Skills Coach that would enable individuals to receive one-on-one supports in all aspects of life skill development as it relates to their ability to obtain and maintain housing.	This program is eligible for FCSS funding as it provides supports that help sustain people as active participants in the community, develop independence and strengthen coping skills. This program is not eligible for Community Plan on Homelessness Funding since they do not meet the Housing First approach.

NAME	PURPOSE	COMMENT
Wood Buffalo Educare Society – Educare Early Intervention **Funding Requested: $45,000.00** **Funding Recommended: $18,000.00**	Educare provides early intervention to children ages 3-5 (and their families) in order to better prepare them for a successful future. The program improves children's literacy skills, learning abilities, behavior, coping skills and social skills.	Programs that enhance social development of preschool children are eligible for funding. The program prepares children for social and academic success by providing programs that integrate language, literacy, family wellness and early childhood development and includes programs such as the Seeds of Empathy, Alpha Bits and Educare Literacy for Families.
Wood Buffalo Senior Support Society **Funding Requested: $16,090.00** **Funding Recommended: $12,872.00**	The program is aimed at supporting, maintaining and improving senior citizen's skills to maximize supports necessary to maintain independence for community living. The program will develop a natural, social support system.	Social programs that focus on supporting senior's independence and strengthening their coping skills are eligible for funding. This program is aimed at supporting, maintaining and improving senior's skills to maximize supports necessary to maintain independence for community living. The program will develop a natural, social support system.
YMCA of Fort McMurray - Early Learning and Child Care Conference **Funding Requested: $15,500.00** **Funding Recommended: $3,785.00**	Two day professional development conference - Early Learning Child Care for anyone that works with children aged 0-12 years (4th Annual Conference).	The organization must show a funding partnership since the target group is daycare providers and daycare programs which do not fall under the FCSS mandate, however, the development of pre-school children is eligible. Partial funding recognizing preschool participants and after school care.

Community Development Funding Overview 2001-2012

Attachment 2

ORGANIZATION	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Anzac Li'l Lakers Family Resource Centre			5,000	5,000	6,000	5,000				25,000	35,000	18,000
Anzac Youth Elders Day	2,000											
Big Brothers Big Sisters Association										23,000	23,700	17,343
Canadian Mental Health Association							8,000	6,000	10,000	5,000	9,000	
Centre d'accueil et d'etablissement du Nord de l'Alberta												9,600
Children's Centre	3,038			2,264	2,471	3,700						
Conklin Community Association		2,000	7,000	8,650	9,000	9,000	8,000			10,000		
Fellowship Baptist Church – Centre of Hope							12,000					
Fort McMurray African Canadian Association											9,000	
Fort McMurray Association for Community Living	9,000	9,000	24,000	9,000	8,000		12,000	12,000				
Fort McMurray Boys & Girls Club												14,400
Fort McMurray Family Crisis Society	3,314				9,777					20,000		18,000
Fort McMurray Golden Years Society	7,240	8,400		9,420	10,000	10,000	12,000	12,000	14,000			
Fort McMurray Meals on Wheels Society	1,340	8,658	3,914	3,032	4,752							
Fort McMurray Royal Canadian Army Cadets Corp											15,000	18,000
Fort McMurray Sunny Smiles Preschool Society												16,000
Janvier Youth Development Association/Dene				17,000	15,000	12,000						

Community Development Funding Overview 2001-2012

Attachment 2

ORGANIZATION	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Justin Slade Youth Foundation										10,000	14,000	
Métis Nations of Alberta						10,000						
Multicultural Association of Fort McMurray								33,100	40,000	25,000	15,150	18,000
Nistawoyou Friendship Centre		18,115	10,063	5,031		12,000	11,000					
Northern Lights Community Mediation Society	11,875	14,796	7,509									
Parents Association 868 Royal Canadian Air Cadets										15,000	15,000	18,000
Some Other Solutions – Helpline	25,000	20,000	20,000	15,591	15,000	13,300						
Some Other Solutions - Community Directory	5,000											
Support Through Housing Team Society												18,000
Willow Lake Community Kitchen Association		2,000										
Wood Buffalo Educare Society							12,000	12,000	25,600	25,000	30,000	18,000
Wood Buffalo Senior Support Society	9,437	9,878	9,906	9,980	10,000	11,000	11,000	11,900	10,400	12,000	12,500	12,872
Wood Buffalo Volunteer and Information Centre										15,000		
YMCA – Early Learning and Child Care Conference											6,500	3,785
YMCA of Wood Buffalo – Out-of-School Care				10,000	10,000	9,000	10,000	10,000				
YMCA Youth Connections										5,000		

REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

Meeting Date: March 13. 2012

Subject: Appointment of Municipal Noxious Weed Inspector

APPROVALS:

Brian Makey, Acting Chief Administrative Officer
Henry Hunter, Executive Director
Ken Willis, Acting Director

Administrative Recommendation:

THAT the Chief Administrative Officer appoint a Municipal Weed Inspector in compliance with Alberta's Weed Control Act.

Summary:

The Government of Alberta's Weed Control Act requires that municipalities appoint municipal inspectors to enforce and monitor compliance.

Background:

Alberta's Weed Control Act, which was revised in June 2010, is a comprehensive approach to protecting the production and quality of agricultural land, as well as defending natural ecosystems from alien invasive plants. The legislation, which strengthens Alberta's ability to keep prohibited noxious weeds out of the province, was created in consultation with a broad range of stakeholders to ensure that it reflects current realities and needs in the shared effort to safeguarding natural resources and the agriculture industry.

Alternative

Allow the Minister of Agriculture and Rural Development the potential to appoint a Municipal Weed Inspector for the Regional Municipality of Wood Buffalo.

Budget/Financial Implications:

Costs will be minimal.

Rationale for Recommendation(s):

If the Municipality does not name a Municipal Weed Inspector, the Minister of Agriculture and Rural Development may do so on its behalf. Under the Act, the Minister can direct that an inspector be appointed if, in his/her opinion, the Municipality has failed to designate sufficient inspectors or those assigned are not properly monitoring and enforcing compliance. Related salaries and expenses are a debt due to the Minister.

The Municipality's Parks Environmental Management Coordinator is well suited to take on this role. The coordinator currently performs the same duties as would an inspector, except for

enforcement, which is handled by Bylaw Services under the Nuisance Property Bylaw. Designated Municipal Weed Inspector, the Coordinator would then have not only the expertise but the authority to enforce the act, taking over from Bylaw Services. The expected workload for a Weed Inspector in the Municipality does not warrant the creation of a new position.

REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

Meeting Date: March 13, 2012

Subject: Appointments to Council Committees

Selection Committee Recommendations:

1. THAT Mats van Kleef be appointed to the Communities in Bloom Committee, effective immediately, to December 31, 2012.

2. THAT Brenda MacLean be appointed to the Landlord and Tenant Advisory Board, effective immediately, to December 31, 2013.

3. THAT Kevin Thornton be appointed to the Library Board, effective April 1, 2012, to December 31, 2012.

4. THAT Mary Thomas be appointed to the Regional Advisory Committee on Inclusion, Diversity and Equality, effective immediately, to December 31, 2013.

Summary:

The Selection Committee is recommending appointments to fill mid-term vacancies on several committees. In keeping with the established bylaws and regulations, the appointment of individuals to Council boards and committees must be approved by Council.

Background:

During the annual recruitment campaign in October 2011, the Selection Committee, comprised of the Mayor and Councillors Blair, Germain, Kirschner and Vinni, met to review all applications received. At that time, the Selection Committee identified a number of individuals who could be called upon in the event that a vacancy occurred throughout the year. Presently, a mid-term resignation has occurred on the Communities in Bloom Committee, Landlord and Tenant Advisory Board, Library Board and the Regional Advisory Committee on Inclusion, Diversity and Equality; therefore, the Selection Committee is recommending the appointment of individuals to fill the balance of the existing terms of appointment on the respective committees. The recommended appointees have confirmed their interest in serving as a member on those particular committees.

Rationale for Recommendation(s):

The appointment of members is necessary to ensure the continued viability of the various Council committees.

Author: Jade Callahan
Department: Council and Legislative Services

REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

Meeting Date: March 13, 2012

Subject:	**Request for Leave of Absence**
APPROVALS:	Brian Makey, Acting Chief Administrative Officer Audrey Rogers, Acting Director

Administrative Recommendation:

THAT an unpaid leave of absence, inclusive of salary and benefits, be authorized for Councillors Mike Allen and Donald Scott, for the period covering the announcement of the next provincial election, up to and including the date the election is held.

Summary:

Councillors Mike Allen and Donald Scott will be running in the next provincial election and have requested an unpaid leave of absence during the campaign period.

Background:

Councillors Mike Allen and Donald Scott have been nominated as the Progressive Conservative party's candidates and will be running in the next provincial election, anticipated to be held in Spring 2012. As a result of their candidacy, both Councillors are requesting that Council authorize an unpaid leave of absence. The requested leave of absence, which is inclusive of salary and benefits, would span from the date that the election is announced, up to and including the date of the election.

Rationale for Recommendation:

The requested leave of absence would reduce the quorum required of Council, thereby enabling municipal business to be conducted with little or no impact. There is no legislative requirement for a Councillor running for provincial office to request or take any form of leave, or otherwise vacate their position on Council during the campaign period.

Author: Audrey Rogers
Department: Council and Legislative Services