



## **Wood Buffalo Recovery Committee**

Jubilee Centre Council Chamber  
9909 Franklin Avenue, Fort McMurray

Wednesday, December 07, 2016  
6:00 PM

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### **Agenda**

#### **In Camera** (3:00 p.m. – 5:00 p.m.)

##### **Advice from Officials**

(in camera pursuant to section 24 of the *Freedom of Information and Protection of Privacy Act*)

#### **Call To Order**

#### **Adoption of Agenda**

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

1. Minutes of Wood Buffalo Recovery Committee Meeting - November 23, 2016

#### **Presentations**

2. Kevin Grogan, General Manager, Vista Ridge re: The Recovery of Vista Ridge
3. EcoYOLO re: Go Green (presentation)
4. Kim Rizzi re: Holiday Committee (presentation)
5. Kelly Hansen, Manager, Economic Development re: RMWB Small Business Workforce Support Program Update (verbal)

6. Kelly Hansen, Manager, Economic Development re: Builder's Expo Update (verbal)
7. Sarah Murrant, Manager, Stakeholder Engagement re: Here for You (presentation)
8. Tanya MacAulay, Manager, Supply Chain Management re: SCM/RFP RMWB Process (presentation)

#### **New and Unfinished Business**

9. Sub-Committee Reports
10. Wildfire Recovery Team Update
11. Wood Buffalo Recovery Committee 2017 Meeting Schedule

#### **Adjournment**

**Unapproved Minutes of a Meeting of the Wood Buffalo Recovery Committee held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Wednesday, November 23, 2016, commencing at 6:00 p.m.**

**Present:** J. Bancarz, Chair  
M. Farrington  
S. Germain, Councillor  
M. Giles (via teleconference)  
K. Jenkins  
K. McGrath, Councillor

**Absent:** K. Fleury  
M. Hodson  
A. Vinni, Councillor

**Administration:** D. Woodworth, Recovery Team Lead  
J. Brown, Supervisor, Legislative Services

**Call To Order**

Chair J. Bancarz called the meeting to order at 6:04 p.m. and sent regrets on behalf of K. Fleury, M. Hodson and Councillor A. Vinni.

**Adoption of Agenda**

Moved by K. Jenkins that the Agenda be adopted as presented.

CARRIED UNANIMOUSLY

**Minutes of Previous Meetings**

**1. Minutes of Wood Buffalo Recovery Committee Meeting – November 9, 2016**

Moved by M. Farrington that the minutes of the Wood Buffalo Recovery Committee meeting held on November 9, 2016 be approved as presented.

CARRIED UNANIMOUSLY

**Presentations**

**2. Jenelle Hart, Environmental Supervisor, Recovery Task Force re: Phase III Soil Sampling Program in the RMWB**  
(6:06 p.m. – 6:11 p.m.)

**Jenelle Hart, Environmental Supervisor, Recovery Task Force**, provided an overview and update of the Phase III Soil Sampling Program.

**3. Erin O'Neill, Operations Manager, Recovery Task Force re: Recovery Projects Update**

(6:11 p.m. – 6:45 p.m.)

**Erin O'Neill, Operations Manager, Recovery Task Force**, provided an overview and introduction of the Recovery Projects. **Jenelle Hart, Environmental Supervisor, Recovery Task Force**, provided an overview of the recovery projects related to the Environment Pillar. **Laurie-Anne St. George, Rebuild Supervisor, Recovery Task Force**, provided an update on the recovery projects related to the Rebuild Pillar, and **Dennis Warr, Mitigate Supervisor, Recovery Task Force**, provided an overview of the recovery projects related to the Mitigate Pillar.

**New and Unfinished Business****4. Sub-Committee Reports**

(6: 45 p.m. – 6:54 p.m.)

**K. Jenkins, Chair of the Rebuild Sub Committee**, provided an update on the initiatives of the sub-committee including statistics on building permits issued to date.

**M. Farrington, Chair of the People Sub-Committee**, provided an update on the initiatives of the sub-committee to date including the upcoming Kindness Campaign.

**M. Giles, Chair of the Mitigation and Economy Sub-Committees**, provided an update on the initiatives of both sub-committees to date including an update on a meeting held with the Fort McMurray Chamber of Commerce.

**5. Wildfire Recovery Team Update**

(6:54 p.m. – 7:00 p.m.)

**Dana Woodworth, Recovery Team Leader**, spoke to the recovery initiatives of the Recovery Task Force to date including soil sampling and discussions with the Government of Alberta.

**Adjournment**

As all scheduled business matters had been concluded, Chair J. Bancarz declared the meeting adjourned at 7:00 p.m.

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Chair

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Chief Legislative Officer



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

### Wood Buffalo Recovery Committee Request for Presentation

Completed requests to make a public presentation must be received by 12:00 noon on the Monday immediately prior to the scheduled meeting. Presentations are a maximum of 5 minutes in duration.

Presentation Information	
Preferred Date of Presentation	December 7 <sup>th</sup> / 2016
Name of Presenter(s)	Kevin Bryan
Organization Represented	Vista Ridge
Topic	The Recovery of Vista Ridge
Please List Specific Points/Concerns	<ul style="list-style-type: none"><li>- Damage to infrastructure</li><li>- Citizens and organizations that stepped up</li><li>- Opening day is on schedule</li></ul>
Action Being Requested of Committee	Information only
Are you providing any supporting documentation (ie: Powerpoint)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Handwritten: No, just a video</i>	
<small>If yes, the documentation must accompany the request, as handouts will not be distributed at the meeting. To ensure that your documents meet minimum standards, please see presentation guidelines on the next page.</small>	
<small>Supporting documents may be e-mailed to <a href="mailto:lgardner@woodbuffalo.ca">lgardner@woodbuffalo.ca</a></small>	

As per Procedure Bylaw No. 14825, a request to make a presentation may be referred or denied.

Eco- YOLO



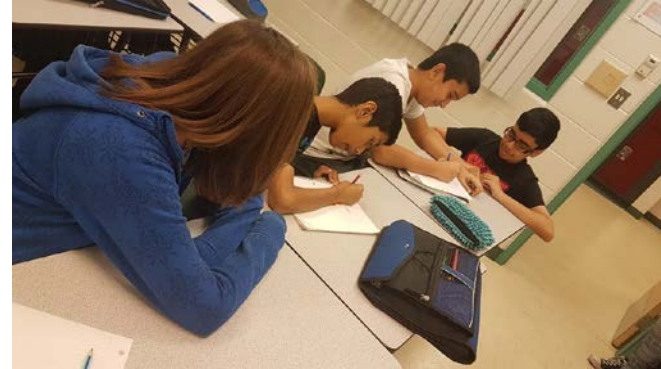
**GO**  
**GREEN**

# Our Name

**EcoYOLO** is a carefully thought out name because we're a group of young individuals who deeply care about the environment.

**Eco** stands for environmental consciousness and caring about the ecosystem.

**YOLO** is an acronym that means **YOU ONLY LIVE ONCE** and we put this in our name because we believe that you have the responsibility of passing this world down to the next generation so we should do whatever we can to protect it and keep it healthy.



# Our Mission Statement

Our goal is to replant the trees that have been lost during the Beast - Fort McMurray Wild Fire.

We would like to work with the RMWB to rejuvenate the forest. (GTP)





# How We Will Do It

## Project Plan:

Arborists

Tree/Gardening Companies

Alberta Agriculture/Forestry Departments

Rehabilitation Department

Raise Money: Readathon/Walkathon

Student Involvement

Raise Awareness



# Thank You

## We want to thank you all for listening!!!



Presentation Prepared  
by: Marlien Bruwer,  
Krish Shah, Chintan  
Desai, Rafiu Mostafa  
& Nazia Hiscock





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OF **WOOD BUFFALO**

## Wood Buffalo Recovery Committee Request for Presentation

Completed requests to make a public presentation must be received by 12:00 noon on the Monday immediately prior to the scheduled meeting. **Presentations are a maximum of 5 minutes in duration.**

Presentation Information	
Preferred Date of Presentation	December 7, 2016
Name of Presenter(s)	Kim Rizzi- Social recovery Task Force – Christmas Committee ( People Pillar )
Organization Represented	Social Recovery Task Force Christmas Sub-Committee
Topic	90:10 Together Again
Please List Specific Points/Concerns	December 11, 2016 Jubilee Plaza 4:30-8:00 pm
Action Being Requested of Committee	To request 10 minutes to ask the community to come together as part of the 90:10 task force to enjoy the Christmas festivities.
<p>Are you providing any supporting documentation (ie: Powerpoint)?      <input checked="" type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>If yes, the documentation <u>must</u> accompany this request, as handouts will not be distributed at the meeting. To ensure that your documents meet minimum standards, please see presentation guidelines on the next page.</p> <p>Supporting documents may be e-mailed to <a href="mailto:Legislative.Assistants@rmwb.ca">Legislative.Assistants@rmwb.ca</a>.</p>	

*As per Procedure Bylaw No. 14/025, a request to make a presentation may be referred or denied.*



# 90:10 Together Again

# 90:10 Together Again

- Wood Buffalo Social Recovery Task Force Christmas sub committee initiative
- Identified the need to bring the 90:10 together at critical milestone ( 90% back home; 10% not home )
- Community events bring all of us together

# Events

- Brought together people from across every sector and all corners of the region for Thanksgiving – fed 8000 residents of Wood Buffalo

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Next Milestones:

- Christmas
- Easter
- One Year Out – May 3

# 90:10 Together Again” Holiday Gathering

- **Date:** December 11, 2016
- **Time:** 4:30 – 8:00 pm
- **Location:** Jubilee Plaza
- **Rationale for the theme:**
  - 90% of us are home, 10% of us are not yet; we want to bring the entire community together to share the magic of the holidays
- **Organizers:**
  - Wood Buffalo Social Recovery Task Force (Christmas Committee) People Pillar
- **Co-Chairs:** Maggie Farrington, Kim Rizzi

# 90:10 Together Again

- We want all of the families in Wood Buffalo to come to celebrate the Magic of the Holidays together at Jubilee Plaza.
- Wear your favorite Christmas pajamas, Ugly Christmas Sweater, or elves hat, Christmas socks
- Dress warm –we will provide hot chocolate and apple cider to warm you up - Fort McMurray Rotary
- Bring your skates, in case the ice is ready in the Plaza
- Music, activities for children and “Hug your neighbor” campaign
- Launch of the [#kindnessWB](#) campaign
- Recovery information services will be provided
- Blue Mountain Café will be open for business
- 300 families will go home with a Gingerbread house kit
- Visit from a special guy from the North Pole
- Bring your singing voice and join in on the Caroling



# Stakeholder Engagement Update

Sarah Murrant – Stakeholder Engagement, Manager  
December 7, 2016

# Agenda

- Background
- Update on Sessions
- RMWB Staff Sessions
- Focus Groups
- Contact Information
- Questions

# Background

- On-going effort to listen to concerns
- Commitment to answer questions
- Bring information about recovery to the residents
- Enable a community driven recovery process

# Update on Sessions

- November Summary
- Trade Show
- Lights of Christmas
- Next Steps

# Staff Sessions

- Launched November 4
- Previous locations, upcoming locations
- What we have heard
- Next steps

# Focus Groups

- Community driven
- Meaningful conversations
- Ongoing effort to ensure two-way dialogue
- Next steps

# Here for You, Always

- Call: PULSE line 780-743-7000
- Email: [recovery@rmwb.ca](mailto:recovery@rmwb.ca)
- Visit: [rmwb.ca](http://rmwb.ca)

# Questions



# Supply Chain Management

Regional Municipality of Wood Buffalo

December 7, 2016

# Supply Chain Organization

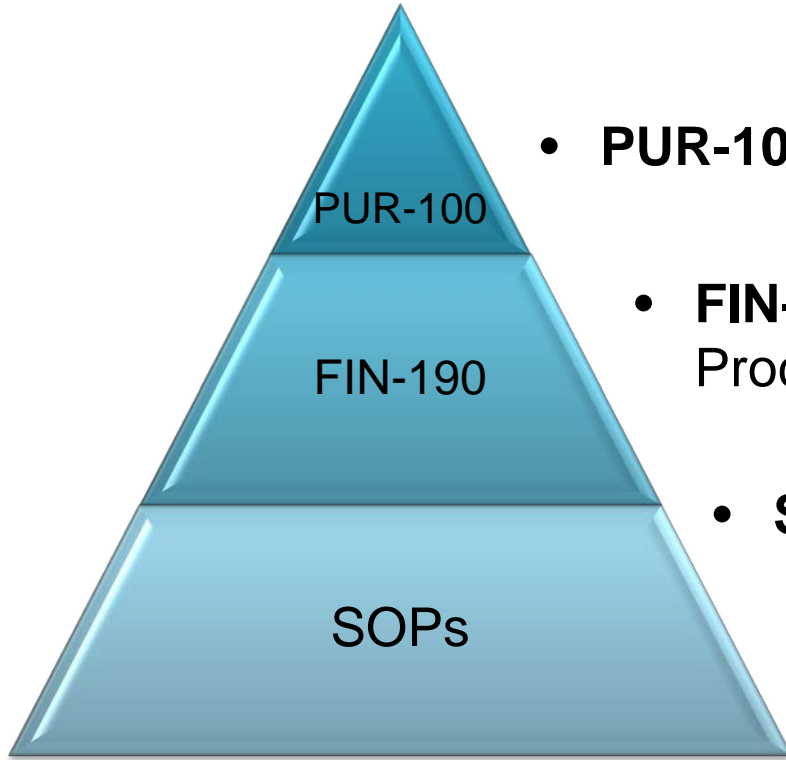


# Supply Chain Overview

All RMWB functions are performed in accordance with relevant :

- Trade Agreements
- Council Policy
- Administrative Procedures
- Standard Operating Procedures
- Municipal Development Plan
- Public Procurement Law

# RMWB Specific Governance



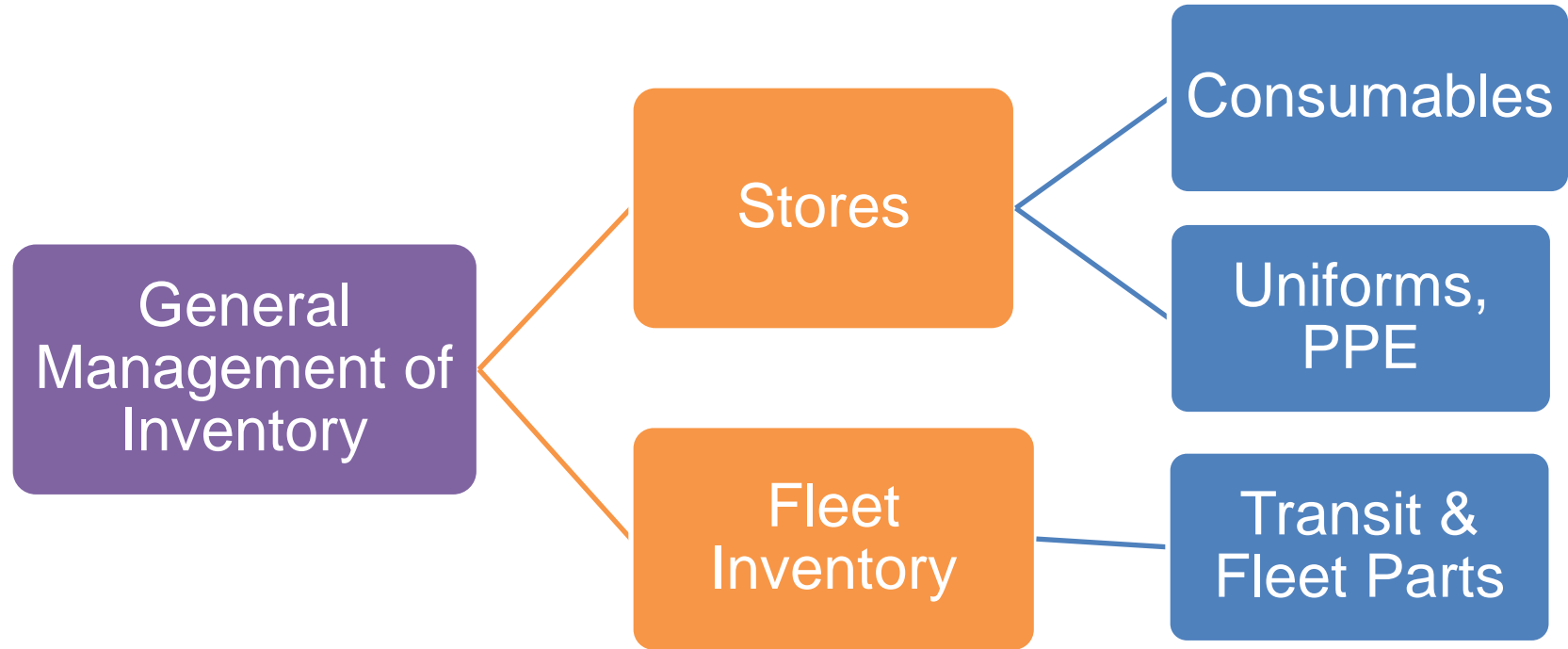
- **PUR-100** Council Approved Procurement Policy
- **FIN-190** Procurement Administrative Procedure
- **SOP** – 20 Standard Operating Procedures
  - Processes
  - Purchase Order Changes
  - Creation of Formal Contracts, etc.

# Accounts Payable

- Processes 25,000+ Invoices/Year
- Vendor Payments of \$800+ M/Year

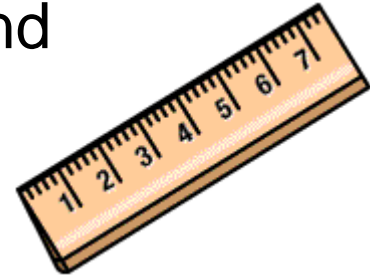


# Stores & Fleet Inventory Management



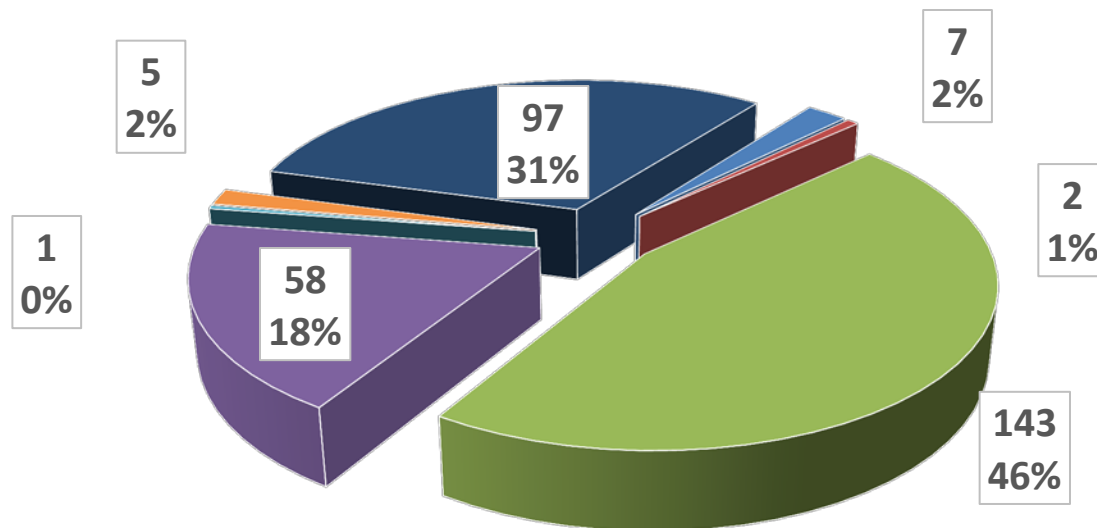
# Measurements & Reporting

- Establish and analyze baseline metrics used for further improvement strategies
- Measure compliance with Policy and Procedures
- Identify areas for cost reduction



# Total Number of Solicitations – June 1, 2014 to December 1, 2015

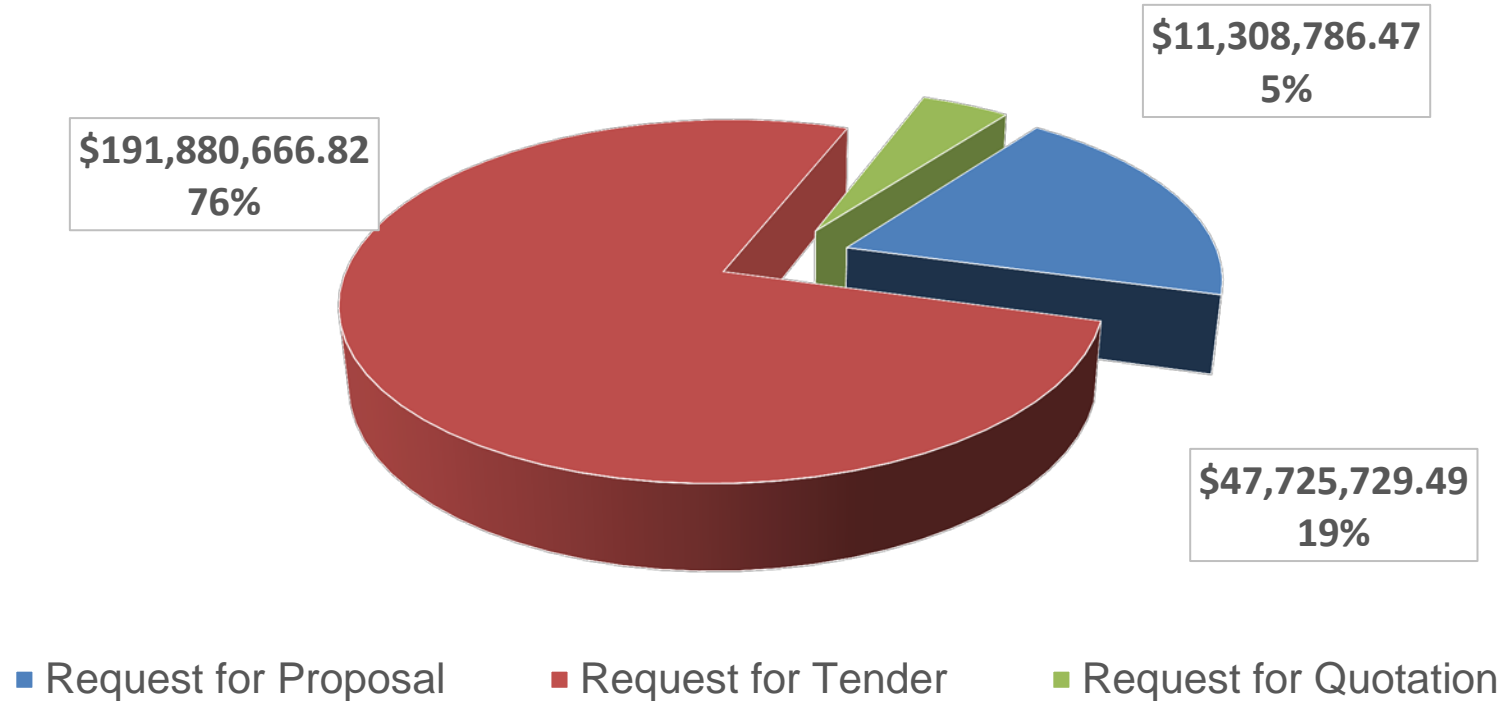
## Summary



- Notice of Intent
- Request for Proposal
- Request for Expression of Interest
- Request for Quotation
- Request for Information
- Request for Tender
- Request for Prequalification



# Total Solicitation Spend – June 1, 2014 to December 31, 2015 (Millions \$)



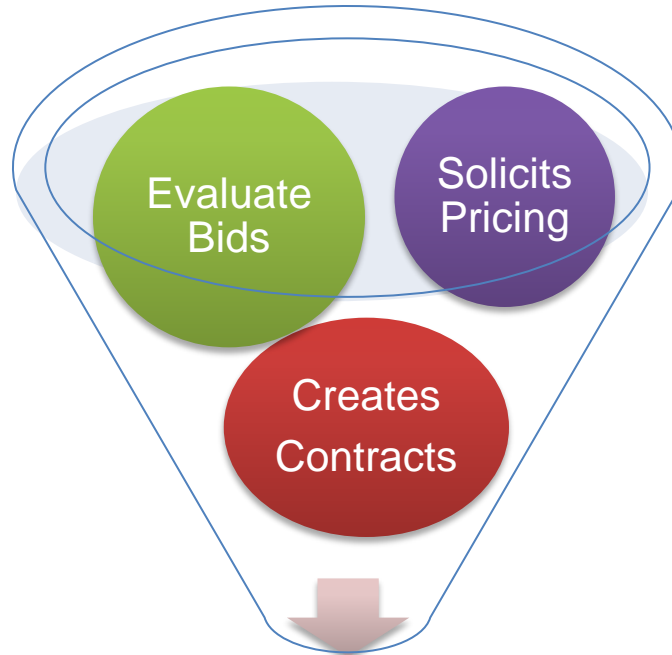
# Procurement Department Overview

The Procurement Department is committed to procure all goods and services:

- Efficiently
- Fairly
- In a transparent and cost competitive way

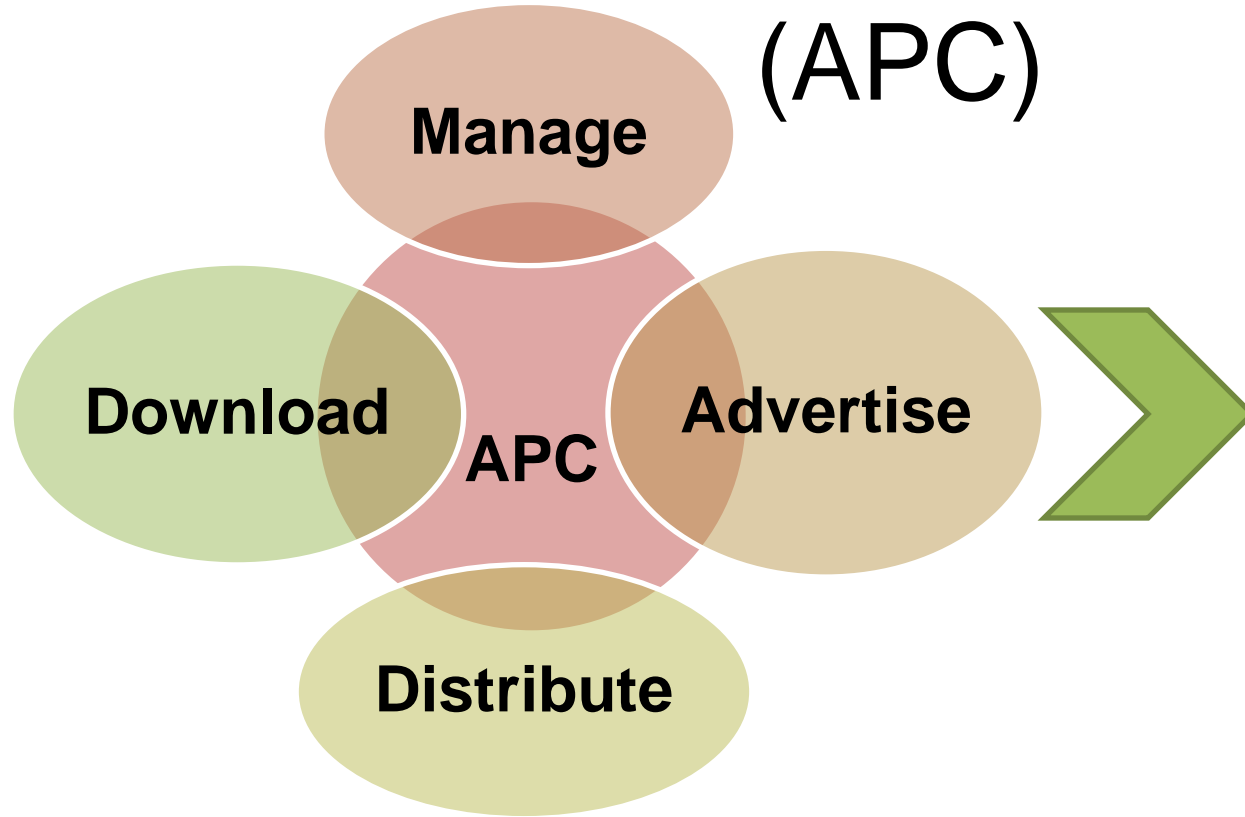


# Procurement Department



At any point in time: Average of 70 Projects  
17 – 25 Public Postings

# Alberta Purchasing Connection (APC)



Purchasing Opportunities in Alberta for:

- Goods
- Services
- Construction

# Treaty Thresholds Continued

AIT Thresholds (MASH)	New West Partnership Trade Agreement
<b>\$100,000</b> or greater (goods)	<b>\$75,000</b> or greater (goods)
<b>\$100,000</b> or greater (services)	<b>\$75,000</b> or greater (services)
<b>\$250,000</b> or greater (construction)	<b>\$200,000</b> or greater (construction)

Above these limits, all bids posted publically

# Further Thresholds & APC

Construction	Goods & Services
< \$200 K – 3 Written Quotes	< \$75,000 (Procurement Card, >\$1 to <10K: Customer to get 1 – 3 quotes, >\$10 K to <\$75K Customer to get 3 written quotes)
> \$200 K – Posted Publically	> \$75,000 or greater posted publically

# Non-Competitive Process

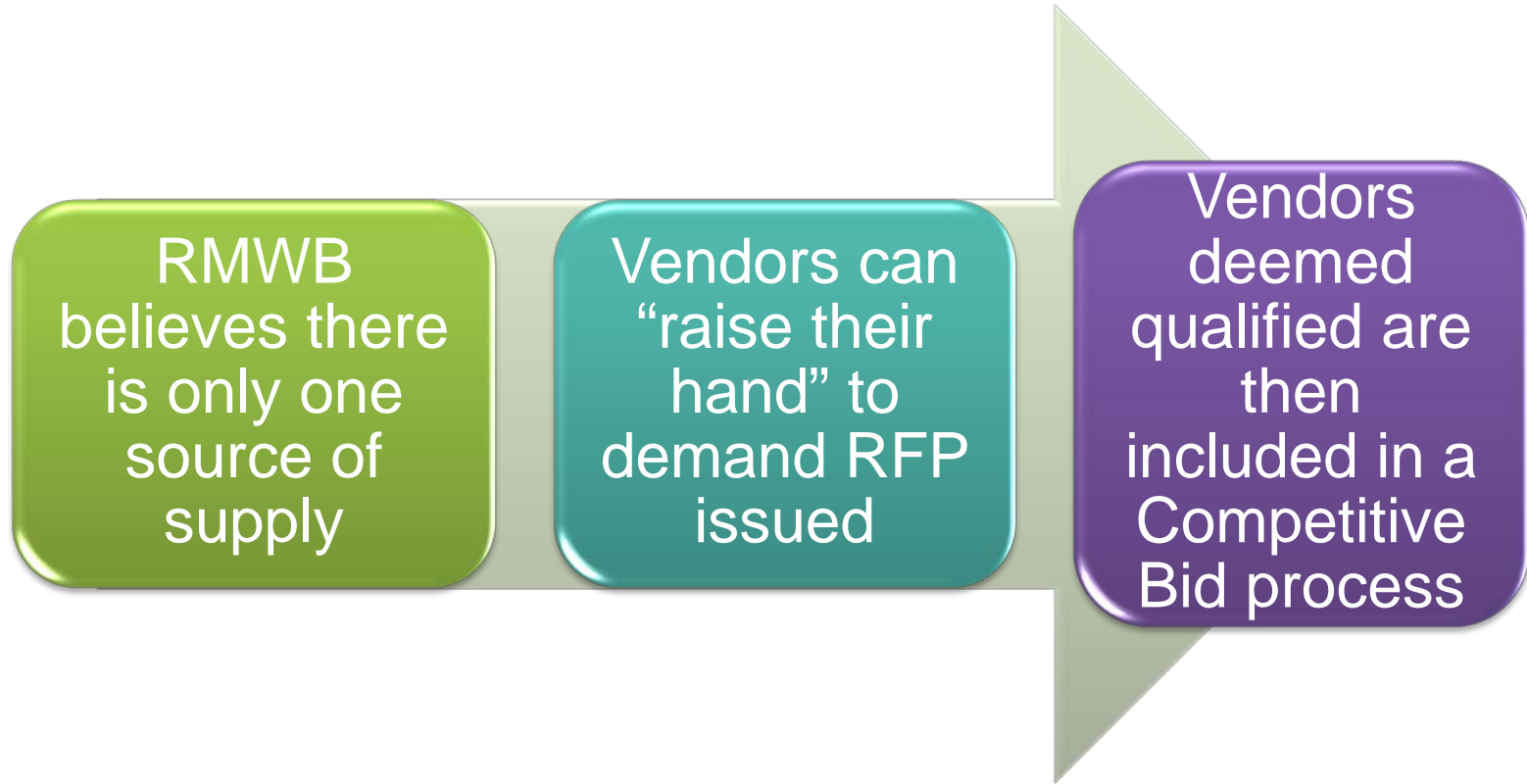
RMWB is compliant with AIT relative to circumstances for Sole Source or Exclusions

## Exclusion examples:

- Requirement for items with patents
- Working with previously tendered contract items
- Emergencies
- Contract available through Provincial tendering practices



# Notice of Intent (NOI) Process





# Vendor Self Registry Database

@ [www.rmwb.ca](http://www.rmwb.ca) “Doing Business”

We have launched in Aug. 2015, a key registry tool:



- Vendors will self-register into our database
- The database will be used for below threshold procurements
- The database will not create a preferred vendor list
- The database will not imply an offer of work from the RMWB
- The database will collect information to broaden the vendor base in our quoting requests

# Vendor Self Registry Database



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Vendor Registry

[Home](#)

[Register](#)

[Log in](#)

## Vendor Registry

Welcome to the RMWB Vendor Registry. Below are the vendors who are currently registered. Vendors are welcome to register and advise what goods and/or services are available to the RMWB.

This Registry is for information purposes only and does not add the vendor to a preferred list or imply any offer of work from the RMWB.

[Register as a Vendor](#)

[Edit your Vendor Listing](#)

### Filter Results:

Commodity:

All



[Filter](#)

[Clear Filter](#)

Company Name	Address 1	City	Postal Code	Country	Province	Telephone	
Admin Company Test	9909 Franklin Ave	Fort McMurray	T9H 2K4	Canada	AB	780-555-5555	<a href="#">Details</a>

# AIT and NWPTA

We cannot “discriminate  
between suppliers, or goods  
or services on the basis of  
geographical location”



# Social Procurement Framework

On January 26, 2016, SCM requested approval from Council to develop a 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.

Council approved the request unanimously, and development is currently underway.

# What is a Social Procurement Framework?

- Social procurement leverages public dollars to achieve desirable and targeted social impact.
- The social procurement framework aligns procurement with the community values and strategic priorities.
- Social procurement balances the needs of people, planet and profit.
- The framework imposes a responsibility for the region's buyers to explore opportunities to achieve positive social outcomes and community benefits.

# Social Procurement Framework

RMWB has awarded our first Social Procurement Contract.

- This Social RFQ for an urban snow clearing contract, was developed in partnership with the Centre of Hope. It will reward vendors who are willing to create work opportunities for recently housed, formerly homeless people.
- Centre of Hope has assigned the personnel management piece to Choices.
- The contract was split into three zones, and was subsequently awarded to two contractors.

Thank you  
Questions?  
General Inquiries:  
[purchasing@rmwb.ca](mailto:purchasing@rmwb.ca)