



Council Meeting

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray

Tuesday, March 08, 2016
6:00 p.m.

Agenda

Call To Order

Adoption of Agenda

Minutes of Previous Meetings

1. Minutes of Council Meeting - March 1, 2016

Bylaws

2. 2016 Debenture Borrowing Bylaw Amendments
 - delegations
 - 2nd and 3rd readings

Reports

3. Appointment of Regional Assessor
 - delegations
4. Cancellation of Council Meeting – March 22, 2016
 - delegations

Councillors' Motions

5. Council Realignment
 - delegations

Adjournment

Unapproved Minutes of a Meeting of the Council of the Regional Municipality of Wood Buffalo held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, March 01, 2016, commencing at 6:00 p.m.

Present:

- M. Blake, Mayor
- T. Ault, Councillor
- L. Bussieres, Councillor
- J. Cardinal, Councillor
- S. Germain, Councillor
- P. Meagher, Councillor
- K. McGrath, Councillor (via teleconference)
- J. Stroud, Councillor
- C. Tatum, Councillor
- A. Vinni, Councillor
- C. Voyageur, Councillor

Administration:

- M. Ulliac, Chief Administrative Officer
- K. Scoble, Deputy Chief Administrative Officer
- B. Couture, Executive Director
- E. Hutton, Executive Director
- M. Johnstone, Executive Director
- B. Moore, Executive Director
- D. Leflar, Chief Legislative Officer
- A. Rogers, Senior Legislative Officer
- R. Marshall, Legislative Officer
- D. Soucy, Legislative Officer

Call To Order

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

Adoption of Agenda

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

CARRIED UNANIMOUSLY

Minutes of Previous Meetings

1. Minutes from Council Meeting - February 23, 2016

Moved by Councillor J. Stroud that the Minutes of the Council Meeting held on February 23, 2016 be approved as presented.

CARRIED UNANIMOUSLY

Reports**2. 2016 Capital Budget Amendments – Revised, New and Cancelled Projects**
(6:06 – 6:21 p.m.)

Moved by Councillor P. Meagher:

- That the 2016 Capital Budget Amendments, as summarized on Attachment 1 (2016 Capital Budget Amendments – Revised, New and Cancelled Projects, dated March 1, 2016), be approved; and
- That the revised Cash Flow of Capital Projects, as summarized on Attachment 2 (2016 Capital Budget Amendments – Revised, New and Cancelled Projects – Project Cash Flow Summary, dated March 1, 2016), be approved.

Entrance

Councillor K. McGrath joined the meeting via teleconference at 6:15 p.m.

Kola Oladimeji, Director, Financial Services, Emdad Haque, Director, Engineering, and Michael Colbert, Acting Manager, Environmental Services, provided an overview of the 2016 Capital Budget Amendments.

CARRIED UNANIMOUSLY

3. 2015 Capital Budget Fiscal Amendments Update
(6:21 p.m. – 6:42 p.m.)

Moved by Councillor J. Stroud that the 2015 Capital Budget Fiscal Amendments Update, as summarized on Attachment 1 (2015 Capital Budget Fiscal Amendments, dated December 31, 2015) be accepted as information.

Kola Oladimeji, Director, Financial Services, and Emdad Haque, Director, Engineering, provided an update of the 2015 Capital Budget Fiscal Amendments. Mr. Oladimeji confirmed that all of the amendments were within Administration's authority, and did not involve a change in scope.

CARRIED UNANIMOUSLY

4. Selection Committee Recommendation – Combative Sports Commission Appointment
(6:42 p.m. – 6:44 p.m.)

Moved by Councillor A. Vinni that Ms. Shannon Marten be appointed to the Combative Sports Commission, effective immediately, until December 31, 2017.

CARRIED UNANIMOUSLY

Adjournment

As all scheduled business matters had been concluded, Mayor M. Blake declared the meeting adjourned at 6:44 p.m.

Mayor

Chief Legislative Officer

Subject: 2016 Debenture Borrowing Bylaw Amendments

APPROVALS:

Kola Oladimeji, Director
Elsie Hutton, Executive Director
Marcel Ulliac, Chief Administrative Officer

Administrative Recommendations:

1. That Bylaw No. 16/002, being a debenture borrowing bylaw amendment for the Prairie Loop Boulevard Project (formerly Lower Townsite West Loop Road Project), be read a second time;
2. That Bylaw No. 16/002 be read a third and final time;
3. That Bylaw No. 16/003, being a debenture borrowing bylaw amendment for the Urban Infrastructure Rehabilitation 2014-2016 Construction Project, be read a second time;
4. That Bylaw No. 16/003 be read a third and final time;
5. That Bylaw No. 16/004, being a debenture borrowing bylaw amendment for the Lift Station Upgrades (South) Project, be read a second time;
6. That Bylaw No. 16/004 be read a third and final time;
7. That Bylaw No. 16/005, being a debenture borrowing bylaw amendment for Flood Mitigation – Construction Project, be read a second time;
8. That Bylaw No. 16/005 be read a third and final time.

Summary:

Approval of debenture bylaws is required to proceed with projects approved through the capital budget process. In accordance with Section 251 of the *Municipal Government Act*, Council approval is required for any borrowing.

Debenture bylaws were previously approved for the multi-year projects. Due to changes approved in the 2016 Capital Budget, amendments to the debenture bylaws are required. The amendments are aligned with the capital projects and funding sources approved on December 8, 2015.

Background:

These are previously approved debenture funded projects and as part of the 2016 Capital Budget on December 8, 2015 require additional debenture funding.

To date, debenture funds have not been previously drawn for the four projects, therefore the Municipality has not incurred borrowing costs. The impact of the debt was previously included in the calculation of committed debt.

Budget/Financial Implications:

A total additional debenture borrowing of \$49,706,567, ranging from 10 – 20 years duration is required for the four projects resulting in total debenture borrowing (principal amount) of \$193,601,567. An annual debt service payment of \$15,766,851 (principal and interest) is estimated for the first ten years on the four projects.

	Total Project Budget (all years) Municipal portion (\$)	Project Name	New Debenture Amount (\$)	Debenture Amount Previously Approved (\$)	Additional Amount Required (\$)	Estimated Annual Debt Service (\$)	Term
1	98,701,567	Prairie Loop Boulevard	90,701,567	79,995,000	10,706,567	6,001,711	20
2	175,000,000	Urban Infrastructure Rehabilitation 2014 -2016 -Construction	37,000,000	27,000,000	10,000,000	2,448,285	20
3	28,731,680	Lift Station Upgrades (South)	14,900,000	8,900,000	6,000,000	1,654,342	10
4	197,700,000	Flood Mitigation-Construction	51,000,000	28,000,000	23,000,000	5,662,513	10
	\$500,133,247	Total	\$193,601,567	\$143,895,000	\$49,706,567	\$15,766,851	

Estimated debt service consists of principal and interest repayment and is based on December 15, 2015 interest rates from the Alberta Capital Finance Authority. Actual interest rates will be applicable rates when debt is drawn.

Rationale for Recommendations:

Section 251 of the *Municipal Government Act* requires that a borrowing bylaw be advertised when the term of borrowing for a capital project exceeds five years. Four multi-year capital projects approved in the 2016 and prior Capital Budget with debenture as a source of funding require additional borrowing and amendments to the existing debenture bylaws.

Debenture funds are drawn by the Municipality only once a project commences and funds have been committed or expended, therefore, no borrowing costs are incurred if a project is delayed, does not proceed as planned or sufficient cash is available as an interim funding source.

Strategic Plan Linkage:

Pillar 1 – Building Responsible Government

Attachments:

1. Bylaw No. 16/002
2. Bylaw No. 16/003
3. Bylaw No. 16/004
4. Bylaw No. 16/005

BYLAW NO. 16/002

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND DEBENTURE BORROWING BYLAW NO. 08/027– LOWER TOWNSITE WEST LOOP ROAD.

WHEREAS the Council of the Regional Municipality of Wood Buffalo passed Bylaw No. 08/027 which, as amended by Bylaws No. 10/024 and 12/030, authorized debenture borrowing for a project known as “Lower Townsite West Loop Road”;

AND WHEREAS the Council of the Regional Municipality of Wood Buffalo now wishes to provide for an increase in the amount of authorized borrowing for the project, and an increase to the estimated cost of the project;

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

1. Bylaw No. 08/027 is amended:
 - (a) in the preamble paragraphs, by striking out “\$50,200,000.00” and substituting in its place “\$98,701,567.00” and by striking out “\$25,596,884.00” and substituting in its place “90,701,567.00”;
 - (b) in section 1, by striking out “\$25,596,884.00” wherever it appears in words or roman numerals, and substituting in its place “\$90,701,567.00”.
2. Bylaws No. 10/024 and 12/030 are repealed.
3. This amending bylaw comes into force when it is passed.

READ a first time this 9th day of February, A.D. 2016.

READ a second time this _____ day of _____, A.D. 2016.

READ a third and final time this _____ day of _____, A.D. 2016.

SIGNED and PASSED this _____ day of _____, 2016.

Mayor

Chief Legislative Officer

BYLAW NO. 16/003

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND DEBENTURE BORROWING BYLAW NO. 14/014 – URBAN INFRASTRUCTURE REHABILITATION 2014 – 2016 – CONSTRUCTION PROJECT;

WHEREAS the Council of the Regional Municipality of Wood Buffalo passed Bylaw No. 14/014 which authorized debenture borrowing for a project known as “Urban Infrastructure Rehabilitation 2014 – 2016 – Construction”;

AND WHEREAS the Council of the Regional Municipality of Wood Buffalo now wishes to provide for an increase in the amount of authorized borrowing for the project, and an increase to the estimated cost of the project;

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

1. Bylaw No. 14/014 is amended:
 - (a) in the preamble paragraphs, by striking out “\$100,000,000.00” and substituting in its place “\$175,000,000.00” and by striking out “\$27,000,00.00” and substituting in its place “37,000,000.00”;
 - (b) in section 1, by striking out “\$27,000,000.00” wherever it appears in words or roman numerals, and substituting in its place “\$37,000,000.00”.
2. This amending bylaw comes into force when it is passed.

READ a first time this 9th day of February, A.D. 2016.

READ a second time this _____ day of _____, A.D. 2016.

READ a third and final time this _____ day of _____, A.D. 2016.

SIGNED and PASSED this _____ day of _____, 2016.

Mayor

Chief Legislative Officer

BYLAW NO. 16/004

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND DEBENTURE BORROWING BYLAW NO. 08/017–LIFT STATION UPGRADES (SOUTH);

WHEREAS the Council of the Regional Municipality of Wood Buffalo passed Bylaw No. 08/017 which, as amended by Bylaws No. 13/006 and 14/008, authorized debenture borrowing for a project known as “Lift Station Upgrades (South)”;

AND WHEREAS the Council of the Regional Municipality of Wood Buffalo now wishes to provide for an increase in the amount of authorized borrowing for the project, and an increase to the estimated cost of the project;

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

1. Bylaw No. 08/017 is amended:
 - (a) in the preamble paragraphs, by striking out “\$10,500,000.00” and substituting in its place “\$28,731,680.00” and by striking out “\$500,000.00” and substituting in its place “14,900,000.00”;
 - (b) in section 1, by striking out “\$500,000.00” wherever it appears in words or roman numerals, and substituting in its place “\$14,900,000.00”.
2. Bylaws No. 13/006 and 14/008 are repealed.
3. This amending bylaw comes into force when it is passed.

READ a first time this 9th day of February, A.D. 2016.

READ a second time this _____ day of _____, A.D. 2016.

READ a third and final time this _____ day of _____, A.D. 2016.

SIGNED and PASSED this _____ day of _____, 2016.

Mayor

Chief Legislative Officer

BYLAW NO. 16/005

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND DEBENTURE BORROWING BYLAW NO. 14/010 – FLOOD MITIGATION – CONSTRUCTION PROJECT;

WHEREAS the Council of the Regional Municipality of Wood Buffalo passed Bylaw No. 14/010 which authorized debenture borrowing for a project known as “Flood Mitigation – Construction”;

AND WHEREAS the Council of the Regional Municipality of Wood Buffalo now wishes to provide for an increase in the amount of authorized borrowing for the project, and an increase to the estimated cost of the project;

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

1. Bylaw No. 14/010 is amended:
 - (a) in the preamble paragraphs, by striking out “\$150,000,000.00” and substituting in its place “\$197,700,000.00” and by striking out “\$28,000,00.00” and substituting in its place “\$51,000,000.00”;
 - (b) in section 1, by striking out “\$28,000,000.00” wherever it appears in words or roman numerals, and substituting in its place “\$51,000,000.00”.
2. This amending bylaw comes into force when it is passed.

READ a first time this 9th day of February, A.D. 2016.

READ a second time this _____ day of _____, A.D. 2016.

READ a third and final time this _____ day of _____, A.D. 2016.

SIGNED and PASSED this _____ day of _____, 2016.

Mayor

Chief Legislative Officer

Subject: Appointment of Regional Assessor**APPROVALS:**

Elsie Hutton, Executive Director
Marcel Ulliac, Chief Administrative Officer

Administrative Recommendation:

THAT Mr. Philip Schofield be appointed as Regional Assessor for the Regional Municipality of Wood Buffalo.

Summary:

The *Municipal Government Act* requires all municipalities to appoint an Assessor, and the *Regional Assessor Bylaw No. 00/066* stipulates that in the Regional Municipality of Wood Buffalo such appointment may occur by way of a Council resolution.

Background:

Historically, the person holding the position of Director, Assessment and Taxation, has been appointed as the Regional Assessor. Mr. Philip Schofield commenced in the Director's position on an acting basis on January 5, 2015 and has now been appointed as the permanent, full time Director. He has the necessary qualifications for appointment as Regional Assessor under section 284(1)(d)(ii) of the *Municipal Government Act*, as set out in the *Qualifications of Assessor Regulation*. The person holding this position is a Designated Officer, and the Municipality has a duty to appoint a qualified person to this position.

Since the assessment notices for 2016 have been finalized and are about to be mailed out, it is appropriate that Mr. Schofield now assume the statutory role of Regional Assessor that forms part of the duties and responsibilities of the Director, Assessment and Taxation.



Subject: Cancellation of Council Meeting – March 22, 2016

APPROVALS:

David Leflar, Director
Kevin Scoble, Deputy Chief Administrative Officer
Marcel Ulliac, Chief Administrative Officer

Administrative Recommendation:

THAT the March 22, 2016 regular Council meeting be cancelled.

Summary and Background:

With the most recent by-election having been held in February, Administration sees an opportunity to hold a governance session for Council members relative to their role and responsibilities as municipal leaders. This session would not only benefit newly elected councillors, it would also recap the orientation information shared with Council members following the 2013 general municipal election.

In addition, the Province has recently completed a review of the Municipal Government Act; therefore, Administration would like to use this governance session to advise Council on what the proposed changes to the Act will mean to their role as elected officials.

Rationale for Recommendation:

Cancellation of the March 22, 2016 Council meeting provides an opportunity to hold a mid-term governance session for Council members to review their mandate, role and responsibilities as the governing body for the Municipality.

Strategic Plan Linkages:

Pillar 1 – Building Responsible Government



Subject: Council Realignment

Recommendations:

1. THAT Council hereby declares its support in principle for a re-alignment of the geographic areas of the wards, and the number of Council representatives per ward, as follows:
 - (a) the boundaries of Ward 1 to be expanded to include Draper and Saprae Creek, and the number of Councillors representing Ward 1 to be increased to 7;
 - (b) the boundaries of Ward 2 to be contracted so that Ward 2 becomes a “northern rural ward” extending from the border of the Northwest Territories to a line bisecting the Province at the same latitude as the southern border of Wood Buffalo National Park [but not including the Park itself] and the number of Councillors representing Ward 2 to be decreased to 1;
 - (c) Ward 3 to be expanded to become a “central rural ward” extending from the southern boundary of Ward 2 as contracted to the northern boundary of Ward 4, but excluding the expanded area of Ward 1, and one Councillor to continue to represent Ward 3;
 - (d) both the geographic territory of Ward 4 and the single Councillor representing Ward 4, the “southern rural ward”, to remain unchanged.

2. THAT Council hereby declares its support in principle for:
 - (a) an Executive Committee of three Councillors (with the Mayor an *ex officio* member) who will be full time Councillors remunerated accordingly and participating fully with the Chief Administrative Officer’s senior leadership team in implementing at an operational and administrative level the policy, governance and strategic directions of the whole Council;
 - (b) a full-time Deputy Mayor, elected directly to that office if the *Municipal Government Act* is amended to so allow, otherwise appointed by the Council, with specific duties and functions beyond acting as Mayor when the Mayor is unable to perform the duties of Mayor or when the office of Mayor is vacant, such duties and functions to be determined by resolution of Council.

3. THAT the Mayor is hereby authorized and directed to write on behalf of Council to the Minister of Municipal Affairs, advising of the above resolutions and requesting that the Government of Alberta make the necessary legislative and regulatory amendments to bring into effect the Ward realignments and the option to directly elect a Deputy Mayor, as set out in the resolutions.
4. THAT the CAO is hereby directed to prepare and present to Council before the 2016 summer recess a Report setting out:
 - (a) options for implementing the Executive Committee structure, including discussion of the changes that would be required to bylaws, resolutions or other matters within the control of the Municipality; and
 - (b) options for allowing the general public to vote directly for a Deputy Mayor, and for Councillors who will if elected automatically become Executive Committee members, including discussion of the changes that would be required both to provincial legislation and to municipal bylaws, resolutions or other matters within the control of the Municipality.

Summary:

At the February 9, 2016, Councillor McGrath served notice of his intent to bring forward the following motion for Council's consideration at the regularly scheduled Council meeting on March 8, 2016:

1. THAT Council hereby declares its support in principle for a re-alignment of the geographic areas of the wards, and the number of Council representatives per ward, as follows:
 - (a) the boundaries of Ward 1 to be expanded to include Draper and Saprae Creek, and the number of Councillors representing Ward 1 to be increased to 7;
 - (b) the boundaries of Ward 2 to be contracted so that Ward 2 becomes a "northern rural ward" extending from the border of the Northwest Territories to a line bisecting the Province at the same latitude as the southern border of Wood Buffalo National Park [but not including the Park itself] and the number of Councillors representing Ward 2 to be decreased to 1;
 - (c) Ward 3 to be expanded to become a "central rural ward" extending from the southern boundary of Ward 2 as contracted to the northern boundary of Ward 4, but excluding the expanded area of Ward 1, and one Councillor to continue to represent Ward 3;
 - (d) both the geographic territory of Ward 4 and the single Councillor representing Ward 4, the "southern rural ward", to remain unchanged.

2. THAT Council hereby declares its support in principle for:
 - (a) an Executive Committee of three Councillors (with the Mayor an *ex officio* member) who will be full time Councillors remunerated accordingly and participating fully with the Chief Administrative Officer's senior leadership team in implementing at an operational and administrative level the policy, governance and strategic directions of the whole Council;
 - (b) a full-time Deputy Mayor, elected directly to that office if the *Municipal Government Act* is amended to so allow, otherwise appointed by the Council, with specific duties and functions beyond acting as Mayor when the Mayor is unable to perform the duties of Mayor or when the office of Mayor is vacant, such duties and functions to be determined by resolution of Council.
3. THAT the Mayor is hereby authorized and directed to write on behalf of Council to the Minister of Municipal Affairs, advising of the above resolutions and requesting that the Government of Alberta make the necessary legislative and regulatory amendments to bring into effect the Ward realignments and the option to directly elect a Deputy Mayor, as set out in the resolutions.
4. THAT the CAO is hereby directed to prepare and present to Council before the 2016 summer recess a Report setting out:
 - (a) options for implementing the Executive Committee structure, including discussion of the changes that would be required to bylaws, resolutions or other matters within the control of the Municipality; and
 - (b) options for allowing the general public to vote directly for a Deputy Mayor, and for Councillors who will if elected automatically become Executive Committee members, including discussion of the changes that would be required both to provincial legislation and to municipal bylaws, resolutions or other matters within the control of the Municipality.

As provided for under the Procedure Bylaw, the recommendation is now presented for Council's consideration.

