



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

## Wood Buffalo Recovery Committee

Jubilee Centre Council Chamber  
9909 Franklin Avenue, Fort McMurray

Wednesday, October 12, 2016  
5:00 p.m.

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### Agenda

#### **In Camera** (2:30 p.m. – 4:00 p.m.)

2:30 – 4:00 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 - October 5, 2016

#### **Presentations**

2. Kelly Hansen, Recovery Task Force re: Small Business Week Update

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

3. Long Term Recovery Plan
4. 2017 Wood Buffalo Recovery Committee and Task Force Budget Request  
- delegations
5. Sub-Committee Reports

6. Wildfire Recovery Team Update

**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, October 5, 2016, commencing at 5:00 p.m.**

**Present:** J. Bancarz, Chair  
M. Farrington  
K. Fluery  
M. Giles  
K. Jenkins  
K. McGrath, Councillor, via teleconference  
A. Vinni, Councillor

**Absent:** S. Germain, Councillor  
M. Hodson

**Administration:** D. Woodward, Recovery Team Lead  
J. Brown, Supervisor, Legislative Services  
J. Wall, Legislative Coordinator

**Call To Order**

Chair J. Bancarz called the meeting to order at 5:01 p.m. and sent regrets on behalf of Councillor S. Germain and M. Hodson.

**Adoption of Agenda**

Moved by A. Vinni that the Agenda be adopted as presented.  
CARRIED UNANIMOUSLY

**Minutes of Previous Meetings**

**1. Minutes of Wood Buffalo Recovery Committee Meeting - September 28, 2016**

Moved by M. Giles that the minutes of the Wood Buffalo Recovery Committee Meeting held on September 28, 2016 be approved as presented.

CARRIED UNANIMOUSLY

**Presentations**

**2. Stakeholder Engagement Update – Waterways  
(5:03 p.m. – 5:25 p.m.)**

**Sarah Murrant, Acting Manager, Public Affairs**, provided an update on the engagement session with the residents of Waterways and an overview of the feedback from the survey that was conducted. It was further noted that there are plans to engage with the community again at a future date.

**New and Unfinished Business**

**3. Sub-Committee Reports**  
(5:26 p.m. – 5:42 p.m.)

**M. Giles, Chair, Mitigate and Economy Sub-Committees**, provided an update on the initiatives of both sub-committees to date.

**K. Jenkins, Chair, Rebuild Sub-Committee**, provided an overview and update of the meetings held to date.

**4. Wildfire Recovery Team Update**  
(5:43 p.m. – 5:47 p.m.)

**D. Woodworth, Recovery Team Lead**, provided an update on the various tasks that are being undertaken by the Recovery Task Force to date.

**Adjournment**

As all scheduled business matters had been concluded, Chair J. Bancarz declared the meeting adjourned at 5:48 p.m.

\_\_\_\_\_  
Chair

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

# Wood Buffalo Wildfire Recovery Plan – Update

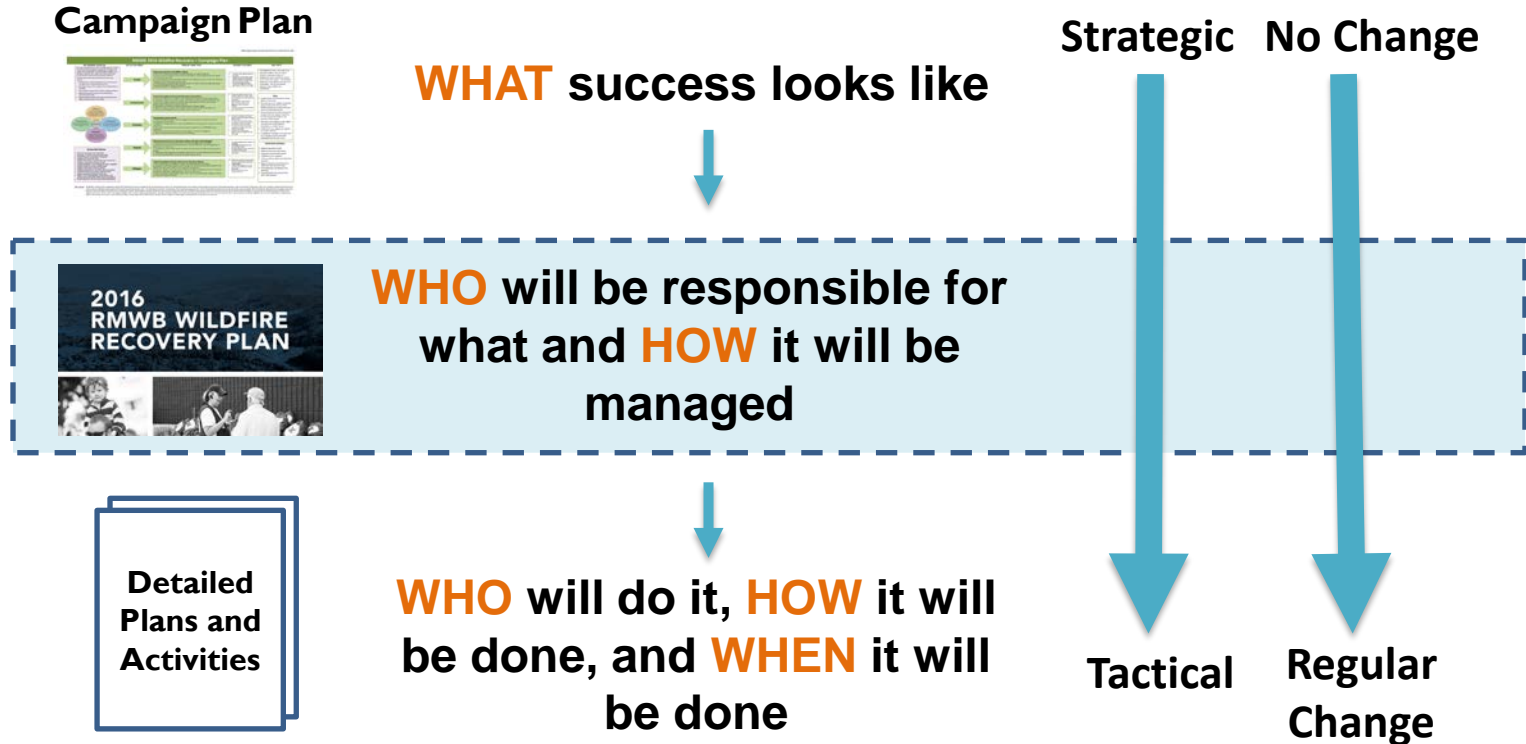
October 12, 2016



# Agenda

- Purpose
- Elements
  - Key Projects and Activities
  - Schedule
- Plan Status and Outstanding Items
- Next Steps
- Discussion

# Purpose of the Recovery Plan



# Purpose of the Recovery Plan

The Plan will guide not only the recovery efforts of the Task Force, but will also serve to provide other stakeholders a more detailed understanding of the recovery processes and the expected outcomes.

The Plan is an important milestone in the recovery process. It will define the approach and provide a record of how the goals and objectives identified in the Campaign Plan will be measured and achieved.



# Elements of the Recovery Plan

- Governance and Coordination
- Communications and Stakeholder Engagement
- Safety Management
- Risk Management
- Success Criteria and Performance Measurement
- Funding
- Key Projects and Activities
- Scheduling

# Key Projects & Activities – By Pillar

## People

Implement and monitor the Psychosocial Plan (5-Year Plan)

Enable access to safe and effective education services, including Home Schooling

Examine education/teaching support needs (post-fire damaged resources)

Establish an Interim Housing Program that focuses on stabilizing the immediate and short-term housing needs of displaced families

Implement a Diversity Plan to mitigate potential increases in discrimination often linked to post-disaster activities

Community Development opportunities expanded to enable participation in local sports, recreational activities and participate in arts, culture and spiritual activities

Implement Social-Profit Engagement Plan

Implement comprehensive Donation Policy (financial & material)

# Key Projects & Activities – By Pillar

## Environment

Assure resident safety through various forms of toxicology testing and geo-technical analysis

Conduct Post-Fire Hazard Reduction

Implement an Environmental Plan to assess and mitigate wildfire affected areas

Pursue Net-Zero transformative opportunities

Conduct Operation Re-Leaf through Trees Canada to re-claim the green spaces within the RMWB, with a view to re-plant up to 10,000 trees

# Key Projects & Activities – By Pillar

## Economy

Implement revised Economic Strategy, based on revised economical & resource factors

Establish business support task force, comprising of RMWB, GOA, Indigenous, community and industry stakeholders to facilitate & enable recovery success

Revise Municipal Development Plan, Fringe Study and Population Growth Survey

Enable Small Business recovery through emergency relief & support programs, “Buy Local” initiatives, YMM Home Show, etc

Continue with industry/commercial/regional Trade Shows to attract opportunities

Support Oil & Gas production attraction & retention programs of a competent workforce that is resident within the RMWB and to reduce Fly-In/Fly-Out (FIFO)

Ensure Taxation Certainty for residential, commercial and industry stakeholders

# Key Projects & Activities – By Pillar

## Rebuild

Implement Rebuild Plan, including Safety Management Guidance

Enable insurance & banking industries, CRC and other agencies to succeed

Engage and adhere to the required processes to recover fund through DRP

Implement guidance to strengthen “Buy Local” model when rebuilding

Execute Clean-Up and Debris Removal & Expedite Green Home Re-Entry

Implement Construction Control Measures to provide synergistic construction whilst ensuring safety of all stakeholders during extensive construction activities

Enable sufficient supply of competent and available work-force to support residential, commercial and public structures (job fairs; cross-training opportunities; local support)

# Key Projects & Activities – By Pillar

## Mitigate

Develop Municipal Emergency Management Plan

Conduct forensic Lessons Learned analysis

Examine Activities that will contribute to regional resiliency and to “build back better”. These project(s), which still require scope definition and concept approval, would yield a Public Safety outcome

Continue with FireSmart initiatives throughout the RMWB’s identified green spaces

# Scheduling

Includes all activity related to or associated with recovery, regardless of who is responsible

- Is a planning tool used to develop plans
- Facilitates coordination
  - Identifies activities and shows interdependencies between pillars
  - Identifies roles and responsibilities
  - Shows not just what, but also who and when
- Captures commitments
- Provides a status of where we are
- Provides a record of what was done

# Plan Status and Outstanding Items

## Completed

- Draft reviewed and comments addressed by:
  - Recovery Task Force
  - Administration
  - Recovery Committee

## Outstanding

- Key Mitigation and Environment project(s) confirmed
- Final Funding Review
- Final Schedule Update
- Final Draft Review



# Next Steps

- Finalize Key Mitigation & Environmental Project(s) List
- Final Edits and Artwork
- Final Plan Review and Publish
- Present Plan to Committee

# Discussion



# 2017 Proposed Budget

Division: Council

Department: Wood Buffalo Recovery Committee

Team Lead: Dana Woodworth

# Recovery Committee

# Wood Buffalo Recovery Committee Mandate:

- Recommend to Council operating and capital plans and budgets necessary to carry out its role under amended Bylaw 16/013
- Select and execute measures to ensure that the Municipality and its residents will be well established on a path to recovery from the devastating 2016 wildfire in the shortest time practicable, having regard to the magnitude of the task

# Recovery Committee is tasked with:

- Gathering relevant information within a reasonable time on all aspects and ramifications of the situation faced by severely impacted neighbourhoods and subdivisions
- Establishing and leading a process and thorough consultation with affected property owners and other community stakeholders to understand their needs
- Considering policy and legislative options for rebuilding, re-developing or re-inhabiting
- Making recommendations to Council resulting from this process

# Recovery Task Force

# Operations at a Glance

## Major Initiatives for 2017

- Provide recommendations to the Committee for steering and priority setting
- Oversee the implementation of regional recovery operations
- Communicate and engage residents regarding recovery activities
- Continue delivery of objectives established through long term overarching Recovery Campaign Plan
- Provide executive accountability for the development and implementation of the recovery plan including the budget, long term organizational structure, and Wood Buffalo Wildfire Recovery Plan



# Operations at a Glance

## Recovery Task Force Summary:

### Integration

- Recovery Task Force works collaboratively with other Municipal Departments and groups.
- The entire Municipality is involved in recovery efforts.
  - Some groups are heavily involved, e.g. Engineering, Economic Development, Environmental Services, Land Administration, to name a few.
  - These and other groups will have recovery related costs arising from joint and separate efforts.
  - Some portion of costs incurred by other groups will likely be DRP eligible costs.
- Therefore, the Municipality's recovery related costs will be greater than the amount budgeted within the Recovery Task Force.

# Recovery Plan

# Elements of the Recovery Plan

- Governance and Coordination
- Communications and Stakeholder Engagement
- Safety Management
- Risk Management
- Key Projects and Activities by Pillar
- Success Criteria and Performance Measurement
- DRP (Disaster Recovery Program) Eligibility and Funding
- Scheduling

# Operating Budget

# Operating Budget

## Municipal Budgeting Process and Timelines:

1 <sup>st</sup> Review - Sept. 26 to 30 2 <sup>nd</sup> Review - Oct. 13 to 14	Director Presentations to Executive Director Budget Team
November 1	Initial Budget/Financial Plan presentation to Council
November 2-5	Director Presentations to Council
December 13	Final Budget/Financial Plan presentation to Council

# Operating Budget

- Operating budget was built with an understanding of 2017 planned activities.
- A GOA representative was involved in budget review, but there is no guarantee that all expenditures will be reimbursed until they have been submitted, reviewed and approved through the DRP.
- A conservative estimate of 80% DRP reimbursement has been used in the budget preparation.

# Operating Budget Key Projects & Activities by Pillar

## People

- Implement and monitor the Psychosocial Plan
- Enable access to safe and effective education services
- Establish Interim Housing Program
- Implement Social Profit Engagement Plan
- Implement comprehensive Donation Policy

# Operating Budget Key Projects & Activities by Pillar

## Environment

- Toxicology testing and geotechnical analysis
- Post fire hazard reduction
- Assessment and mitigation of wildfire affected areas
- Net Zero transformative opportunities
- Slope monitoring and erosion control



# Operating Budget Key Projects & Activities by Pillar

## Economy

- Implement revised Economic Strategy, based on revised economical and resource factors
- Establish a business support task force, comprising of RMWB, GOA, Indigenous, Community and Industry Stakeholders to facilitate and enable recovery success
- Enable small business recovery through emergency relief and support programs
- Support Oil & Gas production, attraction and retention programs of a competent workforce that is resident within the RMWB to reduce Fly In/Fly Out

# Operating Budget Key Projects & Activities by Pillar

## Rebuild

- Safety management guidance
- Engage and adhere to required guidelines to recover funding through DRP
- Implement construction control measures to provide support for construction activities, while ensuring the safety of all stakeholders
- Enable and support the sufficient supply of competent and available work-force to support residential, commercial and public structures
- Support the repair and replacement of damaged municipal infrastructure

# Operating Budget Key Projects & Activities by Pillar

## Mitigate

- Conduct lessons learned analysis for response & recovery.
- Examine activities that will contribute to regional resiliency and to “build back better”. Scope development and concept approval to yield a Public Safety Outcome.
- FireSmart initiatives throughout the RMWB’s identified green spaces.

# Operating Budget

- Anticipated to be approximately \$55.744 million
- Estimated DRP eligibility of \$38.591 million
- Estimated Municipal Funding of \$17.152 million
- Budget Number has yet to be finalized as we continue to work with other Departments to identify additional recovery items.

# Personnel Budget

# Personnel Budget

## 2017 Personnel Cost

2016 Approved Budget (\$)	2016 Projection* (\$)	2017 Proposed Budget (\$)	Change 2016 Approved Budget vs 2017 Proposed Budget	
			(\$)	(%)
1,864,450	1,864,450	4,399,000	2,534,550	136%

\*as at September 30, 2016

## 2017 Number of FTEs

2016 Actual FTEs* (#)	2016 Vacancies* (#)	2017 Proposed FTEs (#)	Change 2016 Actual FTEs vs 2017	
			(#)	(%)
58	21	58	0	0

\*as at September 30, 2016

# Questions

**Subject: 2017 Budget Request – Recovery Committee and Task Force**

**APPROVALS:**

Dana Woodworth, Recovery Team Leader

**Recommendation:**

THAT the Wood Buffalo Recovery Committee and Task Force 2017 Operating Budget request of \$17,152,661 and cash flow request of \$38,591,316 be forwarded for inclusion in the Municipality’s 2017 budget process for consideration by Council.

**Summary:**

The purpose of these funds is to ensure that the objectives and goals as outlined in the Wood Buffalo Wildfire Recovery Campaign Plan and Long Term Recovery Plan be implemented throughout 2017. These funds will be utilized to support the operations of the WBRC and RTF.

It should be noted that a Provincial representative for the Disaster Recovery Program (DRP) was involved in the review of the budget, however there is no formal guarantee that all expenditures will be reimbursed until they have been submitted, reviewed and approved. The RTF anticipates that the majority of costs will be reimbursable, but there is no reliable statistical data through the Regional Municipality of Wood Buffalo (RMWB) to indicate the percentage of DRP submissions that will be reimbursed. To remain conservative, the RTF has made an assumption that 80% of all costs submitted to DRP will be reimbursed and the remaining 20% will be a true funding requirement from the RMWB.

**Background:**

The WBRC was established by Municipal Bylaw 16/013 in July 2016 and the Recovery Task Force Team Leader has been selected. Municipal personnel reporting to the Team Leader have been seconded to staff the Recovery Task Force and implement the goals of the Committee and the direction of Council.

**Budget/Financial Implications:**

The WBRC and the RTF require the entire \$55,743,977 cash flow for operations up front. All eligible costs will be submitted to the DRP program for reimbursement. The breakdown of overall funding is shown below.

- Gross expenses \$55,743,977



- Funded by:	
o Municipal funding	\$17,152,661
o Estimated DRP reimbursable	<u>\$38,591,316</u>
Total Funding Sources	\$55,743,977

**Rationale for Recommendation:**

The WBRC’s mandate is to, in consultation with the Recovery Team Leader and Chief Administrative Officer, establish and recommend to Council operating and capital plans and budgets necessary to carry out its mandate under amended Bylaw 16/013. The Committee will continue to select and execute measures to ensure that the Municipality and its residents are well established on a path to recovery from the devastating 2016 wildfire in the shortest time practicable, having regard for the magnitude of the task.

**Strategic Plan Linkages:**

Providing funding to the Wood Buffalo Recovery Committee supports the following pillars of the strategic plan:

- Pillar 1 – Building Responsible Government
- Pillar 2 – Building Balanced Regional Services
- Pillar 3 – Building a Vibrant Economy Together
- Pillar 4 – Building an Effective Land Strategy
- Pillar 5 – Building a Reliable Transportation System
- Pillar 6 – Building a Sustainable Region
- Pillar 7 – Building for a Healthy and Active Lifestyle