



Council Meeting

Council Chambers
Municipal Building - Jubilee Centre
9909 Franklin Avenue, Fort McMurray

Tuesday, May 22, 2007 - 6:00 p.m.

Agenda

Call to Order

Opening Prayer

Adoption of Agenda

Minutes of Previous Meetings

- A. Regular Meeting – May 8, 2007
- B. Public Hearing – May 8, 2007

Delegations

- A. Beth Anthony Executive Director, Justin Slade Youth Foundation – Update of Dugout
(The Chair will provide an opportunity for those attending the meeting and wishing to address an item on the agenda to identify themselves and come forward to speak to Council. Consistent with all delegations, each presentation will be allowed a maximum of five minutes. This does not apply to Public Hearings or Bylaws for which a Public Hearing is required to be held, as the process for these items is regulated by the Municipal Government Act.)

Public Hearings

None Scheduled.

Updates

- A. Reporting of Councillors on Boards and Committees
(Councillors Vyboh, Wiltzen, Carbery, Chadi and Slade)
- B. Mayor's Update

Reports

- A. Canadian Soldiers' and Peacekeepers' Memorial Wall
- B. Rural Service Delivery and Aboriginal Relations – Action Plan
- C. 2007 Capital Budget Amendment - VoIP 2007
- D. Forcemain from Lift Station 1B to Wastewater Treatment Facility
- E. Fort MacKay Community Engagement

Bylaws

- A. Bylaw No. 07/035 – Water Utilities Management Bylaw (2nd & 3rd Readings)
- B. Bylaw No. 07/037 – 2007 Tax Rate Bylaw (2nd & 3rd Readings)
- C. Bylaw No. 07/040 – Debenture Borrowing Bylaw – Confederation Way – Third Eastbound Lane - Millennium Drive to Highway 63 (2nd & 3rd Readings)
- D. Bylaw No. 07/042 - Smoke-Free Bylaw (1st Reading)

- E. Bylaw No. 07/044 – Debenture Borrowing Bylaw – Southeast Regional Water Supply Line
– Bylaw Amendment (*1st Reading*)

New and Unfinished Business

- A. Notice of Motion – Installation of Water Saving Devices in Municipal Facilities (*Councillor Carbery*)
- B. Notice of Motion – Request for Temporary Rent Regulation (*Councillor Vyboh*)

Adjournment

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor and Council
From:	Chief Administrative Officer
Date:	May 22, 2007
Subject:	Bill C-417 - Canadian Soldiers' and Peacekeepers' Memorial Wall

ISSUE:

Council has been requested to support Bill C-417, a Private Member's Bill in the House of Commons that would see the creation of a Memorial Wall for Canada's fallen soldiers and peacekeepers.

REFERENCE:

Letter from Inky Mark, M.P. - 3 April 2007

HISTORY:

Ed Forsyth, a Canadian veteran who served in the 4th Armoured Division during World War II, developed a concept to have a memorial wall built to honour those who have given their lives in wars and peacekeeping duties.

Since 1885 over 115,000 Canadians have died in the service of their country. Before 1970, those souls were buried in the countries where they died, at sea or spread across 73 countries around the world. The Member of Parliament for Dauphin-Swan River-Marquette submitted a Private Members Bill to the House of Commons in support of Mr. Forsyth's dream of having a wall built to commemorate their sacrifice and is asking for Council's support.

OPTIONS:

1. Support the request
2. Deny the request

ANALYSIS:

By Canadian Law, those who died in foreign lands before 1970 are not permitted to be repatriated. In 2004, one of our Unknown's was brought home and buried in the New Tomb of Canada's Unknown Soldier to represent those lost at sea or in foreign lands. The Commemorative Wall would not only recognize and honour our fallen, it would allow those many Canadians who have never been able to visit the graves of their loved ones due to distance, cost or other reasons a substitute grave marker to visit. It will provide one more opportunity for all Canadians to show their respect and fulfill their commitment to "remember them".

ATTACHMENTS:

Bill C-417

ADMINISTRATIVE RECOMMENDATION:

THAT the Government of Canada be requested to enact Bill C-147, the Canadian Soldiers' and Peacekeepers' Memorial Wall Act; and

THAT the Mayor write a letter to the Member of Parliament for Fort McMurray-Athabasca to solicit his support for Bill C-147.

For an official version of this Bill, please visit:

<http://www2.parl.gc.ca/HousePublications/Publication.aspx?DocId=2801436&Language=e&Mode=1&File=14>

BILL C-417

An Act to establish a Memorial Wall for Canada's fallen soldiers and peacekeepers

SUMMARY

This enactment requires the Minister of National Defence to establish a Memorial Wall that will comprise the names of Canada's fallen soldiers and peacekeepers and have it located on a suitable area of public land.

PREAMBLE

WHEREAS Canada has yet to properly honour, in a suitable location that is accessible to the public at all times, all of our fallen soldiers and peacekeepers;

WHEREAS over 115,000 of our fallen soldiers and peacekeepers have their graves in seventy-five countries and hundreds of cemeteries around the world;

WHEREAS their remains cannot be repatriated to Canada;

WHEREAS we must establish a suitable national shrine to honour our fallen soldiers and peacekeepers;

AND WHEREAS proper recognition for our fallen soldiers and peacekeepers will show our love for them and our respect for their sacrifice;

NOW, THEREFORE, Her Majesty, by and with the advice and consent of the Senate and House of Commons of Canada, enacts as follows

SHORT TITLE

This Act may be cited as the *Canadian Soldiers' and Peacekeepers' Memorial Wall Act*.

DEFINITIONS

"Memorial Wall" means the Memorial Wall to be established.

"Minister" means the Minister of National Defence.

"public land" means an area of land owned by the Crown that is accessible to the public at all times.

ESTABLISHMENT OF MEMORIAL WALL

- (1) The Minister shall establish a Memorial Wall comprising the names of all of Canada's fallen soldiers and peacekeepers.
- (2) The Minister shall determine the design of the Memorial Wall and a suitable area of public land for the memorial wall to be located.

COLLECTION OF NAMES

The Minister shall collect the names of all Canadian soldiers and peacekeepers who die or have died during international peacekeeping missions and wars, and record their names on the Memorial Wall.

TIMELINE

The Memorial Wall shall be completed not later than two years after this Act comes into force.

MEMORIAL WALL TO BE UPDATED ANNUALLY

The list of names on the Memorial Wall shall be brought up to date no less than once a year.

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor & Council
From:	Administration
Date:	May 22, 2007
Subject:	Rural Service Delivery and Aboriginal Relations – Action Plan

ISSUE:

To provide Council an update on the Rural Service Delivery and Aboriginal Relations Policy that was presented to Council on October 10, 2006.

REFERENCE:

Rural Service Delivery and Aboriginal Relations Policy

HISTORY:

On August 2005, Administration initiated the development of Rural Service Delivery and Aboriginal Relations Policy development as a key initiative of the Corporate Strategic plan. On October 10, 2006, Council approved the Rural Service Delivery & Aboriginal Relations Policy document. Thom Stubbs, Integrated Environments Consultant, provided additional support in developing and implementation of the action plan. A Rural Service Delivery & Aboriginal Relations Committee was created with representation from all departments to implement the report recommendations.

ATTACHMENTS:

1. Rural Service Delivery & Aboriginal Relations Committee – Action Plan
2. Rural Service Delivery & Aboriginal Relations Committee – Terms of Reference

ADMINISTRATIVE RECOMMENDATION:

THAT the Rural Service Delivery and Aboriginal Relations Action Plan be accepted as information.

Action Plan

On October 10th 2006, Municipal Council adopted the policy recommendations of 'Working Together for Better Service Delivery – Review and Policy Options Report' as a guidance document for Municipal Policy. Council directed administration to report back on the status of policy implementation in nine months. At the September leadership meeting, Municipal Managers initiated discussions on how to implement the policy and initiated an action planning process. The development of this Action Plan was undertaken with all eight departments through a series of meetings and workshops. The planning process included:

1. Designed a work plan for implementation planning;
2. Established an implementation process & establish a cross-organization leadership team to oversee the development of the action plans;
3. Developed formats to report the who, how, when and what responses to policy recommendations;
4. Hosted action planning workshops with Municipal Departments;
5. Facilitated Council – Athabasca Tribal Council Meeting on RMWB Aboriginal Relations Policy; and
6. Drafted a final Action Plan

The results of the Action Plan process highlighted the benefit of a few, common actions to facilitate rural service delivery and Aboriginal relations. These actions reoccur throughout this document:

- Identification and articulation of rural service delivery principles;
- Development and sharing of core rural service delivery information on approach, principles and standards;
- Undertaking a more involved and inclusive approach with rural citizens
- More clear engagement and understanding with aboriginal residents and First Nations neighbors.

The Municipality has already initiated a number of actions which will facilitate the implementation of the Rural Service Delivery and Aboriginal Relations Review. A renewed approach to how the administration is organized will ensure a more effective and policy-based approach to these issues. The Municipality has initiated meetings with the Athabasca Tribal Council as well to renew their dialogue on working together.

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
1.0 Develop clear Policy Statements on Rural Service Delivery and Aboriginal Relations	Lead: Regional Manager	1.1 Adopt Policy Statements as Municipal Policy and integrate them into core Municipal policy and planning documents including the Municipal Development Plan, Business Plans and Agreements with Aboriginal Groups. Support: All Depts.	Rural Service Delivery and Aboriginal Relations Report adopted by Council as a guiding document. Discuss recommendations with each member of the Senior Leadership Team to ensure policies in their responsibility area are included in their EFDS and that they support their department implementation team leader.	Current policy statements and procedures that include the rural and aboriginal components of our region. Inclusion of the rural and aboriginal interests in our major plans and processes.	Better, equitable service to rural communities and citizens. Municipal Policies and Administrative Directives which provide clear direction regarding rural service delivery and aboriginal relations.	Report to Council on a semi-annual basis. Development of Rural & Aboriginal Policies is entrenched in departmental business plans.	Ongoing May 31, 2007
		1.2 Back the Policy statements with measurable procedures and standards to ensure ongoing review.	Include recommendations and findings identified in the report in the discussions with ATC regarding the renewal of the 2003 MOU attached to the All Parties Core Agreement. Include recommendations and findings identified in the report in the discussions with other aboriginal organizations.	A comprehensive approach on how we're going to work with rural and aboriginal citizens and FN partners to develop the Region holistically. Semi-annual reports to Council.	Cooperative, productive relations with rural residents, communities and organizations. Cooperative, productive relations with aboriginal organizations, and aboriginal residents of the municipality.	Revised Memorandum of Understanding between the RMWB and ATC. Action Plan adopted by Rural Service Delivery & Aboriginal Relations Committee.	Dec. 31, 2007 April 2007

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
2.0 Reaffirm and Measure Service Delivery Principles in the Rural Service Area	Lead: Regional Manager	<p>2.1 Confirm the existing principles that govern service delivery in the rural service areas as identified in the Amalgamation Agreement.</p>	<p><u>Review Principles:</u></p> <p>Review the agreement that sets out the principles for the 1995 amalgamation:</p> <ul style="list-style-type: none"> • Order-in-Council 817/94; • Memorandum of Understanding between ID 143 and the City of Fort McMurray; and • The Amalgamation Handbook. <p>Summarize and reference rural and Aboriginal service delivery principles espoused in the amalgamation documents.</p> <p>Review Council decisions (1995 – 2006) that set out principles for rural and Aboriginal service delivery.</p> <p>Identify gaps or overlaps in the principles for service delivery.</p>	<p>Summarized list of rural and Aboriginal service delivery principles</p> <p>Report on practicality of existing principles.</p>	<p>Defined understanding of current principles to guide municipal approach.</p>	<p>Council approved principles which guide the delivery of programs and services throughout the rural service area to replace the 1995 MOU</p>	<p>Dec. 31, 2007</p>

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
2.0 Reaffirm and Measure Service Delivery Principles in the Rural Service Area	Lead: Planning	<p>2.2 Review current principles and assess need for new policy directions for fast growing Hamlets as a part of the Municipal Development Plan Process. Support: All Depts.</p>	<p><u>Review Hamlets:</u></p> <p>Review present MDP section on Hamlets for consideration of the area uniqueness, differences, speed of growth, etc.</p> <p>Review how Hamlet status reflects the broader rural principles identified in 2.1.</p> <p>Consider need for equitable vs equal definition of principles between Hamlets.</p> <p>Define within the MDP Review Scope of Work document with a provision for meaningful discussion with each RMWB hamlet community</p>	Updated MDP section on growth of Hamlets that guides future development in a growth economy while anticipates the unique concerns of rural residents.	<p>Principles based dialogue with rural communities on the development of their communities</p> <p>Principles for development of rural Hamlet areas.</p>	Criteria that addresses community needs, growth and operational realities.	Completion October 2008

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
2.0 Reaffirm and Measure Service Delivery Principles in the Rural Service Area	Lead: Communications	<p>2.3 Communicate clear Hamlet-specific service delivery priorities on an annual basis to provide a more transparent understanding of service delivery expectations for residents</p> <p>Support: Community Services, O & M, Fire Dept.</p>	<p>Review Service Delivery communications:</p> <ul style="list-style-type: none"> • Audit service delivery communications with rural area Hamlets and citizens; • Identify communications issues, approaches and priorities; and • Identify gaps and new approaches. <p>Draft communications report and involve departments.</p> <p>Assist departments in generating communications approaches.</p>	<p>Develop public outreach tools.</p> <p>Develop communication channels (eg. print material, radio, website).</p> <p>Develop evaluation and follow-up tools.</p>	<p>Municipal departments have better communications approaches with residents.</p> <p>Residents have better understanding of municipal service delivery.</p> <p>Citizens engaged.</p>	<p>Satisfaction survey to the rural communities</p>	<p>4th quarter 2007 to 1st quarter 2008</p>

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
2.0 Reaffirm and Measure Service Delivery Principles in the Rural Service Area	Lead: Regional Manager, Planning & Other	<p>2.4 Evaluate the performance of rural service delivery and develop measurable service delivery standards for the rural area Support: Corporate Services, All Depts.</p>	<p>Evaluate service delivery performance:</p> <p>Coordinate interdepartmental process to evaluate service delivery including:</p> <ul style="list-style-type: none"> • Baseline data inventory of present services; • Best practice research in selected northern centres for comparisons; • Review of effectiveness and efficiency of service delivery against the rural service delivery principles; • Determine reasonable rural service delivery standards. • Involve and confirm findings with rural community. 	<p>Measurable service delivery standards.</p> <p>Evaluation of service delivery performance on a regular basis.</p>	<p>Rural communities have clear understanding of rural delivery standards.</p> <p>Evaluated service delivery performance.</p>	<p>Service Delivery Standards and Principles have been presented to each community in the rural service area.</p> <p>Rural residents' survey will indicate a satisfactory level with the Regional Municipality's service delivery.</p>	<p>Dec. 31, 2007</p> <p>April 2008</p>

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
3.0 Establish and Review Rural Service Area Hamlet Criteria	Lead: Planning	<p>3.1 Set criteria for Hamlet designation that includes:</p> <p>Types of community services requested from the Municipality;</p> <p>Location of community to adjacent communities with similar services; and</p> <p>Long-term growth projections for the community.</p>	<p><u>Set Hamlet Criteria:</u></p> <p>Review Provincial government and Municipal Act directions on Hamlet designation;</p> <p>Review rural principles (dependent on 1.0);</p> <p>Coordinate and collaborate interdepartmental effort to fully determine existing and future population growth, community service needs, and relationship to nearby communities;</p> <p>Enter into dialogue with rural communities to confirm assumptions and hear views on future needs;</p> <p>Create new criteria; and</p> <p>Confirm updated criteria with community.</p>	<p>Improved RMWB and community understandings of present situation</p> <p>Updated rural service area Hamlet criteria</p> <p>Hamlets established by Municipal by-law</p>	<p>Rural residents who feel they have been engaged in the future planning of their community</p> <p>Equitable application of rural service delivery based on criteria.</p>	Criteria that addresses community needs, growth and operational realities.	Dec. 31, 2007

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
3.0 Establish and Review Rural Service Area Hamlet Criteria	Lead: Planning	3.2 Review Hamlet status as part of the Municipal Development Plan (MDP) process	<u>Review Hamlet Status:</u> Coordinate and collaborate interdepartmental effort to fully determine existing and future population growth, community service needs, and relationship to nearby communities. Enter into dialogue with rural communities to confirm assumptions and hear views on future needs. Review of Hamlets against criteria in the MDP.	Updated Hamlet status as part of the MDP.	A MDP that has valued rural community input A MDP that will address future development pressures	Criteria that addresses community needs, growth and operational realities.	Dec. 31, 2007

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
4.0 Develop a Municipal Organization that is responsive to Rural Needs	Lead: Regional Manager	<p>4.1 Review how the organizational design of the RMWB can be structured to more effectively deliver and respond to rural service delivery needs including:</p> <p>The role of municipal administration in reviewing the needs of rural service areas as a part of their decision-making and programming;</p> <ul style="list-style-type: none"> Identify rural-specific responsibilities in strategic plans & job descriptions. <p>The role of the Municipal Administration in proactively working with and providing services for the Rural Coordinator and Contact Officers.</p> <p>The role of Contact Officers Hamlets in:</p> <ul style="list-style-type: none"> Having strong and effective coordination linkages within the Municipal administration Representing the Municipality with key external parties including First Nations partners, industry and Community Organizations. <p>Support: H.R.</p>	<p>Design Municipal Organization responsive to rural and Aboriginal Issues:</p> <ul style="list-style-type: none"> Implement the Organizational Review recommendation on establishing a rural and Aboriginal Affairs to the Office of the Regional Manager. Set a standing Rural and Aboriginal Policy (RAP) Committee Host monthly RAP meetings 	<p>Rural & Aboriginal Affairs moved to Office of the Regional Manager</p> <p>Regular review of rural and aboriginal issues through RAP meetings</p>	<p>A holistic approach to rural issues.</p> <p>Coordinated Municipal approaches to rural and aboriginal service delivery</p>	<p>A Manager of Rural & Aboriginal Affairs will have been hired.</p> <p>A process or program will have been established to focus the organization on its rural service delivery.</p> <p>Rural service delivery issues are performed to standard and are confirmed by way of a "Citizen Survey".</p> <p>Rural service delivery and aboriginal relations are approached in a consistent manner by all operational departments and is confirmed by a "Citizen Survey".</p>	<p>May 31, 2007</p> <p>Dec. 31, 2007</p> <p>Ongoing</p> <p>Ongoing</p>

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
4.0 Develop a Municipal Organization that is responsive to Rural Needs	Lead: Human Resources	<p>4.2 Develop the awareness of Municipal Staff on the role of the Municipality in delivering services in the rural service area Support: Communications</p>	Provide expanded information about our rural service area in the Staff Orientation.	Build enhanced awareness by providing an increased number of photographs, descriptions and maps in the orientation presentation.	Enhanced awareness and interest in the rural service area.	New staff will have some familiarity of rural Hamlets, their location and features.	October 2007

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
5.0 Develop a specific communications approach/rural service area	Lead: Communications	<p>5.1 Adopt customer-service standards that ensures responses and feedback from residents' requests for information and action, i.e. a 24 hour call-back commitment.</p> <p>5.2 Develop communications material that identifies and clarifies rural hamlets, rural service delivery principles and levels of service delivery and future budget plans. Support: Community Services</p> <p>5.3 Monitor rural residents' satisfaction and level of understanding of the municipal role in the rural area: ie: through another rural area surveys/ evaluations as part of the Municipal Development Plan Support: Planning</p>	<p>Review options for customer service responses:</p> <ul style="list-style-type: none"> Audit existing means of communication with customers Identify additional public outreach tools <p>Involve and report to involved department(s) for guidance</p> <p>Identify delivery policies/strategies</p> <p>Provide for communication in multiple languages (English, Cree, Dene)</p> <p>Include communications with rural residents as a part of the overall rural service delivery evaluations.</p>	<p>Develop communication materials in multiple languages (eg. print, radio, website)</p> <p>Develop evaluation and follow-up tool(s)</p> <p>Provide tool(s) for follow-up and monitoring (eg. 311 helpline, website)</p>	<p>Municipal departments have better understanding of residents' concerns</p> <p>Residents have better understanding of municipal service delivery</p> <p>Improved contact through better direction of complaints/questions to appropriate staff</p> <p>Non-english speaking citizens better engaged</p>	Audit and analysis of existing means of communication	2 nd and 3 rd quarter of 2007

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
6.0 Develop stronger & more clearly defined partnerships with community organizations	Lead: Community Services	<p>6.1 Identify and develop the roles and expectations of rural area community organizations funded by the RMWB to deliver services Support: All Depts.</p>	<p>Identify list of organizations supported by the Municipality who deliver services.</p> <p>Develop an 'asset map' of what the organization is currently doing.</p> <p>Identify core amenities (services) that the Municipality would like to deliver through Community organizations to determine their potential roles.</p> <p>Review structure of agreements with community organizations annually.</p> <p>Review role and links of the community organizations with the local Ward Councilor and Council.</p>	<p>Identified list of community organizations supported by the Municipality.</p> <p>Identified list of core amenities and roles community organizations can undertake with the Municipality.</p> <p>Scope of Municipal-community organization relationship identified in agreements.</p> <p>Model structure for a community organization agreement.</p> <p>Identified a list of what community organizations are currently doing.</p> <p>Review governance function of community organizations.</p>	<p>A common vision and clear understanding of expectations of community partners.</p> <p>Transparent and consistent approaches to community organization roles and delivery of services.</p>	<p>Rural community directory developed</p> <p>Review all current rural agreements and identify intent, purpose and similarities</p>	<p>June 30, 2007</p> <p>Oct. 2007</p>

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
6.0 Develop stronger & more clearly defined partnerships with community organizations	Lead: Community Services/Planning	<p>6.2 Work with and include community organizations on long-term planning exercises to build stronger collective understanding of what role the municipality and community organizations can play in building the RMWB. Support: All Depts.</p> <p>6.3 Consult on Municipal decisions and/or work with existing organizations and committees representing the rural community interests to provide for more meaningful RMWB decision making and future planning. Support: All Depts.</p>	<p>Identify list of organizations who represent community interests.</p> <p>Identify appropriate level of consultation with each community organization (inform, consult or involve).</p> <p>In collaboration with organizations assess what community capacity building tools are required to ensure organizations can play their respective roles (development of community plans for community economic development, etc).</p> <p>Inform, consult and/or involve community organizations on Municipal-wide plans (budget, Strategic Plan, MDP and Future Forward) and community specific issues (Area Structure Plan etc.).</p> <p>Identify decision making process.</p>	<p>Identified community interests.</p> <p>Identified approach to level of community organization involvement in municipal plans.</p> <p>Organizations with strong capacity to participate in community development</p>	<p>Community organizations involved in the decisions of the Municipality.</p> <p>Each community will have a long-term sustainable plan.</p> <p>Rural participation in community decisions.</p>	<p>Rural directory</p> <p>Multi level engagement tool developed</p>	<p>June 30, 2007</p> <p>Sept. 30, 2007</p>

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
7.0 Develop stronger rural partnership and engage all levels of government	Lead: Regional Manager	7.1 Identify Municipal expectations and needs for rural service delivery in partnership with the federal and provincial governments	Identify and inventory all existing rural services. Retain a consultant to develop a fair, consistent intergovernmental approach and rural standards for all services consistent with the rural principles.	Rural service inventory identifying what level of government is responsible for delivery of programs/services. Rural service standards and principles.	Clarified and consistent approach for rural communities with all levels of government.	Communities/ citizens within the rural service area have a clear understanding of jurisdictional responsibility regarding municipal, provincial and federal government services and programs and this is confirmed through a "Citizen Survey".	Dec. 31, 2007
		7.2 Develop an intergovernmental relations function within the municipality to more assertively address intergovernmental needs	Include other relevant government parties in the process.	Responsibility for rural service delivery moved to Office of the Regional Manager.		New organizational structure which includes Rural and Aboriginal Affairs functions as part of the Office of the Regional Manager.	Jan. 31, 2007

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
7.0 Develop stronger rural partnership and engage all levels of government	Lead: Regional Manager	<p>7.3 Call for a collective forum with the federal and provincial governments on rural service delivery issues to address how the roles of government and priorities affect the rural service area in an effective way</p> <p>Support: RCMP, Fire, Corp. Serv. & O & M</p>	Convene a workshop with Federal/Provincial/First Nation governments to explore role clarification and partnerships.			Workshop organized	Dec. 31, 2007

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
8.0 Advocate Municipal interests regarding the effect of industry on rural communities	Lead: Regional Manager/Planning	8.1 Represent rural community interests at regulatory Project Reviews;	Determine the extent to which the community is concerned about municipal/community interests; social, economic, environmental, infrastructure through engaging in dialogue throughout the region. This would include, to the degree possible, providing tools to local organizations where needed to ensure current impacts are well understood at the local level.	Updated community business case. Enhanced resource development review process.	Residents feel that they have their concerns/issues represented. Organizations would be better able to plan in cooperation with RMWB for future development as their corporate and community levels	The Regional Municipality is represented/ participates in all industry community consultations. Regional Municipality, local (rural) communities and Industry Developers collaborate in addressing growth issues and concerns. "Citizen Survey" confirms that rural residents feel represented.	Ongoing Ongoing Ongoing

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
8.0 Advocate Municipal interests regarding the effect of industry on rural communities	Lead: Regional Manager/Planning	<p>8.2 Participate and respond to industry plans, as identified through regulatory documents and presentations to ensure rural interests are addressed. Support: All Depts.</p>	<p>Ascertain the extent of the RMWB's human resource capacity to address each of the interests.</p> <p>Obtain any needed additional necessary technical expertise.</p> <p>Engage community partnership in the exploration of areas of concern to determine the extent of remediation and resources required to address concerns.</p> <p>Continue to lead the analysis of the community shortcomings in the provision of services to residents through stakeholder engagement and dialogue; Resource Development Review Committee, EUB interventions.</p> <p>Continue to capture population, coordinate housing market analysis, and other municipal information gathering processes (such as participation in RIWG committees on population, housing, transportation).</p> <p>Conduct on-going communication on issues and concerns:</p> <ul style="list-style-type: none"> • to municipal admin. leadership • with region • and findings with Regional Council 	Significant data capture output.	Organizations would be better able to plan in cooperation with RMWB for future development as their corporate and community levels.	Regional Municipality actively reviews industry's development plans and provides input regarding local issues and concerns.	Ongoing

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
8.0 Advocate Municipal interests regarding the effect of industry on rural communities	Lead: Planning	8.3 Work collectively with Aboriginal, community and industry interests to develop approaches and strategies to address the effects of projects on communities.	<p>Use a collaborative process with the community to identify the highest priority starting point for increasing community benefit with industry – in areas such as economic development, diversification, employment creation goals:</p> <ul style="list-style-type: none"> Develop a list of short, intermediate and long term strategies to address the above priorities including identification of partnerships at private and public levels; and Assist community in creating its own mechanism/ organization to create results through identifying industrial resource support. <p>Use a collaborative process with the community to identify the highest priority of concern on negative impacts of projects on communities:</p> <ul style="list-style-type: none"> focus resources on highest priority item through identifying means to assess for remediation; and seek communication forum between community, municipality and industry. 	<p>Community economic development plans</p> <p>Resource identification (private & public)</p> <p>Remediation discussion forum</p>	<p>Communities with the tools to engage industry themselves</p> <p>Stronger community voice to represent their issues with industry</p> <p>A municipality with engaged citizens able to create their own business & job opportunities and engage in the political environment in a meaningful way</p>	<p>Development of municipal strategy plans with provision for specific community actions.</p> <p>Short term actions defined.</p> <p>Intermediate actions defined.</p> <p>Long term actions defined.</p>	<p>Dec. 31, 2007</p> <p>April 1, 2008</p> <p>July 1, 2008</p>

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
9.0 Recognize First Nations neighbors and build aboriginal relationships	Lead: Regional Manager	9.1 Host a leadership meeting between the Municipality and Aboriginal leaders to discuss priorities and issues for the region before the policy is developed	Engage facilitator Develop meeting and workshop agendas Convene issue identification workshops with ATC and Metis organizations Develop plan forward	An action plan to address common issues and improve working relationships. Meetings and working sessions with ATC Meetings and working sessions with Metis organizations	Clear direction on how the RMWB works with aboriginal people and organizations Improved working relationships	Meeting is held to discuss regional priorities and issues. Plan is developed and adopted. Interdependency and collaboration is established between the Regional Municipality and the Aboriginal Communities (First Nation and Metis) that fosters a cooperative working relationship which is mutually beneficial.	Dec. 31, 2007 Dec. 31, 2007 Ongoing

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
9.0 Recognize First Nations neighbors and build aboriginal relationships	Lead: Regional Manager	<p>9.2 Review the 2003 Memorandum of Understanding (MOU) between the five First Nations of the Athabasca Tribal Council (ATC) and the Regional Municipality and more clearly define steps that can be achieved together.</p> <p>9.3 Develop working together protocols for both the Municipality and Aboriginal organizations. Support: Communications</p>	<p>Participate in ATC All Parties Core Agreement renewal meetings.</p> <p>Review outcomes of industry-ATC discussions on Agreement Renewal.</p> <p>Assess Municipal approach as a party to renewed agreement.</p> <p>Include policies identified in the Rural and Aboriginal Policy Review in the discussions with ATC regarding the renewal of the 2003 MOU attached to the All Parties Core Agreement.</p> <p>Hold issue identification workshop with ATC on renewal of Municipal MOU and a Working Together Protocol.</p> <p>Establish a protocol for bi-annual meetings between ATC chiefs and Mayor and Regional Council.</p> <p>Host similar protocol process with representative Metis organization.</p>	<p>Identified Municipal approach as a participant in the renewed All Parties Core Agreement.</p> <p>Workshop identifying issues and options for the renewal of the Municipal-ATC MOU and a Working Together Protocol.</p> <p>Regular bi-annual meetings between the Municipality and ATC.</p>	<p>A common set of principles and formal protocol with First Nations.</p> <p>A common set of principles and formal protocol with Metis organizations.</p>	Provide guidance and support	Ongoing

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
10.0 Build clear understandings in Municipal-Aboriginal service delivery Operating Agreements	Lead: Operations & Maintenance	<p>10.1 Build clear understandings and transparency in Municipal – Aboriginal (First Nation) service delivery operating agreements and partnerships (Capital Project Agreements)</p> <p>Support: Community Services, Corporate Services, Communications</p>	<p>Meet with parties who have Service Delivery Agreements to initiate discussions on current and future service delivery agreements.</p> <p>Share information on current agreements.</p> <p>Review service delivery needs, issues and gaps of the parties.</p> <p>Build ongoing communications between the parties on service delivery agreements.</p> <p>Review options for dispute resolution.</p>	<p>Meeting with parties on agreements.</p> <p>Shared information on service delivery agreements.</p> <p>Clear statement of principles and purpose for agreements.</p> <p>Issues, needs and gap analysis on agreements.</p> <p>Identified parties for agreements.</p> <p>Communications Plan.</p>	<p>Annual agreement review</p> <p>Transparent service delivery process</p>	<p>New or revised agreements</p> <p>Availability of agreements</p> <p>Annual review of agreements with all parties</p>	Nov. 2007

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
10.0 Build clear understandings in Municipal-Aboriginal service delivery Operating Agreements	Lead: Operations & Maintenance	10.2 Review and clarify the nature and future approach to shared service delivery between First Nations and the Municipality	Develop list of agreements. Distribute list for review internally and externally with ATC. Undertake need and gap analysis for service delivery agreements with First Nations.	List of agreements. Shared understanding of Municipal – First Nations operating agreements.	Transparent, principled-based approach to service delivery agreements. Comprehensive Municipal multi-department approach to review.	New or revised agreements Availability of agreements Annual review of agreements with all parties	Dec. 2007
		10.3 Develop monitoring and performance clauses in shared service delivery agreements	Draft template or consistent parts for Municipal service delivery agreements. Identify parties and key contacts for agreements. Develop overall communications approach for review. Undertake review together with the Fire Department.	Needs and gap analysis on agreements. Identified parties for agreements. Communications plan. Identify existing set of principles in various agreements. Develop new principles based on review.		Service delivery evaluation confirms that it is consistent with performance clauses; ie: expectations	Dec. 2007

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
11.0 Develop a recognition of aboriginal culture, history and people in the work of the Municipality	Lead: Human Resources	11.1 Ensure key front-line and senior staff are trained in cross-cultural awareness of the Aboriginal history and culture of the region;	Develop an Aboriginal Cultural Awareness course and schedule regular delivery Clearly indicate that it is important that all RMWB Supervisors and all Advisors in Human Resources take this course.	Courses scheduled for two levels: Level 1: Introductory Aboriginal Cultural Awareness course Level 2: In-depth course for those employees directly working with the rural communities	Through evaluations, show that the courses were clear, informative and well presented. Participants integrate the expanded understanding of Aboriginal culture into their work.	As many as 120 employees will have taken the course	Dec. 2007
		11.2 Implement strategies to develop a representative workforce which will increase Aboriginal participation in municipal employment Support: Community Services	Advertise RMWB job postings in the Rural Weekly paper "Slave River Journal" or the rural RMWB newsletter postings. Investigate a PLAR strategy for rural postings.	Develop some initial goals to develop a hiring strategy to increase Aboriginal participation.	Purposeful approach to increasing Aboriginal RMWB employment.	More employees will be hired from the rural communities of Wood Buffalo.	Dec. 2007

		Recommendation	Actions	Outputs	Outcomes	Key Measures	Timeline
11.0 Develop a recognition of aboriginal culture, history and people in the work of the Municipality	Lead: Planning	<p>11.3 Develop a better representation of Aboriginal heritage in the design, naming and cultural understanding of the projects undertaken by the Municipality. Support: Community Services</p>	<p>Define "projects" as physical developments including parks, facilities, neighborhoods, etc. Additionally wherever "image" strategies emerge (such as the RMWB Community Image Strategy, Community Placemaking, etc.) these strategies need to strive to better represent the Aboriginal heritage in the design, naming and cultural understanding.</p> <p>The history of the location of the project or strategy needs to be researched in relation to the earliest inhabitants of the region. The research would extend to not only historical documentation, but to direct discussion with groups possessing representing Aboriginal heritage knowledge.</p> <p>Additionally, when developing such amenities the needs assessments used to build the business case, should incorporate information from aboriginal residents and their representing groups to ensure the amenities are relevant to them as one of the user groups.</p> <p>As some information gathered may be informal, RMWB staff should make the effort to catalogue or record the information, especially as it relates to historic sites and provide it to the RMWB's archivist.</p> <p>As is possible the "sense of place" for new sites (parks, facilities and neighbourhoods) would include elements of Aboriginal history. This would include themes and images within signage schemes and naming.</p>	Aboriginal history source would develop	Aboriginal residents would feel that the RMWB respected their heritage and contributions to the community.	Municipal projects have been reviewed with this strategy in mind at conceptual stage.	Ongoing



TERMS OF REFERENCE

Rural Service Delivery & Aboriginal Relations Committee

Purpose:

On October 10, 2006, Municipal Council adopted the policy recommendations of Rural Service Delivery & Aboriginal Relations 'Working Together for Better Service Delivery – Review and Policy Options Report' as a guiding document for Municipal Policy. Council directed administration to report back on the status of policy implementation on a regular basis. At the September 2006 leadership meeting, municipal managers initiated discussions on how to implement the policy and initiated an action planning process. The development of an Action Plan was undertaken with all eight departments through a series of meetings and workshops.

Objectives:

The Rural Service Delivery & Aboriginal Relations Implementation Committee shall:

1. oversee the development of the action plans;
2. develop formats to report the who, how, when and what responses to policy recommendations;
3. Submit a semi-annual progress report to the Regional Manager;
4. establish inter-departmental communications protocols regarding Rural Service Delivery and Aboriginal Relations.

Chair and Membership:

1. The chair and co-chair will be decided on by the consensus of the committee.
2. Membership will include a cross-organizational leadership team representing all departments.
3. The Community Services Department will provide administrative services to the committee for the first year (to be reviewed).

Meetings:

1. The Committee is to meet not less than 8 times per year. Additional meetings may be held as deemed necessary by the chair or as requested by any member.
2. Fifty percent of the committee members are required for a meeting.
3. Any member who is unable to attend will inform the Chair and will appoint a designate to represent them at the upcoming meeting.
4. Where the Chair and the Co-Chair are not in attendance, they will appoint a designate.

Evaluation:

On an annual basis, the committee will review of the Terms of Reference and Departments will re-affirm their representative.

Reporting:

This Committee will report to the Regional Manager, through the Chair, and members will report to their respective areas. Meeting minutes will be distributed as directed by the committee and posted on the shared drive.

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor and Council
From:	Corporate Services
Date:	May 22, 2007
Subject:	2007 Capital Budget Amendment - VoIP 2007

ISSUE:

The current Municipal telephone system which services both the Fort McMurray Water Treatment Plant and the Jubilee Center is beginning to fail and is becoming quite costly to maintain.

REFERENCE:

Municipal Space Allocation Team Terms of Reference
2007 Capital Budget

HISTORY:

The VoIP (Voice over Internet Protocol) System, as part of the Information & Communications Technology Master Plan, was submitted as part of the 2007 budget process, however, other issues were given a higher priority and the request deferred for funding consideration in the 2008 budget year. Capital funding, in the amount of \$200,000 was approved in 2000, and approximately \$80,000 of this amount has been spent to date in consulting fees and customized design specifications. System design is complete and the project is now ready for implementation. There have been some changes in scope, as well as incremental cost increases, partly due to the expansion to additional facilities, and a 100% increase in municipal staffing levels since the original budget was developed.

ALTERNATIVES:

1. Consider the project in the 2008 Capital Budget.
2. Amend the 2007 Capital Budget.

ANALYSIS:

If the Municipality was to delay the project for 2008 Capital Budget consideration, the organization risks communications systems failure, as has already been experienced this year. The Municipality is now experiencing systemic failure of components, such as voicemail and sub-sections of phone service.

One hundred forty-nine (149) new employees will be joining the organization in 2007, many of whom will be occupying new office space, and it has been determined that infrastructure must be in place before staff can be accommodated. As such, it is critical that the VoIP project be commenced in 2007 to ensure that the necessary technology is in place to support both new and existing municipal staff. An expansion of the Jubilee Center telephone system is not possible. Acquisition of new separate telephone systems for planned facilities such as the Brick and Forestry Buildings is possible, however the cost for each unit (\$1200) is approximately double that of installing new VoIP technology (\$600 per unit). The Municipality would realize a significant cost savings by advancing the VoIP project from 2008 to 2007.

The benefits of VoIP can be summarized in four areas.

- Improved functionality as a result of having one converged data and voice network to plan and maintain.
- Enhanced mobility, as telephone calls can be routed to the user's computer, regardless of physical location, and a single contact number. It is likely that desktop phones and cell phones will be interchangeable in the foreseeable future.
- Integration of voicemail, E-mail, and text messaging into a seamless messaging system; and
- Significant cost savings as compared to conventional telephone lines. The average cost of moving desk sets in 2006 amounted to approximately \$85,000, however, this expense would be virtually eliminated using VoIP technology. Other cost savings include one set of communication fees for both voice and corporate data access. In addition, published reports indicate that the average return on investment for installation of an IP based communications system is typically less than five years in duration.
- The telecommunications suppliers indicate that support and maintenance for older technology will no longer be provided as of 2009.

A Capital Budget amendment is required in order to for this project to proceed, and Council is the final approval authority for all matters related to budgets.

ATTACHMENTS:

1. Capital Budget Amendment Request
2. Capital Infrastructure Reserve Summary

ADMINISTRATIVE RECOMMENDATION:

THAT the 2007 Capital Budget be amended by adding the VoIP 2007 project (formerly referred to as Electronic Government Services – Phase I), at a total cost of \$1,700,000; and

THAT \$1,500,000 be allocated from the Capital Infrastructure Reserve for the purpose of funding the VoIP 2007 Project.

**Regional Municipality of Wood Buffalo
Capital Budget Amendment Request
2007**

CURRENT PROJECT NAME: Municipal Telephone System
 AMENDED PROJECT NAME: VOIP 2007
 SPONSOR DEPARTMENT: Corporate Services
 SPONSOR DIVISION: Information Technology

Select type of amendment

CURRENT PROJECT BUDGET

Funded capital project

Current Priority Score

XX

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Operating Budget	Other Sources	Debtenture Financed
Prior	200,000						200,000
2007	-						
2008	-						
Thereafter	-						
TOTAL	200,000	-	-	-	-	-	200,000

DESCRIPTION/REASONS FOR BUDGET AMENDMENT

Original Capital Funding - 200,000. in FY2000. VOIP System as contained in the ICT Master Plan was approved by the SLT in July 2006. A new capital funding request at current costs in the amount of 1,000,000. (Identified as Phase 1 of E-Government) was requested for FY2007. Currently incurred app. 80,000 dollars in consulting fees and customized design specification. The design of the system is complete and is ready for implementation. System is beginning to fail and is becoming quite costly to maintain. Expansion isn't feasible with existing antiquated technology. Industry states PBX systems will not be supported beyond 2009. Complete system failure is a high risk, this means incoming/outgoing calls, emergency calls (outbound calls to 911, Fire, RCMP...), office to office calls, voicemail and switchboard at both the Water Treatment Plant and Jubilee Center. Change in scope and cost is incremental and has occurred due in part to expansion to additional facilities as well as a 100% increase in staffing levels since original budget was developed. The new funding request is supported by the Corporate Information Systems

AMENDED PROJECT BUDGET (Only required if project is new, deferred, or amended)

Unfunded capital project

Amended Priority Score

72

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Operating Budget	Other Sources	Debtenture Financed
Prior	200,000						200,000
2007	1,500,000						1,500,000
20__	-						
Thereafter	-						
TOTAL	1,700,000	-	-	-	-	-	1,700,000

ADDITIONAL INFORMATION

Refer to attached presentation document containing information related to the design and benefits of implementing a VoIP based telephone system

Corporate Services
Sponsor Department

Information and Communications Technology Division
Project Lead

PLEASE NOTE: Deferred projects must follow the budget process. Deferring a project to a future year does not grant pre-budget approval for that project.

CAPITAL PRIORITY SCORE

Municipal Telephone System

HIGH PRIORITY - Project has incurred costs or will need to start in the first year of the 5-year capital plan **MEDIUM PRIORITY** - Project does not need to start until the second or third year of 5-year capital plan **LOW PRIORITY** - Project does not need to start until the fourth or fifth year of 5-year capital plan **NOT APPLICABLE** - Criterion does not apply to this capital project

		High Yr 1	Medium Yr 2 or 3	Low Yr 4 or 5	N/A	Score
		6	3	1	0	
Criteria						
Health or Safety Issue	7	x				42
Legislation Changes	6					0
Maintain Existing Assets	5	x				30
Maintain Current Service Levels	4					0
Increase Efficiencies	3					0
Increase Level of Existing Service	2					0
New Service	1					0
Total Priority Score						72

**Regional Municipality of Wood Buffalo
Capital Infrastructure Reserve Summary 2007
Includes Pending Approval
As of May 14, 2007**

2007 Beginning balance	\$42,786,346.75
Add:	
2007 Budgeted transfer from operating	35,375,400.00
Less:	
Previously approved capital budgets/ amendments	<u>(70,962,654.73)</u>
Uncommitted Reserve Balance	<u>\$7,199,092.02</u>
 <u>Pending Council Reports</u>	
2007 Capital Budget Amendment-VOIP 2007	(1,500,000.00)
Capital Budget Amendment-Sewer Forcemains- Lift Station 1B to Wastewater Reclamation Facility	<u>(2,000,000.00)</u>
Uncommitted Reserve Balance after Pending Items	<u><u>\$3,699,092.02</u></u>

REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

To:	Mayor and Council
From:	Planning & Development
Date:	May 22, 2007
Subject:	Capital Budget Amendment – Sewer Forcemains - Lift Station 1B to Wastewater Reclamation Facility

ISSUE:

Upgrades to the existing sanitary trunk sewer system south of the Athabasca River in Fort McMurray needs to be fast-tracked.

REFERENCES:

1. South Sanitary Servicing Study; Associated Engineering, April 2007
2. Cost Benefit Analysis for Water and Sewer Utility Crossing of the Athabasca River; Associated Engineering, April 2007
3. *Municipal Government Act* RSA 2000, Chapter M-26 Part 17
4. Bylaw No. 00/005 – Municipal Development Plan
5. Bylaw No. 00/005 – Land Use Bylaw
6. Lower Townsite East End Servicing Study, March 2002
7. Fort McMurray Sanitary Trunk Assessment, October 2006
8. South Sanitary Servicing Study, April, 2007

HISTORY:

Studies have shown that significant upgrades are needed to accommodate growth south of the Athabasca in Fort McMurray. The first project to tackle capacity is the forcemain from Lift Station 1B to the Wastewater Reclamation Facility and connections to it.

ALTERNATIVES:

1. To proceed with the design and tender of the sewer forcemain from lift station 1B to the Wastewater Treatment Plant, Penhorwood diversion line and Beacon Hill outfall upgrade.
2. Do not proceed.

ANALYSIS:

Not proceeding with these works will result in delaying all new development south of the Athabasca River in Fort McMurray.

ATTACHMENTS:

1. Capital Budget Amendment Request
2. Capital Infrastructure Reserve Summary

ADMINISTRATIVE RECOMMENDATION:

THAT \$2,000,000 be committed in the Capital Infrastructure Reserve for the design of the forcemain from Lift Station 1B to the Wastewater Reclamation Facility per Attachment 1, Capital Budget Amendment Request, May 22, 2008.

**Regional Municipality of Wood Buffalo
Capital Budget Amendment Request
2007**

CURRENT PROJECT NAME: Sewer Force mains - Lift Station 1B to Wastewater Treatment Plant

AMENDED PROJECT NAME:

SPONSOR DEPARTMENT: Planning & Development

Select type of amendment

SPONSOR DIVISION: Engineering Services

CURRENT PROJECT BUDGET

Select current funding status

Current Priority Score

XX

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Operating Budget	Other Sources	Debtenture Financed
Prior	-						
2007	-						-
2008	-						
Thereafter	-						
TOTAL	-	-	-	-	-	-	-

DESCRIPTION/REASONS FOR BUDGET AMENDMENT

This project involves the design of one forcemain from Lift Station 1B to Lift Station 1A then two forcemain lines from Lift Station 1A to Waste Water Treatment Plant, in addition to the design of the following upgrades: Pehorwood Diversion Line, Lift Station 1A upgrades, and Beacon Hill Outfall upgrades. This project has been identified at this time (May 2007) as an immediate/interim measure to be undertaken ASAP in order to partly mitigate the pressure on the sanitary sewer collection system south of the Athabasca River as a result of new developments in these areas. A Council Report for a Bylaw amendment that includes this recommendation was approved on May 8th, 2007 Council meeting.

AMENDED PROJECT BUDGET (Only required if project is new, deferred, or amended)

Select amended funding status

Amended Priority Score

78

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Operating Budget	Other Sources	Debtenture Financed
Prior	-						
2007	2,000,000						2,000,000
2008	-						
Thereafter	-						
TOTAL	2,000,000	-	-	-	-	-	2,000,000

ADDITIONAL INFORMATION

The \$2M will be funded from the Capital Infrastructure Reserve.

Planning and Development
Sponsor Department

Engineering Services
Project Lead

PLEASE NOTE: Deferred projects must follow the budget process. Deferring a project to a future year does not grant pre-budget approval for that project.

CAPITAL PRIORITY SCORE

Sewer Force mains - Lift Station 1B to Wastewater Treatment Plant

HIGH PRIORITY - Project has incurred costs or will need to start in the first year of the 5-year capital plan **MEDIUM PRIORITY** - Project does not need to start until the second or third year of 5-year capital plan **LOW PRIORITY** - Project does not need to start until the fourth or fifth year of 5-year capital plan **NOT APPLICABLE** - Criterion does not apply to this capital project

		High Yr 1	Medium Yr 2 or 3	Low Yr 4 or 5	N/A	Score
		6	3	1	0	
Criteria						
Health or Safety Issue	7	x				42
Legislation Changes	6	x				36
Maintain Existing Assets	5					0
Maintain Current Service Levels	4					0
Increase Efficiencies	3					0
Increase Level of Existing Service	2					0
New Service	1					0
Total Priority Score						78

**Regional Municipality of Wood Buffalo
Capital Infrastructure Reserve Summary 2007
Includes Pending Approval
As of May 14, 2007**

2007 Beginning balance	\$42,786,346.75
Add:	
2007 Budgeted transfer from operating	35,375,400.00
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 <u>Pending Council Reports</u>	
2007 Capital Budget Amendment-VOIP 2007	(1,500,000.00)
Capital Budget Amendment-Sewer Forcemains- Lift Station 1B to Wastewater Reclamation Facility	<u>(2,000,000.00)</u>
Uncommitted Reserve Balance after Pending Items	<u><u>\$3,699,092.02</u></u>

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor and Council
From:	Community Services
Date:	May 22, 2007
Subject:	Fort MacKay Community Engagement Date Amendment

ISSUE:

A Council resolution is required to change the date of the Fort MacKay Community Engagement event.

HISTORY:

The original date for the Fort MacKay Community Engagement Initiative (June 29, 2007), was set at Council's annual organizational meeting held on October 24, 2006. Fort MacKay has since scheduled its Treaty Days celebration to be held on June 22-23, 2007, and an invitation has been extended to Regional Council and the Municipality's Senior Leadership to participate in this event.

ALTERNATIVES:

1. Change the date of the community engagement meeting in Fort MacKay.
2. Do not change the date of the community engagement meeting in Fort MacKay.

ANALYSIS:

Changing the date of the Fort MacKay Community Engagement Initiative would enable Regional Council and the Municipality's Senior Leadership an opportunity to participate in a local event in a manner which enables them to interact with residents in a meaningful way. The Treaty Days Event begins June 22, 2007 at 10 a.m. Regional Council has been invited to participate in the parade. Various activities will occur throughout the day, with an open invitation for Regional Council and Administration to participate.

ADMINISTRATIVE RECOMMENDATION:

THAT the date of the Fort MacKay Community Engagement Initiative be changed from June 29, 2007 to June 22, 2007.

REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

To:	Mayor and Council
From:	Operations & Maintenance
Date:	May 22, 2007
Subject:	Bylaw No. 07/035 - Water Utilities Management Bylaw

ISSUE:

Adoption of a bylaw for the purpose of regulating the source of water supply, construction of and connection to water utilities, and the management and use of water utilities.

REFERENCE:

1. *Municipal Government Act*, RSA 2000, c.M-26
2. Utility Rates Bylaw No. 06/034
3. General Penalties Bylaw No. 98/028

HISTORY:

The current Water Utilities Management Bylaw No. 85/50 was adopted in 1985 and is now in excess of 20 years old. Given the age of the document, a complete review and audit of the bylaw was recently completed by Brownlee LLP, which resulted in several amendments being identified as needed to address current legislation. In addition, clarification of terminology is recommended to address some sections that have proven difficult in interpretation.

ALTERNATIVES:

1. Do nothing.
2. Adopt a new Water Management Utilities Bylaw.

ANALYSIS:

The current Water Utilities Management Bylaw now requires significant updating to address legislation changes, current technology and terminology. Adoption of a new Water Utilities Management Bylaw which addresses the changes identified by the Municipality's legal counsel, as noted below, is recommended.

Proposed Changes:

- Improved clarity of Rural and Urban Centers.
- Clear definition of condominium.
- Updated Metering Section.
- Improved wording with regards to "shall" and "may" as it has a direct influence towards the Municipalities legal stand.
- Hydrant use is more stringent.
- Greater protection of the water distribution system for the residents of the Municipality.

The proposed bylaw has been reviewed by the Municipality's legal counsel and is supported by the Operations and Maintenance Department.

ATTACHMENT:

1. Bylaw No. 07/035

ADMINISTRATIVE RECOMMENDATIONS:

1. THAT Bylaw No. 07/035, being the Water Utilities Management Bylaw, be read a second time.
2. THAT Bylaw No. 07/035 be read a third and final time.

BYLAW NO. 07/035

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO FOR THE SUPPLY AND MANAGEMENT OF MUNICIPAL WATER UTILITY SERVICES

WHEREAS Section 7 of the Municipal Government Act, RSA 2000, c.M-26, as amended, provides that council may pass bylaws for municipal purposes, including public utilities, services provided by or on behalf of the Municipality and the enforcement of bylaws;

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

PART I - TITLE

1. This bylaw shall be cited as the “Water Utilities Management Bylaw”.

PART II - DEFINITIONS AND INTERPRETATIONS

2. For purposes of this bylaw, the following definitions shall apply:
 - (a) “bleeder” shall mean a device installed by the Regional Municipality of Wood Buffalo in the water system to provide for a continuous flow of water in order to prevent freezing;
 - (b) “building projects” shall mean the construction, demolition or alteration of any structure anywhere within the Municipality, but does not include landscaping or the construction, alteration or demolition of garages, garden sheds or similar structures which are accessory structures to a residential premises;
 - (c) “Chief Administrative Officer” or “CAO” shall mean the Chief Administrative Officer for the Regional Municipality of Wood Buffalo, or his/her designate;
 - (d) “combined service” means a service connection used or intended to be used to supply water for fire protection, as well as water for purposes other than fire protection;
 - (e) “commercial” shall mean all premises within the Municipality which are not building projects or dwelling units;
 - (f) “condominium” means premises consisting of a group of individually owned units and common property under the shared ownership of the individual unit-holders or corporation, regulated under the Condominium Property Act, RSA 2000, c.C-22, as amended or repealed and replaced from time to time;

- (g) “consumer” shall mean the registered owner, purchaser, occupant or other person in charge of the land or building to which water is being supplied by the Regional Municipality of Wood Buffalo, and in whose name a water billing account has been established;
- (h) “consumption charge” shall mean a levy based on actual consumption of the water being supplied by the Regional Municipality of Wood Buffalo;
- (i) “curb box” shall mean the casing and stem attached to the CC to facilitate the turning-on and turning-off of the service connection;
- (j) “dwelling unit” shall mean any building occupied or used as living quarters or an abode by not more than three (3) families, but does not include a condominium, apartment building, mobile home park, institutional premises, lodges or mixed-use residential premises;
- (k) “meter” shall mean the individual or compound water meter and all other equipment and instruments supplied and used by the Regional Municipality of Wood Buffalo to calculate and register the amount of water consumed relative to the land and buildings which the meter is designed to monitor;
- (l) “Municipal Government Act” means, the Municipal Government Act, RSA 2000, c.M-26, as amended or repealed and replaced from time to time;
- (m) “municipal official” shall mean the employee or employees of the Regional Municipality of Wood Buffalo charged with the responsibility of maintaining or administering any aspect of the Regional Municipality of Wood Buffalo’s water system;
- (n) “Municipality” shall mean the Regional Municipality of Wood Buffalo;
- (o) “person” shall include a partnership, firm, body corporate, entity or other legal representatives of person to whom the context applies according to law;
- (p) “Provincial Offences Procedure Act” means the Provincial Offences Procedure Act, RSA 2000, c.P-34, as amended or repealed and replaced from time to time;
- (q) “registered owner” shall mean the person listed as registered owner of a parcel of land as shown on the land title for that parcel registered within Alberta North Land Registration District;
- (r) “remote reader” shall mean that device attached to the exterior of a building enabling the Municipality to read water consumption without entering the building;
- (s) “Safety Codes Officer” shall mean the person(s) appointed under the

Municipality's Building Permit Bylaw and in accordance with the Safety Codes Act;

- (t) "service connection" shall mean that portion of pipe used to supply water from the water main to a building or other place on a parcel of land for the purpose of providing water to the parcel and includes the pipe running up to the building, located on or within the exterior walls of the building, and running from exterior walls to couplings, stop-cocks, meters and any other apparatus placed inside the building by the Municipality;
- (u) "service connection application" shall mean an application made by a contractor, developer or owner to the Municipality's Engineering Department for tying into the Municipality's water main and for the construction and installation of a service connection line in conjunction with either a new construction or renovation;
- (v) "service curb cock", "curb stop" or "CC" means a shut-off valve located on the service connection between the water main and the structure or improvement receiving water service, for the purpose of isolating the utility service from a parcel of land;
- (w) "shut-off" shall mean an interference with, or discontinuance of, the supply of water to a parcel of land, building or portion of a building situated upon a parcel of land;
- (x) "turn-on" shall mean the turning on of water supply to a parcel of land, building or portion of a building situated upon a parcel of land after the utility service application has been approved, or for the purpose of restoring service on an existing utility account;
- (y) "utility service" means the water that is provided by the Regional Municipality;
- (z) "utility service application" shall mean a written request made by a consumer to the Municipality after the construction and installation of a service connection line for the supply of water to a building, and to establish a water billing account in that consumer's name;
- (aa) "utility service termination" shall mean the request made by a consumer to discontinue the utility being supplied by the Municipality;
- (bb) "water main" shall mean those pipes installed for the conveyance of water within the Municipality to which service connections may be connected;
- (cc) "water system" means the equipment, materials and property owned and operated by the Municipality for the provision of water to consumers, and includes the water main and service connections.

PART III - ADMINISTRATION

3. Where there is sufficient plant capacity and supply, and in accordance with the provisions of Section 34 of the Municipal Government Act, the Municipality may supply water to any building within its geographic boundaries in accordance with the terms and conditions set out within this bylaw.
4. The consumer having applied for the provision of the utility service shall be responsible for paying the rates and charges provided, from time to time, in the Utility Rates Bylaw of the Municipality or any replacement bylaw;
5. All buildings which are to be connected to the water main shall have all necessary apparatus and appliances installed which are required to ensure the proper sanitary condition of the building and premises.
6. No person who resides in, occupies, or conducts business from a building in the Municipality and situated on land lying along the water main shall have water supplied to that building by way of a well, spring or other source of water supply that is not connected to the Municipality's water distribution system.
7. The use of a well, spring or other source of water in the Municipality and situated on land lying along the water main for the purpose of watering only, may be allowed, providing approval is obtained from both the Manager and Alberta Environment. In such cases, the consumer shall be required to supply the Chief Administrative Officer with proof of Provincial approval.
8. Prior to receiving and enjoying the benefits of the utility, the consumer shall first be required to complete a utility service application and pay the application fee as outlined in the Utility Rates Bylaw.
9. Where applicable, the consumer shall be required to pay an account deposit as outlined in the Utility Rates Bylaw. This deposit shall be held by the Municipality against non-payment of all rates, charges, tolls, fares and rents fixed under this bylaw. If upon final billing of an account, a balance remains on the deposit amount, it shall be refunded by the Municipality to the consumer.
10. The consumer shall be required to pay the meter charge as outlined in the Utility Rates Bylaw.
11. A consumer who is indebted to the Municipality under a previous utility account shall not be permitted to complete a utility service application, or be entitled to the supply of water until payment in full of the indebted amount, deposit and meter charge has been received by the Municipality.
12. A consumer, upon receipt of a notice shall, during normal business hours, allow free access to authorized municipal officials to all parts of every building, structure or other

premises in which water is delivered and consumed, for the purpose of conducting sample testing, or for the installation, removal, replacement, inspection, repairing and reading of all meters on any service connection or appurtenance thereto inside or outside of the building, structures or other premises.

13. Notwithstanding Section 12, if, in the opinion of a municipal official, entry during normal business hours would be inappropriate or impractical in the circumstances, the municipal official may give at least twenty four (24) hours' written notice to the consumer of the official's intention to inspect outside of normal business hours for purposes set out in Section 12.
14. Every consumer who is served directly or indirectly from a connection with the Municipality's water system shall pay a fixed water charge based on the meter size as outlined in the Utility Rates Bylaw.
15. In addition to the fixed water charge set out in Section 13, the Municipality shall also levy and collect from all consumers connected by a meter to the Municipality's water system, a consumption charge based on actual consumption as set out in the Utility Rates Bylaw.
16. In order to accommodate the use of actual consumption for billing purposes, the Municipality may allow the consumer to phone in the meter reading on a basis consistent with the Utility Rates Bylaw.
17. In instances where a consumer is not connected to the Municipality's water system by way of a meter, the Municipality may levy and collect a flat rate charge as outlined in the Utility Rates Bylaw.
18. In instances where a bleeder has been installed and the consumer is connected to the Municipality's water system by way of a meter, the consumer shall pay a fixed water charge based on the meter size, as outlined in the Utility Rates Bylaw. In addition, the Municipality may also levy and collect a water charge based on the most recent billing prior to the bleeder turn on, or the actual consumption, in accordance with the Utility Rates Bylaw. Once the bleeder is turned off or removed, billing shall resume in accordance with Sections 12 and 13, as the case may be, and there shall be no adjustment to reflect the actual consumption metered during the period of operation of the bleeder.
19. All estimated readings shall be based on the average of the previous year's consumption. The average consumption for a two month billing period shall be calculated by taking the sum of the previous year's consumption divided by six. In instances where a consumption history does not exist for the affected account, the Municipality may use the consumption history from a similar type of activity.
20. Where three (3) consecutive estimated meter readings have been used for billing purposes due to the meter not being read by a municipal official as a result of the consumer failing to provide or allow the Municipality access to the meter or remote reader during a billing

period:

- (a) a notice may be left at the consumer's address requesting the consumer to contact the Municipality within two (2) working days, advising of the date and time that the Municipality will be able to have access to the meter or remote reader for the purpose of obtaining an actual meter reading; or
 - (b) In the case where the consumer does not contact the Municipality within two (2) working days, the Municipality may turn-off the service connection without any further notice until such time as an actual meter reading can be obtained.
21. After the meter has been read following one or several estimated or phoned-in readings, there may be an adjustment on the next billing in order to reflect the actual consumption which has occurred since the last meter reading.
 22. The utility bill with all applicable rates, charges, tolls, fares and rents may be mailed or delivered to the consumer at intervals consistent with the Utility Rates Bylaw and payment of the total billing amount shall be due and payable within twenty (20) calendar days from the date of mailing.
 23. The utility bill shall contain a notice advising that failure to pay by the date fixed for payment shall first result in an additional percentage charge as provided for in the Utility Rates Bylaw, and that any utility bill which remains unpaid thirty (30) calendar days after the date of mailing may result in the Municipality initiating action as provided in Section 20.
 24. Notwithstanding Section 20, the failure to receive an invoice does not absolve the consumer of the obligation to pay the utility account or to make inquiries of the Municipality as to amounts that may be presently outstanding.
 25. Payments may be made at any of the following locations and in any of the following manners:
 - (a) at the public service counter located in City Hall between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday except Statutory Holidays;
 - (b) at the mail drop located at City Hall;
 - (c) at any chartered bank or treasury branch located within the Municipality which has made collecting arrangements with the Municipality;
 - (d) by mailing the payment to the Municipality;
 - (e) by participating in the pre-authorized debit plan;
 - (f) by using the bank's website.

26. All payments made on an account shall be first applied to any arrears outstanding and any balance thereafter shall be applied to the current billing amount. In the event that any such current utility bill remains unpaid after twenty (20) calendar days following the date of mailing, there shall be an additional percentage charge, as provided in the Utility Rates Bylaw, based on the current billing amount only. The said percentage charge shall form part of the unpaid utility bill.
27. In the event that any utility bill remains unpaid thirty (30) calendar days following the date of mailing, the Municipality may initiate any of the following action without the need for any arrears reminder notice:
- (a) in instances where the consumer is the registered owner, charge the utility bill which remains unpaid upon termination of the account against the land in the same manner and subject to the same provisions as taxes due and owing in respect of that land. As a courtesy, the Municipality may notify the consumer in writing that the outstanding utility bill has been charged against the land;
 - (b) in instances where the consumer is not the registered owner, and the consumer has paid a deposit, the Municipality may apply all or a portion of the deposit against the utility bill which remains unpaid;
 - (c) in instances where the consumer has not been required to pay a deposit or the deposit has previously been applied against an unpaid utility bill and the account in question is served by an individual CC, provide the consumer with a shut-off notice, which will be sent to the property via registered mail, advising that failure to pay the utility bill within five (5) business days may result in the Municipality terminating water services without any further notice. If the CC cannot be located or is non-existent or is obstructed in any way, shape or form and/or it is determined that the curb box is dysfunctional, the Municipality shall initiate action as provided for in Section 27(d); or
 - (d) in instances where the consumer has not been required to pay a deposit or a deposit has been previously been applied against an unpaid utility bill and the account in question is not served by an individual CC, the Municipality has the authority to initiate legal action in a Court of competent jurisdiction in order to recover an outstanding utility bill or seek any other remedies it may be entitled to at law.
28. In the event of the utility being shut-off as provided for in Section 27(c), the consumer shall be required to first pay the full amount owing which resulted in the utility being shut-off plus the reconnection fee and deposit as provided for in the Utility Rates Bylaw before the Municipality will turn on the utility service.
29. A consumer who is supplied with water to a parcel of land, building or portion of a building situated on a parcel of land is prohibited from lending, selling, disposing, giving away, permitting to be taken or otherwise using or applying any water to the use and

benefit of any other person, including another parcel of land, building or portion of a building on a parcel of land, supplied with water through a separate service connection regardless of whether service connection to the other consumer has been turned-off or shut-off.

30. When a consumer requests a utility service termination the Municipality shall read the meter in order to establish the final billing amount. If at that time the Municipality is in possession of a deposit, the deposit shall be first applied against any outstanding balance remaining on the utility bill with any balance being refunded by the Municipality to the consumer. If however the Municipality is not in possession of a deposit or if the deposit is insufficient to clear the final billing amount, the Municipality shall mail the utility bill to the consumer, and may enforce payment by any method provided in Section 27.
31. Any occupant of a building or lands that uses water from an existing service connection has an obligation to pay for all water received during their occupancy, regardless of whether an account has yet been opened in the name of the occupant.

PART IV - ACCESS TO PROPERTY FOR THE PURPOSES OF WATER SERVICE

32. As a condition of receipt of the utility service and as operational needs dictate, employees of the Municipality shall have free access to all parts of a property, structure or other premises in which water is delivered and consumed, or intended to be delivered and consumed, at any reasonable hour of the day and upon reasonable notice for the purpose of:
 - (a) installation, maintenance, repair, and removal of the water system and water service connections;
 - (b) installation, testing, repair and removal of water meters or other parts of the water system;
 - (c) inspection of cross-connection control devices or other equipment and works associated with the water system and the customer plumbing system;
 - (d) reading of water meters; and
 - (e) inspections for compliance with this bylaw.
33. No person shall hinder, interrupt or cause to be hindered any employee of the Municipality or its contractors, servants and agents or workers, in the exercise of any of the powers or duties relating to the water system as authorized or required in this bylaw.
34. Upon termination of water service, any employee of the Municipality employed for that purpose may, at all reasonable times, enter the parcel or premises which was supplied with water service for the purpose of removing from the parcel or premises any fittings,

machines, apparatus, meters, pipes or any other things that are the property of the Municipality.

35. Employees of the Municipality may, at any time, specify the required position or require the relocation, or abandonment, at a property owner's expense, of any water meter, cross connection control device, pipe, valve or fitting forming part of the water system.

PART V - SERVICES AND MAINS

36. The registered owner or person responsible for the development of the lands shall be responsible for the construction of all service connections, which shall be constructed in compliance with the Municipality's Engineering Servicing Standards and:
- (a) shall ensure that all proposed service connections receive approval from the Municipality prior to construction; and
 - (b) shall not backfill the excavation until such time as the Municipality has inspected the work or has advised approval of the work.
37. If any parcel of land contains one or more self contained buildings, then a maximum of one service connection per self-contained building may be installed as approved by the CAO.
38. No branch lines shall be connected to any service connection unless approved by the CAO. In the event that a branch line is approved, the developer must ensure that it is constructed in accordance with the Municipality's Engineering Servicing Standards. In instances where the Municipality either connects or arranges for connection of the branch line to the service connection, the contractor, developer or owner who makes the request for a branch line connection shall be responsible for payment of the service connection fee as outlined in the Utility Rates Bylaw.
39. All service connections shall be constructed of approved materials in accordance with the Safety Codes Act, the Regulations thereunder, and all other standards adopted by the Municipality from time to time.
40. No person, other than an authorized municipal official, shall turn-on water to any premises before a certificate or approval has been issued in accordance to Section 39. This requirement shall apply to all new construction, alterations, additions, enlargements, renovations, and all piping changes of any nature whatsoever.
41. Unless otherwise exempted by this bylaw, no person other than an authorized municipal official shall operate, interfere with, or handle any article or thing having to do with the water mains and appurtenances.
42. A plumber shall not be in violation of Section 40 when testing the piping in the case of a new installation, where the plumber is conducting the work with reasonable care and in a

manner consistent with the applicable legislation, regulations, standards and established industry best practices.

43. Unless otherwise authorized by this bylaw, no person other than an authorized municipal official shall by any means whatsoever obstruct or impede direct and free access to water mains and appurtenances.
44. The Municipality is the owner of the water mains and that portion of all service connections between a water main and the boundary of the road right of way or easement. The remainder of the service connection is owned by the registered owner of the lands under which the service connection is located. The registered owner shall be responsible for all maintenance and repair costs associated with the portion of the service connection owned by the registered owner.
45. Whenever a consumer no longer requires a service connection, or wishes to abandon a service connection, the consumer shall first obtain approval from the CAO for the method and location of abandonment. The consumer shall be responsible for disconnecting the service connection at the water main and shall assume responsibility for all costs associated with same.
46. In instances where property subject to redevelopment has been previously serviced to the property line by the Municipality, the registered owner shall:
 - (a) supply and install an approved curb box in a manner consistent with the standards established by the Municipality;
 - (b) be responsible for maintenance of the curb box until the property is completely landscaped and inspected by the Municipality as being in good working condition;
 - (c) be responsible for cleaning, and pressure testing the existing service connection prior to any activation; and
 - (d) be responsible for the abandonment of any existing service and is responsible for all costs associated the abandonment. The abandonment will be undertaken consistent with standards established by the Municipality.
47. The cost of thawing a frozen service connection shall be borne by the consumer if:
 - (a) in the determination of the CAO, the location of the frozen section of the service connection is within the boundaries of the private property owned or occupied by the consumer;
 - (b) in the determination of the CAO, the location of the frozen section of the service connection lies between the water main and the boundary of the road, right-of-way or easement and the freezing has occurred as a result of tampering by the

consumer; or

- (c) the Consumer has refused the installation of a bleeder, recommended by the CAO pursuant to Sections 74 through 78 of this bylaw.

PART VI - METERS AND REMOTE READERS

- 48. All water supplied by the Municipality through each service connection shall be measured by one meter unless the consumer has entered into a written agreement with the Municipality specifying otherwise.
- 49. All meters shall be supplied, owned and maintained by the Municipality except as may be otherwise approved by the CAO.
- 50. The size of the meter to be installed on a service connection shall be determined by the CAO.
- 51. The registered owner of a building in which a meter is not already installed shall make provisions for a meter to be installed upon request of the Municipality and all costs shall be borne by the registered owner.
- 52. Any consumer having a meter greater than 25 millimeters in diameter shall, at his sole cost and expense, supply, install and maintain a shut off valve both before and after the meter as well as provide for a properly valved bypass.
- 53. Where a meter is installed:
 - (a) all meters which are 25 millimeters or less in diameter shall be supplied and installed by the Municipality;
 - (b) all meters greater than 25 millimeters in diameter shall be supplied by the Municipality and installed, relocated or modified by a qualified plumber as approved by the CAO, and all expenses associated with any such installation shall be borne by the consumer; and
 - (c) meter equipment for meter chambers shall be provided by the owner as per engineering specifications by the Municipality.
- 54. Where the parcel of land to be serviced:
 - (a) has one registered owner and there are several buildings;
 - (b) is a mobile home park;
 - (c) is a condominium development; or

(d) is a seasonal park service with no buildings,

one or more meter chambers shall be constructed and maintained at the expense of the registered owner, as directed by the CAO.

55. A consumer may, for his or her own benefit, at his or her own cost, install a subsidiary meter, between the meter supplied by the Municipality under section 53 and the point of use of the water supplied, provided that the Municipality shall under no circumstances, be required to maintain or read a subsidiary meter installed under this Section. All subsidiary meters shall remain the property of the consumer. Where, in the opinion of the CAO, a subsidiary meter has been installed in a manner so as to interfere with operation of or access to the meter installed under Section 53 the CAO may direct, in writing, that the consumer move or relocate the subsidiary meter within a time frame selected by the CAO.
56. If a meter reading is disputed by a consumer, the consumer may, by written notice, require that the Municipality test the accuracy of the meter, and:
 - (a) If the meter is found to be accurate with 97% to 103% of the measured volume of water passing through the meter, the consumer shall be responsible for payment of fees and charges for the test as outlined in the Utility Rates Bylaw; or
 - (b) If the meter is found not to be accurate within those limits,
 - (i) it shall be repaired or replaced and the cost, along with the costs of testing or calibration shall be borne by the Municipality; and
 - (ii) the accounts based on the readings of that meter during the period of four (4) months immediately preceding the date of the test or calibration shall be corrected to reflect the error in the meter and the consumer shall pay, or shall be refunded, as the case may be, the amount so determined, which payment or refund shall be accepted by both the Municipality and the consumer in full settlement of any claim that may arise out of the error in the meter.
57. A meter bypass shall not be installed unless authorized by the CAO and constructed in accordance with the Municipality's Engineering Servicing Standards.
58. No consumer shall use water supplied through a meter bypass unless written authorization has been obtained from the CAO, and where authorization has been received, the consumer shall be charged for water received through the meter bypass in accordance with the provisions for unmetered water in the Utility Rates Bylaw.
59. A consumer shall provide adequate protection for the meter supplied by the Municipality against freezing, heat or any internal or external damage.

60. When a meter is damaged due to frost, heat or any other condition or means against which the consumer neglected to provide adequate protection, the cost of removal, repair and replacement of the meter shall be borne by the consumer and may be added to the tax roll for the parcel if unpaid.
61. No consumer shall break or tamper with any meter, remote reader, seal or bypass.
62. In the event that the Municipality is required to replace the meter due to tampering with or abuse to the meter by the consumer or damage to the meter due to the negligence of the consumer, then the consumer shall be responsible for the meter replacement cost as outlined in the Utility Rates Bylaw and may be added to the tax roll for the parcel if unpaid.
63. The use of water during the construction of a building and at the discretion of the CAO may be allowed without the requirement of a meter when:
 - (a) testing a plumbing system; or
 - (b) water is required for construction purposes prior to the issuance of an occupancy permit or certificate under the Municipality's Building Permit Bylaw.
64. Water used for any construction purpose shall be charged in accordance with the unmetered rates for construction water as outlined in the Utility Rates Bylaw.
65. Where the CAO deems it necessary, a remote reader shall be installed by the Municipality on any building in order to facilitate meter reading.
66. If the CAO determines it is necessary, a remote reader may be installed by the Municipality. Any discrepancies between the remote reader and the meter itself will be resolved as per Section 56.
67. Where wiring for a remote reader is installed, the wiring shall be installed in the manner and to the specifications specified by the Municipality.
68. No consumer shall obstruct or impede direct and convenient access to meter equipment, or remote reader for the purpose of inspection, removal, repair, replacement or reading.

PART VII - SERVICE PIPING FOR FIRE PROTECTION

69. Unless authorized by the CAO, no person shall operate or interfere with any hydrants owned by the Municipality.
70. No person shall use water supplied through a hydrant, public or private, except as necessary for fire fighting or testing unless prior authorization has been obtained from the

CAO. In instances where authorization is granted to a person for use of a public hydrant, that person shall be responsible for any damages incurred to the public hydrant or the Municipality's water supply system while the hydrant is in use. Any person authorized to use water from either a public or private hydrant shall be responsible for payment of the hydrant consumption rate, and hydrant rental fee as outlined in the Utility Rates Bylaw.

71. Where an unmetered water supply is provided to a building sprinkler, standpipe or other fire protection system, no person shall use such water supply for any purpose except as necessary for fire fighting or testing.
72. All standpipe and hose systems shall be installed in accordance with the Alberta Building Code and maintained in accordance with the Alberta Fire Code.
73. Services constructed pursuant to this part shall not be tapped in any location whether on the Municipality's portion of the services or the private property portion of the services without authorization from the CAO.

PART VIII - BLEEDERS

74. Bleeders shall be installed under the following circumstances:
 - (a) if the CAO determines that that portion of the service connection lying in the municipal property has a recurring propensity to freeze in cold weather, the bleeder shall be installed after the water meter, the cost of which shall be borne by the Municipality.
 - (b) if the CAO determines that the portion of the service connection lying between the property line and the building has a recurring propensity to freeze in cold weather, the bleeder shall be installed after the meter and the consumer shall be required to pay the bleeder installation and consumption costs as outlined in the Utility Rates Bylaw and in accordance with Section 17.
75. A bleeder may be installed in a building as a permanent fixture under the complete control of the CAO. In such cases the bleeder shall be controlled by a valve and shall be considered the property of the Municipality.
76. All permanent bleeders shall be sealed.
77. If a consumer refuses the installation of a bleeder, a release form shall be signed by the consumer waiving the Municipality of all responsibility for damages caused due to freezing of any portion of the service connection lying between the water main and the building.
78. Notwithstanding subsection 74(b), the CAO may require a consumer to allow the Municipality to install a bleeder or other remedial equipment after the meter where the

CAO determines that freezing of the service connection lying between the water main and the property line is the result of a period of discontinued use of the utility by the consumer. In this instance, cost of installation shall be borne by the consumer.

PART IX - SHUT-OFF

79. A municipal official may, without notice, shut-off the utility to any consumer where, in the opinion of the CAO, an emergency condition exists, rendering such action necessary.
80. A municipal official may shut-off the utility service to any consumer whenever:
 - (a) in the opinion of the CAO, leakage from the service connection constitutes a waste of water;
 - (b) the rates, charges, tolls, fares, and rents associated with the supply of water remain unpaid thirty (30) calendar days following the date of mailing and the consumer has been provided with a shut-off notice; or
 - (c) a consumer fails to comply with any provisions of this bylaw.
81. When a consumer has met the terms and conditions as set out in this bylaw with respect to water which has been shut-off, the Municipality may turn-on the water on within two (2) working days of compliance with the terms and conditions of this bylaw.

PART X - RURAL WATER SYSTEMS

82. In those parts of the Municipality where there is no water system and individual land owners supply their own storage of water in the form of holding tanks, the following general standards shall apply to the supply and storage of that water by the land owner or occupant:
 - (a) The lands will be serviced with a properly-vented water tank having a minimum size of 4,500 litres capacity;
 - (b) The fill point for tanks must be easily accessible and shall include a 50 millimeter cam lock which shall be no less than 0.9 meters and no more than 1.2 meters measured from the surface labelled "WATER";
 - (c) The water tanks must be adequately protected from freezing;
 - (d) The tanks must include adequate protection to prevent surface water or any foreign matter from entering tanks; and
 - (e) All tanks shall have lockable covers and external fill gauges.

83. Consumers receiving water delivery must ensure that the water delivery vehicle is able to drive within ten (10) meters of the delivery point for water. The contractor will not be required to return if access is blocked to the water delivery point.
84. Where, in the opinion of a water delivery operator, the condition of private property renders access by the delivery vehicle impractical or dangerous, the water delivery operator shall be under no obligation to deliver water until such time as the condition of the private property has been rectified.
85. Where groundwater will be the source of water supply, it shall be in accordance with Alberta Environmental Protection and Enhancement Act and the Water Act.

PART XI - CONSERVATION

86. No consumer shall allow water to run or flow in a wasteful manner for any reason.
87. The CAO may, at such times and for such lengths of time as is considered necessary or advisable, provide for a water restriction program which restricts water usage to any or all parts of the Municipality.
88. All water restriction programs shall be duly advertised by use of local media, printed or otherwise, prior to taking effect.
89. No consumer shall contravene the terms or conditions of any water restriction program after it has been advertised, without first obtaining the CAO's authorization.

PART XII - UNAUTHORIZED USE OF WATER

90. Except as otherwise authorized under this bylaw, no person shall obtain water from the water system, or allow water to be obtained from the water system to be used:
 - (a) in an illegal manner;
 - (b) in a manner that will impede use by other consumers;
 - (c) unless an account has been opened; or
 - (d) unless the water has first passed through a water meter.
91. If the Municipality finds an unauthorized use of water, including tampering with a meter or other part of the municipal water system, the Municipality may take corrective action to remedy the unauthorized use and repair its meters, appliances, or other facilities, and ensure the safety of the general public.

92. Upon finding an unauthorized use of water or tampering with the water system, the Municipality may disconnect the service connection immediately, without notice, and may charge the consumer, or other person responsible, all costs incurred in correcting the condition, in addition to any other rights and remedies which may be available to the Municipality.
93. Any person who uses water in contravention of this Section may pay the following charges:
 - (a) all charges for water consumed or obtained in accordance with the water rates as per the Utility Rates Bylaw, as estimated by the Municipality; and
 - (b) all charges to cover the Municipality's costs associated with the unauthorized use of water.
94. Where the Municipality determines that seals on valves, meters or other appurtenances have been broken and not reported, the Municipality may estimate the quantity of water consumed or obtained, and charge the consumer in accordance with the rate as per the Utility Rates Bylaw.
95. No consumer shall cause, permit to allow to remain connected to any portion of the water system any piping, fixture, fitting, container or other apparatus which may cause water from a source other than the water system or any other actual or potentially harmful or deleterious liquid or substance to enter the water system.

PART XIII - PENALTIES

96. A person who fails to do anything which he is required to do pursuant of this bylaw, or does anything which he is prohibited from doing under this bylaw is guilty of an offence and is liable on summary conviction to a penalty provided in the Regional Municipality's General Penalty Bylaw, as amended from time to time.
97. Where an offence has been committed, the Municipality may issue a violation ticket pursuant to the Provincial Offences Procedures Act to the person responsible for the contravention, the consumer, or registered owner of the land, or any or all of them.
98. No person shall be liable to imprisonment for a violation of this bylaw, except in default of payment of a fine if charged and convicted under provisions of Sections 97 and/or 98.

PART XIV – REPEAL, FORCE AND EFFECT

99. Bylaw No. 85/50, Improvement District Order No. FM-24-94, and all amendments thereto are hereby repealed.

100. This Bylaw shall come into effect when it has received third reading and been signed by the Mayor and Chief Legislative Officer.

READ a first time this 8th day of May, A.D. 2007.

READ a second time this _____ day of _____, A.D. 2007.

READ a third and final time this _____ day of _____, A.D. 2007.

SIGNED and PASSED this _____ day of _____, A.D. 2007.

CERTIFIED A TRUE COPY

MAYOR

CHIEF LEGISLATIVE OFFICER

CHIEF LEGISLATIVE OFFICER

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor and Council
From:	Corporate Services
Date:	May 8, 2007
Subject:	Bylaw No. 07/037 - 2007 Tax Rate Bylaw

ISSUE:

To consider the 2007 Tax Rate Bylaw in order to levy property taxes.

REFERENCE:

1. Municipal Government Act
2. Total Tax Burden Strategy

HISTORY:

In April 2005, Regional Council adopted a three-year municipal taxation strategy for the period 2006 to 2008. The taxation strategy identifies the need for a more equitable distribution of the total tax burden between the urban residential, non-residential and rural residential property owners. The strategy discusses the requirement for funding from the Provincial Government or Industry to address the increasing capital debt and debt servicing increase that the Municipality would experience due to growth-related projects. It provided that if this additional support was not forthcoming, the tax strategy would need to be reviewed.

Over the first 2 ½ years of their term, Council has proposed amendments to tax legislation that would allow for a more even distribution of taxes between the residential and non-residential tax classes. Despite the fact that the proposed amendments were supported by both Alberta municipal associations, this initiative has been unsuccessful to date.

In 2006, the Regional Municipality of Wood Buffalo intervened in three applications before the Alberta Energy and Utilities Board. Some of the issues stressed by the Regional Municipality were its critical infrastructure needs and increasing debt. The Province provide some assistance to the Municipality in 2006 by raising its allowable debt and debt servicing limits, however, the Municipality remains very concerned about its our ability to continue to meet its capital needs as it approaches the new debt limit.

While the findings of the Oil Sands Ministerial Strategy Committee, the Affordable Housing Task Force, the Minister's Council on Sustainability and the pending results of the Oil Sands Multi-Stakeholder Committee indicate that the Province is increasingly aware of the Municipality's issues, its response has not produced the tangible results necessary to address the requirements of the municipal taxation strategy.

During the 2007 capital budget development process, \$ 44.2 million in capital project costs were identified, but, fell below the municipality's affordability line due to a lack of funding and/or capacity. In addition, a number of emergent capital budget amendments will be brought forward for council's consideration in 2007.

ALTERNATIVES:

1. Proceed with year two of the current Total Tax Burden Strategy or;
2. Suspend the Total Tax Burden Strategy and raise additional funds required for capital projects through property tax

ANALYSIS:

Should Council choose to maintain the current Total Tax Burden Strategy, the estimated increase in tax revenue in 2007 would be \$2.6 Million, however, this is clearly insufficient to address the Municipality's needs.

The current funding model for municipal governments does not work in a high-growth municipality. The Municipality's proposal to the Province for two amendments to the Municipal Government Act relative to machinery and equipment tax has not been successful.

The recommendations to the Province from the Alberta Energy and Utilities Board for increased funding to the municipality have not yet produced a tangible result, however, recommendations from various Provincial Committees are positive. To date, the Province has announced an average \$34.3M/year grant over three years that will assist with funding water and wastewater capital projects. In addition, the Municipality is currently eligible to receive approximately \$4.4M in grants from the Municipal Sustainability Initiative. This grant incorporates a mixture of operating and capital funding. Although appreciated, this amount does not decrease the current unfunded capital projects in excess of \$44M and the emergent capital amendments.

Through various expert reports submitted to the Alberta Energy & Utilities Board, the Regional Municipality has identified a capital requirement for \$850 Million over the next five years and will need to increase its total revenue to provide for additional debt room. \$44 Million remains unfunded in the 2007 Capital Budget in anticipation that additional funding might be received from the Province, however, only nominal funding has been announced. The only remaining alternative within Council's control, for the short term, to address the increased cost of previously approved projects and additional emergent projects for 2007 which must proceed (ie: south wastewater collection system), is property taxation.

The Radke Report criticized the Municipality for decreasing residential taxes while, at the same time, asking the Province for relief. The residential mil rate was reduced in 2006 and is no longer among the highest in Alberta. It is now proposed that it remain neutral for 2007 rather than continue to decline. Council could choose to increase the Urban Service Area Other residential taxes, leave the Urban Service Area non-residential taxes as per original 2007 budget estimate, and increase the Rural Service Area non-residential taxes. Each 1 mil increase would

raise approximately \$11 Million in additional taxation revenue. To raise the \$44 Million required for 2007 projects, the Municipality would need to increase the 2006 Rural Non-Residential mil rate by 4 mils.

In accordance with the Municipal Government Act, the Municipality is required to pass a Tax Rate Bylaw annually. The Bylaw establishes the rates at which various property classes are to be taxed and is calculated based on the total assessment value of all properties within each of the property classes throughout the Municipality (Urban and Rural Service Areas).

Property taxes are levied to raise sufficient revenue to fund municipal expenditures and external requisitions from Alberta Education, Ayabaskaw House, and Rotary House. With respect to requisitions for Provincial Education and Seniors' Facilities, the requisitioning authority's tax rates are calculated based on the amounts requested by those agencies. It is important to note that the Municipality simply acts as a collector of the funds for the requisitioning authorities.

A typical residential property tax notice will consist of three components: a municipal levy, an Alberta Education requisition levy, and a levy for Seniors' lodging. The total amount of property taxes paid will vary based on the actual assessment value, and the respective tax rate (urban residential, rural residential, or non-residential) applied against the various property classes.

In summary, suspending the Total Tax Burden Strategy and splitting the non-residential tax rate between the urban and rural service areas provides the additional funds needed. Resolutions of Council are required to suspend the Total Tax Burden Strategy and to amend the 2007 Operating Budget in order to transfer funds to the Capital Infrastructure Reserve.

ATTACHMENTS:

1. 2007 Tax Rate Bylaw

ADMINISTRATIVE RECOMMENDATIONS:

1. THAT Bylaw No. 07/037 being the 2007 Tax Rate Bylaw be read a second time.
2. THAT Bylaw No. 07/037 be read a third and final time.

BYLAW NO. 07/037

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AUTHORIZE THE SEVERAL RATES OF TAXATION TO BE IMPOSED FOR THE RURAL AND URBAN SERVICE AREAS FOR THE 2007 FISCAL YEAR.

WHEREAS the operating expenditures for the Regional Municipality of Wood Buffalo as approved in the 2007 Operating Budget total \$250,478,830; and

WHEREAS Local Improvement Program levies total \$456,397 as approved in the 2007 Operating Budget; and

WHEREAS the operating revenues for the Regional Municipality of Wood Buffalo from sources other than taxation levies as approved in the 2007 Operating Budget total \$60,332,309; and

WHEREAS Section 357 (1) of the Municipal Government Act provides that the Municipal Tax Bylaw: “may specify a minimum amount payable as property tax....” and the Regional Municipality of Wood Buffalo has resolved to establish a minimum tax;

WHEREAS the Alberta School Foundation has issued the following requisitions to the Regional Municipality of Wood Buffalo, namely:

- | | | |
|------|-------------------------------|---------------|
| (i) | for residential and farm land | \$ 10,388,610 |
| (ii) | for non-residential | \$ 14,399,035 |

WHEREAS the Fort McMurray R.C.S.S.D. #32 has made the following Requisitions to the Regional Municipality of Wood Buffalo, namely:

- | | | |
|------|------------------------------|------------|
| (i) | for residential and farmland | \$ 953,365 |
| (ii) | for non-residential | \$ 180,835 |

WHEREAS the Ayabaskaw House has made the following Requisition to the Regional Municipality of Wood Buffalo, namely:

- | | | |
|-----|------------------------|------------|
| (i) | for all property types | \$ 311,566 |
|-----|------------------------|------------|

WHEREAS the Rotary House Senior Lodge has made the following Requisition to the Regional Municipality of Wood Buffalo, namely:

- | | | |
|-----|------------------------|--------------|
| (i) | for all property types | \$ 1,390,196 |
|-----|------------------------|--------------|

WHEREAS Section 10 of the Order in Council No. 817-94 bringing about the amalgamation of Improvement District 143 and the City of Fort McMurray, which became effective on the 1st day of April, 1995, allows the Municipality, by Bylaw, to establish different rates of taxation for the Fort McMurray Urban Service Area and the Rural Service Area for each assessment class or sub-class referred to in Section 297 of the Municipal Government Act; and

WHEREAS the net annual tax levy requirements of the Regional Municipality of Wood Buffalo for the 2007 Fiscal Year are estimated to be:

MUNICIPAL PURPOSES

\$ 189,690,124

WHEREAS the total Regional Municipality of Wood Buffalo Rural Service Area assessment of land, buildings, and improvements from which tax levy requirements may be raised total \$12,040,337,268; and

WHEREAS the total Regional Municipality of Wood Buffalo Urban Service Area assessment of land, buildings, and improvements from which tax levy requirements may be raised total \$7,592,214,633; and

WHEREAS it is deemed necessary to impose several rates of taxation for the 2007 Fiscal Year, as hereinafter set out, against those properties from which the tax levy requirements may be raised;

NOW THEREFORE, the Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, duly assembled, hereby enacts, pursuant to Sections 353 and 354 of the Municipal Government Act the following:

1. THAT the Manager of Corporate Services be authorized and required to levy the rates of taxation as shown following against the assessed value of all lands, buildings, and improvements as shown upon the Municipal Assessment Roll.

EDUCATION

- Alberta School Foundation Fund	
Rural and Urban Service Area	
- Residential and Farmland	0.0016832
- Non-Residential	0.0041275
- Fort McMurray R.C.S.S.D. # 32	
- Residential and Farmland	0.0016832
- Non-Residential	0.0041275

SENIORS' FACILITIES

- Ayabaskaw Home	0.0000069
- Rotary House	0.0000693

MUNICIPAL PURPOSES - RURAL SERVICE AREA

- Residential and Farmland	0.0022473
- Non-Residential	0.0130400

MUNICIPAL PURPOSES - URBAN SERVICE AREA

- Residential and Farmland	0.0038563
- Other Residential	0.0087150
- Non-Residential	0.0100400

2. THAT all properties not otherwise exempt from taxation subject to assessment shall be subject to a minimum tax of \$50.00. Where the application of the tax rates established by this Bylaw to the assessment of any taxable property would result in a total tax payable of less than \$50.00, the total tax shall be assessed at \$50.00, with the tax allocated to pay firstly the amount of Education, Ayabaskaw Home and the Rotary House tax payable, and the balance paid and deemed to the Municipal Tax payable.
3. 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 8th day of May, A.D. 2007.

READ A SECOND TIME THIS _____ DAY OF _____, A.D. 2007.

READ A THIRD AND FINAL TIME THIS _____ DAY OF _____, A.D. 2007.

SIGNED and PASSED this _____ day of _____, A.D. 2007.

CERTIFIED A TRUE COPY

MAYOR

CHIEF LEGISLATIVE OFFICER

CHIEF LEGISLATIVE OFFICER

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor and Council
From:	Planning and Development
Date:	May 22, 2007
Subject:	Bylaw No. 07/040 - Debenture Borrowing Bylaw – Confederation Way - Third Eastbound Lane - Millennium Drive to Highway 63

ISSUE:

Approval of debenture borrowing, in the amount of \$4,930,295, for the design and construction of a third eastbound lane on Confederation Way from Millennium Drive to the future Highway 63 Interchange.

REFERENCE:

1. Municipal Government Act Section 251(1)
2. 2007 Capital Budget

HISTORY:

This item was approved in the 2007 Capital Budget and requires Debenture Borrowing.

ANALYSIS:

On December 12, 2006 Regional Council approved the 2007 Capital Budget. Part of this budget included the Confederation Way Third Eastbound Lane. Section 251(1) of the Municipal Government Act requires that a bylaw be passed approving debenture financing for capital projects.

ATTACHMENTS:

1. Bylaw No. 07/040
2. Amortization Schedule
3. 2007 Capital Budget Request Sheet

ADMINISTRATIVE RECOMMENDATION:

1. THAT Bylaw No. 07/040, being a debenture borrowing bylaw for the Confederation Way Third Eastbound Lane, be read a second time.
2. THAT Bylaw No. 07/040 be read a third and final time.

BYLAW NO. 07/040

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AUTHORIZE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO INCUR AN INDEBTEDNESS BY THE ISSUANCE OF DEBENTURES IN THE AMOUNT OF FOUR MILLION NINE HUNDRED THIRTY THOUSAND TWO HUNDRED NINETY FIVE DOLLARS (\$4,930,295.00) FOR THE PURPOSE OF THE CONFEDERATION WAY – THIRD EASTBOUND LANE.

WHEREAS the Council of the Regional Municipality of Wood Buffalo has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize the financing, undertaking and completion of the Confederation Way – Third East Bound Lane;

WHEREAS the Regional Municipality of Wood Buffalo has made plans, specifications and estimates for the project and confirms the total cost of the Confederation Way – Third East Bound Lane is \$5,000,000.00.

WHEREAS in order to complete the said project, it will be necessary for the Regional Municipality of Wood Buffalo to borrow the sum of \$4,930,295.00, for a period not to exceed twenty (20) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred in this bylaw.

WHEREAS the principal amount of the outstanding debt of the Regional Municipality of Wood Buffalo at December 31, 2005 is \$56,136,951.00 and no part of the principal or interest is in arrears;

WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of twenty (20) years;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta;

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

1. That for the purpose of the Confederation Way – Third East Bound Lane the sum of FOUR MILLION NINE HUNDRED THIRTY THOUSAND TWO HUNDRED NINETY FIVE DOLLARS (\$4,930,295.00) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Regional Municipality of Wood Buffalo at large, of which amount the full sum of \$4,930,295.00 is to be paid by the Regional Municipality of Wood Buffalo at large.
2. The proper officers of the Municipality are hereby authorized to issue debentures on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Confederation Way – Third Eastbound Lane.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect,

namely semi-annual or annual equal payments of combined principal and interest installments not to exceed twenty (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed fourteen (14) percent.

4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw shall become effective when it has received third reading and been signed by the Mayor and Chief Legislative Officer.

READ a first time this _____ day of _____, 2007.

READ a second time this _____ day of _____, 2007.

READ a third and final time this _____ day of _____, 2007.

SIGNED and PASSED this _____ day of _____, 2007.

CERTIFIED A TRUE COPY

MAYOR

CHIEF LEGISLATIVE OFFICER

CHIEF LEGISLATIVE OFFICER

Debenture Schedule

Confederation Way - Third Eastbound Lane

Principal	\$4,930,295.00
Interest	6.00%
Term	20
Payments	\$429,845.59

Year	Beginning Balance	Interest	Payment	Principal	End Balance
					\$4,930,295.00
1	\$4,930,295.00	\$295,817.70	\$429,845.59	\$134,027.89	\$4,796,267.11
2	\$4,796,267.11	\$287,776.03	\$429,845.59	\$142,069.56	\$4,654,197.56
3	\$4,654,197.56	\$279,251.85	\$429,845.59	\$150,593.73	\$4,503,603.82
4	\$4,503,603.82	\$270,216.23	\$429,845.59	\$159,629.36	\$4,343,974.47
5	\$4,343,974.47	\$260,638.47	\$429,845.59	\$169,207.12	\$4,174,767.35
6	\$4,174,767.35	\$250,486.04	\$429,845.59	\$179,359.54	\$3,995,407.81
7	\$3,995,407.81	\$239,724.47	\$429,845.59	\$190,121.12	\$3,805,286.69
8	\$3,805,286.69	\$228,317.20	\$429,845.59	\$201,528.38	\$3,603,758.31
9	\$3,603,758.31	\$216,225.50	\$429,845.59	\$213,620.09	\$3,390,138.22
10	\$3,390,138.22	\$203,408.29	\$429,845.59	\$226,437.29	\$3,163,700.93
11	\$3,163,700.93	\$189,822.06	\$429,845.59	\$240,023.53	\$2,923,677.40
12	\$2,923,677.40	\$175,420.64	\$429,845.59	\$254,424.94	\$2,669,252.46
13	\$2,669,252.46	\$160,155.15	\$429,845.59	\$269,690.44	\$2,399,562.02
14	\$2,399,562.02	\$143,973.72	\$429,845.59	\$285,871.86	\$2,113,690.15
15	\$2,113,690.15	\$126,821.41	\$429,845.59	\$303,024.18	\$1,810,665.98
16	\$1,810,665.98	\$108,639.96	\$429,845.59	\$321,205.63	\$1,489,460.35
17	\$1,489,460.35	\$89,367.62	\$429,845.59	\$340,477.96	\$1,148,982.39
18	\$1,148,982.39	\$68,938.94	\$429,845.59	\$360,906.64	\$788,075.74
19	\$788,075.74	\$47,284.54	\$429,845.59	\$382,561.04	\$405,514.70
20	\$405,514.70	\$24,330.88	\$429,845.59	\$405,514.70	\$0.00
Total		Interest \$3,666,616.71	Payment \$8,596,911.71	Principal \$4,930,295.00	



PROJECT NAME: **Confederation Way - Third East Bound Lane** **\$5,000,000**
Millennium Drive to Hwy 63

PROJECT LOCATION: Fort McMurray ▼
SPONSOR DEPARTMENT: Planning & Development ▼
SPONSOR DIVISION: Engineering Services ▼
MUNICIPAL FUNCTION: 31 - Common Services ▼

Type of Cost Estimate

- ☐ Detailed (+/-15%)
☐ Preliminary (+/-30%)
☒ Conceptual (+/- 50%)
☐ Strategic (+/- 100%)

Project Timeline

Pre-Design		Design		Construction or Purchase	
Start (mmm/yy)	Finish (mmm/yy)	Start (mmm/yy)	Finish (mmm/yy)	Start (mmm/yy)	Finish (mmm/yy)
Jan-06	Jan-07	Mar-06	Jan-07	Apr-07	Oct-07

Description of Project:

Timberlea is serviced by Confederation Way. Presently, Confederation Way has three uphill lanes and two downhill lanes. The ultimate build out of Timberlea to the design population of 40,000 people will require the addition of a 3rd downhill lane from Millennium Drive to the future Confederation Way/ Hwy 63 interchange (2.5 km).

Funding Information:

Infrastructure oversizing is typically funded by the Municipality through an Off-Site Levy Reserve. The rapid rate of infrastructure expansion, coupled with rising infrastructure costs has resulted in funding shortages. The required funding for the Third East Bound Lane on Confederation Way from Millenium to the Hwy 63 Intersection improvements is \$5,000,000. \$69,705 of this project cost can be funded from an existing Area G reserve.

Year	Annual Cost	Federal Grants	Provincial Grants	Reserves	Operating Budget	Other Sources	Debenture Financing
Prior	-						
2007	5,000,000					69,705	4,930,295
2008	-						
2009	-						
2010	-						
2011	-						
TOTAL	5,000,000	-	-	-	-	69,705	4,930,295

Operating Budget Impacts:

O&M are required to provide road maintenance after Final Acceptance of the work. (2007).

Have operating impacts been budgeted in years 2007 - 2009? Yes ▼

Accountability Roles:

Sponsor Department: Planning and Development
Project Lead Contact: Salem Abushawashi, Superintendent of Engineering Services
(if known)
Business Case Contact: Wayne MacIntosh, Senior Engineering Technologist
(if completed)

Dept. Priority

Priority Score

75

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor and Council
From:	Legislative and Legal Services
Date:	May 22, 2007
Subject:	Bylaw No. 07/042 - Smoke-Free Bylaw

ISSUE:

Consideration of a “gold standard” non-smoking bylaw which would make all public places and workplaces within the Regional Municipality of Wood Buffalo 100% smoke-free.

REFERENCE:

Municipal Government Act, R.S.A. 2000, c.M-26
RMWB Non-Smoking Bylaw No. 00/081

HISTORY:

On November 28, 2000, the Regional Municipality of Wood Buffalo adopted the current Non-Smoking Bylaw (Bylaw No. 00/081), following an extensive public consultation process. The bylaw became effective one year from the date of passing (November 29, 2001) and its provisions, as related to restaurants and eating establishments, were phased in over a three-year period to allow a transition period for existing businesses. At the time it was passed, the Municipality’s Non-Smoking Bylaw was considered one of the most progressive bylaws in Alberta. The bylaw has now been fully implemented for the past three years.

The current bylaw prohibits smoking in public areas, regardless of whether the areas are privately or publicly owned. Areas impacted are restaurants, taxis, reception areas, schools and colleges, work places, bus shelters, retail shops, public transit, patient care facilities, building entrances, malls and school buses. Exceptions have been made for traditional pipe ceremonies, private social functions, designated smoking rooms that are fully enclosed and vented directly to the outside, and adult-oriented entertainment establishments (ie: casinos, bingos, bars, lounges, etc.).

On March 27, 2007, Council received a presentation from the Wood Buffalo Tobacco Reduction Coalition which requested that the current bylaw be rescinded and replaced with a “gold standard” bylaw which would make all public places and workplaces within the Municipality non-smoking. At the regular Council meeting of April 10, 2007, Council unanimously supported a motion directing that Administration develop and bring forward a bylaw for Council’s consideration which would require all public places within the Regional Municipality of Wood Buffalo to become 100% smoke-free by September 1, 2007. Additionally, Council has also directed that a non-statutory public hearing be held to allow residents an opportunity to express their support and/or opposition for the proposed bylaw.

OPTIONS:

1. Leave the current Bylaw in place until the Provincial Government bans smoking province-wide.
2. Adopt a new bylaw to make all public places and workplaces within the Regional Municipality of Wood Buffalo smoke-free.

ANALYSIS:

The intent of a non-smoking bylaw is to protect the health and wellness of residents. While the issue of health and wellness clearly falls within the jurisdiction of the Province, the Provincial Government has been reluctant to implement any province-wide ban on smoking in public places, despite the fact that several other provinces have successfully enacted non-smoking legislation. The Municipal Government Act does permit a municipal Council to enact bylaws for the safety, health and welfare of people and the protection of people and property, and to date many municipalities, including Edmonton, Calgary, St. Albert, Strathcona, and Red Deer, among others, have implemented 100% non-smoking bylaws.

In keeping with Council's direction of April 10, 2007, Administration has developed a bylaw which would make all public places and workplaces throughout the Regional Municipality of Wood Buffalo smoke-free as of September 1, 2007. The proposed bylaw is similar in nature to gold standard non-smoking bylaws in other Alberta municipalities, and was subject to extensive review by Legislative and Legal Services, including soliciting feedback from legal counsel, RCMP and Bylaw Services. The bylaw is deemed to be reflective of the gold standard, which is 100% smoke-free in all public places and workplaces.

Key features of the proposed bylaw include:

- No smoking will be permitted in any designated public place, or within 10 metres (34 feet) of the entrance to a designated public place. Designated public places include restaurants, bars, casinos, outdoor patios, taxis, buses, workplaces, private clubs and public buildings.
- The bylaw will be fully implemented, with no phase-in period, as of 12:01 a.m. on September 1, 2007.
- It is an offense for any person to smoke in a place where smoking is prohibited.
- It is an offense for any business owner/operator or employer to permit smoking in a designated public place or workplace.
- The minimum penalty to be imposed for each separate offense is \$250.00.
- Ashes and cigarette/cigar butts may only be disposed of in an ashtray. Anyone who disposes of ashes and cigarette/cigar butts in any other fashion may be penalized for littering, which carries a minimum fine of \$500.00.
- Business owners/operators and employers may place ashtrays on their property for public/employee use, as long as the ashtray is a minimum of 10 metres from any entrance.

The success of any non-smoking legislation is dependent upon education and enforcement. Residents, employers and business owners/operators must be informed and educated about the provisions of the bylaw, its implications and penalties associated with infractions. The Municipality's Communications Department, in consultation with the RCMP and Bylaw Enforcement Services, has developed a communications plan to ensure that all residents throughout the Municipality are aware of the new bylaw, its provisions, and their responsibilities

as residents, employers and business owners/operators. Upon full implementation of the Smoke-Free Bylaw on September 1, 2007, Bylaw Enforcement Services will be actively enforcing the bylaw and penalizing infractions accordingly.

The proposed Smoke-Free Bylaw is similar to that adopted by many other Alberta municipalities and is in keeping with Council's strategic vision to improve the quality of life for residents.

ADMINISTRATIVE RECOMMENDATIONS:

THAT Bylaw No. 07/042, being the Smoke-Free Bylaw, be read a first time, and a non-statutory public hearing scheduled to take place on Tuesday, June 12, 2007.

BYLAW NO. 07/042

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO REGULATE SMOKING IN PUBLIC PLACES AND WORK PLACES.

WHEREAS pursuant to Section 7(a) of the Municipal Government Act, R.S.A. 2000, c.M-26, a Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property;

AND WHEREAS pursuant to Section 7(b) of the Municipal Government Act, R.S.A. 2000, c.M-26, a Council may pass bylaws for municipal purposes respecting people, activities and things in, on or near a public place or place that is open to the public;

AND WHEREAS pursuant to Section 7(i) of the Municipal Government Act, R.S.A. 2000, c.M-26, a Council may pass bylaws for municipal purposes respecting the enforcement of bylaws made under the Municipal Government Act or any other enactment including any or all of the matters listed therein;

AND WHEREAS health officials have determined that secondhand tobacco smoke is a health hazard and causes discomfort for many persons;

AND WHEREAS the Council of the Regional Municipality of Wood Buffalo deems it expedient and appropriate to limit the effects of secondhand smoke in the Regional Municipality of Wood Buffalo by regulating smoking in public places and workplaces within the Regional Municipality of Wood Buffalo;

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

PART I - PURPOSE, DEFINITIONS AND INTERPRETATION

PURPOSE

1. The purpose of this bylaw is to regulate smoking in designated public places by reducing exposure to secondhand smoke.

SHORT TITLE

2. This bylaw may be cited as the "Smoke Free Bylaw".

DEFINITIONS

3. For the purpose of administering the provisions of this bylaw, the following definitions shall apply:

- (a) “ashtray” means a receptacle for ashes, and for cigar and cigarette butts;
- (b) “building” means anything constructed or placed on, in, over or under land, whether permanent or temporary, into which a person could enter;
- (c) “Bylaw Officer” means any duly appointed Bylaw Enforcement Officer of the Regional Municipality of Wood Buffalo or any member of the Royal Canadian Mounted Police;
- (d) “Chief Administrative Officer” means the Chief Administrative Officer of the Regional Municipality of Wood Buffalo, or his delegate;
- (e) “Council” means the Council of the Regional Municipality of Wood Buffalo;
- (f) “designated public place” means any place to which the public has access, regardless of whether or not access is granted by means of membership or admission fees, and includes:
 - (i) licensed gaming establishments;
 - (ii) drinking establishments;
 - (iii) restaurants;
 - (iv) outdoor patios;
 - (v) private clubs;
 - (vi) public transportation vehicles and all areas within 10 meters of public transportation vehicle shelters;
 - (vii) public buildings and all areas within 10 meters of an entrance or exit to a public building; and
 - (viii) workplaces and all areas within 10 meters of an entrance or exit to a workplace;
- (g) “drinking establishment” means a business where the primary purpose is the sale of alcoholic beverages for consumption on the premises and the secondary purposes of which may include entertainment, dancing, music, the preparation and sale of food for consumption on the premises, take-out food services and the sale of alcoholic beverages for consumption away from the premises;
- (h) “employee” means a person who:
 - (i) performs any work for, supplies any services or fulfills any contractual

obligation to any employer; or

- (ii) receives any instructions or training in the activity, business, work, trade, occupation or profession of the employer;
- (i) “employer” means any person who, as the owner, proprietor, manager, superintendent or overseer of any activity, business, work, trade, occupation or profession, has control over or direction of, or is directly or indirectly responsible for the employment of a person therein;
- (j) “licensed gaming establishment” means any premises for which the Province of Alberta has a bingo licence or casino licence issued under the Gaming and Liquor Act;
- (k) “Municipality” means the Regional Municipality of Wood Buffalo;
- (l) “outdoor patio” means an area outside of a building intended for the consumption of food or beverages by patrons of a business providing such food or beverages, and includes:
 - (i) a public premises where food or beverages are served that is not fully contained within an enclosed building; and
 - (ii) an outside extension of an eating or drinking establishment regardless of whether it is covered;
- (m) “person” includes an individual, business, proprietorship, corporation, society, non-profit organization, or government agency;
- (n) “private club” means an enclosed place or premise that operates primarily for the benefit and pleasure of the members of a non-profit corporation or service club;
- (o) “private residence” means a self-contained living premises for the domestic use of one or more persons and is provided with a separate private entrance from the exterior of a building or from a common hall, lobby or stairway, but does not include any portion of such area used as a workplace with the exception of a hotel room or motel room;
- (p) “proprietor” means the owner, or his agent or representative of a designated public place, and includes any person in charge thereof or anyone who controls, governs or directs the activity carried on therein, and includes the person who ultimately controls, governs or directs the activity carried on within any premises referred to in this bylaw and includes the person usually in charge thereof;
- (q) “public” means any person other than the owner, lessee, proprietor or employer of a particular building or place;

- (r) “public building” means any enclosed building or structure as defined in this bylaw to which the public can and does have access by right or by invitation, whether or not:
 - (i) all members of the public are invited;
 - (ii) the proprietor has the right to exclude any particular person;
 - (iii) payment, membership or the performance of some formality is required prior to access;
 - (iv) the public has access to the building only at certain times, or from time to time;
 - (v) a member of the public has access only if they are a member or if they are accompanied by a member;
 - (vi) Subject to subsections (vii) and (viii) below, if the public has access only to a portion of the building or structure, the entire building or structure shall be deemed to be a public building;

Where a building includes a private residence, the following shall apply:

- (vii) that portion of the building containing the private residence shall be deemed not to be a public building;
- (viii) if a building contains two or more private residences, those common areas of the building, including washrooms, corridors, reception areas, elevators, escalators, foyers, hallways, stairways, lobbies, laundry rooms and enclosed parking garages, shall be deemed to be a public building;
- (s) “public transportation vehicle” means a school bus, bus, taxi, limousine, airplane or other similar vehicle which is being used, or is subject to use, by a passenger or passengers for hire or which is being offered for hire;
- (t) “public transportation vehicle shelter” means any structure with a roof designed to protect a passenger from the elements while waiting for a school bus, bus, taxi, limousine, airplane or other similar vehicles;
- (u) “restaurant” means an enclosed place or premises, the primary purpose of which is the preparation and sale of food for consumption on the premises, the secondary purpose of which may include the sale of alcoholic or non-alcoholic beverages, take out food services and catering. A restaurant does not include a drinking establishment, but does include any premises for which a Class A liquor license has been issued for the sale and consumption of liquor in premises open to the

public, and where minors are not prohibited by the terms of the license.

- (v) “smoke” or “smoking” means the carrying, holding or otherwise controlling of a lit cigar, cigarette, pipe or any other lit smoking equipment;
- (w) “traditional pipe ceremonies” means any cultural and/or religious ceremony involving pipes or the use or consumption of tobacco products.
- (x) “violation ticket” means a ticket issued pursuant to Part II of the Provincial Offences Procedure Act, R.S.A. 2000 c. P-34, as amended or replaced from time to time, and regulations thereunder, and as referred to in Part V of this bylaw;
- (y) “workplace” means any enclosed area of a building or structure in which an employee works and includes washrooms, corridors, lounges, eating areas, outdoor patios, reception areas, elevators, escalators, foyers, hallways, stairways, enclosed walkways, amenity areas, lobbies, laundry rooms and enclosed parking garages utilized by an employee. For clarification purposes:
 - (i) a place is a workplace whether or not the employee is employed by the proprietor of the premises at which the employee works;
 - (ii) subject to subsection (iv) below, if an employee works in any portion of a building, the entire building shall be deemed to be a workplace;
 - (iii) home offices that employ non-residents or that require public access shall be deemed to be a workplace; and
 - (iv) any portion of a building that is used exclusively as a private residence, including a hotel room or a motel room shall not be deemed to be a workplace.

PART II – DESIGNATED PUBLIC PLACES

- 4. No person shall smoke in any designated public place within the Municipality regardless of whether or not a ‘No Smoking’ sign is posted.
- 5. No proprietor and/or employer shall permit smoking in a designated public place, whether or not a ‘No Smoking’ sign is posted or visible.
- 6. Every proprietor and/or employer of a designated public place shall:
 - (a) ensure compliance with this bylaw;
 - (b) prohibit smoking in the designated public place; and

- (c) post 'No Smoking' signs in accordance with Part III of this bylaw.
- 7. Every proprietor and/or employer shall inform each employee that smoking is prohibited in the designated public place.
- 8. A proprietor and/or employer who takes, or ensures that, the following steps are taken shall be deemed to have complied with the obligation described in Section 6:
 - (a) advises a smoker that smoking is not allowed and request the smoker to extinguish any lit cigar, cigarette, pipe, or other smoking equipment;
 - (b) asks any smoker who refuses to comply with such a request to leave the premises;
 - (c) refuses to provide any further service to such person; and
 - (d) immediately reports to a Bylaw Officer any smoker who refuses to extinguish a lit cigar, cigarette, pipe, or other smoking equipment and who refuses to leave the premises when requested to do so.
- 9. The proprietor and/or employer of a designated public place shall ensure that no ashtrays are placed or allowed to remain in any designated public place.
- 10. A proprietor and/or employer of a designated public place may, where sufficient space exists, ensure that ashtrays are placed more than 10 meters from the entrance or exit of the designated public place, if employees or members of the public, from time to time, gather to smoke in a location outside the designated public place. At all times, the ashtray must remain on the proprietor's and/or employer's property.
- 11. No person may dispose of ashes or cigars and/or cigarette butts in anything other than an ashtray, as defined within this bylaw. Any person who does not comply with this Section is guilty of an offense.
- 12. No person shall smoke inside any vehicle that is used as a public transportation vehicle, regardless of whether the vehicle is on or off duty.

PART III – SIGNS

- 13. The proprietor and/or employer of a designated public place shall ensure that signs are posted in a prominent, clearly visible location and in accordance with this bylaw so as to clearly identify that smoking is prohibited.
- 14. The proprietor and/or employer of every designated public place shall ensure that:
 - (a) signs are posted at all entrances to the designated public place;

- (b) signs are posted at the entrance to each washroom; and
 - (c) signs are posted in the vicinity of any seating area where food or beverages are sold or consumed.
15. The signs referred to in this bylaw shall consist of graphic symbols that comply with the provisions contained herein.
16. The following graphic symbol, on a white background with the circle and the interdictory stroke in red, shall be used to indicate the areas where smoking is prohibited pursuant to this bylaw:



17. The graphic symbol referred to in Section 16 shall include the text “Regional Municipality of Wood Buffalo Smoke-Free Bylaw”. Text shall be a minimum of 1.3 centimeters in height and at no time will be less than one-quarter (1/4) of the height of all other letters of the sign.
18. The graphic symbol referred to in Section 16 shall include the text “No Smoking” in letters at least fifty (50%) percent of the diameter of the circle or symbol, and of a letter height not less than 2.54 centimeters.
19. The lettering of signs may be in either upper or lower case or combination thereof, but the words “letter height”, as used in Sections 17 and 18, shall mean the actual height of a letter whether it is in upper or lower case.
20. With respect to size of the graphic symbol, the diameter of the circle in the symbol referred to in Section 15 shall be a minimum of 15 centimeters.
21. Deviation from the colour or content of the signs prescribed by this section does not invalidate the sign as long as the deviations do not affect the substance or interpretation, or otherwise mislead the public.
22. Notwithstanding that the graphic symbol in Subsection 15 is a cigarette, it shall be deemed to include a reference to a lit cigar, cigarette, pipe or other lit smoking equipment.
23. Any sign prohibiting smoking that refers to a former non-smoking bylaw of the Regional

Municipality of Wood Buffalo is deemed to refer to this bylaw and to provide proper notice.

24. No person shall remove, alter, conceal, deface or destroy any sign posted pursuant to this bylaw. Any person who does not comply with this section is guilty of an offence.

PART IV – PENALTIES

25. Any person who fails or neglects to perform the duties or requirements imposed upon it under the provisions of this bylaw is guilty of an offence and liable on summary conviction to a fine not exceeding ten thousand dollars (\$10,000.00).
26. The specified fine for an offence committed pursuant to this bylaw shall be two hundred fifty dollars (\$250.00) for each such occurrence.
27. Any person convicted of an offence shall also be liable, in default of payment of any fine, to imprisonment for up to six (6) months.
28. In the case of an offence that is of a continuing nature, a contravention shall constitute a separate offence in respect of each day, or part of a day, on which that offence continues and a person guilty of such an offence is liable to a fine in an amount not less than that established by this bylaw for each such day.

PART V - VIOLATION TICKET

29. A Bylaw Officer is hereby authorized and empowered to issue a violation ticket pursuant to Part II of the Provincial Offences Procedure Act, R.S.A. 2000, c.P-34, as amended, or replaced from time to time, to any person who the Bylaw Officer has reasonable grounds to believe has contravened any provision of this bylaw.

PART VI – EXEMPTION

30. Traditional pipe ceremonies are exempt from this bylaw.

PART VII - SEVERABILITY

31. If any section or sections of this bylaw or parts thereof are found in any court of law to be illegal or beyond the power of Council to enact, such section or sections or parts thereof shall be deemed to be severable and all other sections or parts of this bylaw shall be deemed to be separate and independent therefrom and to be enacted as such.

PART VIII – ENFORCEMENT

32. For the enforcement of this bylaw, a Bylaw Officer, upon producing proper identification, may enter any designated public place and may make examinations, investigations and inquiries.
33. No Bylaw Officer may enter a workplace that is also a private residence without the consent of the occupant or without first obtaining and producing a warrant.
34. Where a Bylaw Officer has reason to believe that a person has contravened any provision of this bylaw, he or she may serve upon such person:
- (a) a violation ticket requiring a person to appear in Court with the alternative of making a voluntary payment in lieu of prosecution; or
 - (b) a violation ticket requiring a person to appear in Court without the alternative of making a voluntary payment.

PART XI - ABANDONMENT, REPEAL AND EFFECTIVE DATE

35. Bylaw No. 00/081, and all amendments thereto, are hereby repealed.
36. The provisions of this Bylaw shall become effective as of 12:01 a.m. on September 1, 2007.

READ a first time this _____ day of _____, A.D. 2007.

READ a second time this _____ day of _____, A.D. 2007.

READ a third and final time this _____ day of _____, A.D. 2007.

SIGNED and PASSED this _____ day of _____, A.D. 2007.

MAYOR

CHIEF LEGISLATIVE OFFICER

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor & Council
From:	Planning & Development
Date:	May 22, 2007
Subject:	Bylaw No. 07/044 - Debenture Borrowing Bylaw Amendment – Southeast Regional Water Supply Line

ISSUE:

Approval of an amendment to Debenture Bylaw No. 03/053 to increase borrowing by \$1,771,347.00 for the construction completion and commissioning of the Southeast Regional Water Supply Line.

REFERENCE:

1. Municipal Government Act Section 251(1)
2. Council Report PD-064-2006-Southeast Regional Water Supply Line July 11, 2006
3. 2005 Capital Budget

HISTORY:

The Southeast Regional Water Supply Line was approved in the 2004 Capital Budget for initial construction and requires an amended Debenture Borrowing Bylaw. Environmental and alignment approval issues delayed portions of the work, which is presently forecast for commissioning in July 2007.

It is a multi-year project and the Partnership Sources of Funding were identified in Council Report PD-064-2006 Table 3- Cost Sharing Summary as follows:

Partner	Design Flow	Budget (Oct 2005) Capital Contribution	Budget (Jun 2006) Capital Contribution
Gregoire Lake Estates – RMWB (Estimated 75% Provincial Funding)	2.5 L/Sec	\$571,835	\$750,166
Anzac – RMWB (Estimated 75% Provincial Funding)	33.6 L/Sec	\$10,506,963	\$14,763,875
Regional Municipality of Wood Buffalo – (Estimated based on RMWB 25% of grant)		\$3,862,000	\$5,171,347
Fort McMurray First Nations #468 - INAC	8.5 L/sec	\$2,592,319	\$3,400,753
Total Project Budget	44.6 L/sec	\$17,533,117	\$24,086,141

ANALYSIS:

On July 11, 2006 Regional Council approved the updated Capital Project Partnership Funding for the Southeast Regional Water Supply Line (Resolution #255/06) .The Municipal Government Act Section 251(1) requires Regional Council to pass Bylaws approving Debenture Financing for Capital Projects.

ATTACHMENTS:

1. Bylaw No. 07/044
2. Amortization Schedule

ADMINISTRATIVE RECOMMENDATION:

That Bylaw No. 07/044, being an amendment to Bylaw No. 03/053 for the Construction Completion and Commissioning of the Southeast Regional Water Supply Line, be read a first time.

BYLAW NO. 07/044

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND DEBENTURE BORROWING BYLAW NO. 03/053 FOR THE SOUTHEAST WATER DELIVERY SYSTEM – PHASE II.

WHEREAS the Council of the Regional Municipality of Wood Buffalo has passed Bylaw No. 03/053 authorizing the issuance of a debenture of THREE MILLION FOUR HUNDRED THOUSAND (\$3,400,000.00) xx/100 DOLLARS in respect of the project known as the Southeast Water Delivery System – Phase II, the total cost of which project is estimated to be FOURTEEN MILLION EIGHT HUNDRED SEVENTY-SIX THOUSAND FIVE HUNDRED FIFTY-EIGHT (\$14,876,558.00) xx/100 DOLLARS;

AND WHEREAS the Council of the Regional Municipality of Wood Buffalo wishes to increase the amount of borrowing authorized in respect of the aforesaid project;

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

1. The purpose of this bylaw is to authorize the borrowing of additional monies to finance the cost of the project known as the Southeast Water Delivery System – Phase II (the “Project”);
2. The authorized expenditure for the Project is hereby increased from FOURTEEN MILLION EIGHT HUNDRED SEVENTY-SIX THOUSAND FIVE HUNDRED FIFTY-EIGHT (\$14,876,558.00) xx/100 DOLLARS authorized by Bylaw 03/053 to TWENTY-FOUR MILLION EIGHTY SIX THOUSAND ONE HUNDRED FORTY ONE (\$24,086,141 .00) xx/100 DOLLARS;
3. The borrowing in the amount of THREE MILLION FOUR HUNDRED THOUSAND (\$3,400,000.00) xx/100 DOLLARS for the Project authorized by Bylaw 03/053 is hereby increased by ONE MILLION SEVEN HUNDRED SEVENTY ONE THOUSAND THREE HUNDRED FORTY-SEVEN (\$1,771,347.00) xx/100 DOLLARS to FIVE MILLION ONE HUNDRED SEVENTY-ONE THOUSAND THREE HUNDRED FORTY-SEVEN (\$5,171,347.00) xx/100 DOLLARS;
4. The maximum rate of interest of the borrowing hereby authorized will be the same as authorized by Bylaw 03/053, namely 14% per annum;
5. The term of the borrowing hereby authorized will be the same as authorized by Bylaw 03/053, 20 (twenty) years;
6. The terms of repayment of the borrowing authorized hereby will be the same as Bylaw 03/053, either annual or semi-annual payments;
7. The sources of money to be used to pay the principal and interest owing under the

borrowing hereby authorized will be the same as those authorized under Bylaw 03/053;

8. Bylaw 03/053 is hereby amended in accordance with the terms of this Amending Bylaw;
9. This Amending Bylaw shall be advertised in accordance with requirements of the *Municipal Government Act*, SA 2000, c. M-26, as amended.
10. 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 in Council this _____ day of _____, 2007.

READ a second time in Council this _____ day of _____, 2007.

READ a third time in Council this _____ day of _____, 2007.

SIGNED and PASSED this _____ day of _____, 2007.

CERTIFIED A TRUE COPY

MAYOR

CHIEF LEGISLATIVE OFFICER

CHIEF LEGISLATIVE OFFICER

Debenture Schedule

Southeast Water Delivery System - Phase II

Principal	\$5,171,347.00
Interest	6.00%
Term	20
Payments	\$450,861.60

Year	Beginning Balance	Interest	Payment	Principal	End Balance
					\$5,171,347.00
1	\$5,171,347.00	\$310,280.82	\$450,861.60	\$140,580.78	\$5,030,766.22
2	\$5,030,766.22	\$301,845.97	\$450,861.60	\$149,015.62	\$4,881,750.60
3	\$4,881,750.60	\$292,905.04	\$450,861.60	\$157,956.56	\$4,723,794.04
4	\$4,723,794.04	\$283,427.64	\$450,861.60	\$167,433.95	\$4,556,360.08
5	\$4,556,360.08	\$273,381.60	\$450,861.60	\$177,479.99	\$4,378,880.09
6	\$4,378,880.09	\$262,732.81	\$450,861.60	\$188,128.79	\$4,190,751.30
7	\$4,190,751.30	\$251,445.08	\$450,861.60	\$199,416.52	\$3,991,334.78
8	\$3,991,334.78	\$239,480.09	\$450,861.60	\$211,381.51	\$3,779,953.27
9	\$3,779,953.27	\$226,797.20	\$450,861.60	\$224,064.40	\$3,555,888.87
10	\$3,555,888.87	\$213,353.33	\$450,861.60	\$237,508.27	\$3,318,380.60
11	\$3,318,380.60	\$199,102.84	\$450,861.60	\$251,758.76	\$3,066,621.84
12	\$3,066,621.84	\$183,997.31	\$450,861.60	\$266,864.29	\$2,799,757.56
13	\$2,799,757.56	\$167,985.45	\$450,861.60	\$282,876.14	\$2,516,881.41
14	\$2,516,881.41	\$151,012.88	\$450,861.60	\$299,848.71	\$2,217,032.70
15	\$2,217,032.70	\$133,021.96	\$450,861.60	\$317,839.64	\$1,899,193.06
16	\$1,899,193.06	\$113,951.58	\$450,861.60	\$336,910.01	\$1,562,283.05
17	\$1,562,283.05	\$93,736.98	\$450,861.60	\$357,124.61	\$1,205,158.44
18	\$1,205,158.44	\$72,309.51	\$450,861.60	\$378,552.09	\$826,606.35
19	\$826,606.35	\$49,596.38	\$450,861.60	\$401,265.22	\$425,341.13
20	\$425,341.13	\$25,520.47	\$450,861.60	\$425,341.13	\$0.00
Total		Interest \$3,845,884.94	Payment \$9,017,231.94	Principal \$5,171,347.00	

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor and Council
From:	Councillor Jim Carbery
Date:	May 22, 2007
Subject:	Notice of Motion – Low-Flow Devices

ISSUE:

Installation of water saving devices in all municipal buildings to reduce water consumption and the impact to the sanitary sewer system.

HISTORY:

At the regular Council meeting held on Tuesday, May 08, 2007, Councillor Carbery served notice that the following Motion will be brought forward for Council's consideration on May 22, 2007:

“THAT the Regional Municipality of Wood Buffalo install low-flow toilets and other low-flow devices in all municipal buildings as soon as possible.”

RECOMMENDATION:

THAT the Regional Municipality of Wood Buffalo install low-flow toilets and other low-flow devices in all municipal buildings as soon as possible.

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor and Council
From:	Councillor John Vyboh
Date:	May 22, 2007
Subject:	Notice of Motion – Rent Regulation

ISSUE:

Request for implementation of a temporary rent regulation.

HISTORY:

At the regular Council meeting held on Tuesday, May 08, 2007, Councillor Vyboh served notice that the following Motion will be brought forward for Council's consideration on May 22, 2007:

“THAT Council call on the provincial government for a one-time, one year long temporary rent regulation measure that would limit rent increase within that period to a maximum of 10%.”

RECOMMENDATION:

THAT Council call on the provincial government for a one-time, one year long temporary rent regulation measure that would limit rent increase within that period to a maximum of 10%.