



Council

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray, AB T9H 2K4

Tuesday, November 14, 2023
6:00 PM

Agenda

1. **Call to Order**
2. **Adoption of Agenda**
3. **Consent Agenda**
 - 3.1. Minutes of Special Council Meeting - October 17, 2023
 - 3.2. Minutes of Council Meeting - October 24, 2023
 - 3.3. Minutes of Council Organizational Meeting - October 24, 2023
 - 3.4. Bylaw No. 23/010 - Wood Buffalo Advocacy Committee

THAT Bylaw No. 23/010, being a bylaw to establish the Wood Buffalo Advocacy Committee, be read a first time.
 - 3.5. Bylaw No. 23/022 - Fees, Rates and Charges 2024 Bylaw

THAT Bylaw No. 23/022, being the Fees, Rates and Charges Bylaw 2024, be read a first time.
4. **Presentations**
 - 4.1. Shannon Rex and Christopher Cameron, FuseSocial re: Current State of the Sector and Tomorrow Project Collective Impact Update
 - 4.2. Erin Seiger, Manager, Emergency Management re: Emergency Management Activations - Summer 2023

5. **New and Unfinished Business**

5.1. Advisory Committee on Aging Annual Update

THAT the Advisory Committee on Aging Annual Update be accepted as information; and

THAT the Mayor be authorized on behalf of Council to send a support letter to the Minister of Infrastructure requesting that the remaining land at the Willow Square Continuing Care Centre site be transferred to the Regional Municipality of Wood Buffalo or held for aging-in-place facility at a nominal fee of \$1.00.

5.2. Fort McKay Métis Nation Capital Request

THAT the request for reimbursement of paving expenses on the Fort McKay Métis Nation property be denied.

5.3. 2023 Request for Property Tax Arrears Write-Off

THAT the recommended Property Tax Arrears Write-Off of \$428,375.63, dated October 23, 2023, as Attachment 1, be approved.

5.4. 2023 Reserve Bids and Sale Conditions for Tax Sale Properties

THAT the reserve bids and sale conditions be established as listed in Attachment 1, dated November 14, 2023.

5.5. 2023 Q3 Capital Project Status Update

THAT the Capital Project Status Report, as summarized on Attachment 1, be accepted as information.

5.6. 2023 Q3 Financial Performance Report

THAT the 2023 Q3 Financial Performance Report be accepted as information.

5.7. Abraham Place Traffic Assessment - Council Motion

THAT the road and intersection remain unchanged, as outlined in Option 1.

5.8. Bylaw No. 23/012 - Public Notice Bylaw

1. THAT Bylaw No. 23/012, being the Public Notice Bylaw, be read a second time.

2. THAT Bylaw No. 23/012 be read a third and final time.

6. Councillors' Motions

6.1. Utility Services - Councillor K. McGrath

THAT Administration be directed to review and bring forward a bylaw or bylaw amendments that allow for withholding access to municipal utility services where there is a history of unpaid amounts owing for these services including the landfill.

6.2. Off-Highway Vehicle (OHV) Plan - Pilot Project - On Road/Direct Trail Use in Abasand - Mayor S. Bowman

THAT Administration be directed to bring forward a plan for a future pilot project that would allow for Off-Highway Vehicle (OHV) on road/direct route to trail use in Abasand, such plan to come forward before the end of 2023.

Adjournment

Minutes of a Meeting of the Council of the Regional Municipality of Wood Buffalo held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, October 17, 2023, commencing at 4:00 PM.

Present:

Sandy Bowman, Mayor
 Ken Ball, Councillor via MS Teams
 Funky Banjoko, Councillor
 Lance Bussieres, Councillor
 Shafiq Dogar, Councillor via MS Teams
 Allan Grandison, Councillor
 Keith McGrath, Councillor via MS Teams
 Jane Stroud, Councillor

Absent:

Kendrick Cardinal, Councillor
 Loretta Waquan, Councillor
 Stu Wigle, Councillor

Administration:

Henry Hunter, Chief Administrative Officer
 Jody Butz, Regional Fire Chief
 Jade Brown, Chief Legislative Officer

1. Call to Order

Mayor S. Bowman called the meeting to order at 4:05 p.m.

2. In Camera

MOTION:

THAT Council close items 2.1, 2.2, 2.3, and 2.4 to the public pursuant to sections 24(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act*.

RESULT: CARRIED [UNANIMOUS]
MOVER: Allan Grandison, Councillor
SECONDER: Jane Stroud, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Grandison, McGrath, Stroud
ABSENT: Cardinal, Dogar, Waquan, Wigle

2.1 Advice from Officials – Financial Briefing

(in camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Henry Hunter	Chief Administrative Officer
Jody Butz	Regional Fire Chief
Jade Brown	Clerk/Legislative Advice
Laurie Farquharson	Chief Financial Officer
Susan McIsaac	Manager, Financial Services

Entrance

Councillor S. Dogar joined the meeting via MS Teams at 4:33 p.m.

2.2 Advice from Officials/Privileged Information – Administrative Update

(in camera pursuant to sections 24(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act*)

Update No. 1:

Name	Reason for Attending
Henry Hunter	Chief Administrative Officer
Jody Butz	Regional Fire Chief
Jade Brown	Clerk/Legislative Advice
Amanda Haitas	Acting Director, Planning and Development
Chris Davis	Municipal Legal Counsel

Exit and Return

Councillor L. Bussieres exited the meeting at 5:55 p.m. and returned at 5:56 p.m.

Recess

A recess occurred from 6:07 p.m. to 6:21 p.m.

Update No. 2:

Name	Reason for Attending
Henry Hunter	Chief Administrative Officer
Jody Butz	Regional Fire Chief
Jade Brown	Clerk/Legislative Advice
Susan Trylinski	Director, Legal Services
Caitlin Hanly	Municipal Legal Counsel

2.3 Advice from Officials/Privileged Information – Code of Conduct Matter

(in camera pursuant to sections 24(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Henry Hunter	Chief Administrative Officer
Jade Brown	Clerk/Legislative Advice
Don Lidstone, K.C. (via MS Teams)	Lidstone and Company, External Legal Counsel

Exit and Return

Councillor L. Bussieres exited the meeting at 7:01 p.m. and returned at 7:04 p.m.

Disconnect and Exit

Councillor S. Dogar disconnected from and exited the meeting at 7:22 p.m.

MOTION:

THAT the meeting reconvene in public.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Funky Banjoko, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Grandison, McGrath, Stroud
ABSENT:	Cardinal, Dogar, Waquan, Wigle

WHEREAS Council received two reports of the Integrity Commissioner in May 2022; and

WHEREAS Council, upon the recommendation of the Integrity Commissioner and following a procedural hearing, passed the Sanction Resolution dated May 24, 2022; and

WHEREAS Council is in receipt of confidential reports protected under the *Freedom of Information and Protection of Privacy Act* outlining the training taken by Councillor S. Dogar to satisfy the sanction resolution of Council; and

WHEREAS on May 16, 2023, following a procedural hearing, Council passed the Rescinding Resolution Sanction leaving one remaining sanction being restrictions on travel on behalf of Council outside the Region; and

WHEREAS Councillor Dogar was expressly informed of his right to retain legal counsel and for his legal counsel to be present at the Council meeting in which this Resolution would be discussed and voted on; and

WHEREAS Councillor Dogar was given the opportunity to personally, or via his legal counsel, or both, to make submissions to the rest of Council regarding his conduct in this matter at a fairness hearing held in camera by Council prior to Council deliberations on the matter; and

WHEREAS Council has considered the submissions made by Councillor Dogar or his legal counsel; and

WHEREAS Council has attempted to reach a consensus as to the appropriate action; and

WHEREAS each member of Council honestly believes that during the fairness hearing, they had an open mind, were amenable to persuasion, and were ready and willing to be persuaded by submissions made by Councillor Dogar; and

WHEREAS Council has provided united or separate verbal reasons so that Councillor Dogar understands the basis for the decision.

MOTION:

THAT the remaining sanction imposed on Councillor S. Dogar of May 16, 2023, being restrictions on travel on behalf of Council outside the Region, be lifted.

RESULT:	CARRIED [4 TO 3]
MOVER:	Funky Banjoko, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Banjoko, Bussieres, McGrath, Stroud
AGAINST:	Bowman, Ball, Grandison
ABSENT:	Cardinal, Dogar, Waquan, Wigle

Adjournment

The meeting adjourned at 7:49 p.m.

Mayor

Chief Legislative Officer

Minutes of a Meeting of the Council of the Regional Municipality of Wood Buffalo held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, October 24, 2023, commencing at 6:00 PM.

Present:

Sandy Bowman, Mayor
 Ken Ball, Councillor (Via MS Teams)
 Funky Banjoko, Councillor
 Lance Bussieres, Councillor
 Kendrick Cardinal, Councillor
 Shafiq Dogar, Councillor
 Allan Grandison, Councillor
 Jane Stroud, Councillor
 Loretta Waquan, Councillor
 Stu Wigle, Councillor

Absent:

Keith McGrath, Councillor

Administration:

Henry Hunter, Chief Administrative Officer
 Jade Brown, Chief Legislative Officer
 Deanne Bergey, Director, Community and Protective Services
 Chris Davis, Senior Manager, Legal Services
 Laurie Farquharson, Chief Financial Officer
 Amanda Haitas, Acting Director, Planning and Development
 Kelly Hansen, Director, Strategic Planning and Program Management
 Matthew Harrison, Director, Communications and Engagement
 Nasir Qureshi, Senior Manager, Engineering
 Keith Smith, Director, Public Works
 Elliot White, Senior Manager, Environmental Services
 Anita Hawkins, Legislative Officer

1. Call to Order

Mayor S. Bowman called the meeting to order at 6:00 p.m.

2. Adoption of Agenda

Mayor S. Bowman served notice of his intent to bring forward the following motion for Council's consideration at the November 14, 2023, Council Meeting:

THAT Administration be directed to bring forward a plan for a future pilot project that would allow for Off-Highway Vehicle (OHV) on road/direct route to trail use in Abasand, such plan to come forward before the end of 2023.

Mayor S. Bowman noted as Councillor K. McGrath is absent, with no objection of Council, item 6.1 Utility Services, under Councillors Motions will be moved to the November 14, 2023 Council meeting.

MOTION:

THAT item 6.1. Utility Services, Councillors Motion, be deferred to the November 14, 2023 Council Meeting, and

THAT the agenda be approved as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ken Ball, Councillor
SECONDER:	Stu Wigle, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT:	McGrath

3. Consent Agenda

MOTION:

THAT the recommendations contained in items 3.1, 3.2, 3.3 and 3.4 be approved.

3.1. Minutes of Council Meeting - October 10, 2023

THAT the Minutes of the Council Meeting held on October 10, 2023, be approved as presented.

3.2. Community Investment Program Approval Committee Appointments

THAT the following appointments to the Community Investment Program Approval Committee be made effective immediately until December 31, 2024:

- Anna Seinen, External Funding Organization Representative
- Erica Brewer, Public-At-Large
- Chantal Beaver, Public-At-Large
- Michael McQuilter, Oil Sands Industry Representative
- Matthew Miniely, Social Profit - Small Organization
- Liana Wheeldon, Social Profit - Large Organization
- Trudy Cockerill, Social Profit - Rural Organization

3.3. Council Committee Appointment - Advisory Committee on Aging

THAT the Committee Appointment outlined in Attachment 1 be approved effective immediately to December 31, 2023.

3.4. Council-Appointed Advisory Committee Meeting Minutes

THAT the Minutes from Council-Appointed Committee Meetings, as outlined in Attachments 1 - 5, be accepted as information.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Jane Stroud, Councillor
SECONDER:	Kendrick Cardinal, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT:	McGrath

4. Unfinished Business

4.1. Public Hearing - Bylaw No. 23/018 - Land Use Bylaw Text Amendment to the City Centre General Regulations

Mayor S. Bowman declared the Public Hearing open at 6:03 p.m.

Amanda Haitas, Acting Director, Planning and Development, presented the proposed Bylaw No. 23/018, noting that if approved, it would allow for retail, service commercial and vehicular-oriented uses to be developed within a 100 meter radius of the Franklin Avenue and King Street intersection, which area is identified as a future development node in the Downtown Area Redevelopment Plan, thereby promoting and supporting future commercial development in the downtown area.

There were no delegates or written submissions for this Public Hearing.

Mayor S. Bowman declared the Public Hearing closed at 6:11 p.m.

Bylaw No. 23/018 - Land Use Bylaw Text Amendment to the City Centre General Regulations

MOTION:

THAT Bylaw No. 23/018, being a text amendment to Land Use Bylaw No. 99/059, specific to the City Centre General Regulations, be read a second time.

RESULT: CARRIED [UNANIMOUS]
MOVER: Allan Grandison, Councillor
SECONDER: Stu Wigle, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT: McGrath

MOTION:

THAT Bylaw No. 23/018 be read a third and final time.

RESULT: CARRIED [UNANIMOUS]
MOVER: Funky Banjoko, Councillor
SECONDER: Loretta Waquan, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT: McGrath

4.2. Public Hearing - Bylaw No. 23/019 - Land Use Bylaw Amendment to update the Definition of Funeral Home/Crematorium and adding it as a use to the BI- Business Industrial District

Mayor S. Bowman declared the Public Hearing opened at 6:12 p.m.

Amanda Haitas, Acting Director, Planning and Development, presented Bylaw No. 23/019, noting that, if approved, it would update the definition of Funeral Home/Crematorium to include cremation of animal remains, and add Funeral Home/Crematorium as a discretionary use in the Business Industrial District which would provide the Development Authority with the ability to review applications individually, thereby ensuring compatibility with surrounding uses.

There were no delegates or written submissions for this Public Hearing.

Mayor S. Bowman declared the Public Hearing closed at 6:18 p.m.

Bylaw No. 23/019 - Land Use Bylaw Amendment to update the Definition of Funeral Home/Crematorium and adding it as a use to the BI- Business Industrial District

MOTION:

THAT Bylaw No. 23/019, being a text amendment to the Land Use Bylaw No. 99/059, specific to Funeral Homes / Crematoriums, be read a second time.

RESULT: CARRIED [UNANIMOUS]
MOVER: Loretta Waquan, Councillor
SECONDER: Funky Banjoko, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT: McGrath

MOTION:

THAT Bylaw No. 23/019 be read a third and final time.

RESULT: CARRIED [UNANIMOUS]
MOVER: Stu Wigle, Councillor
SECONDER: Jane Stroud, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT: McGrath

4.3. Review and Consideration for Skate Park Development in Gregoire

Point of Order

Councillor S. Wigle called a Point of Order on Councillor S. Dogar for being off topic. Mayor S. Bowman upheld the Point of Order.

Keith Smith, Director, Public Works, Barbara Walsh, Senior Manager, Parks, Roads and Rural Operations, and Stephen Fudge, Manager, Parks, presented options regarding development of a skate park in Gregoire, noting that the Parks Master Plan does recognize the Gregoire area as underserved for skate park, while the comparative community analysis for park amenities conducted does place the Region as being overserved with park amenities.

Recess

A recess occurred from 7:00 p.m. to 7:14 p.m.

MOTION:

THAT the matter be referred to Administration for further investigation on design concepts, including size requirements and budgetary considerations.

RESULT: CARRIED [UNANIMOUS]
MOVER: Ken Ball, Councillor
SECONDER: Stu Wigle, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT: McGrath

5. New Business

5.1. 2023 Capital Budget Amendments

Laurie Farquharson, Chief Financial Officer, Mason Ross, Manager, Engineering Programs, and Maureen Nakonechny, Program Manager, Flood Mitigation, presented the 2023 Capital Budget Amendments, which includes the cancellation of Fort McMurray WTP Filter 1-4 Efficiency Improvements project due to being cost prohibitive and a request to secure funds to proceed with the northern portion of the TaigaNova Eco-Industrial Park Flood Mitigation measures.

MOTION:

THAT the 2023 Capital Budget Amendments as summarized on Attachment 1 (2023 Capital Budget Amendment – Project Addition and Cancellation – Net Impact, dated October 24, 2023) be approved; and

THAT the revised Cash Flow of Capital Projects as summarized on Attachment 2 (2023 Capital Budget Amendment – Project Addition and Cancellation – Cash Flow Summary, dated October 24, 2023) be approved.

RESULT: CARRIED [8 TO 2]
MOVER: Allan Grandison, Councillor
SECONDER: Jane Stroud, Councillor
FOR: Bowman, Ball, Bussieres, Cardinal, Grandison, Stroud, Waquan, Wigle
AGAINST: Banjoko, Dogar
ABSENT: McGrath

5.2. 2023 Q3 Capital Budget Fiscal Amendments Update

Laurie Farquharson, Chief Financial Officer, Mason Ross, Manager, Engineering Programs, and Maureen Nakonechny, Program Manager, Flood Mitigation, presented the 2023 Q3 Capital Budget Fiscal Amendments Update, noting there were four capital projects amended in the third quarter, resulting in a net decrease of \$962,000 to the 2023 and prior years Capital Budget.

MOTION:

THAT the 2023 Q3 Capital Budget Fiscal Amendments update, as summarized on Attachment 1 (2023 Capital Budget Fiscal Amendments, dated September 30, 2023), be accepted as information.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Funky Banjoko, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT:	McGrath

5.3. 2023 Q3 Progress Report - Council's Strategic Plan 2022-2025

Kelly Hansen, Director, Strategic Planning and Program Management, and Monica Lance, Program Manager, Municipal Initiatives, presented the 2023 Q3 Progress Report on the milestones and actions of Council's Strategic Plan 2022 - 2025, noting a new interactive dashboard has been developed, allowing for online monitoring of progress by Council and all staff.

MOTION:

THAT the 2023 Q3 Progress Report – Council's Strategic Plan 2022-2025, be accepted as information.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Allan Grandison, Councillor
SECONDER:	Stu Wigle, Councillor
FOR:	Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT:	McGrath

6. Councillors' Motions**6.1. Utility Services - Councillor K. McGrath**

This item was deferred to November 14, 2023.

Adjournment

The meeting adjourned at 8:06 p.m.

Mayor

Chief Legislative Officer

Minutes of a Meeting of the Council of the Regional Municipality of Wood Buffalo held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, October 24, 2023, commencing at 8:21 PM.

Present:

Sandy Bowman, Mayor
 Ken Ball, Councillor (via MS Teams)
 Funky Banjoko, Councillor
 Lance Bussieres, Councillor
 Kendrick Cardinal, Councillor
 Shafiq Dogar, Councillor
 Allan Grandison, Councillor
 Jane Stroud, Councillor
 Loretta Waquan, Councillor
 Stu Wigle, Councillor

Absent:

Keith McGrath, Councillor

Administration:

Henry Hunter, Chief Administrative Officer
 Jade Brown, Chief Legislative Officer
 Deanne Bergey, Director, Community and Protective Services
 Chris Davis, Senior Manager, Legal Services
 Laurie Farquharson, Chief Financial Officer
 Amanda Haitas, Acting Director, Planning and Development
 Matthew Harrison, Director, Communications and Engagement
 Kelly Hansen, Director, Strategic Planning and Program Management
 Elliot White, Senior Manager, Public Works
 Anita Hawkins, Legislative Officer

1. Call to Order

Mayor S. Bowman called the meeting to order at 8:21 p.m.

2. Adoption of Agenda

MOTION:

THAT the agenda be adopted as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jane Stroud, Councillor
SECONDER: Stu Wigle, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT: McGrath

3. New Business

3.1. 2023 - 2024 Council Organizational Meeting

MOTION:

1. THAT the proposed Deputy and Acting Mayor Assignments, as outlined in Attachment 1, be approved.
2. THAT the proposed 2023-2024 Council Representation on Boards and Committees, as outlined in Attachment 2, be approved.
3. THAT regular Council meetings be held at 6:00 p.m. in the Jubilee Centre Council Chamber on the second and fourth Tuesday of each month.
4. THAT regular Closed Session Council meetings be held at 4:00 p.m. in the Jubilee Centre Council Chamber on the third Tuesday of each month.
5. THAT the regularly scheduled Council meeting of December 12, 2023 be rescheduled to occur at 6:00 p.m. on December 5, 2023.

RESULT: CARRIED [UNANIMOUS]
MOVER: Kendrick Cardinal, Councillor
SECONDER: Jane Stroud, Councillor
FOR: Bowman, Ball, Banjoko, Bussieres, Cardinal, Dogar, Grandison, Stroud, Waquan, Wigle
ABSENT: McGrath

Adjournment

The meeting adjourned at 8:24 p.m.

Mayor

Chief Legislative Officer

Minutes Acceptance: Minutes of Oct 24, 2023 8:21 PM (Consent Agenda)



COUNCIL REPORT

Meeting Date: November 14, 2023

Subject: Bylaw No. 23/010 - Wood Buffalo Advocacy Committee

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT Bylaw No. 23/010, being a bylaw to establish the Wood Buffalo Advocacy Committee, be read a first time.

Summary:

The *Municipal Government Act* provides Council with the authority to establish Council Committees to help advise and inform Council on matters that impact the Regional Municipality of Wood Buffalo. Bylaw No. 23/010, the Wood Buffalo Advocacy Committee Bylaw, has been drafted in response to a Council resolution passed on April 11, 2023 following a thorough legal and governance review of the resolution and overarching legislative authority.

Administration is recommending that Council consider establishing an Advocacy Committee rather than a more narrowly focused Transportation Committee. The purpose of the recommended Advocacy Committee is to engage with local stakeholders to identify the key needs and interests of the region, recommend priority initiatives that require the support of other levels of government, and develop and implement a plan for advocating with other levels of government to support these initiatives through policy and investment that benefits the region. If Council chooses to establish an Advocacy Committee as recommended, important issues relating to regional transportation could be included among the Committee's key advocacy priorities.

Background:

At its April 11, 2023 meeting, Council passed the following resolution:

THAT Administration be directed to present for Council's consideration a bylaw or bylaws to:

- (a) *Establish a Council Committee to be known as the Wood Buffalo Transportation Committee (WBTC), (hereinafter called "the Committee") consisting of two Councillors from the Urban Service*

Area and one from the Rural Service Area, to serve as Councillors for so long as the Committee exists; or reappointed by Council after each general election, and Mayor;

- (b) Specify the mandate and authority of the Committee to exercise governance and policy oversight over all aspects of regional transportation, including without limitation the authority of the Committee to appoint an administrative head to act as Transportation Team Leader who will report directly to and take instructions from the Committee and will appoint a Transportation Task Force consisting of representatives from each member of community stakeholder groups, reporting through the Transportation Team Leader to the Committee;*
- (c) Specify the manner in which the Committee and the Transportation Team Leader will co-operate with and collaborate with the Chief Administrative Officer to determine where existing human resources will be seconded and where new resources will be engaged, in support of the synergizing regional transportation improvements, so that a recommendation for a budget can be made to Council as soon as practicable; and*
- (d) Specify the community stakeholder groups with which the Committee shall consult and from whom the Committee shall seek advice and select committee membership, including without limitation representatives from the indigenous, industry, business, land development, social, and service club sectors.*

Following a review of the Council resolution, Administration recommends that Council adopt Bylaw No. 23/010 (Attachment 1) to establish the Wood Buffalo Advocacy Committee. Administration has also prepared an alternative Bylaw, the Wood Buffalo Transportation Committee Bylaw (Attachment 2), should Council instead wish to establish a Committee that remains exclusively focused on transportation.

Bylaw No. 23/010 - Proposed Advocacy Committee Mandate

There are a number of important issues facing the Regional Municipality of Wood Buffalo. Council is responsible for advocating with other levels of government to ensure an awareness of these issues, so that they are considered when funding and policy decisions are being made. For example, the development and maintenance of infrastructure connecting the region's communities and connecting the region with the rest of Alberta; the impact of fly-in/ fly-out labour and workcamps on the region; support for local business; jurisdictional concerns, including the costs associated with maintaining infrastructure that is typically a provincial responsibility, such as the Fort Chipewyan Winter Road; legislative matters, including but not limited to the 5:1 tax ratio.

Following a review of Council's April 11th resolution, Administration is proposing that

Council expand its original vision for the Wood Buffalo Transportation Committee (as expressed in the April 11th resolution) and broaden the mandate to include all advocacy related matters, rather than limit the Committee's advocacy to those matters specific to transportation. This will provide a more flexible model that allows Council and the Committee to identify key priorities that require advocacy with other levels of government and adjust those priorities as new ones emerge or existing priorities are achieved. It will empower Council to speak with one unified voice, through the support of the Committee, in its advocacy efforts with other levels of government.

As set out in the proposed Advocacy Committee Bylaw, the mandate of the Advocacy Committee is to:

- engage and collaborate with local stakeholders to identify the key needs and interests of the region and its residents,
- recommend the priority initiatives that require advocacy with other levels of government,
- lead the Municipality's efforts to build and maintain strong relationships with other levels of government, and
- advocate for policy and investment that benefits the Region and its residents.

The Advocacy Committee will work closely with the Chief Administrative Officer (CAO) and consult with local stakeholders to identify regional priorities and develop a plan for advocating these priorities with other levels of government. Both the priorities and the plan will be subject to Council approval. The Committee will oversee and support the CAO's implementation of the advocacy plan and report to Council on any adjustments required and any progress achieved.

Advocacy Committee Membership

The proposed Advocacy Committee membership includes the Mayor and 4 Councillors appointed by Council resolution. The Committee will be treated similar to a standing committee of Council.

Collaboration with CAO

As set out in section 201(1) of the *Municipal Government Act*, a council is responsible for developing and evaluating policies and programs of the Municipality and overseeing the Municipality's exercise of its powers, duties and functions. Section 201(2) states that a council must not exercise a power or function or perform a duty that is by this, or another enactment or bylaw specifically assigned to the chief administrative officer or a designated officer.

These sections of the *Municipal Government Act* are inconsistent with paragraph (b) of Council's April 11th resolution that directs administration to draft a bylaw authorizing the committee to "appoint an administrative head to act as Transportation Team Leader

who will report directly to and take instructions from the Committee”. This resolution proposes a team leader that would tread on the authority granted to the CAO by the Municipal Government Act and the Municipality’s CAO Bylaw. For this reason, both of the committees contemplated in this report (the recommended Advocacy Committee and the Transportation Committee presented as an alternative) do not include a team leader independent of the CAO and reporting directly to Council as a designated officer. Instead, both draft bylaws include a governance structure that empowers a unified Administration to support the Committee through the oversight of the Chief Administrative Officer.

The governance model that is being proposed by Administration is supported by the Report on the Inspection of Chestermere City, dated August 2022, authored by George Cuff. In his report on Chestermere, Mr. Cuff identifies that a governance model where more than one individual is accountable to Council can create an environment that allows important initiatives to fall through the cracks and can result in a lack of clarity surrounding who is ultimately accountable to Council for what.

“Council is directed by legislation and bylaw to direct any of its decisions through the office of the CAO. We recommend that the Designated Officers Bylaw with respect to Strategic Advisory Committee (s. 11) be rescinded immediately and that full administrative authority to assist and advise Council be restored to the City’s administration.” (pg. 214)

Alternative

Administration has also drafted Bylaw No. 23/011, the Wood Buffalo Transportation Committee Bylaw. This has been drafted as an alternative in the event that Council wants the Committee's sole focus to be transportation, as described in the April 11th resolution.

The mandate of the Wood Buffalo Transportation Committee Bylaw No. 23/011 (Attachment 2), is to:

- (a) make recommendations to Council on the adoption of Transportation Priorities for the region, focused both on connecting communities within the Municipality and building a strong gateway between the region and other parts of Alberta; and
- (b) to make recommendations to Council on an Action Plan to advance the Transportation Priorities and oversee implementation of the Action Plan.

Administration does not recommend that Bylaw No. 23/011 be adopted by Council. This model restricts the Committee from advocating on matters that fall outside the more limited mandate of transportation, which will not provide the Committee with the flexibility to adjust the advocacy priorities as the needs of the region evolve or change.

Should Council wish to proceed with the more narrowly focused Wood Buffalo Transportation Committee, it could consider all three readings of Bylaw No. 23/011.

Budget/Financial Implications:

There will be financial implications to the establishment of a new Committee; however, the implications are unknown at this time. Once the Committee is formed, work will be done by the Committee to identify the resources required to fulfill its mandate.

Rationale for Recommendation:

Administration believes that establishing an Advocacy Committee will help support a unified approach to the Municipality's advocacy efforts. It will provide an opportunity for advocacy on matters relating to transportation, but will also allow for community input in setting other priorities that are important to the region and which would benefit from advocacy efforts at a provincial or federal level. The proposed Advocacy Committee model empowers Council and the Committee to adjust the focus of its advocacy efforts as new regional priorities emerge or existing priorities are achieved.

Strategic Plan Values:

Building Partnerships
Local Economy

Attachments:

1. Bylaw No. 23/010 - Wood Buffalo Advocacy Committee Bylaw
2. Bylaw No. 23/011 - Wood Buffalo Transportation Committee Bylaw

BYLAW NO. 23/010

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO ESTABLISH THE WOOD BUFFALO ADVOCACY COMMITTEE

WHEREAS the Municipal Government Act provides that a council may pass bylaws in relation to the establishment and functions of Council Committees;

WHEREAS the Council of the Regional Municipality of Wood Buffalo recognizes the importance of communicating its work and advocating for the Region and its residents with other levels of government;

WHEREAS the Council of the Regional Municipality of Wood Buffalo recognizes the importance of engaging with stakeholders to identify and prioritize the needs and interests of the Region and its residents;

AND WHEREAS the Council of the Regional Municipality of Wood Buffalo wishes to establish a council committee to advance this work;

NOW THEREFORE the Regional Municipality of Wood Buffalo, in open council assembled, hereby enacts as follows:

1. The Wood Buffalo Advocacy Committee is hereby established as a council committee within the meaning of that term as set out in the Municipal Government Act.

Short Title

2. This Bylaw shall be cited as the “Wood Buffalo Advocacy Committee Bylaw.”

Definitions

3. In this Bylaw:
 - (a) “Advocacy Initiatives” are initiatives that:
 - (i) require decisions or assistance outside of the Municipality’s direct control;
 - (ii) require partnerships, funding or policy development from other levels of government; and
 - (iii) are aimed at enhancing the livability, economy or overall health of the region.
 - (b) “Advocacy Plan” means a plan to achieve the Advocacy Initiatives adopted by Council.

- (c) “CAO” or “Chief Administrative Officer” means a person appointed by Council as chief administrative officer within the meaning of the Act, or a person to whom the appointed CAO has delegated any CAO power, function or duty.
- (d) “Chair” means the person who presides over a Committee meeting.
- (e) “Committee” means the Wood Buffalo Advisory Committee.
- (f) “Mayor” means the chief elected official of the Municipality.
- (g) “Member” means a Councillor acting as a member of the Committee.
- (h) “Municipality” means the municipal corporation of the Regional Municipality of Wood Buffalo.
- (i) “Region” means the geographical area within the boundaries of the Municipality.

Membership of the Committee

- 4. Membership of the Committee consists of:
 - (a) the Mayor; and
 - (b) four Councillors appointed by resolution of Council.
- 5. The Mayor shall be Chair of the Committee.

Mandate and Responsibilities of the Committee

- 6. The mandate of the Committee is to:
 - (a) engage and collaborate with local stakeholders to identify the key needs and interests of the Region and its residents;
 - (b) recommend the priority initiatives that require advocacy with other levels of government;
 - (c) lead the Municipality’s efforts to build and maintain strong relationships with other levels of government; and
 - (d) advocate for policy and investment that benefits the Region and its residents.
- 7. Without limiting the generality of its mandate, the Committee shall work in collaboration with the CAO to:
 - (a) Recommend Advocacy Initiatives to Council for its adoption.

- (b) Develop and recommend an Advocacy Plan to Council for its adoption.
- (c) Oversee the CAO's implementation of the Advocacy Plan.
- (d) Coordinate all activities and advocacy efforts with the CAO.
- (e) Recommend updates to the Advocacy Initiatives or the Advocacy Plan to Council for its adoption, as may be required from time to time.
- (f) Identify and engage with the following stakeholders, to ensure their interests are heard and taken into consideration in all recommendations put forward to Council, including but not limited to:
 - (i) residents in the urban service area and each hamlet;
 - (ii) local Indigenous peoples;
 - (iii) industry;
 - (iv) local business;
 - (v) social services sector; and
 - (vi) other stakeholders identified by Council, the Committee or the CAO.
- (g) Provide updates to the Council on the work and the progress of the Committee, including implementation of the Advocacy Plan and advancement of the Advocacy Priorities.
- (h) Deal with any other matters related to advocacy with other levels of government generally, as may be referred to the Committee from time to time by the Council.

Term of Appointment and Remuneration

- 8. Members shall be appointed by Council, for the Councillors' term of office.
- 9. A Member shall cease to be a Member upon ceasing to hold office as a Councillor of the Municipality.
- 10. If a Member is unable or unwilling to continue to serve as a Member, the Council may at any time appoint a replacement to serve for the balance of that Member's remaining term.
- 11. Council may at any time remove a Member of the Committee and appoint a replacement to serve for the balance of that Member's remaining term.
- 12. Members shall serve without remuneration but shall be reimbursed for reasonable out-of-pocket expenses incurred in attending Committee meetings or otherwise conducting the affairs of the Committee.

13. All eligible expenses shall be reimbursed in accordance with the provisions of the Municipality's Committee Members' Travel Reimbursement Policy.
14. The Chair shall preside over all meetings of the Committee, preserving order and decorum and deciding questions of procedure in accordance with the Municipality's Procedure Bylaw No. 18/020.
15. If the Chair is unable to attend a scheduled meeting or must leave a meeting for any reason, Members in attendance shall select an acting Chair to perform the duties of the Chair.
16. Meetings of the Committee may be held in such locations within the Region as the Committee deems advisable, at such frequency as the Committee considers necessary, and shall be open to the public except where a matter under discussion allows or requires the Committee to move in camera pursuant to the provisions of the Municipal Government Act.
17. The Committee shall meet at the call of the Chair, and meetings shall proceed only when a quorum consisting of a majority of the Members is present.
18. If the Committee passes a resolution containing a recommendation to the Council, the Committee shall prepare and submit to the CAO a report containing the resolution and the reasons why it was passed.

Committee End Date

19. The Committee may be dissolved by Council at any time.

Administration

20. Any matter not addressed by this Bylaw shall be determined in accordance with the Municipality's Committee Bylaw No. 17/024, as amended, and any applicable Council policies.

Coming Into Force

21. This Bylaw comes into force when it is passed.

Read a first time this _____ day of _____, 2023.

Read a second time this _____ day of _____, 2023.

Read a third and final time this _____ day of _____, 2023.

Signed and Passed this _____ day of _____ 2023

Mayor

Chief Legislative Officer

BYLAW NO. 23/011**A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO ESTABLISH THE WOOD BUFFALO TRANSPORTATION COMMITTEE**

WHEREAS the Municipal Government Act provides that a council may pass bylaws in relation to the establishment and functions of Council Committees;

WHEREAS the Council of the Regional Municipality of Wood Buffalo recognizes the importance of a road network that connects communities within the Municipality and establishes a strong gateway between the Region and other parts of Alberta;

WHEREAS the Council of the Regional Municipality of Wood Buffalo wishes to establish a council committee to engage and advocate with other levels of government, local Indigenous Peoples, Industry and other stakeholders in developing transportation priorities aimed at strengthening this road network;

AND WHEREAS the Council of the Regional Municipality of Wood Buffalo wishes to establish a council committee to provide policy and governance oversight to the Municipality in advancing these transportation priorities;

NOW THEREFORE the Regional Municipality of Wood Buffalo, in open council assembled, hereby enacts as follows:

1. The Wood Buffalo Transportation Committee is hereby established as a council committee within the meaning of that term as set out in the Municipal Government Act.

Short title

2. This Bylaw shall be cited as the "Wood Buffalo Transportation Committee Bylaw."

Definitions

3. In this Bylaw:
 - (a) "Action Plan" means a document approved by Council that sets out the overarching steps to be taken by the Municipality to advance the Transportation Priorities.
 - (b) "CAO" or "Chief Administrative Officer" means a person appointed by Council as chief administrative officer within the meaning of the Act, or a person to whom the appointed CAO has delegated any CAO power, function or duty.
 - (c) "Chair" means the person who presides over a Committee meeting.
 - (d) "Committee" means the Wood Buffalo Transportation Committee.

- (e) “Mayor” means the chief elected official of the Municipality.
- (f) “Member” means a Councillor acting as a member of the Committee.
- (g) “Municipality” means the municipal corporation of the Regional Municipality of Wood Buffalo.
- (h) “Region” means the geographical area within the boundaries of the Municipality.
- (i) “Resource Plan” means a document that outlines the resources, including but not limited to funds and human resources, required to advance the Transportation Priorities and implement the Action Plan.
- (j) “Transportation Advocate” means the Chief Administrative Officer, or a person appointed by the Chief Administrative Officer.
- (k) “Transportation Priorities” means the short-term and long-term priorities established by Council that are focused on strengthening the region’s road network to connect communities within the Municipality and build and maintain a strong gateway between the region and other parts of Alberta.

Membership of the Committee

- 4. Membership of the Committee consists of:
 - (a) the Mayor; and
 - (b) four Councillors appointed by resolution of the Council.
- 5. The Mayor shall be Chair of the Committee.

Mandate and Responsibilities of the Committee

- 6. The mandate of the Committee is to:
 - (a) to make recommendations to Council on the adoption of Transportation Priorities for the Region, focused both on connecting communities within the Municipality and building a strong gateway between the region and other parts of Alberta; and
 - (b) to make recommendations to Council on an Action Plan to advance the Transportation Priorities and oversee implantation of the Action Plan.
- 7. Without limiting the generality of its mandate, the Committee shall:
 - (a) In collaboration with the Transportation Advocate, develop and recommend to Council for adoption:

- (i) short-term and long-term Transportation Priorities; and
 - (ii) an Action Plan for advancing the Transportation Priorities.
- (b) In collaboration with the Transportation Advocate, determine what resources are required to develop the Transportation Priorities and implement the Action Plan, and recommend a Resource Plan to Council, including budgets, operating and capital plans for the current and future years.
- (c) In collaboration with the Transportation Advocate, identify and consult with the following stakeholders to ensure their interests are heard and taken into consideration in all recommendations put forward to Council by the Committee and Transportation Advocate, including but not limited to:
 - (i) residents in the urban service area and each hamlet;
 - (ii) local Indigenous Peoples;
 - (iii) other levels of government;
 - (iv) oilsands industry;
 - (v) local businesses;
 - (vi) social services sector; and
 - (vii) other stakeholders identified by Council, the Committee or the Transportation Advocate.
- (d) Establish and maintain a working relationship with the Transportation Advocate, based upon the policy and governance authority of the Committee to oversee the advancement of the Transportation Priorities and implementation of the Action Plan, while respecting the role and authority of the Transportation Advocate with respect to day-to-day administration and responsibility for advancing the Transportation Priorities and implementing the Action Plan.
- (e) Advocate with elected officials from other levels of government to advance the Transportation Priorities.
- (f) Ensure that the interests of all stakeholders are heard and taken into consideration in all recommendations the Committee and Transportation Advocate put forward for Council's consideration.
- (g) Provide quarterly updates to the Council on the work and the progress of the Committee and the Transportation Advocate in implementing the Action Plan and advancing the Transportation Priorities.

- (h) Deal with any other matters relevant to the work of the Transportation Advocate or generally, to the advancement of the Transportation Priorities and implementation of the Action Plan, as may be referred to the Committee from time to time by the Council.

Term of Appointment and Remuneration

- 8. Members shall be appointed by Council, for the Councillor's term of office.
- 9. A Member shall cease to be a member of the Committee upon ceasing to hold office as a Councillor of the Municipality.
- 10. If a Member is unable or unwilling to continue to serve as a member, the Council may at any time appoint a replacement to serve for the balance of that Member's remaining term.
- 11. Council may at any time remove a Member and appoint a replacement to serve for the balance of that Member's remaining term.
- 12. Members of the Committee shall serve without remuneration but shall be reimbursed for reasonable out-of-pocket expenses incurred in attending Committee meetings or otherwise conducting the affairs of the Committee.
- 13. All eligible expenses shall be reimbursed in accordance with the provisions of the Municipality's Committee Members' Travel Reimbursement Policy.

Committee Meetings

- 14. The Chair shall preside over all meetings of the Committee, preserving order and decorum and deciding questions of procedure in accordance with the Municipality's Procedure Bylaw No. 18/020.
- 15. If the Chair is unable to attend a scheduled meeting or must leave a meeting for any reason, members in attendance shall select an acting Chair to perform the duties of the Chair.
- 16. Meetings of the Committee may be held in such locations within the Region as the Committee deems advisable, at such frequency as the Committee considers necessary, and shall be open to the public except where a matter under discussion allows or requires the Committee to move in camera pursuant to the provisions of the Municipal Government Act.
- 17. The Committee shall meet at the call of the Chair, and meetings shall proceed only when a quorum consisting of a majority of the Committee members is present.

18. If the Committee passes a resolution containing a recommendation to the Council, the Committee shall prepare and submit to the Chief Administrative Officer a report containing the resolution and the reasons why it was passed.

Committee End Date

19. The Committee may be dissolved by Council at any time.

Administration

20. Any matter not addressed by this Bylaw shall be determined in accordance with the Municipality's Committee Bylaw No. 17/024, as amended, and any applicable Council policies.

Coming Into Force

21. This Bylaw comes into force when it is passed.

Read a first time this ____ day of _____, 2023.

Read a second time this ____ day of _____, 2023.

Read a third and final time this ____ day of _____, 2023.

Signed and Passed this ____ day of _____ 2023

Mayor

Chief Legislative Officer



Subject: Bylaw No. 23/022 - Fees, Rates and Charges 2024 Bylaw

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT Bylaw No. 23/022, being the Fees, Rates and Charges Bylaw 2024, be read a first time.

Summary:

As per FIN-030 User Fees and Charges, a review was completed for the user fees, rates, and charges that the Regional Municipality of Wood Buffalo ("Municipality") levies for goods, services, and access to facilities. Based on this review and taking into consideration benchmarking across numerous Alberta municipalities, it is proposed that fees, rates, and charges be increased as summarized in the attached Fees, Rates and Charges - Schedule 2024.

Within Park and Roads, Schedules F, G and I, fees and rates have been assessed as being significantly subsidized and increases have not been implemented in recent years.

Annual increases to Utility Services under Schedules N and P, are necessary to continue towards a cost neutral position, as previously directed by Council in 2017.

Background:

The Municipality levies fees and charges to assist in funding the provision of goods, services, and access to municipal facilities. As per FIN-030 User Fees and Charges, the total cost and appropriate level of subsidization of each municipal service is determined as the starting point for setting user fees and charges, regardless of whether the full cost will be recovered.

A review of all fees, rates, and charges has been completed in 2023. The Municipality on average has fees and charges significantly lower than other jurisdictions in the province. Proposed increases have been carefully assessed through benchmarking with other jurisdictions and analysis of direct operating costs. In consideration of citizen impacts, effective dates of rate increases may vary (as defined in the attached Fees,

Rates and Charges - Schedule 2024) to ensure fairness and limit impacts to annual program scheduling.

Recommendations for increases are related to the direct benefit of individuals or groups where a significant level of subsidization occurs. The recommended increases will still be the lowest in the province. The primary areas for adjustment are summarized in the following paragraphs:

- Ice surface rental fees are still lower than the average benchmark in Alberta. Through user group consultation, a 3-year plan was implemented as of September 1, 2023. Fees will continue to increase over the next 2 years. (Refer to Schedule G - Recreation and Culture)
- Utility rates are considered a direct benefit to individuals, groups of individuals and businesses. Due to historical subsidization levels, the municipality currently continues to subsidize all utilities. Annual increases of 10 to 15% are recommended, as previously directed by Council on December 14, 2021, to move towards a cost neutral service. (Refer to Schedules N and P)
- Animal Control fee increases were approved by Council on June 13, 2023. There was an introduction of Licensing, Administration and Impound fees, and existing fees increased by 20%-150%. (Refer to Schedule B)

Minor increases or reductions have occurred as indicated in the various schedules.

Budget/Financial Implications:

There is an estimated revenue of approximately \$2,800,000.

Strategic Plan Values:

Fiscal Management

Attachments:

1. Bylaw 23/022 Fees, Rates and Charges 2024

2. Fees, Rates and Charges - Schedule 2024

BYLAW NO. 23/022

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO ESTABLISH FEES, RATES AND CHARGES FOR LICENCES, PERMITS, APPROVALS AND SERVICES PROVIDED BY THE MUNICIPALITY

WHEREAS Section 7 of the *Municipal Government Act*, RSA 2000, c. M-26 (the "MGA") empowers Council to enact a bylaw respecting services provided by or on behalf of the municipality;

AND WHEREAS Section 8 of the MGA empowers Council to enact a bylaw establishing fees to charge for licences, permits or approvals;

AND WHEREAS Section 630.1 of the MGA empowers Council to establish fees to charge for licences, permits or approvals provided pursuant to Part 17 of the MGA;

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

Short Title

1. This Bylaw may be cited as the "Fees, Rates and Charges 2024 Bylaw".

Definitions

2. In this Bylaw:
 - (a) "Applicable Bylaw" means any bylaw enacted by the Regional Municipality of Wood Buffalo for which Prescribed Fees are imposed in accordance with this Bylaw, as amended or replaced from time to time;
 - (b) "Billing Account" means the account that a Consumer can establish for water, wastewater, and solid waste charges;
 - (c) "Consumer" means the registered owner or owner of an equitable interest in the parcel of land to which connection to the Regional Municipality of Wood Buffalo's water and sanitary system has been made, and in whose name a Billing Account has been established;
 - (d) "Municipality" means the Regional Municipality of Wood Buffalo, as established by *Order In Council 817/94*, as amended;
 - (e) "Person" includes a corporation and the heirs, executors, administrators or other legal representative of a person; and
 - (f) "Prescribed Fees" means the amount of the fees, rates or charges authorized by this Bylaw, but does not include the Goods and Services Tax.

Prescribed Fees

3. Prescribed Fees shall be paid by any Person requesting licences, permits, approvals, services, utilities or use of municipal property or being provided with any such associated municipal services under this Bylaw in accordance with the following Schedules, which are appended to and form part of this Bylaw:
 - (a) Schedule "A" – General Administrative and Miscellaneous Fees
 - (b) Schedule "B" – Animal Control
 - (c) Schedule "C" – Assessment and Taxation
 - (d) Schedule "D" - Emergency Services
 - (e) Schedule "E" – Ambulance Services
 - (f) Schedule "F" - Parks and Roads
 - (g) Schedule "G" - Recreation and Culture
 - (h) Schedule "H" - Licenses
 - (i) Schedule "I" - Transit Services
 - (j) Schedule "J" - Vehicle for Hire
 - (k) Schedule "K" - Planning and Development Services
 - (l) Schedule "L" - Safety Codes Permitting
 - (m) Schedule "M" – Solid Waste
 - (n) Schedule "N" – Water
 - (o) Schedule "O" – Rural Water and Sewer Service Connection
 - (p) Schedule "P" – Wastewater
 - (q) Schedule "Q" – Late Payment
4. In the event of a conflict between a Prescribed Fee set out in this Bylaw and the amount of a fee, rate or charge in an Applicable Bylaw, the Prescribed Fee set out in this Bylaw prevails.
5. Despite Section 4, in the event a fee, rate or charge referenced in another Municipal bylaw has not been included in this Bylaw, the Municipality may continue to levy a fee, rate or charge that is prescribed in that bylaw.

6. In the event that the Government of Alberta establishes a fee, rate or charge for a matter otherwise governed by this bylaw, the provincial fee, rate or charge shall prevail.

Refunds

7. Unless otherwise authorized in this Bylaw, an Applicable Bylaw, other Municipal bylaw or other enactment, all fees, rates, and charges are non-refundable.

Account Holders

8. Consumers may apply to hold a Billing Account with the Municipality.
9. Billing accounts not registered to the Consumer owning a parcel will continue to be held by the current account holder until the earlier of the following events:
- (a) Where the holder of such billing account advises the Municipality that they wish to terminate such account; or
 - (b) Where the Consumer owning a parcel agrees to assume the liability for a billing account.
10. In the event that a billing account which is not held by a Consumer is in default of payment terms, the account will be terminated until such time as the Consumer associated with such parcel agrees to assume the liability for such billing account.
11. Bylaw 22/012 is hereby repealed.
12. This Bylaw comes into effect as per the dates outlined in each schedule.

Read a first time this ___ day of _____, 2023.

Read a second time this ___ day of _____, 2023.

Read a third and final time this ___ day of _____, 2023.

Signed and Passed this ___ day of _____, 2023.

Mayor

Chief Legislative Officer

Schedule A – General Administrative and Miscellaneous Fees

The Prescribed Fees for general administrative services, as described below, as provided by the Regional Municipality of Wood Buffalo are as follows:

1.	Non-sufficient funds (NSF) – Cheque Fee	\$44.00
2.	Criminal Record Check	
	(a) Name-Based	\$40.00
	(b) Vulnerable Sector	\$40.00
	(c) Volunteer	\$0
3.	Civil Fingerprinting*	\$100.00
4.	Accident Photo Request	\$21.00
5.	Collision Statement Request*	\$31.50
6.	Application for New Boulevard Crossing	\$125.00
7.	Extension of Existing Boulevard Crossing	\$20.00
8.	Utility Installation and Street Occupation	\$125.00
9.	Lot Clearing and Grubbing	\$125.00
10.	Lot Clearing and Grading	\$125.00

* Partial funds are remitted to Federal Government

Schedule B – Animal Control

The Prescribed Fees for the licences, permits, approvals or services provided relative to Animal Control are as follows:

1. Licencing Fee
 - (a) Animal Licence – Spayed or Neutered..... \$25.00
 - (b) Animal Licence – Non-spayed or Non-neutered \$60.00
 - (c) Animal Licence – Vicious Animal \$250.00
 - (d) Animal Licence – Dangerous Dog \$250.00
 - (e) Animal Licence – Nuisance Animal..... \$150.00
2. Replacement of Lost Tag \$10.00
3. Impound Fee – (per day)
 - (a) Per Animal \$40.00
 - (b) Vicious Animal \$100.00
 - (c) Dangerous Dog..... \$100.00
4. Quarantine Costs (per day) \$50.00
5. Administration Fee
 - (a) Per Animal \$35.00
 - (b) Vicious Animal \$250.00
 - (c) Dangerous Dog..... \$125.00
 - (d) Nuisance Animal..... \$150.00

Schedule C – Assessment and Taxation

The Prescribed Fees for the licenses, permits, approvals or services relative to Assessment and Taxation are as follows:

1. Tax Certificate
 - (a) Written request \$45.00
 - (b) Electronic self-service \$25.00
2. Tax Search
 - (a) Written request \$20.00
 - (b) Electronic self-service \$10.00
3. Proof of Ownership Letter \$40.00
4. Services in response to written or hard copy request from lending institutions for the purpose of enabling payment of taxes on behalf of clients (per account) \$20.00
5. Delinquent account transfer \$10.00
6. Assessment & Tax Notices
 - (a) Electronic self-service \$0.00
 - (b) Written request \$8.00
7. Property Assessment Information provided under Section 299 or 300 of the MGA (per hour of staff time – minimum charge 1 hour) \$60.00
8. Other information not covered elsewhere in this schedule (per hour of staff time – minimum charge 1 hour) \$60.00
9. Auction Recovery Letter Fee \$90.00/registered interest (3 letters total)
10. Temporary Project Accommodation (less than 365 days) – per unit rate (minimum \$1,000 fee) \$1.10 / bed / days occupied

Schedule D – Emergency Services (Not including Ambulance Service)

The Prescribed Fees for the licences, permits, approvals or services associated with the provision of Emergency Services are as follows:

1. Fire/Rescue Response to Malfunctioning Fire Safety Installations, Other Monitoring Devices and Nuisance Calls (includes personnel costs)
 - (a) First response \$0
 - (b) Second response \$0
 - (c) Third response \$550.00
 - (d) Fourth response \$1,100.00
 - (e) Fifth and subsequent response \$1,500.00
2. Response to Fires and Alarms involving criminal convictions (includes personnel costs)
 - (a) Ambulance (per hour) \$300.00
 - (b) Hazardous Materials Unit (per hour) \$708.00
 - (c) Ladder (per hour) \$1,250.00
 - (d) Pumper (per hour) \$775.00
 - (e) Rescue (per hour) \$644.00
 - (f) Tanker (per hour) \$580.00
3. Response to incident involving propane barbeque installed in contravention of the Alberta Safety Codes Act, Fire Code Regulation or Gas Code Regulation (per occurrence) \$1,500.00
4. Expert Witness for litigation (based on actual cost for staff, plus travel and expenses – 2-hour minimum) Full Cost Recovery
5. Interviews requested by lawyers, insurance companies, adjusters or other agents related to a response by Regional Emergency Services (actual staff cost, plus travel and expenses – 2-hour minimum) Full Cost Recovery
6. Copies of reports or documentation related to a requested inspection or specific emergency including all services associated with providing the requested documentation which could take up to two hours of research to complete:
 - (a) Fire Inspection Report for licensing, certificates, legal requirement under the Act or Regulation \$132.00

	(b) Fire Investigation Reports (per document).....	\$132.00
7.	Files Search (per search)	\$132.00
8.	Special Requests and Reviews (actual staff cost, plus travel and expenses – 2-hour minimum)	Full Cost Recovery
9.	Incidents on Provincial Highways	
	(a) Ladder and Pumper trucks (per hour)	\$615.00
	(b) Light & Medium rescue vehicles (per hour).....	\$615.00
	(c) Command vehicles (per hour).....	\$185.00
10.	Certified Fire Extinguisher Training (per certificate).....	\$50.00
11.	Inspections	
	(a) Initial Inspection	\$0
	(b) Non-compliant re-inspection	
	(i) First occurrence	\$150.00
	(ii) Second and each subsequent occurrence	\$300.00
12.	Occupant Load Certificate	
	(a) Original (per certification).....	\$110.00
	(b) Not for Profit (per certification)	\$55.00
	(c) Reprint of certificate (per certification)	\$55.00
13.	Permits	
	(a) Open Air Burn – Single Event	\$44.00
	(b) Fire Pit – Single Event	\$39.00
	(c) Light open flames in buildings (fire performance/ events)	
	(i) Single Event.....	\$39.00
	(ii) One Month (30 days)	\$66.00
	(iii) Annual.....	\$132.00
	(d) Shut Down Fire Alarm System	
	(i) Single Event.....	\$39.00
	(ii) One Month (30 days)	\$66.00
	(iii) Annual.....	\$132.00

- (e) Shut Down Sprinkler System
 - (i) Single Event..... \$39.00
 - (ii) One Month (30 days) \$66.00
 - (iii) Annual..... \$132.00
- (f) Special Fire Suppression System Shutdown
 - (i) Single Event..... \$39.00
 - (ii) One Month (30 days) \$66.00
 - (iii) Annual..... \$132.00
- (g) Commercial Cooking Exhaust Systems Cleaning
 - (i) Single Event..... \$39.00
 - (ii) One Month (30 days) \$66.00
 - (iii) Annual..... \$132.00
- (h) Hot Works (cutting, welding, soldering)
 - (i) Single Event..... \$39.00
 - (ii) One Month (30 days) \$66.00
 - (iii) Annual..... \$132.00
- (i) Install or Remove Above-Ground Fuel Storage Tank
 - (i) Single Event..... \$220.00
 - (ii) Additional Tank (per tank) \$110.00
- (j) Install or Remove Underground Fuel Storage Tank
 - (i) Single Event..... \$220.00
 - (ii) Additional Tank (per tank) \$110.00
- (k) Fireworks Discharge
 - (i) Low Hazard..... \$44.00
 - (ii) High Hazard \$132.00
- (l) Fireworks Discharge Pyrotechnics (high hazard)..... \$132.00

Schedule E – Ambulance Service

1. Ambulance

- (a) Ground ambulance
 - (i) Individuals and Alberta Blue Cross clients
Under 65 (transport) \$385.00
 - (ii) Individuals and Alberta Blue Cross clients
Under 65 (no transport) \$250.00
- (b) Basic Life Support – Alberta Blue Cross clients (aged 65+), Assisted Income for Severely Handicapped (AISH), Social Services and Immigration (transport)\$146.00 + \$2.29/km
- (c) Advanced Life Support – Alberta Blue Cross clients (aged 65+), Assisted Income for Severely Handicapped (AISH), Social Services and Immigration (transport)\$191.00 + \$2.29/km
- (d) Response – Alberta Blue Cross clients (aged 65+), Assisted Income for Severely Handicapped (AISH), Social Services and Immigration (no transport) \$98.00
- (e) Standby – Alberta Blue Cross clients (aged 65+), Assisted Income for Severely Handicapped (AISH), Social Services and Immigration (per hour – 3-hour maximum) \$300.00
- (f) Interfacility transfers for out-of-province residents \$385.00
- (g) Interfacility transfers from non-AHS owned or operated facilities, including facilities owned or operated by Third Party Operators \$385.00
- (h) Individual Account Surcharge (non-Alberta resident)..... \$200.00
- (i) Service for Treaty and Bigstone Cree Nation
 - (i) Basic Life Support\$218.71 + \$2.67/km
 - (ii) Advanced Life Support\$238.60 + \$2.67/km
 - (iii) Advanced Life Support with 12-2 (one of which must be intra osseous infusion)\$262.46 + \$2.67/km
 - (iv) Response (no transport) \$129.24
 - (v) Standby (3-hour maximum)..... \$129.24/hour
 - (vi) Surcharge (incident on Reserve or Crown land) \$150.00

Schedule F – Parks and Roads

The Prescribed Fees for the use of any parks, cemetery and columbarium, and road permits and services are as follows:

1. Dead Fall Collection Permit \$10.00
2. Right of Internment (Plot Fee) – Adult Lot Sale \$550.00
3. Right of Internment (Plot Fee) – Child Lot Sale \$440.00
4. Right of Internment (Plot Fee) – Cremation (In Ground) Lot..... \$440.00
5. Cemetery and Columbarium
 - (a) Weekday (Summer) Opening Closing
 - (i) Full Size Plot \$1,752.30
 - (ii) Child Burial..... \$950.40
 - (iii) Ash Burial..... \$621.50
 - (iv) Winter Premium (~~net new 2023~~)..... \$275.00
 - (b) Columbarium Niche \$1,210.00
 - (c) Niche Inurnment \$154.00
 - (d) Disinterment..... \$1,752.30
 - (e) Scatter Garden \$165.00
 - (f) Memorial Wall Plaque..... \$275.00
 - (g) Plaque Installation (net new 2023)..... \$66.00
 - (h) Memorial Tree..... \$880.00
 - (i) Memorial Bench..... \$1,980.00
 - (j) Community Ossuary Entombment \$165.00
 - (k) Canopy and Chair Rentals (net new 2023) \$165.00
 - (l) Grave Liners
 - (i) Base..... \$308.55
 - (ii) Top..... \$308.55
 - (iii) Oversized Liner and Base \$314.60
 - (iv) Large Urn Vault \$143.00
 - (v) Small Urn Vault \$143.00
6. Turning streetlights for wide loads (permit)..... \$1,554.80
7. Snow Dump Permit

- (a) Commercial (per season) \$100.00
- (b) Residential (per season) \$100.00
- (c) Pick-up Truck (per usage) \$20.00
- (d) Tandem (per usage) \$20.00
- (e) Tandem & trailer (per usage) \$30.00

8. Over-Dimensional Load Permits

Over-Dimensional Load Permits are issued by Alberta Transportation through the Transportation Routing and Vehicle Information System program. Fees are established and collected in accordance with Schedule 9 of the *Commercial Vehicle Dimension and Weight Regulation*, AR 315/2002, as may be amended or repealed and replaced from time to time.

9. Fort Chipewyan - Aggregate Sales (includes 15% Administrative Fee)

- (a) 12.5 mm gravel \$54.80/yd³
- (b) 20 mm crushed gravel \$28.40/yd³
- (c) 20 mm washed gravel \$72.40/yd³
- (d) 38 mm crushed gravel \$26.20/yd³
- (e) 80 mm gravel \$24.05/yd³
- (f) 160 mm gravel \$21.39/yd³

Schedule G – Recreation and Culture

The Prescribed Fees for the use of the facilities or recreational and cultural programs provided by the Regional Municipality of Wood Buffalo are as follows:

1. Syncrude Athletic Park (SAP) Clubhouse Rental
 - (a) 1 room (Kitchen, Atrium, Meeting Room A or B) – hourly \$40.00
 - (b) 2 rooms (Kitchen, Atrium, Meeting Room A or B) – hourly \$60.00
 - (c) Full Clubhouse
 - (i) Hourly \$100.00
 - (ii) Daily \$430.00
2. WinterPLAY Shootout on the Snye (per player)
 - (a) Early Bird Registration \$30.00
 - (b) Registration \$40.00
3. Urban Market (per occasion)
 - (a) Vendor Fee \$35.00
 - (b) Tent Rental \$50.00
 - (c) Daily Market insurance \$23.00
 - (d) Cancellation fee \$25.00
4. Sports Field Rental – hourly
 - (a) Adults
 - (i) Class 1 Field \$40.00
 - (ii) Class 2 Field \$40.00
 - (iii) Class 3 Field \$25.00
 - (iv) Class 4 Field \$17.00
 - (b) Youth
 - (i) Class 1 Field \$24.40
 - (ii) Class 2 Field \$24.40
 - (iii) Class 3 Field \$14.50
 - (iv) Class 4 Field \$11.00
5. School Rental – Parks Administration (hourly)
 - (a) Adult – Gymnasium \$35.00
 - (b) Adult – Classroom \$12.00

- (c) Youth Sport – Gymnasium..... \$13.00
- (d) Youth Development – Gymnasium \$7.00
- 6. Ice Surface Rental (hourly)
 - (a) Regular ice – Adult \$215.78
 - (b) Regular ice – Youth \$123.77
 - (c) Mini-Ice \$50.71

Fort Chipewyan

- 7. Fort Chipewyan Municipal Office Boardroom
 - (a) Hourly \$25.00
 - (b) Half Day \$75.00
 - (c) Full Day..... \$150.00
- 8. Archie Simpson Recreation Centre
 - (a) Boardroom
 - (i) Hourly..... \$25.00
 - (ii) Half Day \$75.00
 - (iii) Full Day..... \$150.00
 - (b) Conference Room (including audio-visual equipment)
 - (i) Hourly..... \$30.00
 - (ii) Half Day \$100.00
 - (iii) Full Day..... \$200.00
 - (c) Ice Surface (special events with alcohol) \$1,000.00
- 9. Mamawi Community Hall
 - (a) Hall Rental – half-day..... \$100.00
 - (b) Hall Rental – full-day..... \$200.00
 - (c) Banquet \$300.00
 - (d) Dance, without alcohol (per event) \$300.00
 - (e) Dance, with alcohol (per event) \$400.00
 - (f) Clean-up Fee for large functions (per service)..... \$400.00
 - (g) Kitchen use, with appliances (per event) \$50.00
 - (h) Kitchen use, without appliances (per event) \$25.00

Janvier

10. Janvier Municipal Office Community Room

- | | | |
|-----|----------------|----------|
| (a) | Hourly | \$25.00 |
| (b) | Half Day | \$75.00 |
| (c) | Full Day..... | \$150.00 |

Schedule H – Licenses

The Prescribed Fees for the permits, approvals or services for Licencing are as follows:

1. Resident Business Licence (annual fee) \$60.00
2. Non-Resident Business Licence (annual fee)
 - (a) Sales – tangible products offered for sale:
 - (i) Goods selling at \$1,000.00 or more per item \$525.00
 - (ii) Goods selling under \$1,000.00 per item \$225.00
 - (b) Services \$525.00
3. Handicraft Licence (daily) \$10.00
4. Trade Show Organizer (annual fee)
 - (a) Resident business \$525.00
 - (b) Non-resident business \$2,100.00
5. Cannabis Related License (annual fee)..... \$350.00

Schedule I – Transit Services

The Prescribed Fees for the licences, permits, approvals or services relating to Transit Services are as follows:

1. Transit Fees

(a) Urban (one-way)

(i)	Cash Fare (Age 5 - 64)	\$2.00
(ii)	Cash Fare (Child under 5 and adult 65+)	\$0.00
(iii)	18-Ride Booklet.....	\$32.00
(iv)	Monthly Pass (Student).....	\$51.25
(v)	Monthly Pass (Adult).....	\$67.50

(b) Rural (one-way)

(i)	Cash Fare – Adult (Age 13 - 64)	\$12.00
(ii)	Cash Fare – Child (Age 5 - 12)	\$6.00
(iii)	Cash Fare – (Child under 5 and adult 65+)	\$0.00
(iv)	5-Ride Booklet – Adult (Age 13 - 64).....	\$50.00
(v)	5-Ride Booklet – Child (Age 5 - 12).....	\$25.00
(vi)	10-Ride Booklet – Adult (Age 13 - 64).....	\$100.00
(vii)	10-Ride Booklet – Child (Age 5 - 12).....	\$50.00

(c) SMART Bus (Specialized Transportation one-way)

(i)	Cash Fare (all riders)	\$2.00
(ii)	10-Ride Booklet.....	\$18.75
(iii)	20-Ride Booklet.....	\$37.50
(iv)	Anzac or Janvier	\$12.50

2. Charters

(a)	Municipal use only (hourly rate)	\$115.00
(b)	External and non-municipal use (hourly rate)	\$130.00
(c)	SMART rate – specialized transit.....	\$35.00

Schedule J – Vehicle for Hire

The Prescribed Fees for the licences, permits, approvals or services relating to Vehicles for Hire are as follows:

1. **Application for Chauffeur's Permit**
 - (a) Municipal resident..... \$85.00
 - (b) Non-Municipal resident \$170.00
 - (c) Operating exclusively in Fort Chipewyan \$50.00
 - (d) Transportation Network Vehicle \$170.00
 - (e) Independent Owner Operator \$85.00
2. Replacement of damaged Chauffeur's Permit..... \$25.00
3. Replacement of lost or stolen Chauffeur's Permit
 - (a) With filed police report \$25.00
 - (b) Without filed police report \$500.00
4. **Application for Vehicle for Hire Licence**
 - (a) Vehicle for Hire operating exclusively in Fort Chipewyan \$150.00
 - (b) Taxi \$500.00
 - (c) Shuttle..... \$500.00
 - (d) Accessible..... \$0
 - (e) Limousine \$500.00
 - (f) Transportation Network Vehicle \$500.00
 - (g) Independent Owner Operator \$500.00
5. Replacement of damaged Vehicle for Hire Licence..... \$25.00
6. Replacement of lost or stolen Vehicle for Hire Licence
 - (a) With filed police report \$25.00
 - (b) Without filed police report \$500.00
7. **Application for Brokerage Licence**
 - (a) Standard Brokerage..... \$50.00

- (b) Brokerage License for operating exclusively in Fort Chipewyan \$50
- (c) Transportation Network Company \$50

~~8. Application for Independent Driver Owner Licence~~

- ~~(a) Municipal resident \$50.00~~
- ~~(b) Non-municipal resident \$100.00~~

9. Replacement of damaged Independent Driver Owner Licence

- (a) Municipal resident \$25.00
- (b) Non-municipal resident \$50.00

10. Replacement of lost or stolen Independent Driver Owner Licence

- (a) With filed police report
 - (i) Municipal resident \$25.00
 - (ii) Non-municipal resident \$50.00
- (b) Without filed police report
 - (i) Municipal resident \$500.00
 - (ii) Non-municipal resident \$500.00

Schedule K – Planning and Development Services

The Prescribed Fees for the licences, permits, approvals or services provided under the Land Use Bylaw and Subdivision Authority Bylaw are as follows:

1. Permit Applications - Residential Development

(a)	Single detached dwelling	\$100.00
(b)	Semi-detached and Duplex Dwellings (per unit)	\$100.00
(c)	Triplex Dwellings (per unit)	\$100.00
(d)	Fourplex Dwellings (per unit)	\$100.00
(e)	Townhouses (per unit)	\$100.00
(f)	Apartment Buildings.....	\$300.00 + \$37.50/unit
(g)	Manufactured Homes (per unit)	\$100.00
(h)	Demolitions	\$250.00
(i)	Home Occupations	\$60.00
(j)	Home Businesses.....	\$100.00
(k)	Basement Suites.....	\$125.00
(l)	Family Care Dwellings	\$125.00
(m)	Accessory Structure.....	\$100.00
(n)	Additions to Residential	\$100.00

2. Permit Applications - Commercial, Industrial and Institutional Development

(a)	New commercial, industrial and institutional developments (Maximum \$10,000)	
(i)	for first 500 m ² of gross floor area	\$300.00 + \$3.00/m ²
(ii)	for area over 500 m ² gross floor area.....	+ \$1.50/m ²
(b)	Additions to commercial, industrial and institutional developments (based on addition only) (maximum \$10,000)	
(i)	for first 500 m ² of gross floor area	\$300.00 + \$3.00/m ²
(ii)	for area over 500 m ² gross floor area.....	+ \$1.50/m ²
(c)	Accessory Structure.....	\$100.00
(d)	Religious Assembly, Educational Service Facility, Daycare Centre (maximum \$10,000)	
(i)	for first 500 m ² of gross floor area	\$300.00 + \$3.00/m ²
(ii)	for area over 500 m ² gross floor area	+ \$1.50/m ²

(e)	Oil sands mining, extraction and upgrading projects and oil sands pilot projects (based on \$10/\$100,000 of construction value)	Minimum \$10,000.00
(f)	Additions and/or revisions to oil sands mining, extraction and upgrading projects and oil sands pilot projects (addition only) (based on \$10/\$100,000 of construction value)	Minimum \$1,000.00
(g)	Change of use or change of occupancy within existing commercial, industrial and institutional buildings.....	\$300.00
(h)	First use within new commercial, industrial and institutional building, if not approved with the development permit	\$300.00
(i)	Shared occupancy with an existing business, if a discretionary use in the land use district	\$300.00
(j)	Demolitions	\$250.00
(k)	Special Events	
	(i) Private Land	\$275.00
	(ii) Municipal Land	\$100.00
	(iii) Municipal Land – Not for Profit	\$25.00
(l)	Temporary Uses or Building (less than 180 days)	\$250.00
(m)	Temporary Uses or Building (180 days or more) (maximum \$10,000)	
	(i) for first 500 m ² of gross floor area	\$275.00 + \$3.00/m ²
	(ii) for area over 500 m ² gross floor area	+ \$1.50/m ²
(n)	Work Camps	\$2,000.00 + \$1.50/bed
(o)	Outdoor Storage or Use (no buildings or structures)	
	(i) Lot area less than 0.4 ha	\$275.00
	(ii) Lot area of 0.4 ha or greater	\$550.00
(p)	RV Parking Permit	\$50.00
(q)	Residential Sales Centre	\$225.00
(r)	Golf Course.....	\$1,500.00
(s)	RV Park	\$275.00 + \$10.00/stall
(t)	Request for Landscaping Inspection	
	(i) First request	\$0.00
	(ii) Second request	\$100.00
	(iii) Third request	\$250.00

(iv) Every subsequent request \$500.00

3. Permits - General

- (a) Return of Incomplete Commercial, Institutional or Industrial Development Permit Application \$375.00
- (b) Commencement of development prior to issuance of development permit (development fee is two times fee listed in this Schedule) 2 x regular fee
- (c) Notification Fee for applications or decisions on applications require notification to adjacent property owners (in addition to other fees specified) \$50.00
- (d) Advertising fee for decisions on development matters \$50.00
- (e) Short Form of Development Agreement required as a condition of development permit (required to be submitted with composite engineering drawings) \$750.00
- (f) Long Form Development Agreement required as a condition of development permit (required to be submitted with composite engineering drawings) \$2,750.00
- (g) Developer-requested changes to the Municipality's standard development agreement Full Legal Costs
- (h) Developer-initiated change to a development application after submission (in addition to original application fee) 25% of original fee

4. Subdivision Application

- (a) Plan of subdivision Application Fee including Bare land Condominium Plans
 - (i) Residential (Single Detached, Semi-detached, Manufactured Home) \$1,000.00 + \$150.00/lot
 - (ii) Multi-family (apartments, townhouses) \$850.00/lot
 - (iii) Commercial and Industrial \$850.00/lot
 - (iv) Direct Control \$850.00/lot
 - (v) Strata Lot \$850.00/lot
 - (vi) Municipal Reserve, Environmental Reserve and Public Utility Lots \$0.00
- (b) Endorsement Fees 1 x application fee
- (c) Condominium Application and Endorsement Fee ... \$50.00

- (d) Phased Registration of an Approved Subdivision\$550.00/phase
- (e) Subdivision Approval Time Extension
 - (i) First Extension request \$275.00
 - (ii) Second Extension \$525.00
 - (iii) Third Extension request \$775.00
- (f) Subdivision Application Fee Refunds
 - (i) Before review 85%
 - (ii) After review 25%
- (g) Modification of Tentative Plan of Subdivision
 - (i) Before review \$275.00
 - (ii) After review 50% of original fee
- (h) Discharge of Caveat \$75.00
- (i) Address Change request \$100.00
- (j) Development Agreements
 - (i) Short form of Development Agreement required as a condition of subdivision approval \$750.00
 - (ii) Long form Development Agreement required as a condition of subdivision approval \$2,750.00
 - (iii) Developer-requested variation to the Development Agreement Standard Template All legal costs
- (k) Re-application for Subdivision within 6 to 12 months of a decision (including appeal decisions) for same site with similar or identical design 3 x original application fee
- (l) For the purpose of calculating fees set out in section 4 of this schedule:
 - (i) Remnant lots are to be included in the count of lots created.
 - (ii) Municipal Reserve, Environmental Reserve, School Reserve and Public Utility Lots are not included in the count of lots created.

5. Compliance Certificate Application Fees

- (a) Single Detached, Semi-detached, Manufactured home.....\$100.00/dwelling unit
- (b) Apartment Building\$175.00/principal building
- (c) Commercial, Industrial, Institutional Buildings.....\$175.00/principal building
- (d) Townhouses – Individual Units \$100.00

- (e) Townhouse Cluster – 6 Units or less\$175.00/occurrence
- (f) Townhouse Cluster – More than 6 Units.....\$40.00/dwelling unit
- (g) Fees will be doubled for all compliance certificate requests on a RUSH basis.
 - (i) For purposes of this bylaw, RUSH basis is defined as being within 48 hours of receiving a request.

6. **Application for Variance** \$100.00

7. **Letter of Zoning Confirmation** \$100.00

8. **File Search** \$0.00

9. **Bylaws and Bylaw Amendments**

(a) Land Use Bylaw

- (i) Text Amendment..... \$2,250.00
- (ii) Map District Amendment

Class	Zoning of Property
1	R1, R1E, R1M, R1S, R1P, RMH, RMH-1, RMH-2, R2, R2-1, CR, HR, SE, SH, ND, SCL1
2	LBL, LBL-R4, LBL-C, R3, R3-1, R3-2, R4, R5, R5-MU, MFD, SCL2, SR1
3	A, BOR-1, CD, C1, C2, C3, C3-A, C4, C4-A, C5, CBD1, FRA1, HC, HG, GD, MDD, MD, PRA1, PRA2, TCD, WD
4	BI, BIU, SI
5	EP, PS, PS-CC, PR, PR-CC, R1VF, UE, RD
6	All DC Districts and City Center Zones DMRZ, NSZ, FRZ and RZ

- 1. From Class 1 to:
 - a. Class 1, 2, 4 or 5..... \$2,250.00
 - b. Class 3..... \$3,250.00
 - c. Class 6..... \$4,250.00
- 2. From Class 2 to:
 - a. Class 1, 3 or 5 \$2,250.00
 - b. Class 2 or 4 \$3,250.00
 - c. Class 6..... \$4,250.00
- 3. From Class 3 to:
 - a. Classes 1-5..... \$2,250.00
 - b. Class 6..... \$4,250.00
- 4. From Class 4 to:
 - a. Class 1, 2 or 5 \$3,250.00
 - b. Class 3 or 4 \$3,250.00

- c. Class 6..... \$4,250.00
 - 5. From Class 5 to:
 - a. Classes 1-5..... \$1,250.00
 - b. Class 6..... \$4,250.00
 - 6. From Class 6 to all Classes..... \$4,250.00
 - (iii) Despite subclauses (i) through (vi), where an application to amend the Land Use Bylaw involves amendment within two or more of the above categories, the highest fee shall apply.
 - (b) Statutory Plans and Amendments
 - (i) Municipal Development Plan Amendment \$3,250.00
 - (ii) Area Structure Plan Amendment..... \$3,250.00
 - (iii) Area Redevelopment Plan Amendment \$3,250.00
 - (iv) Application to adopt an Area Structure Plan \$3,250.00
 - (c) Multiple Amendments - Where an application to concurrently amend the Land Use Bylaw and a Statutory Plan, or two (2) Statutory Plans for the same site, the application fee shall be the sum of the highest fee and 50% of any other amendment application fees.
 - (d) Outline Plans \$3,250.00
 - (e) Road Closure (processing) \$2,000.00
 - (f) Amendment Fee Refunds:
 - (i) Prior to Circulation of File 85% of fee
 - (ii) During or After Circulation of File 25% of fee
- 10. Signs**
- (a) Sign Development Permit \$75.00
 - (b) Portable Sign Marker \$175.00
 - (c) Comprehensive Sign Development Permit
 - (i) 5 signs or fewer..... \$350.00
 - (ii) More than 5 signs..... \$600.00
- 11. Telecommunications Tower**
- (a) Freestanding Telecommunication Tower - Request for Letter of Concurrence \$3,000.00
 - (b) Rooftop, Structure Mounted – Request for Letter of Concurrence \$2,000.00
 - (c) Co-location (when added to existing telecommunication structure)..... \$200.00

12. Other Leases and Agreements

(a)	Licence of Occupation Application	\$200.00
(b)	Road Use Agreement (per road, per year).....	\$1,000.00
(c)	Encroachment Application	\$200.00
(d)	Undeveloped Government Road Allowance Crossings (per location)	\$1,000.00
(e)	Facility Crossing (per location).....	\$1,000.00
(f)	Lease Application	\$200.00

Schedule L – Safety Codes Permitting

Prescribed Fees for the licences, permits, approvals or services provided for Safety Codes are as follows:

1. Building Permits

(a) Residential Contractor

- (i) A minimum fee shall be charged for issuance of any Building Permit. (In determining the estimated cost of construction for building permit fee purposes, the definition of work shall deem to be all aspects of the building, excluding landscaping, paving and furnishings/non-fixtures). Minimum \$125.00
- (ii) Residential New Construction, Additions and Renovations (per square foot)..... \$1.65
- (iii) Attached garage (per square foot) \$0.70
- (iv) Modular Home/ Mobile Home/ Move-on Relocation; on a crawlspace or full foundation (Developed Floor Area) (per square foot) \$0.50
- (v) Mobile Home; on pilings or blocks..... \$250.00
- (vi) Demolition \$200.00
- (vii) Basement Suite (Developed Area) (per square foot)..... \$0.75
- (viii) Basement Development/ Renovations/ Accessory Structures (Developed Area) (per square foot)..... \$0.50
- (ix) Minor Residential Construction; under 100 sq./ft. (10 m²) or up to \$12,000 in construction value..... \$125.00
- (x) Solid Fuel Appliance \$150.00

(b) Residential Homeowner

- (i) A minimum fee shall be charged for issuance of any Building Permit. (In determining the estimated cost of construction for building permit fee purposes, the definition of work shall deem to be all aspects of the building, excluding landscaping, paving and furnishings/non-fixtures). Minimum \$150.00
- (ii) Residential New Construction, Additions and Renovations (per square foot)..... \$1.80
- (iii) Attached garage (per square foot) \$0.70
- (iv) Modular Home/Mobile Home/Move-on Relocation; on a crawlspace or full foundation (Developed Floor Area) (per square foot) \$0.50

(v)	Mobile Home on pilings or blocks.....	\$300.00
(vi)	Demolition	\$150.00
(vii)	Basement Suite (Developed Area) (per square foot).....	\$0.80
(viii)	Basement Development/Renovations/Accessory Structures (Developed Area) (per square foot)	\$0.60
(ix)	Minor Residential Construction; under 100 sq./ft (10 m2) or up to \$12,000 in construction value.	\$150.00
(x)	Solid Fuel Appliance	\$175.00
(c)	Commercial, Industrial and Institutional	
(i)	For each \$1,000, or part thereof of the estimated cost of construction re: Commercial new construction, additions or camps.....	\$9.25
(ii)	For each \$1,000, or part thereof of the estimated cost of construction re: Renovation/Addition	\$9.25
(iii)	For each \$1,000, or part thereof of the estimated cost of construction re: Move-on/Relocatable Oil and Gas Industrial	\$9.25
(iv)	Demolition	\$200.00
(v)	Fire Alarm Replacement/Upgrade (Minimum \$200, or \$0.5 per sq./ft of developed area)	\$200.00
(vi)	Minimum Commercial Building Permit Fee	\$250.00
(vii)	Solid Fuel Appliance	\$200.00

2. Plumbing Permits

(a)	Contractor Residential, Commercial, Industrial, Institutional and Oil and Gas (if a modular unit is being installed, then a drop will be the same as a fixture)	
(i)	1 to 7 Fixtures	\$125.00
(ii)	8 to 16 Fixtures	\$165.00
(iii)	17 to 25 Fixtures	\$205.00
(iv)	26 to 54 Fixtures	\$295.00
(v)	55 to 100 Fixtures	\$460.00
(vi)	For every fixture over 100 fixtures.....	\$1.25
(vii)	For each rainwater leader, roof drain	\$6.00
(viii)	Minimum fee for any plumbing permit	\$125.00
(ix)	Cross connection and backflow prevention to install a backflow device or a lawn sprinkler system.....	\$30.00
(b)	Homeowner Residential	
(i)	1 to 7 Fixtures	\$150.00
(ii)	8 to 16 Fixtures	\$185.00
(iii)	17+ Fixtures	\$250.00

- (iv) Minimum fee for any plumbing permit \$150.00
- (v) Cross connection and backflow prevention to
install a backflow device or lawn sprinkler
system..... \$30.00
- (c) Water and Sewer Service Connection Permit
 - (i) Service Connection Permit Fee – gravity sewer
system, storm system or full pressure water
system, or combination thereof \$125.00
 - (ii) Service Connection Permit Fee – low pressure
sewer system or trickle fill water system, or
combination thereof..... \$200.00

3. Private Sewage Disposal System Permits

- (a) Residential, Commercial, Industrial and Institutional
Installation
 - (i) Holding Tanks, Septic Tanks, Inground
Treatment..... \$250.00
 - (ii) Camps 1 to 50-person capacity..... \$300.00
 - (iii) Camps 51 to 110-person capacity..... \$400.00

4. Gas and Propane Permits

- (a) Contractor, Residential Gas Installations
 - (i) 1 to 2 outlets \$125.00
 - (ii) 3 to 4 outlets \$150.00
 - (iii) 5 to 10 outlets..... \$175.00
 - (iv) For every outlet over 10 outlets..... \$8.00
 - (v) Temporary Heat \$125.00
- (b) Homeowner, Residential Gas Installation
 - (i) 1 to 2 outlets \$145.00
 - (ii) 3 to 4 outlets \$160.00
 - (iii) 5 to 10 outlets..... \$195.00
 - (iv) For every outlet over 10 outlets..... \$8.00
 - (v) Temporary Heat \$145.00
- (c) Non-Residential Gas Installation
 - (i) 10,000 to 200,000 BTU \$125.00
 - (ii) 200,001 to 500,000 BTU \$200.00
 - (iii) 500,001 to 750,000 BTU \$265.00
 - (iv) 750,001 to 1,000,000 BTU \$325.00
 - (v) For each 100,000 BTU (or portion of) over
1,000,000 BTU \$8.00
 - (vi) Temporary Heat 0 to 500,000 BTU \$150.00

- (vii) Temporary Heat 500,001 to 1,000,000 BTU \$250.00
- (viii) For each 100,000 BTU (or portion of) over
1,000,000 BTU \$8.00
- (d) Non-Residential Propane Installation
 - (i) Propane Tank Set 81 to 500 gallons (no permit
required for tanks below 80 gallons) \$125.00
 - (ii) Propane Tank Set 501 to 1,000 gallons \$165.00
 - (iii) Propane Tank Set over 1,000 gallons \$185.00
 - (iv) For each additional tank set \$50.00
 - (v) Each Vaporizer..... \$65.00
 - (vi) Propane Distribution and Cylinder Refill Center **\$250.00**
- (e) Gas Appliance Replacement
 - (i) 0 to 500,000 BTU \$165.00
 - (ii) 500,001 to over 2,000,000 BTU \$250.00
- (f) Oil and Gas Industrial Equipment
 - (i) 0 to 1,000,000 BTU \$250.00
 - (ii) For each 100,000 BTU (or portion of) over
1,000,000 BTU \$1.00

5. Gas and Appliance Venting Permit

- (a) Contractor, Residential, Commercial, Industrial and
Institutional Installations
 - (i) 1 to 4 appliances \$125.00
 - (ii) 5 to 10 appliances \$175.00
 - (iii) 10 to 20 appliances \$265.00
 - (iv) For each appliance over 20..... \$8.00
- (b) Homeowner Residential
 - (i) 1 to 4 appliances \$145.00
 - (ii) 5 to 10 appliances \$185.00

6. Electrical Permit

- (a) Contractor, Residential
 - (i) Up to 1,200 sq./ft..... \$165.00
 - (ii) 1,201 to 2,500 sq./ft \$215.00
 - (iii) 2,501 to 5,000 sq./ft \$275.00
 - (iv) Over 5,000 sq./ft (per sq. ft over 5,000) \$275.00 + \$.10/ft²
 - (v) Minor Installations: 1) Air Conditioning Unit; 2)
Hot Tub; 3) Service Upgrades; 4) RWSS 5)
Manufactured Home/Modular Home
Connection 6) Temp Service up to 125 Amp **\$165.00**

(b) Homeowner, Residential

(i)	Up to 1,200 sq./ft.....	\$185.00
(ii)	1,201 to 2,500 sq./ft	\$265.00
(iii)	2,501 to 5,000 sq./ft	\$295.00
(iv)	Over 5,000 sq./ft (per sq. ft over 5,000)	\$295.00 + \$.10/ft ²
(v)	Minor Installations: 1) Air Conditioning Unit; 2) Hot Tub; 3) Alterations to or adding circuitry	\$185.00

(c) Commercial (including apartments), Industrial and Institutional (based on Installations Cost)

(i)	\$0.00 - \$3,500.00	\$125.00
(ii)	\$3,500.01 - \$5,000.00	\$150.00
(iii)	\$5,000.01 - \$7,000.00	\$175.00
(iv)	\$7,000.01 - \$9,500.00	\$200.00
(v)	\$9,500.01 - \$14,000.00	\$225.00
(vi)	\$14,000.01 - \$19,000.00	\$250.00
(vii)	\$19,000.01 - \$24,000.00	\$275.00
(viii)	\$24,000.01 - \$28,000.00	\$300.00
(ix)	\$28,000.01 - \$33,000.00	\$325.00
(x)	\$33,000.01 - \$39,000.00	\$350.00
(xi)	\$39,000.01 - \$46,000.00	\$375.00
(xii)	\$46,000.01 - \$60,000.00	\$400.00
(xiii)	\$60,000.01 - \$70,000.00	\$425.00
(xiv)	\$70,000.01 - \$80,000.00	\$450.00
(xv)	\$80,000.01 - \$90,000.00	\$475.00
(xvi)	\$90,000.01 - \$100,000.00	\$500.00
(xvii)	\$100,000.01 - \$150,000.00	\$650.00
(xviii)	\$150,000.01 - \$200,000.00	\$875.00
(xix)	\$200,000.01 - \$300,000.00	\$1,300.00
(xx)	\$300,000.01 - \$500,000.00	\$1,700.00
(xxi)	\$500,000.01 - \$700,000.00	\$2,100.00
(xxii)	\$700,000.01 - \$1,000,000.00	\$2,800.00
(xxiii)	\$1,000,000.01 and over.....	Installation Cost/\$1000 x 3
(xxiv)	Temporary service.....	\$200.00

(d) Annual Electric (Note: kVA rating based on main transformer capacity)

(i)	Up to 100 kVA.....	\$350.00
(ii)	101 to 1,000 kVA.....	\$350.00 + \$60.00/100 kVA for portion exceeding 100 kVA
(iii)	1,001 to 5,000 kVA.....	\$890.00 + \$10.00/100 kVA for portion exceeding 1,000 kVA
(iv)	5,001 to 10,000 kVA.....	\$1,290.00 + \$5.00/100 kVA for portion exceeding 5,000 kVA
(v)	10,001 to 20,000 kVA.....	\$1,540.00 + \$4.00/100 kVA for portion exceeding 10,000 kVA

- (vi) Over 20,000 kVA.....\$1,940.00 + \$3.00/100 kVA for
portion exceeding 20,000 kVA

7. Occupancy Permit

- (a) Residential, Single Dwelling..... \$125.00
(b) Commercial, Industrial and Institutional \$200.00

8. Refunds

- (a) Building Permits (25% of original fee paid will be
withheld) Minimum \$100.00
(b) Electrical Permits (10% of original fee paid will be
withheld) Minimum \$50.00
(c) Gas and Appliance Venting or Plumbing Permit (10%
of original fee paid will be withheld) Minimum \$50.00

9. Renewal Fees (maximum 1 year)

- (a) Building Discipline – fees will be assessed based on
the percentage of work left to be complete, multiplied
by project value at a rate of \$7.25 per \$1,000.00 of
project value Minimum \$125.00
(b) Electrical Discipline
(i) Residential projects with a construction value of
\$5,000 or less..... \$100.00
(ii) Residential projects with a construction value of
\$5,001 or more..... \$125.00
(iii) Commercial, Industrial and Institutional projects
– fees assessed based on installation costs
multiplied by percentage of work left to complete
..... Using commercial installation costs
(c) Plumbing Discipline
(i) Projects with 20 or less fixtures..... \$100.00
(ii) Projects with 21 or more fixtures \$125.00
(d) Gas Discipline
(i) Projects with 10 outlets or less..... \$100.00
(ii) Projects with 11 outlets or more \$125.00
(e) Gas Appliance Ventilation
(i) 10 appliances or less \$100.00
(ii) 11 outlets or more \$125.00

~~(f) Private Sewage Disposal~~

- ~~(i) Residential and commercial systems \$125.00~~
~~(ii) Industrial systems and treatment plants \$200.00~~

10. General

11.

- (a) Re-inspection Fee
 (i) First occurrence \$175.00
- (b) No-entry Fee
 (i) First occurrence \$175.00
- (c) Additional Fees
 (i) Inspections outside of regular working hours
 (only when critical to public safety or occupancy
 of a structure) \$250.00
 (ii) Variances (alternative solutions) \$250.00

Schedule M – Solid Waste

Prescribed Fees for the licences, permits, approvals or services relating to the collection and disposal of Solid Waste are established as follows:

1. Landfill Rates

(a)	Mixed loads of construction and demolition waste (recyclables not fully removed) (per tonne).....	\$104.00
(b)	Demolition or commercial waste originating from cleanup of properties damaged or destroyed by wildfire or firefighting activities in May 2016 (per tonne)	\$104.00
(c)	Clean and Segregated Recyclable materials (wood chips, asphalt, concrete, metals)	\$0.00
(d)	Wood and Wood Products. (Includes: rough lumber, pallets, plywood/osb, logs and/or whole trees. Excluding furniture and treated/painted wood).....	\$25.00
(e)	Commercial waste (per tonne).....	\$96.00
(f)	Special handling (per tonne)	\$200.00
(g)	Tires.....	\$0.00
(h)	Household refuse (per tonne)	\$70.00
(i)	Compostable material (per tonne)	\$0.00
(j)	CFC appliances with gas (per unit).....	\$46.00
(k)	Appliances without gas	\$0.00
(l)	Large commercial appliances – special handling (per tonne).....	\$143.00
(m)	Soil (clean fill)	\$0.00
(n)	Residential recyclables	\$0.00
(o)	Mobile home disposal (per unit).....	\$1,200.00
(p)	Scale usage charge (per visit)	\$40.00
(q)	Minimum charge (flat rate)	\$10.00
(r)	Mattress disposal (per unit)	\$28.00
(s)	Box spring disposal (per unit)	\$28.00
(t)	Compost – External usage (per tonne)	\$60.00
(u)	Crushed concrete (per tonne)	
(ii)	External usage	\$25.00

- (iii) Internal usage \$20.00
 - (v) Manure (per tonne) **\$0.00**
 - (w) Peat moss – External usage (per tonne)..... \$32.00
 - (x) Crushed asphalt (per tonne)
 - (i) External Usage..... \$22.00
 - (ii) Internal Usage..... \$20.00
 - (y) Triple Mix \$32.00
- 2. Solid Waste Disposal (Monthly Rates)
 - (a) Urban Service Area – Single and Multi-Family Residential (per dwelling)
 - (i) Waste Disposal \$14.72
 - (ii) Recycling Depots \$2.20
 - (iii) Curbside recyclable collection..... \$15.40
 - (b) Rural Service Area – Single and Multi-Family Residential (per dwelling)
 - (i) Waste Disposal \$12.17
 - (ii) Recycling Depots \$2.20
 - (iii) Curbside recyclable collection (where available) \$15.40
- 3. Replacement of damaged or destroyed Municipal Waste Receptable \$74.54

Schedule N – Water

Prescribed Fees for the licences, permits, approvals or services provided for water utilities are established as follows:

1. Urban Service Area – Residential – Meter Size Charge + Variable Rate (monthly)
 - (a) 16 mm (5/8") and 19 mm (3/4")..... \$45.05 + \$1.07/m³
 - (b) 25 mm (1"), 32 mm (1 ¼") and 38 mm (1 ½") \$105.58 + \$1.07/m³
 - (c) 51 (2") mm and 76 mm (3") \$341.30 + \$1.07/m³
 - (d) 102 mm (4"), 152 mm (6"), 203 mm (8") and 254 mm (10") \$2,869.78 + \$1.07/m³
2. Rural Service Area – Residential – Meter Size Charge + Variable Rate (monthly)
 - (a) 16 mm (5/8") and 19 mm (3/4")..... \$28.14 + \$1.07/m³
 - (b) 25 mm (1"), 32 mm (1 ¼") and 38 mm (1 ½") \$69.26 + \$1.07/m³
 - (c) 51 mm (2") and 76 mm (3")..... \$223.82 + \$1.07/m³
 - (d) 102 mm (4"), 152 mm (6"), 203 mm (8") and 254 mm (10") \$1,965.18 + \$1.07/m³
3. Commercial - Meter Size Charge + Variable Rate (monthly)
 - (a) 16 mm (5/8") \$14.80 + \$2.37/m³
 - (b) 19 mm (3/4") \$22.34 + \$2.37/m³
 - (c) 25 mm (1") \$37.70 + \$2.37/m³
 - (d) 32 mm (1 ¼") \$51.05 + \$2.37/m³
 - (e) 38 mm (1 ½") \$77.12 + \$2.37/m³
 - (f) 51 mm (2") \$116.49 + \$2.37/m³
 - (g) 76 mm (3") \$176.04 + \$2.37/m³
 - (h) 102 mm (4") \$266.05 + \$2.37/m³
 - (i) 152 mm (6") \$401.95 + \$2.37/m³
 - (j) 203 mm (8") and 254 mm (10")..... \$621.43 + \$2.37/m³
4. Multi Dwelling Buildings (with Fire Protectus meter) – to be charged on the disc meter (smaller) unless consumption is seen on the turbine side (larger).

- (a) 16 mm (5/8") \$14.80 + \$2.37/m³
- (b) 19 mm (3/4") \$22.34 + \$2.37/m³
- (c) 25 mm (1") \$33.70 + \$2.37/m³
- (d) 32 mm (1 ¼") \$51.05 + \$2.37/m³
- (e) 38 mm (1 ½") \$77.12 + \$2.37/m³
- (f) 51 mm (2") \$116.49 + \$2.37/m³
- (g) 76 mm (3") \$176.04 + \$2.37/m³
- (h) 102 mm (4") \$266.04 + \$2.37/m³
- (i) 152 mm (6") \$401.95 + \$2.37/m³
- (j) 203 mm (8") and 254 mm (10")..... \$621.43 + \$2.37/m³
5. Variable Rate
- (a) Residential \$1.07/m³
- (b) Commercial..... \$2.37/m³
- (c) Multi Dwelling..... \$2.37/m³
6. Apartment Buildings (per apartment rate).....\$7.03 + meter size charge
7. Gregoire Mobile Home Park (per mobile home)\$9.22 + meter size charge
8. Cartier Park (per mobile home) – Un-metered..... \$108.34
9. Bulk Water \$7.15/m³
10. Meter Charge – Installation Cost
- (a) Up to 25 mm meter (1")..... \$461.19
- (b) 38 mm meter (1 ½") \$1,332.75
- (c) 51 mm meter (2")..... \$1,825.96
- (d) 76 mm meter (3")..... \$8,902.45
- (e) 102 mm meter (4") \$11,788.30
11. Meter Test
- (a) Up to 25 mm meter (1")..... \$96.20
- (b) 25 mm (1") to 51 mm meter (2")..... \$262.36
12. Remote Reader Relocation or Replacement – excluding abuse, tampering and vandalism..... \$275.00

13.	Turn on or turn off Curb Stop (customer's request)	\$118.50
14.	Service Connection Fee	\$277.09
15.	Thawing of Frozen Service	\$550.00
16.	Bleeder installation	\$732.05
17.	Residential water consumption – Trailers, where no meter exists (monthly rate)	\$277.09
18.	Commercial water consumption – Trailers, where no meter exists (monthly rate)	\$292.82
19.	Rural water hauling fee (per month)	\$28.14
20.	Un-metered service anticipated Meter Size Charge (as per 1 or 2) + 27 m ³ / month of water consumption (at Variable Rate)	
21.	Reconnection Fee	
	(a) During office hours.....	\$59.25
	(b) After office hours.....	\$242.00
22.	Construction Water	
	(a) Residential Fixed rate	
	(i) From date of occupancy permit for first 3 months	\$132.00
	(ii) Cumulative, Incremental cost for each additional month over 3 months	\$132.00
	(b) Commercial variable rate - Water volumes for construction purposes based on an estimate prior to water being supplied to the site based on expected construction activity, duration of construction, water service size / nature of construction.....	\$2.18/m ³
23.	Hydrant Use	
	(a) Deposit for hydrant meter (refundable upon return of hydrant meter in good working order)	\$1,100.00
	(b) Daily rental.....	\$120.00
	(c) Water usage (per m ³).....	\$12.00
24.	Water service application	\$35.00

25. Documentation provided for "Proof of Residency" \$35.00
26. Bulk water – Replacement RFID tag \$31.74

Schedule O – Rural Water and Sewer Service Connection

Prescribed Fees for the licences, permits, approvals or services relating to connection to rural water and sewer service are established as follows:

1. Application Fee..... \$200.00
2. Lump Sum Fee
 - (a) Janvier, Conklin, Anzac, Gregoire Lake Estates, and Draper \$15,800.00
 - (b) Saprae Creek..... \$9,800.00
3. Bi-Monthly Fee for 25 years
 - (a) Janvier, Conklin, Anzac, Gregoire Lake Estates, and Draper \$105.00
 - (b) Saprae Creek..... \$65.00

Fees in this schedule will be increased by the Consumer Price Index (CPI) annually as determined and published by Statistics Canada for Alberta. The Rural Water and Sewer Service Connection Fee is non-refundable and is only payable either as a lump sum at the beginning of the program or bi-monthly over 25 years from the date of connection.

Schedule P - Wastewater

Prescribed Fees for the licences, permits, approvals or services relating to sanitary /sewers and wastewater are established as follows:

1. Urban Service Area – Meter Size Charge + Variable Rate (monthly)
 - (a) 16 mm (5/8") and 19 mm (3/4")..... \$21.99 + 0.63/m³
 - (b) 25 mm (1"), 32 mm (1 ¼") and 38 mm (1 ½") \$37.70 + 0.63/m³
 - (c) 51 mm (2") and 76 mm (3")..... \$297.24 + 0.63/m³
 - (d) 102 mm (4"), 152 mm (6"), 203 mm (8") and 254 mm (10") \$2,082.32 + 0.63/m³
2. Rural Service Area – Meter Size Charge + Variable Rate (monthly)
 - (a) 16 mm (5/8") and 19 mm (3/4")..... \$14.43 + 0.63/m³
 - (b) 25 mm (1"), 32 mm (1 ¼") and 38 mm (1 ½") \$24.67 + 0.63/m³
 - (c) 51 mm (2") and 76 mm (3")..... \$281.25 + 0.63/m³
 - (d) 102 mm (4"), 152 mm (6"), 203 mm (8") and 254 mm (10") \$1,970.31 + 0.63/m³
3. Un-metered service anticipated Meter Size Charge (as per 1 or 2) + 27m³ / month of water consumption (at Variable Rate)
4. Apartment Building (per occupied unit)..... \$8.54 + meter size charge/month
5. Gregoire Mobile Home Park (per occupied unit)
..... \$17.56 + meter size charge/month
6. Cartier Park (per unit) – Un-metered \$68.33/month
7. Variable (per cubic metre) \$0.63/m³
8. Sewage Lagoon
 - (a) Price per axle..... \$59.95
 - (b) Replacement RFID tag \$31.74
 - (c) Vehicles with holding tanks not exceeding 1 cubic metre..... \$7.99

Schedule Q – Late Payment

Prescribed Fees for Late Payment of Fees, Rate, and Charges in the preceding schedules are established as follows:

1. Late Payment monthly charge on invoices past their due date for fees on:
 - (a) Schedule A, D, F, G, I, M, N, O, P 1.5%
 - (b) Schedule B, C, E, H, J, K, L 0.0%

Regional Municipality of Wood Buffalo - User Fees, Rates and Charges Bylaw

Schedule A - General Administrative and Miscellaneous Fees

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Non-sufficient funds (NSF) – Cheque Fee	\$ 44.00	0%	\$ 44.00	April 1, 2024
Criminal Record Check - Name-Based	\$ 40.00	0%	\$ 40.00	April 1, 2024
Criminal Record Check - Vulnerable Sector	\$ 40.00	0%	\$ 40.00	April 1, 2024
Criminal Record Check - Volunteer	\$ -	0%	\$ -	April 1, 2024
Civil Fingerprinting*	\$ 100.00	0%	\$ 100.00	April 1, 2024
Accident Photo Request	\$ 21.00	0%	\$ 21.00	April 1, 2024
Collision Statement Request*	\$ 31.50	0%	\$ 31.50	April 1, 2024
Application for New Boulevard Crossing	\$ 125.00	0%	\$ 125.00	April 1, 2024
Extension of Existing Boulevard Crossing	\$ 20.00	0%	\$ 20.00	April 1, 2024
Utility Installation and Street Occupation	\$ 125.00	0%	\$ 125.00	April 1, 2024
Lot Clearing and Grubbing	\$ 125.00	0%	\$ 125.00	April 1, 2024
Lot Clearing and Grading	\$ 125.00	0%	\$ 125.00	April 1, 2024

*Partial funds are remitted to Federal Government

Schedule B - Animal Control

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Licensing Fee - Spayed or Neutered	\$ 15.00	67%	\$ 25.00	As of June 13, 2023
Licensing Fee - Non-spayed or Non-neutered	\$ 50.00	20%	\$ 60.00	As of June 13, 2023
Licensing Fee - Vicious Animal	\$ 250.00	0%	\$ 250.00	April 1, 2024
Licensing Fee - Dangerous Dog	\$ 100.00	150%	\$ 250.00	As of June 13, 2023
Licensing Fee - Nuisance Animal	\$ -	100%	\$ 150.00	As of June 13, 2023
Replacement of Lost Tag	\$ 10.00	0%	\$ 10.00	April 1, 2024
Impound Fee - Per Animal per Day	\$ 25.00	60%	\$ 40.00	As of June 13, 2023
Impound Fee - Vicious Animal	\$ -	100%	\$ 100.00	As of June 13, 2023
Impound Fee - Dangerous Dog	\$ -	100%	\$ 100.00	As of June 13, 2023
Quarantine Costs	\$ 50.00	0%	\$ 50.00	April 1, 2024
Administration Fee - Per Animal	\$ 25.00	40%	\$ 35.00	As of June 13, 2023
Administration Fee - Vicious Animal	\$ 250.00	0%	\$ 250.00	April 1, 2024
Administration Fee - Dangerous Dog	\$ 125.00	0%	\$ 125.00	April 1, 2024
Administration Fee - Nuisance Animal	\$ -	100%	\$ 150.00	As of June 13, 2023

Schedule C - Assessment and Taxation

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Tax Certificate - Written request	\$ 40.25	12%	\$ 45.00	April 1, 2024
Tax Certificate - Electronic self-service	\$ 23.00	9%	\$ 25.00	April 1, 2024
Tax Search - Written request	\$ 17.25	16%	\$ 20.00	April 1, 2024
Tax Search - Electronic self-service	\$ 8.05	24%	\$ 10.00	April 1, 2024
Proof of Ownership Letter	\$ 35.00	14%	\$ 40.00	April 1, 2024
Auction Recovery Registered Interest (3 letters)	\$ 75.00	20%	\$ 90.00	April 1, 2024
Services in response to written or hard copy request from lending institutions for the purpose of enabling payment of taxes on behalf of clients	\$ 15.00	33%	\$ 20.00	April 1, 2024
Delinquent account transfer	\$ 10.00	0%	\$ 10.00	April 1, 2024
Assessment and Tax Notices - Electronic self-service	\$ -	0%	\$ -	April 1, 2024
Assessment and Tax Notices - Printed. Fee is quoted per notice.	\$ 5.00	60%	\$ 8.00	April 1, 2024
Property Assessment information provided under Section 299 or 300 of the MGA. Fee is quoted per hour.	\$ 52.00	15%	\$ 60.00	April 1, 2024
Other information not covered elsewhere in this schedule. Fee is quoted per hour.	\$ 52.00	15%	\$ 60.00	April 1, 2024
Temporary Project Accommodation (less than 365 days) - per unit rate (minimum \$1,000)	\$1.10 / bed / days occupied	0%	\$1.10 / bed / days occupied	April 1, 2024

Schedule D - Emergency Services (Not including Ambulance Service)

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Fire/Rescue Response to Malfunctioning Fire Safety Installations, Other Monitoring Devices and Nuisance Calls (includes personnel costs) - First response	\$ -	0%	\$ -	April 1, 2024

Attachment: 2. Fees, Rates and Charges - Schedule 2024 [Revision 1] (Bylaw No. 23/022 Fees, Rates and Charges 2024 Bylaw)

Fire/Rescue Response to Malfunctioning Fire Safety Installations, Other Monitoring Devices and Nuisance Calls (includes personnel costs) - Second Response	\$ -	0%	\$ -	April 1, 2024
Fire/Rescue Response to Malfunctioning Fire Safety Installations, Other Monitoring Devices and Nuisance Calls (includes personnel costs) - Third Response	\$ 550.00	0%	\$ 550.00	April 1, 2024
Fire/Rescue Response to Malfunctioning Fire Safety Installations, Other Monitoring Devices and Nuisance Calls (includes personnel costs) - Fourth Response	\$ 1,100.00	0%	\$ 1,100.00	April 1, 2024
Fire/Rescue Response to Malfunctioning Fire Safety Installations, Other Monitoring Devices and Nuisance Calls (includes personnel costs) - Fifth and subsequent response	\$ 1,500.00	0%	\$ 1,500.00	April 1, 2024
Response to Fires and Alarms involving criminal convictions (includes personnel costs) - Ambulance	\$ 300.00	0%	\$ 300.00	April 1, 2024
Response to Fires and Alarms involving criminal convictions (includes personnel costs) - Hazardous Materials Unit	\$ 708.00	0%	\$ 708.00	April 1, 2024
Response to Fires and Alarms involving criminal convictions (includes personnel costs) - Ladder	\$ 1,250.00	0%	\$ 1,250.00	April 1, 2024
Response to Fires and Alarms involving criminal convictions (includes personnel costs) - Pumper	\$ 775.00	0%	\$ 775.00	April 1, 2024
Response to Fires and Alarms involving criminal convictions (includes personnel costs) - Rescue	\$ 644.00	0%	\$ 644.00	April 1, 2024
Response to Fires and Alarms involving criminal convictions (includes personnel costs) - Tanker	\$ 580.00	0%	\$ 580.00	April 1, 2024
Response to incident involving propane barbeque installed in contravention of the Alberta Safety Codes Act, Fire Code Regulation or Gas Code Regulation	\$ 1,500.00	0%	\$ 1,500.00	April 1, 2024
Expert Witness for litigation (actual staff cost, plus travel and expenses - 2 hour minimum)	Full Cost Recovery	0%	Full Cost Recovery	April 1, 2024
Interviews requested by lawyers, insurance companies, adjusters or other agents related to a response by Regional Emergency Services (actual staff cost, plus travel and expenses - 2 hour minimum)	Full Cost Recovery	0%	Full Cost Recovery	April 1, 2024
Copies of reports or documentation related to a requested inspection or specific emergency including all services associated with providing the requested documentation which could take up to two hours of research to complete: Fire Inspection Report for licensing, certificates, legal requirement under the Act or Regulation	\$ 132.00	0%	\$ 132.00	April 1, 2024
Copies of reports or documentation related to a requested inspection or specific emergency including all services associated with providing the requested documentation which could take up to two hours of research to complete: Fire Investigation Reports	\$ 132.00	0%	\$ 132.00	April 1, 2024
Files Search	\$ 132.00	0%	\$ 132.00	April 1, 2024
Special Requests and Reviews (actual staff cost, plus travel and expenses - 2 hour minimum)	Full Cost Recovery	0%	Full Cost Recovery	April 1, 2024
Incidents on Provincial Highways - Ladder and Pumper trucks	\$ 615.00	0%	\$ 615.00	April 1, 2024
Incidents on Provincial Highways - Light & Medium rescue vehicles	\$ 615.00	0%	\$ 615.00	April 1, 2024
Incidents on Provincial Highways - Command vehicles	\$ 185.00	0%	\$ 185.00	April 1, 2024
Certified Fire Extinguisher Training	\$ 50.00	0%	\$ 50.00	April 1, 2024
Inspections - Initial inspection	\$ -	0%	\$ -	April 1, 2024
Inspections - Non-compliant re-inspection - First Occurrence	\$ 150.00	0%	\$ 150.00	April 1, 2024
Inspections - Non-compliant re-inspection - Second and each subsequent occurrence	\$ 300.00	0%	\$ 300.00	April 1, 2024
Occupant Load Certificate - Original	\$ 110.00	0%	\$ 110.00	April 1, 2024
Occupant Load Certificate - Not for Profit	\$ 55.00	0%	\$ 55.00	April 1, 2024
Occupant Load Certificate - Reprint of certificate	\$ 55.00	0%	\$ 55.00	April 1, 2024
Permit - Open Air Burn - Single Event	\$ 44.00	0%	\$ 44.00	April 1, 2024
Permit - Fire Pit - Single Event	\$ 39.00	0%	\$ 39.00	April 1, 2024
Permit - Light open flames in buildings (fire performance/ events) - Single Event	\$ 39.00	0%	\$ 39.00	April 1, 2024
Permit - Light open flames in buildings (fire performance/ events) - One Month (30 days)	\$ 66.00	0%	\$ 66.00	April 1, 2024
Permit - Light open flames in buildings (fire performance/ events) - Annual	\$ 132.00	0%	\$ 132.00	April 1, 2024

Permit - Shut Down Fire Alarm System - Single Event	\$ 39.00	0%	\$ 39.00	April 1, 2024
Permit - Shut Down Fire Alarm System - One Month (30 days)	\$ 66.00	0%	\$ 66.00	April 1, 2024
Permit - Shut Down Fire Alarm System - Annual	\$ 132.00	0%	\$ 132.00	April 1, 2024
Permit - Shut Down Sprinkler System - Single Event	\$ 39.00	0%	\$ 39.00	April 1, 2024
Permit - Shut Down Sprinkler System - One Month (30 days)	\$ 66.00	0%	\$ 66.00	April 1, 2024
Permit - Shut Down Sprinkler System - Annual	\$ 132.00	0%	\$ 132.00	April 1, 2024
Permit - Special Fire Suppression System Shutdown - Single Event	\$ 39.00	0%	\$ 39.00	April 1, 2024
Permit - Special Fire Suppression System Shutdown - One Month (30 days)	\$ 66.00	0%	\$ 66.00	April 1, 2024
Permit - Special Fire Suppression System Shutdown - Annual	\$ 132.00	0%	\$ 132.00	April 1, 2024
Permit - Commercial Cooking Exhaust Systems Cleaning - Single Event	\$ 39.00	0%	\$ 39.00	April 1, 2024
Permit - Commercial Cooking Exhaust Systems Cleaning - One Month (30 days)	\$ 66.00	0%	\$ 66.00	April 1, 2024
Permit - Commercial Cooking Exhaust Systems Cleaning - Annual	\$ 132.00	0%	\$ 132.00	April 1, 2024
Permit - Hot Works (cutting, welding, soldering) - Single Event	\$ 39.00	0%	\$ 39.00	April 1, 2024
Permit - Hot Works (cutting, welding, soldering) - One Month (30 days)	\$ 66.00	0%	\$ 66.00	April 1, 2024
Permit - Hot Works (cutting, welding, soldering) - Annual	\$ 132.00	0%	\$ 132.00	April 1, 2024
Permit - Install or Remove Above-Ground Fuel Storage Tank - Single Event	\$ 220.00	0%	\$ 220.00	April 1, 2024
Permit - Install or Remove Above-Ground Fuel Storage Tank - Additional Tank (per tank)	\$ 110.00	0%	\$ 110.00	April 1, 2024
Permit - Install or Remove Underground Fuel Storage Tank - Single Event	\$ 220.00	0%	\$ 220.00	April 1, 2024
Permit - Install or Remove Underground Fuel Storage Tank - Additional Tank (per tank)	\$ 110.00	0%	\$ 110.00	April 1, 2024
Permit - Fireworks Discharge - Low Hazard	\$ 44.00	0%	\$ 44.00	April 1, 2024
Permit - Fireworks Discharge - High Hazard	\$ 132.00	0%	\$ 132.00	April 1, 2024
Permit - Fireworks Discharge Pyrotechnics (high hazard)	\$ 132.00	0%	\$ 132.00	April 1, 2024

Schedule E - Ambulance Services

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Ambulance - Ground ambulance - Individuals and Alberta Blue Cross clients – Under 65 (transport)	\$ 385.00	0%	\$ 385.00	April 1, 2024
Ambulance - Ground ambulance - Individuals and Alberta Blue Cross clients – Under 65 (no transport)	\$ 250.00	0%	\$ 250.00	April 1, 2024
Ambulance - Basic Life Support – Alberta Blue Cross clients(aged 65+), Assisted Income for Severely Handicapped (AISH), Social Services and Immigration (transport)	\$146.00 + \$2.29/km	0%	\$146.00 + \$2.29/km	April 1, 2024
Ambulance - Advanced Life Support – Alberta Blue Cross clients (aged 65+), Assisted Income for Severely Handicapped (AISH), Social Services and Immigration (transport)	\$191.00 + \$2.29/km	0%	\$191.00 + \$2.29/km	April 1, 2024
Ambulance - Response – Alberta Blue Cross clients (aged 65+), Assisted Income for Severely Handicapped (AISH), Social Services and Immigration (no transport)	\$ 98.00	0%	\$ 98.00	April 1, 2024
Ambulance - Standby – Alberta Blue Cross clients (aged 65+), Assisted Income for Severely Handicapped (AISH), Social Services and Immigration	\$ 300.00	0%	\$ 300.00	April 1, 2024
Ambulance - Interfacility transfers for out-of-province residents	\$ 385.00	0%	\$ 385.00	April 1, 2024
Ambulance - Interfacility transfers from non-AHS owned or operated facilities, including facilities owned or operated by Third Party Operators	\$ 385.00	0%	\$ 385.00	April 1, 2024
Ambulance - Individual Account Surcharge (non-Alberta resident)	\$ 200.00	0%	\$ 200.00	April 1, 2024
Ambulance - Service for Treaty and Bigstone Cree Nation - Basic Life Support	\$218.71 + \$2.67/km	0%	\$218.71 + \$2.67/km	April 1, 2024

Ambulance - Service for Treaty and Bigstone Cree Nation - Advanced Life Support	\$238.60 + \$2.67/km	0%	\$238.60 + \$2.67/km	April 1, 2024
Ambulance - Service for Treaty and Bigstone Cree Nation - Advanced Life Support with 12-2 (one of which must be intra osseous infusion)	\$262.46 + \$2.67/km	0%	\$262.46 + \$2.67/km	April 1, 2024
Ambulance - Service for Treaty and Bigstone Cree Nation - Response (no transport)	\$ 129.24	0%	\$ 129.24	April 1, 2024
Ambulance - Service for Treaty and Bigstone Cree Nation - Standby (3-hour maximum)	\$129.24 /hour	0%	\$129.24 /hour	April 1, 2024
Ambulance - Service for Treaty and Bigstone Cree Nation - Surcharge (incident on Reserve or Crown land)	\$ 150.00	0%	\$ 150.00	April 1, 2024

Schedule F - Parks and Roads

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Dead Fall collection (permit)	\$ 10.00	0%	\$ 10.00	April 1, 2024
Right of Internment (Plot Fee) - Adult Lot Sale	\$ 500.00	10%	\$ 550.00	April 1, 2024
Right of Internment (Plot Fee) - Child Lot Sale	\$ 400.00	10%	\$ 440.00	April 1, 2024
Right of Internment (Plot Fee) - Cremation (In-Ground) Lot	\$ 400.00	10%	\$ 440.00	April 1, 2024
Cemetary and Columbarium - Weekday (Summer) Opening and Closing - Full Size plot	\$ 1,593.00	10%	\$ 1,752.30	April 1, 2024
Cemetary and Columbarium - Weekday (Summer) Opening and Closing - Child Burial	\$ 864.00	10%	\$ 950.40	April 1, 2024
Cemetary and Columbarium - Weekday (Summer) Opening and Closing - Ash Burial	\$ 565.00	10%	\$ 621.50	April 1, 2024
Cemetary and Columbarium - Winter Premium Opening and Closing	\$ 250.00	10%	\$ 275.00	April 1, 2024
Cemetery and Columbarium - Columbarium Niche	\$ 1,100.00	10%	\$ 1,210.00	April 1, 2024
Cemetery and Columbarium - Niche Inurnment	\$ 140.00	10%	\$ 154.00	April 1, 2024
Cemetery and Columbarium - Disinterment	\$ 1,593.00	10%	\$ 1,752.30	April 1, 2024
Cemetery and Columbarium - Scatter Garden	\$ 150.00	10%	\$ 165.00	April 1, 2024
Cemetery and Columbarium - Memorial Wall Plaque	\$ 250.00	10%	\$ 275.00	April 1, 2024
Columbarium Plaque Installation	\$ 60.00	10%	\$ 66.00	April 1, 2024
Cemetery and Columbarium - Memorial Recognition Tree Program	\$ 800.00	10%	\$ 880.00	April 1, 2024
Cemetery and Columbarium - Memorial Recognition Bench Program	\$ 1,800.00	10%	\$ 1,980.00	April 1, 2024
Cemetery and Columbarium - Community Ossuary Entombment	\$ 150.00	10%	\$ 165.00	April 1, 2024
Cemetery and Columbarium - Canopy and Chair Rentals	\$ 150.00	10%	\$ 165.00	April 1, 2024
Cemetery and Columbarium - Graveliner Base	\$ 280.50	10%	\$ 308.55	April 1, 2024
Cemetery and Columbarium - Graveliner Top	\$ 280.50	10%	\$ 308.55	April 1, 2024
Cemetery and Columbarium - Grave Liners - Oversized Liner and Base	\$ 286.00	10%	\$ 314.60	April 1, 2024
Cemetery and Columbarium - Grave Liners - Large Urn Vault	\$ 130.00	10%	\$ 143.00	April 1, 2024
Cemetery and Columbarium - Grave Liners - Small Urn Vault	\$ 130.00	10%	\$ 143.00	April 1, 2024
Turning Streetlights for wide loads (permit)	\$ 1,554.80	0%	\$ 1,554.80	April 1, 2024
Snow Dump Permit - Commercial	\$ 100.00	0%	\$ 100.00	April 1, 2024
Snow Dump Permit - Residential	\$ 100.00	0%	\$ 100.00	April 1, 2024
Snow Dump Permit - Pick-up Truck	\$ 20.00	0%	\$ 20.00	April 1, 2024
Snow Dump Permit - Tandem	\$ 20.00	0%	\$ 20.00	April 1, 2024
Snow Dump Permit - Tandem & trailer	\$ 30.00	0%	\$ 30.00	April 1, 2024
Over-Dimensional Load Permits are issued by Alberta Transportation through the Transportation Routing and Vehicle Information System program. Fees are established and collected in accordance with Schedule 9 of the Commercial Vehicle Dimension and Weight Regulation, AR 315/2002, as may be amended or repealed and replaced from time to time.				
Fort Chipewyan - Aggregate Sales (includes 15% Administrative Fee) - 12.5 mm gravel	\$54.80	0%	\$54.80	April 1, 2024
Fort Chipewyan - Aggregate Sales (includes 15% Administrative Fee) - 20 mm crushed gravel	\$28.40	0%	\$28.40	April 1, 2024
Fort Chipewyan - Aggregate Sales (includes 15% Administrative Fee) - 20 mm washed gravel	\$72.40	0%	\$72.40	April 1, 2024
Fort Chipewyan - Aggregate Sales (includes 15% Administrative Fee) - 38 mm crushed gravel	\$26.20	0%	\$26.20	April 1, 2024

Fort Chipewyan - Aggregate Sales (includes 15% Administrative Fee) - 80 mm gravel	\$24.05	0%	\$24.05	April 1, 2024
Fort Chipewyan - Aggregate Sales (includes 15% Administrative Fee) - 160 mm gravel	\$21.39	0%	\$21.39	April 1, 2023

Schedule G - Recreation and Culture

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Syncrude Athletic Park (SAP) Clubhouse Rental - 1 room (Kitchen, Atrium, Meeting Room A or B)	\$ 40.00	0%	\$ 40.00	April 1, 2024
Syncrude Athletic Park (SAP) Clubhouse Rental - 2 rooms (Kitchen, Atrium, Meeting Room A or B)	\$ 60.00	0%	\$ 60.00	April 1, 2024
Syncrude Athletic Park (SAP) Clubhouse Rental - Full Clubhouse - Hourly	\$ 100.00	0%	\$ 100.00	April 1, 2024
Syncrude Athletic Park (SAP) Clubhouse Rental - Full Clubhouse - Daily	\$ 430.00	0%	\$ 430.00	April 1, 2024
WinterPLAY Shootout on the Snye - Early Bird Registration	\$ 30.00	0%	\$ 30.00	April 1, 2024
WinterPLAY Shootout on the Snye - Registration	\$ 40.00	0%	\$ 40.00	April 1, 2024
Urban Market - Vendor Fee	\$ 35.00	0%	\$ 35.00	April 1, 2024
Urban Market - Tent Rental	\$ 50.00	0%	\$ 50.00	April 1, 2024
Urban Market - Daily Market Insurance	\$ 23.00	0%	\$ 23.00	April 1, 2024
Urban Market - Cancellation Fee	\$ 25.00	0%	\$ 25.00	April 1, 2024
Sports Field Rental - Adults - Class 1 Field	\$ 40.00	0%	\$ 40.00	April 1, 2024
Sports Field Rental - Adults - Class 2 Field	\$ 40.00	0%	\$ 40.00	April 1, 2024
Sports Field Rental - Adults - Class 3 Field	\$ 25.00	0%	\$ 25.00	April 1, 2024
Sports Field Rental - Adults - Class 4 Field	\$ 17.00	0%	\$ 17.00	April 1, 2024
Sports Field Rental - Youth - Class 1 Field	\$ 24.40	0%	\$ 24.40	April 1, 2024
Sports Field Rental - Youth - Class 2 Field	\$ 24.40	0%	\$ 24.40	April 1, 2024
Sports Field Rental - Youth - Class 3 Field	\$ 14.50	0%	\$ 14.50	April 1, 2024
Sports Field Rental - Youth - Class 4 Field	\$ 11.00	0%	\$ 11.00	April 1, 2024
School Rental - Parks Administration - Adult - Gymnasium	\$ 35.00	0%	\$ 35.00	April 1, 2024
School Rental - Parks Administration - Adult - Classroom	\$ 12.00	0%	\$ 12.00	April 1, 2024
School Rental - Parks Administration - Youth Sport - Gymnasium	\$ 13.00	0%	\$ 13.00	April 1, 2024
School Rental - Parks Administration - Youth Development - Gymnasium	\$ 7.00	0%	\$ 7.00	April 1, 2024
Ice Surface Rental - Adult - Regular ice	\$ 199.80	8%	\$ 215.78	September 1, 2024
Ice Surface Rental - Youth - Regular ice	\$ 108.57	14%	\$ 123.77	September 1, 2024
Ice Surface Rental - Mini-Ice	\$ 49.44	2%	\$ 50.71	September 1, 2024
Fort Chipewyan Municipal Office Boardroom - Hourly	\$ 25.00	0%	\$ 25.00	April 1, 2024
Fort Chipewyan Municipal Office Boardroom - Half Day	\$ 75.00	0%	\$ 75.00	April 1, 2024
Fort Chipewyan Municipal Office Boardroom - Full Day	\$ 150.00	0%	\$ 150.00	April 1, 2024
Archie Simpson Recreation Centre - Boardroom - Hourly	\$ 25.00	0%	\$ 25.00	April 1, 2024
Archie Simpson Recreation Centre - Boardroom - Half Day	\$ 75.00	0%	\$ 75.00	April 1, 2024
Archie Simpson Recreation Centre - Boardroom - Full Day	\$ 150.00	0%	\$ 150.00	April 1, 2024
Archie Simpson Recreation Centre - Conference Room (incl. audio-visual equipment) - Hourly	\$ 30.00	0%	\$ 30.00	April 1, 2024
Archie Simpson Recreation Centre - Conference Room (incl. audio-visual equipment) - Half Day	\$ 100.00	0%	\$ 100.00	April 1, 2024
Archie Simpson Recreation Centre - Conference Room (incl. audio-visual equipment) - Full Day	\$ 200.00	0%	\$ 200.00	April 1, 2024
Archie Simpson Recreation Centre - Ice Surface (Special Events with Alcohol)	\$ 1,000.00	0%	\$ 1,000.00	April 1, 2024
Mamawi Community Hall - Hall Rental - Half Day	\$ 100.00	0%	\$ 100.00	April 1, 2024
Mamawi Community Hall - Hall Rental - Full Day	\$ 200.00	0%	\$ 200.00	April 1, 2024
Mamawi Community Hall - Banquet	\$ 300.00	0%	\$ 300.00	April 1, 2024
Mamawi Community Hall - Dance, without alcohol	\$ 300.00	0%	\$ 300.00	April 1, 2024
Mamawi Community Hall - Dance, with alcohol	\$ 400.00	0%	\$ 400.00	April 1, 2024
Mamawi Community Hall - Clean-up fee (large functions)	\$ 400.00	0%	\$ 400.00	April 1, 2024
Mamawi Community Hall - Kitchen (with appliances)	\$ 50.00	0%	\$ 50.00	April 1, 2024

Mamawi Community Hall - Kitchen (without appliances)	\$25.00	0%	\$25.00	April 1, 2024
Janvier Municipal Office Community Room - Hourly	\$25.00	0%	\$25.00	April 1, 2024
Janvier Municipal Office Community Room - Half Day	\$75.00	0%	\$75.00	April 1, 2024
Janvier Municipal Office Community Room - Full Day	\$150.00	0%	\$150.00	April 1, 2024

Schedule H - Licenses

	2023 Fee	Increase / Decrease	2023 Fee	Effective Date
Resident Business Licence	\$60.00	0%	\$60.00	April 1, 2024
Non-Resident Business Licence - Sales - tangible products offered for sale - Goods selling at \$1,000 + per item	\$525.00	0%	\$525.00	April 1, 2024
Non-Resident Business Licence - Sales - tangible products offered for sale - Goods selling under \$1,000 per item	\$225.00	0%	\$225.00	April 1, 2024
Non-Resident Business Licence - Services	\$525.00	0%	\$525.00	April 1, 2024
Handicraft License	\$10.00	0%	\$10.00	April 1, 2024
Trade Show Organizer - Resident business	\$525.00	0%	\$525.00	April 1, 2024
Trade Show Organizer - Non-resident business	\$2,100.00	0%	\$2,100.00	April 1, 2024
Cannabis Related License	\$350.00	0%	\$350.00	April 1, 2024

Schedule I - Transit Services

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Transit Fees - Urban (one way) - Cash Fare - (Age 5-64)	\$2.00	0%	\$2.00	April 1, 2024
Transit Fees - Urban (one-way) - Cash Fare - (Child under 5 and adult 65+)	\$-	0%	\$-	April 1, 2024
Transit Fees - Urban - 18-ride Booklet (one way)	\$32.00	0%	\$32.00	April 1, 2024
Transit Fees - Urban - Monthly Pass (student)	\$51.25	0%	\$51.25	April 1, 2024
Transit Fees - Urban - Monthly Pass (adult)	\$67.50	0%	\$67.50	April 1, 2024
Transit Fees - Rural - Cash Fare - Adult (13 - 64)	\$12.00	0%	\$12.00	April 1, 2024
Transit Fees - Rural - Cash Fare - Child (5 - 12)	\$6.00	0%	\$6.00	April 1, 2024
Transit Fees - Rural (one-way) - Cash Fare - (Child under 5 and adult 65+)	\$-	0%	\$-	April 1, 2024
Transit Fees - Rural - 5 Ride Booklet - Adult (13 - 64)	\$50.00	0%	\$50.00	April 1, 2024
Transit Fees - Rural - 5 Ride Booklet - Child (5 - 12)	\$25.00	0%	\$25.00	April 1, 2024
Transit Fees - Rural - 10 Ride Booklet - Adult (13 - 64)	\$100.00	0%	\$100.00	April 1, 2024
Transit Fees - Rural - 10 Ride Booklet - Child (5 -12)	\$50.00	0%	\$62.50	April 1, 2024
Transit Fees - SMART Bus (Specialized Transportation one-way) - Cash Fare	\$2.00	0%	\$2.00	April 1, 2024
Transit Fees - SMART Bus (Specialized Transportation one-way) - 10 Ride Booklet	\$18.75	0%	\$18.75	April 1, 2024
Transit Fees - SMART Bus (Specialized Transportation one-way) - 20 Ride Booklet	\$37.50	0%	\$37.50	April 1, 2024
Transit Fees - SMART Bus (Specialized Transportation one-way) - Anzac or Janvier	\$12.50	0%	\$12.50	April 1, 2024
Charters - Municipal Use Only (hourly rate)	\$115.00	0%	\$115.00	April 1, 2024
Charters - External and Non-municipal Use (hourly rate)	\$130.00	0%	\$130.00	April 1, 2024
Charters - SMART rate - specialized transit	\$35.00	0%	\$35.00	April 1, 2024

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Application for Chauffeur's Permit - Municipal resident	\$ 85.00	0%	\$ 85.00	April 1, 2024
Application for Chauffeur's Permit - Non-Municipal resident	\$ 170.00	0%	\$ 170.00	April 1, 2024
Application for Chauffeur's Permit - Operating exclusively in Fort Chipewyan	\$ 50.00	0%	\$ 50.00	April 1, 2024
Application for Chauffeur's Permit - Transportation Network Vehicle	\$ -	100%	\$ 170.00	April 1, 2024
Application for Chauffeur's Permit - Independent Owner Operator	\$ -	100%	\$ 85.00	April 1, 2024
Replacement of damaged Chauffeur's Permit	\$ 25.00	0%	\$ 25.00	April 1, 2024
Replacement of lost or stolen Chauffeur's Permit - With filed police report	\$ 25.00	0%	\$ 25.00	April 1, 2024
Replacement of lost or stolen Chauffeur's Permit - Without filed police report	\$ 500.00	0%	\$ 500.00	April 1, 2024
Application for Vehicle for Hire Licence - Vehicle for Hire operating exclusively in Fort Chipewyan	\$ 150.00	0%	\$ 150.00	April 1, 2024
Application for Vehicle for Hire Licence - Taxi	\$ 500.00	0%	\$ 500.00	April 1, 2024
Application for Vehicle for Hire Licence - Shuttle	\$ 500.00	0%	\$ 500.00	April 1, 2024
Application for Vehicle for Hire Licence - Accessible	\$ -	0%	\$ -	April 1, 2024
Application for Vehicle for Hire Licence - Limousine	\$ 500.00	0%	\$ 500.00	April 1, 2024
Application for Vehicle for Hire Licence - Transportation Network Vehicle	\$ 500.00	0%	\$ 500.00	April 1, 2024
Application for Vehicle for Hire Licence - Independent Owner Operator	\$ 500.00	0%	\$ 500.00	April 1, 2024
Replacement of damaged Vehicle for Hire Licence	\$ 25.00	0%	\$ 25.00	April 1, 2024
Replacement of lost or stolen Vehicle for Hire Licence - With filed police report	\$ 25.00	0%	\$ 25.00	April 1, 2024
Replacement of lost or stolen Vehicle for Hire Licence - Without filed police report	\$ 500.00	0%	\$ 500.00	April 1, 2024
Application for Brokerage Licence - Standard Brokerage	\$ 50.00	0%	\$ 50.00	April 1, 2024
Application for Brokerage Licence - Brokerage Licence for operating exclusively in Fort Chipewyan	\$ 50.00	0%	\$ 50.00	April 1, 2024
Application for Brokerage Licence - Transportation Network Company	\$ 50.00	0%	\$ 50.00	April 1, 2024
Application for Independent Driver Owner Licence - Municipal resident	\$ 50.00	0%	\$ 50.00	April 1, 2024
Application for Independent Driver Owner Licence - Non-Municipal resident	\$ 100.00	0%	\$ 100.00	April 1, 2024
Replacement of damaged Independent Driver Owner Licence - Municipal resident	\$ 25.00	0%	\$ 25.00	April 1, 2024
Replacement of damaged Independent Driver Owner Licence - Non-Municipal resident	\$ 50.00	0%	\$ 50.00	April 1, 2024
Replacement of lost or stolen Independent Driver Owner Licence - With filed police report - Municipal resident	\$ 25.00	0%	\$ 25.00	April 1, 2024
Replacement of lost or stolen Independent Driver Owner Licence - With filed police report - Non-Municipal resident	\$ 50.00	0%	\$ 50.00	April 1, 2024
Replacement of lost or stolen Independent Driver Owner Licence - Without filed police report - Municipal resident	\$ 500.00	0%	\$ 500.00	April 1, 2024
Replacement of lost or stolen Independent Driver Owner Licence - Without filed police report - Non-Municipal resident	\$ 500.00	0%	\$ 500.00	April 1, 2024

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Schedule K - Planning and Development Services

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Permit Applications - Residential Development - Single detached dwelling	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Residential Development - Semi-detached and Duplex Dwellings	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Residential Development - Triplex Dwellings	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Residential Development - Fourplex Dwellings	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Residential Development - Townhouses	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Residential Development - Apartment Buildings	\$300.00 + \$37.50/unit	0%	\$300.00 + \$37.50/unit	April 1, 2024
Permit Applications - Residential Development - Manufactured Homes	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Residential Development - Demolitions	\$ 250.00	0%	\$ 250.00	April 1, 2024
Permit Applications - Residential Development - Home Occupations	\$ 60.00	0%	\$ 60.00	April 1, 2024
Permit Applications - Residential Development - Home Businesses	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Residential Development - Basement Suites	\$ 125.00	0%	\$ 125.00	April 1, 2024
Permit Applications - Residential Development - Family Care Dwellings	\$ 125.00	0%	\$ 125.00	April 1, 2024
Permit Applications - Residential Development - Accessory Structure	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Residential Development - Additions to Residential	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - New commercial, industrial and Institutional developments (Maximum \$10,000) - for first 500 m ² of gross floor area	\$300.00 + \$3.00/m ²	0%	\$300.00 + \$3.00/m ²	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - New commercial, industrial and Institutional developments (Maximum \$10,000) - for area over 500 m ² gross floor area	+ \$1.50/m ²	0%	+ \$1.50/m ²	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Additions to commercial, industrial and institutional developments (based on addition only) (maximum \$10,000) - for first 500 m ² of gross floor area	\$300.00 + \$3.00/m ²	0%	\$300.00 + \$3.00/m ²	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Additions to commercial, industrial and institutional developments (based on addition only) (maximum \$10,000) - for area over 500 m ² gross floor area	+ \$1.50/m ²	0%	+ \$1.50/m ²	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Accessory Structure	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Religious Assembly, Educational Service Facility, Daycare Centre (maximum \$10,000) - for first 500 m ² of gross floor area	\$300.00 + \$3.00/m ²	0%	\$300.00 + \$3.00/m ²	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Religious Assembly, Educational Service Facility, Daycare Centre (maximum \$10,000) - for area over 500 m ² gross floor area	+ \$1.50/m ²	0%	+ \$1.50/m ²	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Oil sands mining, extraction and upgrading projects and oil sands pilot projects (based on \$10/\$100,000 of construction value)	\$10/ \$100,000 of constr.value (Min. \$10K)	0%	\$10/ \$100,000 of constr.value (Min. \$10K)	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Additions and/or revisions to oil sands mining, extraction and upgrading projects and oil sands pilot projects (addition only) (based on \$10/\$100,000 of construction value)	\$10/ \$100,000 of constr.value (Min. \$1K)	0%	\$10/ \$100,000 of constr.value (Min. \$1K)	April 1, 2024

Attachment: 2. Fees, Rates and Charges - Schedule 2024 [Revision 1] (Bylaw No. 23/022 Fees, Rates and Charges 2024 Bylaw)

Permit Applications - Commercial, Industrial and Institutional Development - Change of use or change of occupancy within existing commercial, industrial and institutional buildings	\$ 300.00	0%	\$ 300.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - First use within new commercial, industrial and institutional building, if not approved with the development permit	\$ 300.00	0%	\$ 300.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Shared occupancy with an existing business, if a discretionary use in the land use district	\$ 300.00	0%	\$ 300.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Demolitions	\$ 250.00	0%	\$ 250.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Special Events - Private Land	\$ 275.00	0%	\$ 275.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Special Events - Municipal Land	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Special Events - Municipal Land - Not for Profit	\$ 25.00	0%	\$ 25.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Temporary Uses or Building (less than 180 days)	\$ 250.00	0%	\$ 250.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Temporary Uses or Building (180 days or more) (maximum \$10,000) - for first 500 m ² of gross floor area	\$275.00 + \$3.00/m ²	0%	\$275.00 + \$3.00/m ²	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Temporary Uses or Building (180 days or more) (maximum \$10,000) - for area over 500 m ² gross floor area	+ \$1.50/m ²	0%	+ \$1.50/m ²	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Work Camps	\$2,000.00 + \$1.50/bed	0%	\$2,000.00 + \$1.50/bed	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Outdoor Storage or Use (no buildings or structures) - Lot area less than 0.4 ha	\$ 275.00	0%	\$ 275.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Outdoor Storage or Use (no buildings or structures) - Lot area of 0.4 ha or greater	\$ 550.00	0%	\$ 550.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - RV Parking Permit	\$ 50.00	0%	\$ 50.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Residential Sales Centre	\$ 225.00	0%	\$ 225.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Golf Course	\$ 1,500.00	0%	\$ 1,500.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - RV Park	\$275.00 + \$10.00/ stall	0%	\$275.00 + \$10.00/ stall	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Request for Landscaping Inspection - First request	\$ -	0%	\$ -	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Request for Landscaping Inspection - Second request	\$ 100.00	0%	\$ 100.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Request for Landscaping Inspection - Third request	\$ 250.00	0%	\$ 250.00	April 1, 2024
Permit Applications - Commercial, Industrial and Institutional Development - Request for Landscaping Inspection - Every subsequent request	\$ 500.00	0%	\$ 500.00	April 1, 2024
Permits - General - Return of Incomplete Commercial, Institutional or Industrial Development Permit Application	\$ 375.00	0%	\$ 375.00	April 1, 2024
Permits - General - Commencement of development prior to issuance of development permit (development fee is two times fee listed in this Schedule)	2 x Regular Fee	0%	2 x Regular Fee	April 1, 2024

Permits - General - Notification Fee for applications or decisions on applications require notification to adjacent property owners (in addition to other fees specified)	\$ 50.00	0%	\$ 50.00	April 1, 2024
Permits - General - Advertising fee for decisions on development matters	\$ 50.00	0%	\$ 50.00	April 1, 2024
Permits - General - Short Form of Development Agreement required as a condition of development permit (required to be submitted with composite engineering drawings)	\$ 750.00	0%	\$ 750.00	April 1, 2024
Permits - General - Long Form Development Agreement required as a condition of development permit (required to be submitted with composite engineering drawings)	\$ 2,750.00	0%	\$ 2,750.00	April 1, 2024
Permits - General - Developer-requested changes to the Municipality's standard development agreement	Full Legal Costs	0%	Full Legal Costs	April 1, 2024
Permits - General - Developer-initiated change to a development application after submission (in addition to original application fee)	25% of Original Fee	0%	25% of Original Fee	April 1, 2024
Subdivision Application - Plan of subdivision Application Fee including Bareland Condominium Plans - Residential (Single Detached, Semi detached, Manufactured Home)	\$1,000.00+ \$150.00/lot	0%	\$1,000.00+ \$150.00/lot	April 1, 2024
Subdivision Application - Plan of subdivision Application Fee including Bareland Condominium Plans - Multi-family (apartments, townhouses), (per lot)	\$ 850.00	0%	\$ 850.00	April 1, 2024
Subdivision Application - Plan of subdivision Application Fee including Bareland Condominium Plans - Commercial and Industrial (per lot)	\$ 850.00	0%	\$ 850.00	April 1, 2024
Subdivision Application - Plan of subdivision Application Fee including Bareland Condominium Plans - Direct Control (per lot)	\$ 850.00	0%	\$ 850.00	April 1, 2024
Subdivision Application - Plan of subdivision Application Fee including Bareland Condominium Plans - Strata Lots (per lot)	\$ 850.00	0%	\$ 850.00	April 1, 2024
Subdivision Application - Plan of subdivision Application Fee including Bareland Condominium Plans - Municipal Reserve, Environmental Reserve and Public Utility Lots	\$ -	0%	\$ -	April 1, 2024
Subdivision Application - Endorsement Fees	1 x application fee	0%	1 x application fee	April 1, 2024
Subdivision Application - Condominium Application and Endorsement Fee	\$ 50.00	0%	\$ 50.00	April 1, 2024
Subdivision Application - Phased Registration of an Approved Subdivision (per phase)	\$ 550.00	0%	\$ 550.00	April 1, 2024
Subdivision Application - Subdivision Approval Time Extension - First Extension Request	\$ 275.00	0%	\$ 275.00	April 1, 2024
Subdivision Application - Subdivision Approval Time Extension - Second Extension Request	\$ 525.00	0%	\$ 525.00	April 1, 2024
Subdivision Application - Subdivision Approval Time Extension - Third Extension Request	\$ 775.00	0%	\$ 775.00	April 1, 2024
Subdivision Application - Subdivision Application Fee Refunds - Before review	85%	0%	85%	April 1, 2024
Subdivision Application - Subdivision Application Fee Refunds - After review	25%	0%	25%	April 1, 2024
Subdivision Application - Modification of Tentative Plan of Subdivision - Before review	\$ 275.00	0%	\$ 275.00	April 1, 2024
Subdivision Application - Modification of Tentative Plan of Subdivision - After review	50% of original fee	0%	50% of original fee	April 1, 2024
Subdivision Application - Discharge of Caveat	\$ 75.00	0%	\$ 75.00	April 1, 2024
Subdivision Application - Address Change request	\$ 100.00	0%	\$ 100.00	April 1, 2024
Subdivision Application - Development Agreements - Short form of Development Agreement required as a condition of subdivision approval	\$ 750.00	0%	\$ 750.00	April 1, 2024
Subdivision Application - Development Agreements - Long form Development Agreement required as a condition of subdivision approval	\$ 2,750.00	0%	\$ 2,750.00	April 1, 2024
Subdivision Application - Development Agreements - Developer-requested variation to the Development Agreement Standard Template	All Legal Costs	0%	All Legal Costs	April 1, 2024

Subdivision Application - Re-application for Subdivision within 6 to 12 months of a decision (including appeal decisions) for same site with similar or identical design	3 x original fee	0%	3 x original fee	April 1, 2024
Subdivision Application - For the purpose of calculating fees set out in section 4 of this schedule: Remnant lots are to be included in the count of lots created				
Subdivision Application - For the purpose of calculating fees set out in section 4 of this schedule: Municipal Reserve, Environmental Reserve, School Reserve and Public Utility Lots are not included in the count of lots created.				
Compliance Certificate Application Fees - Single Detached, Semi-detached, Manufactured home (per dwelling unit)	\$ 100.00	0%	\$ 100.00	April 1, 2024
Compliance Certificate Application Fees - Apartment Building (per principal building)	\$ 175.00	0%	\$ 175.00	April 1, 2024
Compliance Certificate Application Fees - Commercial, Industrial, Institutional Buildings (per principal building)	\$ 175.00	0%	\$ 175.00	April 1, 2024
Compliance Certificate Application Fees - Townhouses - Individual Units	\$ 100.00	0%	\$ 100.00	April 1, 2024
Compliance Certificate Application Fees - Townhouse Cluster - 6 units or less (per occurrence)	\$ 175.00	0%	\$ 175.00	April 1, 2024
Compliance Certificate Application Fees - Townhouse Cluster - More than 6 units (per dwelling unit)	\$ 40.00	0%	\$ 40.00	April 1, 2024
Compliance Certificate Application Fees - Fees will be doubled for all compliance certificate requests on a RUSH (48 hours of receiving a request) basis				
Application for Variance	\$ 100.00	0%	\$ 100.00	April 1, 2024
Letter of Zoning Confirmation	\$ 100.00	0%	\$ 100.00	April 1, 2024
File Search	\$ -	0%	\$ -	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Text Amendment	\$ 2,250.00	0%	\$ 2,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment				
	Zoning of Property			
	R1, R1E, R1M, R1S, R1P, RMH, RMH-1, RMH-2, R2, R2-1, CR, HR, SE, SH, ND, SCL1			
	LBL, LBL-R4, LBL-C, R3, R3-1, R3-2, R4, R5, R5-MU, MFD, SCL2, SR1			
	A, BOR-1, CD, C1, C2, C3, C3-A, C4, C4-A, C5, CBD1, FRA1, HC, HG, GD, MDD, MD, PRA1, PRA2, TCD, WD			
	BI, BIU, SI			
	EP, PS, PS-CC, PR, PR-CC, R1VF, UE, RD			
	All DC Districts and City Center Zones DMRZ, NSZ, FRZ and RZ			
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 1 to: Class 1, 2, 4 or 5	\$ 2,250.00	0%	\$ 2,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 1 to: Class 3	\$ 3,250.00	0%	\$ 3,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 1 to: Class 6	\$ 4,250.00	0%	\$ 4,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 2 to: Class 1, 3 or 5	\$ 2,250.00	0%	\$ 2,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 2 to: Class 2 or 4	\$ 3,250.00	0%	\$ 3,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 2 to: Class 6	\$ 4,250.00	0%	\$ 4,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 3 to: Classes 1-5	\$ 2,250.00	0%	\$ 2,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 3 to: Class 6	\$ 4,250.00	0%	\$ 4,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 4 to: Class 1, 2 or 5	\$ 3,250.00	0%	\$ 3,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 4 to: Class 3 or 4	\$ 3,250.00	0%	\$ 3,250.00	April 1, 2024

Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 4 to: Class 6	\$ 4,250.00	0%	\$ 4,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 5 to: Classes 1-5	\$ 1,250.00	0%	\$ 1,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 5 to: Class 6	\$ 4,250.00	0%	\$ 4,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Map District Amendment - From Class 6 to all Classes	\$ 4,250.00	0%	\$ 4,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Land Use Bylaw - Despite subclauses (i) through (vi), where an application to amend the Land Use Bylaw involves amendment within two or more of the above categories, the highest fee shall apply.				
Bylaws and Bylaw Amendments - Statutory Plans and Amendments - Municipal Development Plan Amendment	\$ 3,250.00	0%	\$ 3,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Statutory Plans and Amendments - Area Structure Plan Amendment	\$ 3,250.00	0%	\$ 3,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Statutory Plans and Amendments - Area Redevelopment Plan Amendment	\$ 3,250.00	0%	\$ 3,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Statutory Plans and Amendments - Application to adopt an Area Structure Plan	\$ 3,250.00	0%	\$ 3,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Multiple Amendments - Where an application to concurrently amend the Land Use Bylaw and a Statutory Plan, or two (2) Statutory Plans for the same site, the application fee shall be the sum of the highest fee and 50% of any other amendment application fees.				
Bylaws and Bylaw Amendments - Outline Plans	\$ 3,250.00	0%	\$ 3,250.00	April 1, 2024
Bylaws and Bylaw Amendments - Road Closure (processing)	\$ 2,000.00	0%	\$ 2,000.00	April 1, 2024
Bylaws and Bylaw Amendments - Amendment Fee Refunds - Prior to Circulation of File	85% of fee	0%	85% of fee	April 1, 2024
Bylaws and Bylaw Amendments - Amendment Fee Refunds - During or After Circulation of File	25% of fee	0%	25% of fee	April 1, 2024
Signs - Sign Development Permit	\$ 75.00	0%	\$ 75.00	April 1, 2024
Signs - Portable Sign Marker	\$ 175.00	0%	\$ 175.00	April 1, 2024
Signs - Comprehensive Sign Development Permit - 5 signs or fewer	\$ 350.00	0%	\$ 350.00	April 1, 2024
Signs - Comprehensive Sign Development Permit - More than 5 signs	\$ 600.00	0%	\$ 600.00	April 1, 2024
Telecommunications Tower - Freestanding Telecommunication Tower - Request for Letter of Concurrence	\$ 3,000.00	0%	\$ 3,000.00	April 1, 2024
Telecommunications Tower - Rooftop, Structure Mounted – Request for Letter of Concurrence	\$ 2,000.00	0%	\$ 2,000.00	April 1, 2024
Telecommunications Tower - Co-location (when added to existing telecommunication structure)	\$ 200.00	0%	\$ 200.00	April 1, 2024
Other Leases and Agreements - Licence of Occupation Application	\$ 200.00	0%	\$ 200.00	April 1, 2024
Other Leases and Agreements - Road Use Agreement	\$ 1,000.00	0%	\$ 1,000.00	April 1, 2024
Other Leases and Agreements - Encroachment Application	\$ 200.00	0%	\$ 200.00	April 1, 2024
Other Leases and Agreements - Undeveloped Government Road Allowance Crossings	\$ 1,000.00	0%	\$ 1,000.00	April 1, 2024
Other Leases and Agreements - Facility Crossing	\$ 1,000.00	0%	\$ 1,000.00	April 1, 2024
Other Leases and Agreements - Lease Application	\$ 200.00	0%	\$ 200.00	April 1, 2024

Schedule L - Safety Codes Permitting

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Building Permits - Residential Contractor - A minimum fee shall be charged for issuance of any Building Permit. (In determining the estimated cost of construction for building permit fee purposes, the definition of work shall deem to be all aspects of the building, excluding landscaping, paving and furnishings/non-fixtures)	Min. \$125.00	0%	Min. \$125.00	April 1, 2024
Building Permits - Residential Contractor - Residential New Construction, Additions and Renovations	\$ 1.65	0%	\$ 1.65	April 1, 2024
Building Permits - Residential Contractor - Attached garage	\$ 0.70	0%	\$ 0.70	April 1, 2024
Building Permits - Residential Contractor - Modular Home/ Mobile Home/Move-on Relocation; on a crawlspace or full foundation (Developed Floor Area)	\$ 0.50	0%	\$ 0.50	April 1, 2024
Building Permits - Residential Contractor - Mobile Home; on pilings or blocks	\$ 250.00	0%	\$ 250.00	April 1, 2024
Building Permits - Residential Contractor - Demolition	\$ 200.00	0%	\$ 200.00	April 1, 2024
Building Permits - Residential Contractor - Basement Suite (Developed Area)	\$ 0.75	0%	\$ 0.75	April 1, 2024
Building Permits - Residential Contractor - Basement Development/ Renovations/ Accessory Structures (Developed Area)	\$ 0.50	0%	\$ 0.50	April 1, 2024
Building Permits - Residential Contractor - Minor Residential Construction; under 100 sq./ft. (10 m2) or up to \$12,000 in construction value	\$ 125.00	0%	\$ 125.00	April 1, 2024
Building Permits - Residential Contractor - Solid Fuel Appliance	\$ 150.00	0%	\$ 150.00	April 1, 2024
Building Permits - Residential Homeowner - A minimum fee shall be charged for issuance of any Building Permit. (In determining the estimated cost of construction for building permit fee purposes, the definition of work shall deem to be all aspects of the building, excluding landscaping, paving and furnishings/non-fixtures)	Min. \$150.00	0%	Min. \$150.00	April 1, 2024
Building Permits - Residential Homeowner - Residential New Construction, Additions and Renovations	\$ 1.80	0%	\$ 1.80	April 1, 2024
Building Permits - Residential Homeowner - Attached garage	\$ 0.70	0%	\$ 0.70	April 1, 2024
Building Permits - Residential Homeowner - Modular Home/ Mobile Home/Move-on Relocation; on a crawlspace or full foundation (Developed Floor Area)	\$ 0.50	0%	\$ 0.50	April 1, 2024
Building Permits - Residential Homeowner - Mobile Home; on pilings or blocks	\$ 300.00	0%	\$ 300.00	April 1, 2024
Building Permits - Residential Homeowner - Demolition	\$ 150.00	0%	\$ 150.00	April 1, 2024
Building Permits - Residential Homeowner - Basement Suite (Developed Area)	\$ 0.80	0%	\$ 0.80	April 1, 2024
Building Permits - Residential Homeowner - Basement Development/ Renovations/ Accessory Structures (Developed Area)	\$ 0.60	0%	\$ 0.60	April 1, 2024
Building Permits - Residential Homeowner - Minor Residential Construction; under 100 sq./ft. (10 m2) or up to \$12,000 in construction value	\$ 150.00	0%	\$ 150.00	April 1, 2024
Building Permits - Residential Homeowner - Solid Fuel Appliance	\$ 175.00	0%	\$ 175.00	April 1, 2024
Building Permits - Commercial, Industrial and Institutional - For each \$1,000, or part thereof of the estimated cost of construction re: Commercial new construction, additions or camps	\$ 9.25	0%	\$ 9.25	April 1, 2024
Building Permits - Commercial, Industrial and Institutional - Demolition	\$ 200.00	0%	\$ 200.00	April 1, 2024
Building Permits - Commercial, Industrial and Institutional - Fire Alarm Replacement/Upgrade (Minimum \$200, or \$0.5 per sq./ft of developed area)	\$ 200.00	0%	\$ 200.00	April 1, 2024
Building Permits - Commercial, Industrial and Institutional - Minimum Commercial Building Permit Fee	\$ 250.00	0%	\$ 250.00	April 1, 2024

Plumbing Permits - Contractor Residential, Commercial, Industrial, Institutional and Oil and Gas (if a modular unit is being installed, then a drop will be the same as a fixture) - 1 to 7 Fixtures	\$125.00	0%	\$125.00	April 1, 2024
Plumbing Permits - Contractor Residential, Commercial, Industrial, Institutional and Oil and Gas (if a modular unit is being installed, then a drop will be the same as a fixture) - 8 to 16 Fixtures	\$165.00	0%	\$165.00	April 1, 2024
Plumbing Permits - Contractor Residential, Commercial, Industrial, Institutional and Oil and Gas (if a modular unit is being installed, then a drop will be the same as a fixture) - 17 to 25 Fixtures	\$-	0%	\$205.00	April 1, 2024
Plumbing Permits - Contractor Residential, Commercial, Industrial, Institutional and Oil and Gas (if a modular unit is being installed, then a drop will be the same as a fixture) - 26 to 54 Fixtures	\$295.00	0%	\$295.00	April 1, 2024
Plumbing Permits - Contractor Residential, Commercial, Industrial, Institutional and Oil and Gas (if a modular unit is being installed, then a drop will be the same as a fixture) - 55 to 100 Fixtures	\$460.00	0%	\$460.00	April 1, 2024
Plumbing Permits - Contractor Residential, Commercial, Industrial, Institutional and Oil and Gas (if a modular unit is being installed, then a drop will be the same as a fixture) - For every fixture over 100 fixtures	\$1.25	0%	\$1.25	April 1, 2024
Plumbing Permits - Contractor Residential, Commercial, Industrial, Institutional and Oil and Gas (if a modular unit is being installed, then a drop will be the same as a fixture) - For each roof drain	\$6.00	0%	\$6.00	April 1, 2024
Plumbing Permits - Contractor Residential, Commercial, Industrial, Institutional and Oil and Gas (if a modular unit is being installed, then a drop will be the same as a fixture) - Minimum fee for any plumbing permit	\$125.00	0%	\$125.00	April 1, 2024
Plumbing Permits - Contractor Residential, Commercial, Industrial, Institutional and Oil and Gas (if a modular unit is being installed, then a drop will be the same as a fixture) - Cross connection and backflow prevention to install a backflow device or a lawn sprinkler system	\$30.00	0%	\$30.00	April 1, 2024
Plumbing Permits - Homeowner Residential - 1 to 7 Fixtures	\$150.00	0%	\$150.00	April 1, 2024
Plumbing Permits - Homeowner Residential - 8 to 16 Fixtures	\$185.00	0%	\$185.00	April 1, 2024
Plumbing Permits - Homeowner Residential - 17+ fixtures	\$250.00	0%	\$250.00	April 1, 2024
Plumbing Permits - Homeowner Residential - Minimum fee for any plumbing permit	\$150.00	0%	\$150.00	April 1, 2024
Plumbing Permits - Homeowner Residential - Cross connection and backflow prevention to install a backflow device or lawn sprinkler system	\$30.00	0%	\$30.00	April 1, 2024
Rural Water and Sewer Service Connection Permit - Gravity sewer system, storm system or full pressure water system, or combination thereof	\$125.00	0%	\$125.00	April 1, 2024
Rural Water and Sewer Service Connection Permit - Low pressure sewer system or trickle fill water system, or combination thereof	\$200.00	0%	\$200.00	April 1, 2024
Private Sewage Disposal System Permits - Residential, Commercial, Industrial and Institutional Installation - Holding Tanks, Septic Tanks, Inground treatment	\$250.00	0%	\$250.00	April 1, 2024
Private Sewage Disposal System Permits - Residential, Commercial, Industrial and Institutional Installation - Camps 1 to 50-person capacity	\$300.00	0%	\$300.00	April 1, 2024
Private Sewage Disposal System Permits - Residential, Commercial, Industrial and Institutional Installation - Camps 51 to 110-person capacity	\$400.00	0%	\$400.00	April 1, 2024
Gas and Propane Permits - Contractor, Residential Gas Installations - 1 to 2 outlets	\$125.00	0%	\$125.00	April 1, 2024
Gas and Propane Permits - Contractor, Residential Gas Installations - 3 to 4 outlets	\$150.00	0%	\$150.00	April 1, 2024
Gas and Propane Permits - Contractor, Residential Gas Installations - 5 to 10 outlets	\$175.00	0%	\$175.00	April 1, 2024

Gas and Propane Permits - Contractor, Residential Gas Installations - For every outlet over 10 outlets	\$ 8.00	0%	\$ 8.00	April 1, 2024
Gas and Propane Permits - Contractor, Residential Gas Installations - Temporary Heat	\$ 125.00	0%	\$ 125.00	April 1, 2024
Gas and Propane Permits - Homeowner, Residential Gas Installation - 1 to 2 outlets	\$ 145.00	0%	\$ 145.00	April 1, 2024
Gas and Propane Permits - Homeowner, Residential Gas Installation - 3 to 4 outlets	\$ 160.00	0%	\$ 160.00	April 1, 2024
Gas and Propane Permits - Homeowner, Residential Gas Installation - 5 to 10 outlets	\$ 195.00	0%	\$ 195.00	April 1, 2024
Gas and Propane Permits - Homeowner, Residential Gas Installation - For every outlet over 10 outlets	\$ 8.00	0%	\$ 8.00	April 1, 2024
Gas and Propane Permits - Homeowner, Residential Gas Installation - Temporary Heat	\$ 145.00	0%	\$ 145.00	April 1, 2024
Gas and Propane Permits - Non-Residential Gas Installation - 10,000 to 200,000 BTU	\$ 125.00	0%	\$ 125.00	April 1, 2024
Gas and Propane Permits - Non-Residential Gas Installation - 200,001 to 500,000 BTU	\$ 200.00	0%	\$ 200.00	April 1, 2024
Gas and Propane Permits - Non-Residential Gas Installation - 1500,001 to 750,000 BTU	\$ 265.00	0%	\$ 265.00	April 1, 2024
Gas and Propane Permits - Non-Residential Gas Installation - 750,001 to 1,000,000 BTU	\$ 325.00	0%	\$ 325.00	April 1, 2024
Gas and Propane Permits - Non-Residential Gas Installation - For each 100,000 BTU (or portion of) over 1,000,000 BTU	\$ 8.00	0%	\$ 8.00	April 1, 2024
Gas and Propane Permits - Non-Residential Gas Installation - Temporary Heat 0 to 500,000 BTU	\$ 150.00	0%	\$ 150.00	April 1, 2024
Gas and Propane Permits - Non-Residential Gas Installation - Temporary Heat 500,001 to 1,000,000 BTU	\$ 250.00	0%	\$ 250.00	April 1, 2024
Gas and Propane Permits - Non-Residential Gas Installation - For each 100,000 BTU (or portion of) over 1,000,000 BTU	\$ 8.00	0%	\$ 8.00	April 1, 2024
Gas and Propane Permits - Non-Residential Propane Installation - Propane Tank Set 81 to 500 gallons (no permit required for tanks below 80 gallons)	\$ 125.00	0%	\$ 125.00	April 1, 2024
Gas and Propane Permits - Non-Residential Propane Installation - Propane Tank Set 501 to 1,000 gallons	\$ 165.00	0%	\$ 165.00	April 1, 2024
Gas and Propane Permits - Non-Residential Propane Installation - Propane Tank Set over 1,000 gallons	\$ 185.00	0%	\$ 185.00	April 1, 2024
Gas and Propane Permits - Non-Residential Propane Installation - For each additional tank set	\$ 50.00	0%	\$ 50.00	April 1, 2024
Gas and Propane Permits - Non-Residential Propane Installation - Each Vaporizer	\$ 65.00	0%	\$ 65.00	April 1, 2024
Gas and Propane Permits - Connected Loads - Propane Distribution and Cylinder Refill Center	\$ 250.00	0%	\$ 250.00	April 1, 2024
Gas and Propane Permits - Gas Appliance Replacement - 0 to 500,000 BTU	\$ 165.00	0%	\$ 165.00	April 1, 2024
Gas and Propane Permits - Gas Appliance Replacement - 500,001 BTU and up	\$ 250.00	0%	\$ 250.00	April 1, 2024
Gas and Propane Permits - Oil and Gas Industrial Equipment - 0 to 1,000,000 BTU	\$ 250.00	0%	\$ 250.00	April 1, 2024
Gas and Propane Permits - Oil and Gas Industrial Equipment - For each 100,000 BTU (or portion of) over 1,000,000 BTU	\$ 1.00	0%	\$ 1.00	April 1, 2024
Gas and Appliance Venting Permit - Contractor, Residential, Commercial, Industrial and Institutional Installations - 1 to 4 appliances	\$ 125.00	0%	\$ 125.00	April 1, 2024
Gas and Appliance Venting Permit - Contractor, Residential, Commercial, Industrial and Institutional Installations - 5 to 10 appliances	\$ 175.00	0%	\$ 175.00	April 1, 2024
Gas and Appliance Venting Permit - Contractor, Residential, Commercial, Industrial and Institutional Installations - 11 to 20 appliances	\$ 265.00	0%	\$ 265.00	April 1, 2024
Gas and Appliance Venting Permit - Contractor, Residential, Commercial, Industrial and Institutional Installations - For each appliance over 20	\$ 8.00	0%	\$ 8.00	April 1, 2024
Gas and Appliance Venting Permit - Homeowner Residential - 1 to 4 appliances	\$ 145.00	0%	\$ 145.00	April 1, 2024

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Gas and Appliance Venting Permit - Homeowner Residential - 5 to 10 appliances	\$ 185.00	0%	\$ 185.00	April 1, 2024
Gas and Appliance Venting Permit - Homeowner Residential - 10 to 20 appliances	\$ 275.00	0%	\$ 275.00	April 1, 2024
Gas and Appliance Venting Permit - Homeowner Residential - For each appliance over 20	\$ 8.00	0%	\$ 8.00	April 1, 2024
Electrical Permit - Contractor, Residential - Up to 1,200 sq./ft	\$ 165.00	0%	\$ 165.00	April 1, 2024
Electrical Permit - Contractor, Residential - 1,201 to 2,500 sq./ft	\$ 215.00	0%	\$ 215.00	April 1, 2024
Electrical Permit - Contractor, Residential - 2,501 to 5,000 sq./ft	\$ 275.00	0%	\$ 275.00	April 1, 2024
Electrical Permit - Contractor, Residential - Over 5,000 sq./ft (per sq. ft over 5,000)	\$ 275.00 + \$.10/ft ²	0%	\$ 275.00 + \$.10/ft ²	April 1, 2024
Electrical Permit - Contractor, Residential - Minor Installations: a) Air Conditioning Unit; b) Hot Tub; c) Service Upgrades; and d) RWSS e) Manufactured Home/Modular Home Connection	\$ 125.00	32%	\$ 165.00	April 1, 2024
Electrical Permit - Homeowner, Residential - Up to 1,200 sq./ft	\$ 185.00	0%	\$ 185.00	April 1, 2024
Electrical Permit - Homeowner, Residential - 1,201 to 2,500 sq./ft	\$ 265.00	0%	\$ 265.00	April 1, 2024
Electrical Permit - Homeowner, Residential - 2,501 to 5,000 sq./ft	\$ 295.00	0%	\$ 295.00	April 1, 2024
Electrical Permit - Homeowner, Residential - Over 5,000 sq./ft (per sq. ft over 5,000)	\$ 295.00 + \$.10/ft ²	0%	\$ 295.00 + \$.10/ft ²	April 1, 2024
Electrical Permit - Homeowner, Residential - Minor Installations: a) Air Conditioning Unit; b) Hot Tub; c) Alterations to or adding circuitry	\$ 145.00	28%	\$ 185.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$0.00 - \$3,500.00	\$ 125.00	0%	\$ 125.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$3,500.01 - \$5,000.00	\$ 150.00	0%	\$ 150.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$5,000.01 - \$7,000.00	\$ 175.00	0%	\$ 175.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$7,000.01 - \$9,500.00	\$ 200.00	0%	\$ 200.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$9,500.01 - \$14,000.00	\$ 225.00	0%	\$ 225.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$14,000.01 - \$19,000.00	\$ 250.00	0%	\$ 250.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$19,000.01 - \$24,000.00	\$ 275.00	0%	\$ 275.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$24,000.01 - \$28,000.00	\$ 300.00	0%	\$ 300.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$28,000.01 - \$33,000.00	\$ 325.00	0%	\$ 325.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$33,000.01 - \$39,000.00	\$ 350.00	0%	\$ 350.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$39,000.01 - \$46,000.00	\$ 375.00	0%	\$ 375.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$46,000.01 - \$60,000.00	\$ 400.00	0%	\$ 400.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$60,000.01 - \$70,000.00	\$ 425.00	0%	\$ 425.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$70,000.01 - \$80,000.00	\$ 450.00	0%	\$ 450.00	April 1, 2024

Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$80,000.01 - \$90,000.00	\$ 475.00	0%	\$ 475.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$90,000.01 - \$100,000.00	\$ 500.00	0%	\$ 500.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$100,000.01 - \$150,000.00	\$ 650.00	0%	\$ 650.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$150,000.01 - \$200,000.00	\$ 875.00	0%	\$ 875.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$200,000.01 - \$300,000.00	\$ 1,300.00	0%	\$ 1,300.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$300,000.01 - \$500,000.00	\$ 1,700.00	0%	\$ 1,700.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$500,000.01 - \$700,000.00	\$ 2,100.00	0%	\$ 2,100.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$700,000.01 - \$1,000,000.00	\$ 2,800.00	0%	\$ 2,800.00	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - \$1,000,000.01 and over	Install Cost/ \$1000.00 x 3	0%	Install Cost/ \$1000.00 x 3	April 1, 2024
Electrical Permit - Commercial (including apartments), Industrial and Institutional (based on Installations Cost) - Temporary service	\$ 200.00	0%	\$ 200.00	April 1, 2024
Electrical Permit - Annual Electric (Note: kVA rating based on main transformer capacity) - Up to 100 kVA	\$ 350.00	0%	\$ 350.00	April 1, 2024
Electrical Permit - Annual Electric (Note: kVA rating based on main transformer capacity) - 101 to 1,000 kVA	\$350.00 + \$60.00/100 kVA for portion exceeding 100 kVA	0%	\$350.00 + \$60.00/100 kVA for portion exceeding 100 kVA	April 1, 2024
Electrical Permit - Annual Electric (Note: kVA rating based on main transformer capacity) - 1,001 to 5,000 kVA	\$890.00 + \$10.00/100 kVA for portion exceeding 1,000 kVA	0%	\$890.00 + \$10.00/100 kVA for portion exceeding 1,000 kVA	April 1, 2024
Electrical Permit - Annual Electric (Note: kVA rating based on main transformer capacity) - 5,001 to 10,000 kVA	\$1,290.00 + \$5.00/100 kVA for portion exceeding 5,000 kVA	0%	\$1,290.00 + \$5.00/100 kVA for portion exceeding 5,000 kVA	April 1, 2024
Electrical Permit - Annual Electric (Note: kVA rating based on main transformer capacity) - 10,001 to 20,000 kVA	\$1,540.00 + \$4.00/100 kVA for portion exceeding 10,000 kVA	0%	\$1,540.00 + \$4.00/100 kVA for portion exceeding 10,000 kVA	April 1, 2024
Electrical Permit - Annual Electric (Note: kVA rating based on main transformer capacity) - Over 20,000 kVA	\$1,940.00 + \$3.00/100 kVA for portion exceeding 20,000 kVA	0%	\$1,940.00 + \$3.00/100 kVA for portion exceeding 20,000 kVA	April 1, 2024
Occupancy Permit - Residential, Single Dwelling	\$ 125.00	0%	\$ 125.00	April 1, 2024
Occupancy Permit - Residential, Commercial, Industrial and Institutional	\$ 200.00	0%	\$ 200.00	April 1, 2024
Refunds - Building Permits (25% of original fee paid will be withheld)	Minimum \$100.00	0%	Minimum \$100.00	April 1, 2024
Refunds - Electrical Permits (10% of original fee paid will be withheld)	Minimum \$50.00	0%	Minimum \$50.00	April 1, 2024
Refunds - Gas and Appliance Venting or Plumbing Permit (10% of original fee paid will be withheld)	Minimum \$50.00	0%	Minimum \$50.00	April 1, 2024

Renewal Fees - Building Discipline – fees will be assessed based on the percentage of work left to be complete, multiplied by project value at a rate of \$9.25 per \$1,000.00 of project value. Renewal fees are maximum one year.	Minimum \$125.00	0%	Minimum \$125.00	April 1, 2024
Renewal Fees - Electrical Discipline - Residential projects with a construction value of \$5,000 or less	\$ 100.00	0%	\$ 100.00	April 1, 2024
Renewal Fees - Electrical Discipline - Residential projects with a construction value of \$5,001 or more	\$ 125.00	0%	\$ 125.00	April 1, 2024
Renewal Fees - Electrical Discipline - Commercial, Industrial and Institutional projects – fees assessed based on installation costs multiplied by percentage of work left to complete	Using commercial installation costs	0%	Using commercial installation costs	April 1, 2024
Renewal Fees - Plumbing Discipline - Projects with 20 or less fixtures	\$ 100.00	0%	\$ 100.00	April 1, 2024
Renewal Fees - Plumbing Discipline - Projects with 21 or more fixtures	\$ 125.00	0%	\$ 125.00	April 1, 2024
Renewal Fees - Gas Discipline - Projects with 10 outlets or less	\$ 100.00	0%	\$ 100.00	April 1, 2024
Renewal Fees - Gas Discipline - Projects with 11 outlets or more	\$ 125.00	0%	\$ 125.00	April 1, 2024
Renewal Fees - Gas Appliance Ventilation - 10 appliances or less	\$ 100.00	0%	\$ 100.00	April 1, 2024
Renewal Fees - Gas Appliance Ventilation - 11 outlets or more	\$ 125.00	0%	\$ 125.00	April 1, 2024
Renewal Fees - Private Sewage Disposal - Residential and commercial systems	\$ 125.00	0%	\$ 125.00	April 1, 2024
Renewal Fees - Private Sewage Disposal - Industrial systems and treatment plants	\$ 200.00	0%	\$ 200.00	April 1, 2024
General - Re-inspection Fee - First occurrence	\$ 175.00	0%	\$ 175.00	April 1, 2024
General - No-entry Fee - First occurrence	\$ 175.00	0%	\$ 175.00	April 1, 2024
General - Additional Fees - Inspections outside of regular working hours (only when critical to public safety or occupancy of a structure)	\$ 250.00	0%	\$ 250.00	April 1, 2024
General - Additional Fees - Variances (alternative solutions)	\$ 250.00	0%	\$ 250.00	April 1, 2024

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Schedule M - Solid Waste

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Landfill Rates - Mixed loads of construction and demolition waste (recyclables not fully removed)	\$ 104.00	0%	\$ 104.00	April 1, 2024
Landfill Rates - Demolition or commercial waste originating from cleanup of properties damaged or destroyed by wildfire or firefighting activities in May 2016	\$ 104.00	0%	\$ 104.00	April 1, 2024
Clean and Segregated Recyclable materials (wood chips, asphalt, concrete, metals)	\$ -	0%	\$ -	April 1, 2024
Wood and Wood Products. (Includes: rough lumber, pallets, plywood/osb, logs and/or whole trees. Excluding furniture and treated/painted wood)	\$ 25.00	0%	\$ 25.00	April 1, 2024
Landfill Rates - Commercial waste	\$ 96.00	0%	\$ 96.00	April 1, 2024
Landfill Rates - Special handling	\$ 200.00	0%	\$ 200.00	April 1, 2024
Landfill Rates - Tires	\$ -	0%	\$ -	April 1, 2024
Landfill Rates - Household refuse	\$ 70.00	0%	\$ 70.00	April 1, 2024
Landfill Rates - Compostable material	\$ 4.00	-100%	\$ -	April 1, 2024
Landfill Rates - CFC appliances with gas	\$ 46.00	0%	\$ 46.00	April 1, 2024
Landfill Rates - Appliances without gas	\$ -	0%	\$ -	April 1, 2024
Landfill Rates - Large commercial appliances – special handling	\$ 143.00	0%	\$ 143.00	April 1, 2024
Landfill Rates - Soil (clean fill)	\$ -	0%	\$ -	April 1, 2024
Landfill Rates - Residential recyclables	\$ -	0%	\$ -	April 1, 2024
Landfill Rates - Mobile home disposal	\$ 1,200.00	0%	\$ 1,200.00	April 1, 2024
Landfill Rates - Scale usage charge	\$ 40.00	0%	\$ 40.00	April 1, 2024
Landfill Rates - Minimum charge	\$ 10.00	0%	\$ 10.00	April 1, 2024
Landfill Rates - Mattress disposal	\$ 28.00	0%	\$ 28.00	April 1, 2024
Landfill Rates - Box spring disposal	\$ 28.00	0%	\$ 28.00	April 1, 2024
Landfill Rates - Compost – External usage	\$ 60.00	0%	\$ 60.00	April 1, 2024

Landfill Rates - Crushed concrete - External usage	\$ 25.00	0%	\$ 25.00	April 1, 2024
Landfill Rates - Crushed concrete - Internal usage	\$ 20.00	0%	\$ 20.00	April 1, 2024
Landfill Rates - Manure	\$ 12.00	-100%	\$ -	April 1, 2024
Landfill Rates - Peat moss – External usage	\$ 32.00	0%	\$ 32.00	April 1, 2024
Landfill Rates - Crushed Asphalt - External Usage	\$ 22.00	0%	\$ 22.00	April 1, 2024
Landfill Rates - Crushed Asphalt - Internal Usage	\$ 20.00	0%	\$ 20.00	April 1, 2024
Landfill Rates - Triple Mix	\$ 32.00	0%	\$ 32.00	April 1, 2024
Solid Waste Disposal (Monthly Rates) - Urban Service Area – Single and Multi-Family Residential - Waste Disposal	\$ -	0%	\$ -	April 1, 2024
Solid Waste Disposal (Monthly Rates) - Urban Service Area – Single and Multi-Family Residential - Recycling Depots	\$ -	0%	\$ -	April 1, 2024
Solid Waste Disposal (Monthly Rates) - Urban Service Area – Single and Multi-Family Residential - Curbside recyclable collection	\$ -	0%	\$ -	April 1, 2024
Solid Waste Disposal (Monthly Rates) - Rural Service Area – Single and Multi-Family Residential - Waste Disposal	\$ -	0%	\$ -	April 1, 2024
Solid Waste Disposal (Monthly Rates) - Rural Service Area – Single and Multi-Family Residential - Recycling Depots	\$ -	0%	\$ -	April 1, 2024
Solid Waste Disposal (Monthly Rates) - Rural Service Area – Single and Multi-Family Residential - Curbside recyclable collection (where available)	\$ 15.40	0%	\$ 15.40	April 1, 2024
Replacement of damaged or destroyed Municipal Waste Receptacle	\$ -	0%	\$ -	April 1, 2024

Schedule N - Water

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Urban Service Area – Residential – Meter Size Charge + Variable Rate - 16 mm (5/8") and 19 mm (3/4")	\$40.95 + \$0.97/m ³	10%	\$45.05 + \$1.07/m ³	April 1, 2024
Urban Service Area – Residential – Meter Size Charge + Variable Rate - 25 mm (1"), 32 mm (1 1/4") and 38 mm (1 1/2")	\$95.98 + \$0.97/m ³	10%	\$105.58 + \$1.07/m ³	April 1, 2024
Urban Service Area – Residential – Meter Size Charge + Variable Rate - 51 mm (2") and 76 mm (3")	\$310.27 + \$0.97/m ³	10%	\$341.30 + \$1.07/m ³	April 1, 2024
Urban Service Area – Residential – Meter Size Charge + Variable Rate - 102 mm (4"), 152 mm (6"), 203 mm (8") and 254 mm (10")	\$2608.89 + \$0.97/m ³	10%	\$2,869.78 + \$1.07/m ³	April 1, 2024
Rural Service Area – Residential – Meter Size Charge + Variable Rate - 16 mm (5/8") and 19 mm (3/4")	\$24.47 + \$0.97/m ³	15%	\$28.14 + \$1.07/m ³	April 1, 2024
Rural Service Area – Residential – Meter Size Charge + Variable Rate - 25 mm (1"), 32 mm (1 1/4") and 38 mm (1 1/2")	\$60.23 + \$0.97/m ³	15%	\$69.26 + \$1.07/m ³	April 1, 2024
Rural Service Area – Residential – Meter Size Charge + Variable Rate - 51 mm (2") and 76 mm (3")	\$194.63 + \$0.97/m ³	15%	\$223.82 + \$1.07/m ³	April 1, 2024
Rural Service Area – Residential – Meter Size Charge + Variable Rate - 102 mm (4"), 152 mm (6"), 203 mm (8") and 254 mm (10")	\$1708.85 + \$0.97/m ³	15%	\$1,965.18 + \$1.07/m ³	April 1, 2024
Commercial - Meter Size Charge + Variable Rate - 16 mm (5/8")	\$13.45 + \$2.15/m ³	10%	\$14.80 + \$2.37/m ³	April 1, 2024
Commercial - Meter Size Charge + Variable Rate - 19 mm (3/4")	\$20.31 + \$2.15/m ³	10%	\$22.34 + \$2.37/m ³	April 1, 2024
Commercial - Meter Size Charge + Variable Rate - 25 mm (1")	\$30.64 + \$2.15/m ³	10%	\$37.70 + \$2.37/m ³	April 1, 2024
Commercial - Meter Size Charge + Variable Rate - 32 mm (1 1/4")	\$46.41 + \$2.15/m ³	10%	\$51.05 + \$2.37/m ³	April 1, 2024
Commercial - Meter Size Charge + Variable Rate - 38 mm (1 1/2")	\$70.11 + \$2.15/m ³	10%	\$77.12 + \$2.37/m ³	April 1, 2024
Commercial - Meter Size Charge + Variable Rate - 51 mm (2")	\$105.90 + \$2.15/m ³	10%	\$116.49 + \$2.37/m ³	April 1, 2024
Commercial - Meter Size Charge + Variable Rate - 76 mm (3")	\$160.04 + \$2.15/m ³	10%	\$176.04 + \$2.37/m ³	April 1, 2024
Commercial - Meter Size Charge + Variable Rate - 102 mm (4")	\$241.86 + \$2.15/m ³	10%	\$266.05 + \$2.37/m ³	April 1, 2024
Commercial - Meter Size Charge + Variable Rate - 152 mm (6")	\$365.41 + \$2.15/m ³	10%	\$401.95 + \$2.37/m ³	April 1, 2024
Commercial - Meter Size Charge + Variable Rate - 203 mm (8") and 254 mm (10")	\$564.94 + \$2.15/m ³	10%	\$621.43 + \$2.37/m ³	April 1, 2024
Multi Dwelling (with Fire Protectus) - Meter Size Charge + Variable Rate - 16 mm (5/8")	\$13.45 + \$2.15/m ³	10%	\$14.80 + \$2.37/m ³	April 1, 2024
Multi Dwelling (with Fire Protectus)- Meter Size Charge + Variable Rate - 19 mm (3/4")	\$20.31 + \$2.15/m ³	10%	\$22.34 + \$2.37/m ³	April 1, 2024
Multi Dwelling (with Fire Protectus) - Meter Size Charge + Variable Rate - 25 mm (1")	\$30.64 + \$2.15/m ³	10%	\$33.70 + \$2.37/m ³	April 1, 2024
Multi Dwelling (with Fire Protectus) - Meter Size Charge + Variable Rate - 32 mm (1 1/4")	\$46.41 + \$2.15/m ³	10%	\$51.05 + \$2.37/m ³	April 1, 2024
Multi Dwelling (with Fire Protectus) - Meter Size Charge + Variable Rate - 38 mm (1 1/2")	\$70.11 + \$2.15/m ³	10%	\$77.12 + \$2.37/m ³	April 1, 2024
Multi Dwelling (with Fire Protectus) - Meter Size Charge + Variable Rate - 51 mm (2")	\$105.90 + \$2.15/m ³	10%	\$116.49 + \$2.37/m ³	April 1, 2024
Multi Dwelling (with Fire Protectus) - Meter Size Charge + Variable Rate - 76 mm (3")	\$160.04 + \$2.15/m ³	10%	\$176.04 + \$2.37/m ³	April 1, 2024
Multi Dwelling (with Fire Protectus) - Meter Size Charge + Variable Rate - 102 mm (4")	\$241.86 + \$2.15/m ³	10%	\$266.04 + \$2.37/m ³	April 1, 2024
Multi Dwelling (with Fire Protectus)- Meter Size Charge + Variable Rate - 152 mm (6")	\$365.41 + \$2.15/m ³	10%	\$401.95 + \$2.37/m ³	April 1, 2024
Multi Dwelling (with Fire Protectus) - Meter Size Charge + Variable Rate - 203 mm (8") and 254 mm (10")	\$564.94 + \$2.15/m ³	10%	\$621.43 + \$2.37/m ³	April 1, 2024
Variable - Residential	\$0.97/m ³	10%	\$1.07/m ³	April 1, 2024
Variable - Commercial	\$2.15/m ³	10%	\$2.37/m ³	April 1, 2024
Variable - Multi Dwelling	\$2.15/m ³	10%	\$2.37/m ³	April 1, 2024
Apartment Buildings (per unit)	\$6.39 + meter size charge	10%	\$7.03 + meter size charge	April 1, 2024

Attachment: 2. Fees, Rates and Charges - Schedule 2024 [Revision 1] (Bylaw No. 23/022 Fees, Rates and Charges 2024 Bylaw)

Gregoire Mobile Home Park (per unit)	\$8.38 + meter size charge	10%	\$9.22 + meter size charge	April 1, 2024
Cartier Park (per unit) - Un-metered	\$ 98.49	10%	\$ 108.34	April 1, 2024
Bulk Water (per m ³)	\$6.50/m ³	10%	\$7.15/m ³	April 1, 2024
Meter Charge - Installation Cost - Up to 25 mm (1") meter	\$ 419.27	10%	\$ 461.19	April 1, 2024
Meter Charge - Installation Cost - 38 mm meter (1 1/2")	\$ 1,158.91	15%	\$ 1,332.75	April 1, 2024
Meter Charge - Installation Cost - 51 mm meter (2")	\$ 1,587.79	15%	\$ 1,825.96	April 1, 2024
Meter Charge - Installation Cost - 76 mm meter (3")	\$ 7,741.26	15%	\$ 8,902.45	April 1, 2024
Meter Charge - Installation Cost - 102 mm meter (4")	\$ 10,250.70	15%	\$ 11,788.30	April 1, 2024
Meter Test - Up to 25 mm meter (1")	\$ 83.65	15%	\$ 96.20	April 1, 2024
Meter Test - 25 mm (1") to 51 mm meter (2")	\$ 228.14	15%	\$ 262.36	April 1, 2024
Remote Reader Relocation or Replacement – excluding abuse, tampering and vandalism	\$ 275.00	0%	\$ 275.00	April 1, 2024
Turn on or turn off Curb Stop (customer’s request)	\$ 118.50	0%	\$ 118.50	April 1, 2024
Service Connection Fee	\$ 251.90	10%	\$ 277.09	April 1, 2024
Thawing of Frozen Service	\$ 550.00	0%	\$ 550.00	April 1, 2024
Bleeder installation	\$ 665.50	10%	\$ 732.05	April 1, 2024
Residential water consumption – Trailers, where no meter exists	\$ 251.90	10%	\$ 277.09	April 1, 2024
Commercial water consumption – Trailers, where no meter exists	\$ 266.20	10%	\$ 292.82	April 1, 2024
Rural water hauling fee (monthly)	\$ 24.47	15%	\$ 28.14	April 1, 2024
Un-metered Service	Anticipated Meter Size Charge + 27 m ³ / month water	0%	Anticipated Meter Size Charge + 27 m ³ / month water	April 1, 2024
Reconnection Fee - During office hours	\$ 59.25	0%	\$ 59.25	April 1, 2024
Reconnection Fee - After office hours	\$ 242.00	0%	\$ 242.00	April 1, 2024
Construction Water - Residential Fixed rate - From date of occupancy permit for first 3 months	\$ 132.00	0%	\$ 132.00	April 1, 2024
Construction Water - Residential Fixed rate - Cumulative, Incremental cost for each additional month over 3 months	\$ 132.00	0%	\$ 132.00	April 1, 2024
Construction Water - Commercial variable rate - Water volumes for construction purposes based on an estimate prior to water being supplied to the site based on expected construction activity, duration of construction, water service size / nature of construction. (per m ³)	\$ -	0%	\$ -	April 1, 2024
Hydrant Use - Deposit for hydrant meter (refundable upon return of hydrant meter in good working order)	\$ 1,100.00	0%	\$ 1,100.00	April 1, 2024
Hydrant Use - Daily rental	\$ 120.00	0%	\$ 120.00	April 1, 2024
Hydrant Use - Water usage	\$ 12.00	0%	\$ 12.00	April 1, 2024
Water service application	\$ 35.00	0%	\$ 35.00	April 1, 2024
Documentation provided for “Proof of Residency”	\$ 35.00	0%	\$ 35.00	April 1, 2024
Bulk Water - Replacement RFID tag	\$ -	0%	\$ -	April 1, 2024

Schedule O - Rural Water and Sewer Service Connection

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Rural Water and Sewer Service Connection - Application Fee	\$ 200.00	0%	\$ 200.00	April 1, 2024
Rural Water and Sewer Service Connection - Lump Sum - Janvier, Conklin, Anzac, Gregoire Lake Estates, and Draper	\$ 15,800.00	0%	\$ 15,800.00	April 1, 2024
Rural Water and Sewer Service Connection - Lump Sum - Saprae Creek	\$ 9,800.00	0%	\$ 9,800.00	April 1, 2024
Rural Water and Sewer Service Connection - Bi-monthly for 25 years - Janvier, Conklin, Anzac, Gregoire Lake Estates, and Draper	\$ 105.00	0%	\$ 105.00	April 1, 2024
Rural Water and Sewer Service Connection - Bi-monthly for 25 years - Saprae Creek	\$ 65.00	0%	\$ 65.00	April 1, 2024

Schedule P - Wastewater

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Urban Service Area – Meter Size Charge + Variable Rate - 16 mm (5/8") and 19 mm (3/4")	\$19.99 + 0.57/m ³	10%	\$21.99 + 0.63/m ³	April 1, 2024

Urban Service Area – Meter Size Charge + Variable Rate - 25 mm (1"), 32 mm (1 1/4") and 38 mm (1 1/2")	\$34.27 + 0.57/m ³	10%	\$37.70 + 0.63/m ³	April 1, 2024
Urban Service Area – Meter Size Charge + Variable Rate - 51 mm (2") and 76 mm (3")	\$270.22 + 0.57/m ³	10%	\$297.24 + 0.63/m ³	April 1, 2024
Urban Service Area – Meter Size Charge + Variable Rate - 102 mm (4"), 152 mm (6"), 203 mm (8") and 254 mm (10")	\$1893.02 + 0.57/m ³	10%	\$2,082.32 + 0.63/m ³	April 1, 2024
Rural Service Area – Meter Size Charge + Variable Rate - 16 mm (5/8") and 19 mm (3/4")	\$12.55 + 0.57/m ³	15%	\$14.43 + 0.63/m ³	April 1, 2024
Rural Service Area – Meter Size Charge + Variable Rate - 25 mm (1"), 32 mm (1 1/4") and 38 mm (1 1/2")	\$21.45 + 0.57/m ³	15%	\$24.67 + 0.63/m ³	April 1, 2024
Rural Service Area – Meter Size Charge + Variable Rate - 51 mm (2") and 76 mm (3")	\$262.85 + 0.57/m ³	7%	\$281.25 + 0.63/m ³	April 1, 2024
Rural Service Area – Meter Size Charge + Variable Rate - 102 mm (4"), 152 mm (6"), 203 mm (8") and 254 mm (10")	\$1841.41 + 0.57/m ³	7%	\$1,970.31 + 0.63/m ³	April 1, 2024
Un-metered Service	Anticipated Meter Size Charge + 27 m ³ / month water consumption	0%	Anticipated Meter Size Charge + 27 m ³ / month water consumption	April 1, 2024
Apartment Building (per unit)	\$7.76 + meter size charge/ month	10%	\$8.54 + meter size charge/ month	April 1, 2024
Gregoire Mobile Home Park (per unit)	\$15.96 + meter size charge/ month	10%	\$17.56 + meter size charge/ month	April 1, 2024
Cartier Park - Un-metered (per unit per month)	\$ 62.12	10%	\$ 68.33	April 1, 2024
Variable	0.57/m ³	10%	0.63/m ³	April 1, 2024
Sewage Lagoon - Price per axle	\$ -	10%	\$ -	April 1, 2024
Sewage Lagoon - Replacement RFID tag	\$ 31.74	0%	\$ 31.74	April 1, 2024
Sewage Lagoon - Vehicles with holding tanks not exceeding 1m ³	\$ -	10%	\$ -	April 1, 2024

Schedule Q - Late Payment

	2023 Fee	Increase / Decrease	2024 Fee	Effective Date
Late Payment Charge - Invoices past their due date for fees on Schedule D, F, G, I, M, N, O, P	1.5%	0.0%	1.5%	April 1, 2024
Late Payment Charge - Invoices past their due date for fees on Schedule A, B, C, H, J, K, L	0.0%	0.0%	0.0%	April 1, 2024
Late Payment Charge - Invoices past their due date for fees on Schedule E	0.0%	0.0%	0.0%	April 1, 2024

From: no-reply@rmwbext.ca
To: [Legislative Assistants](#)
Subject: Council Meeting Presentation Request – Shannon Rex, Christopher Cameron
Date: Friday, October 20, 2023 2:12:30 PM

External Message - Please be cautious when opening links or attachments in email

A Council Meeting Presentation Request has been submitted at Friday October 20th 2023 2:10 PM with reference number 2023-10-20-017.

- **Preferred date of presentation**
11/14/2023
- **Name of speaker/presenter**
 1. Shannon Rex
 2. Christopher Cameron
- **Organization name (if applicable)**
 1. FuseSocial
 2. FuseSocial / Objective Research & Evaluation
- **Do you wish to speak in person or virtually via MS teams?**
 1. In person
 2. In person
- **Presentation topic**
Current State of the Sector & Tomorrow Project Collective Impact Update
- **List specific points/concerns**
 1. State of WB Social Profit Sector - overview of FuseSocial survey identifying current social profit sector challenges, opportunities and needs.
 2. FuseSocial's "The Tomorrow Project" Update - Highlight of learnings, successes and next steps toward a stronger, more cohesive social profit sector.
- **Action being requested of Council**
Continued support & partnership.

- **Are you providing any supporting documentation (i.e. PowerPoint presentation)?**

Yes

- **Name of contact person**

Shannon Rex

- **Phone number (daytime)**

780-714-7624

- **Email address**

shannon.rex@fusesocial.ca

- **Mailing address**

20 Riedel Street

- **City / Town**

Fort McMurray

- **Postal code**

T9H 3E1

- **Acknowledgment**

I have read and understand that my name and supporting materials (if any) will be made publicly available in the Council agenda. My contact information will NOT be included in the public record.

The TOMORROW Project



Phase 3 Project Update

November 2023



REGIONAL MUNICIPALITY
OF WOOD BUFFALO



SUNCOR
ENERGY
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Progress to Date

Phase 1 – Sector Profile – Fall 2020 → Spring 2021

Phase 2 – 2021 & 2022 Wood Buffalo Social Profit Summit – Sector Wide Focus

Phase 3 – 2022/2023 Shift to Sub-Sector Focus

State of the Sector – Then & Now



**Lessons
Learned
Phase 1 & 2**



**Consider Experience
Gaps**

Spectrum of experience
across the sector.



**Lessons
Learned
Phase 1 & 2**



Consider Experience Gaps

Spectrum of experience across the sector.



Prioritize Readiness

Start with the ready and willing, and bring others along.



The TOMORROW *Project*

Consider Experience Gaps

Spectrum of experience
across the sector.

Prioritize Readiness

Start with the ready
and willing and bring
others along.

Identify Sub- Sector/Coalition Leads

We need a driver within
each sub-sector group to
help move things forward.



The TOMORROW *Project*

Consider Experience Gaps

Spectrum of experience across the sector.

Prioritize Readiness

Start with the ready and willing and bring others along.

Identify Sub-Sector/Coalition Leads

We need a driver within each sub-sector group to help move things forward.



Extend Reach

Some organizations are still not connected and want to be.

The TOMORROW *Project*

Consider Experience and Capacity Gaps

Spectrum of experience and capacity across the sector.

Prioritize Readiness

Start with the ready and willing and bring others along.

Identify Sub-Sector/Coalition Leads

We need a driver within each sub-sector group to help move things forward.



Extend Reach

Call in organizations that are not regularly "at the table".

Build Momentum



**Next
Steps
Phase 3**

The TOMORROW *Project*

Creation of a strategic planning canvas

May 6th, 2022.



The TOMORROW *Project*

Development of a
strategic planning
canvas

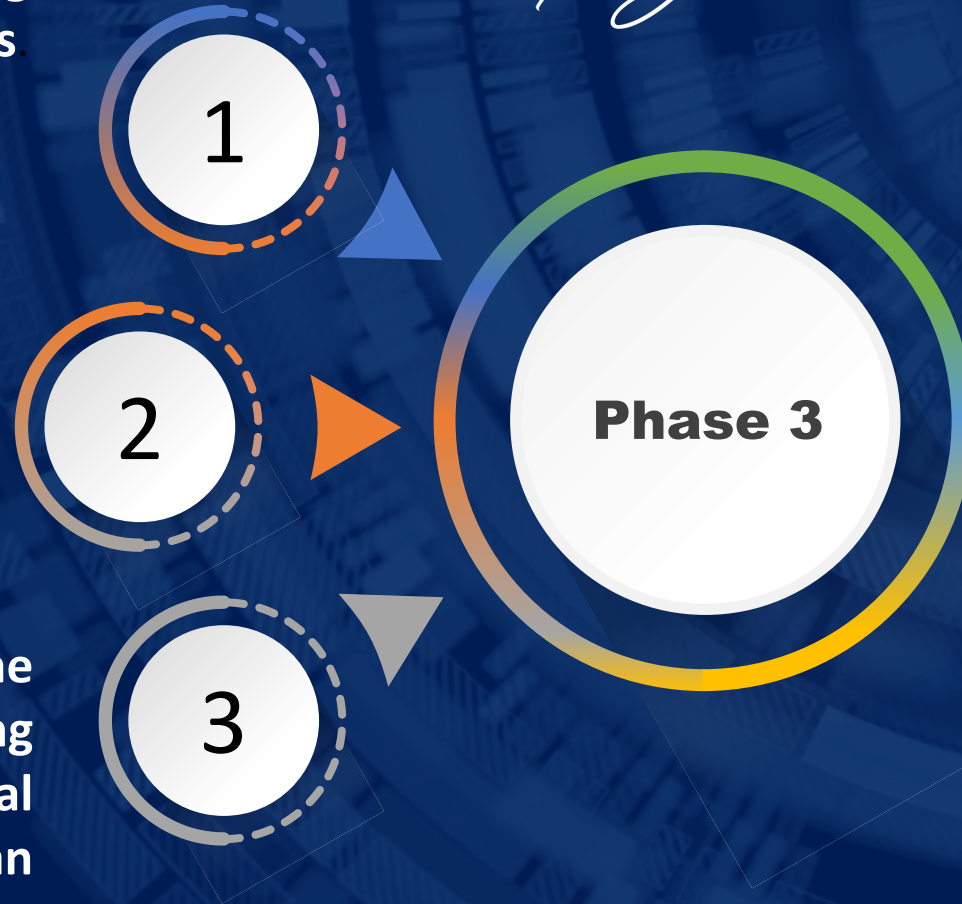


Creation of a
strategic
communication
plan



The TOMORROW *Project*

- Development of a strategic planning canvas
- Creation of a strategic communication plan
- Translation of the strategic planning canvas into a formal strategic plan



The TOMORROW *Project*

Launch the strategic plan including dissemination of the plan to key stakeholder groups

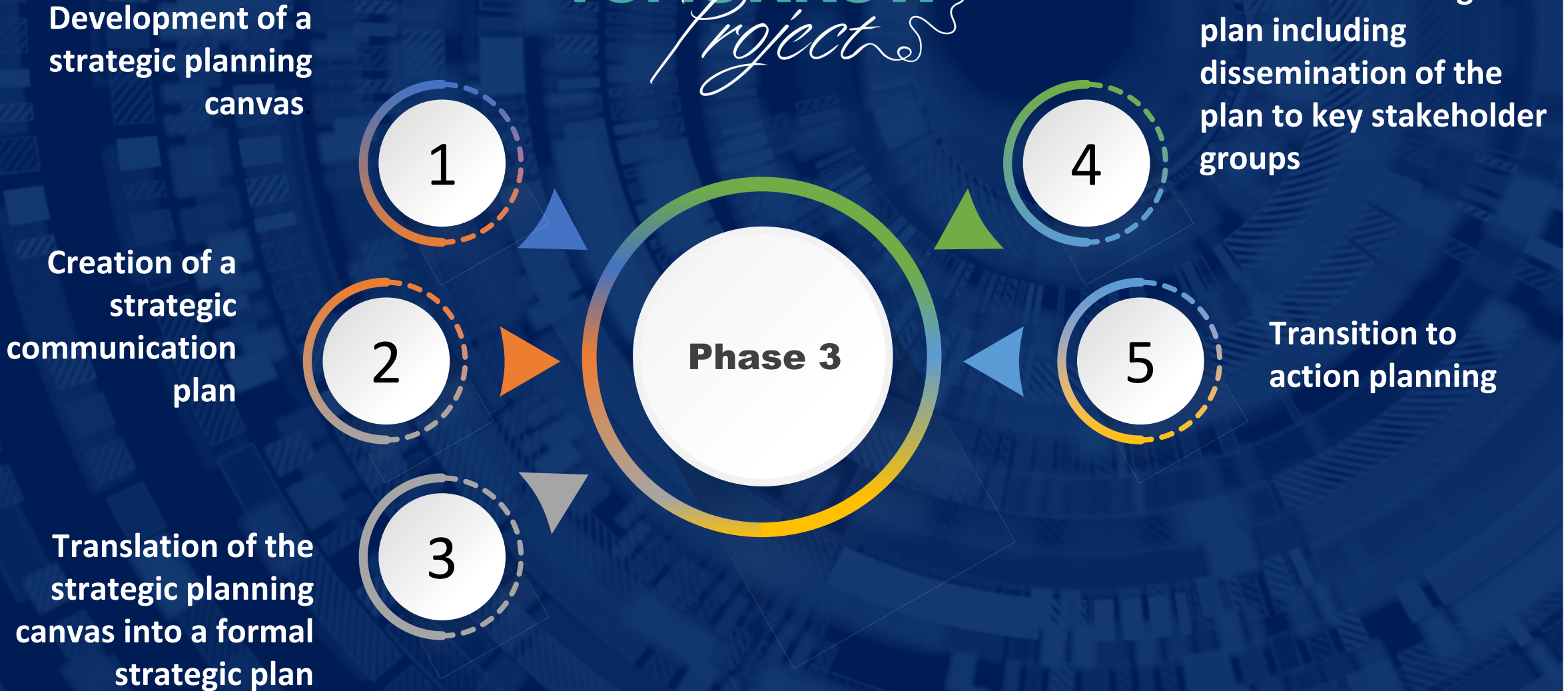
Development of a strategic planning canvas

Creation of a strategic communication plan

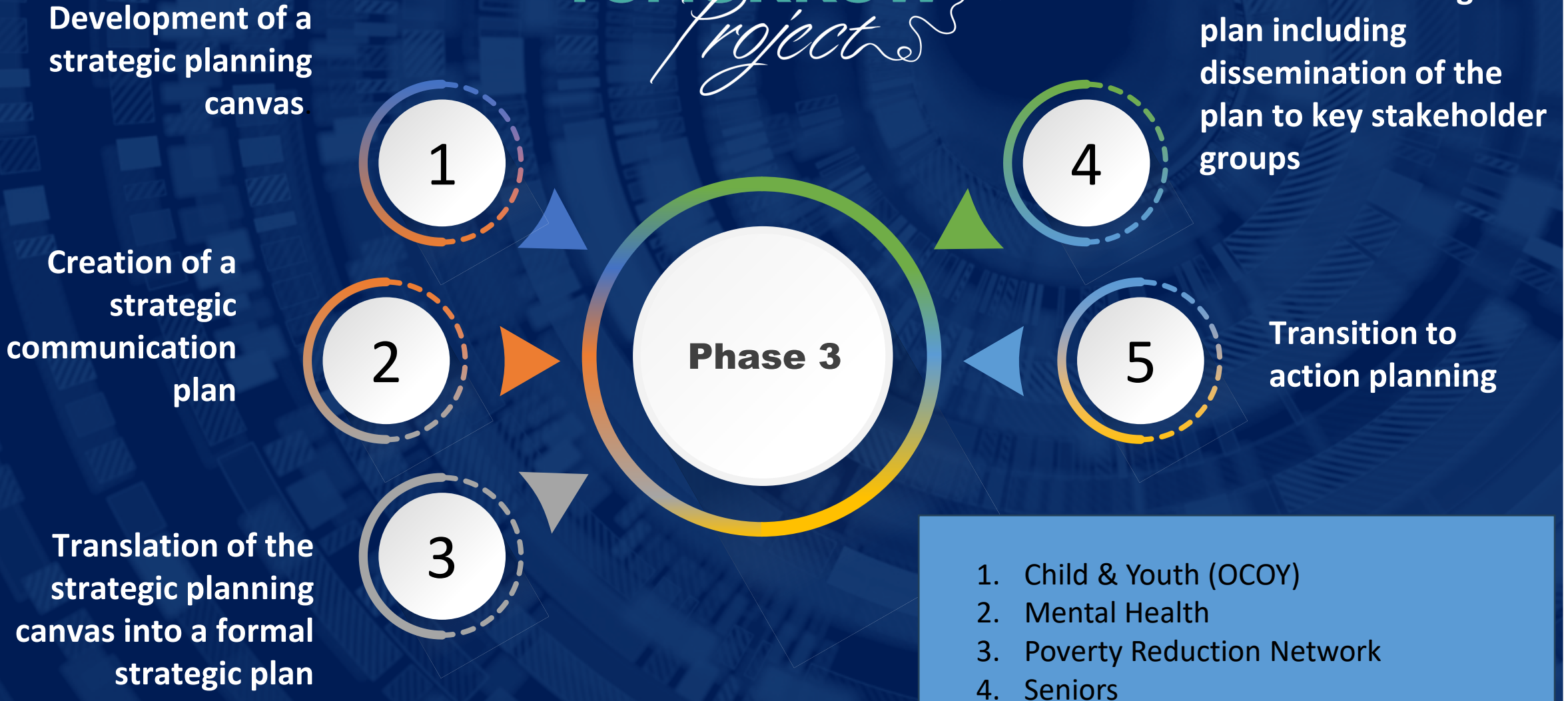
Translation of the strategic planning canvas into a formal strategic plan



The TOMORROW *Project*



The TOMORROW *Project*



The TOMORROW Project

Thank You



REGIONAL MUNICIPALITY
OF WOOD BUFFALO



SUNCOR
ENERGY
FOUNDATION

Emergency Management Activations Summer 2023

Presenter: Erin Sieger, Manager Emergency Management

Department: Regional Emergency Services

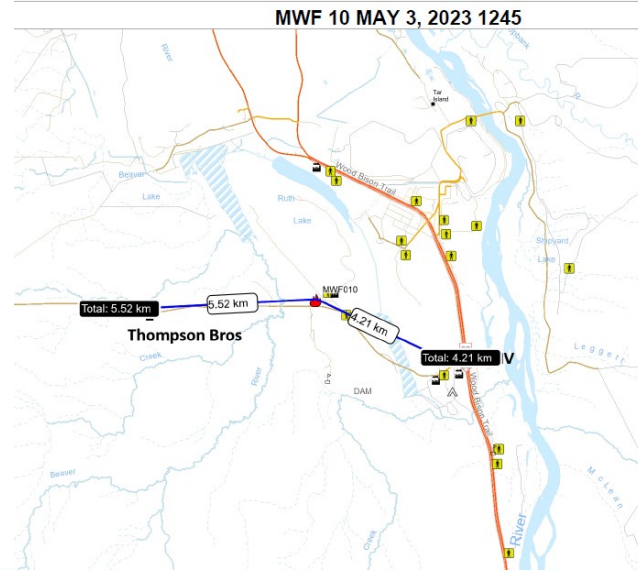
Meeting Date: November 14, 2023



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

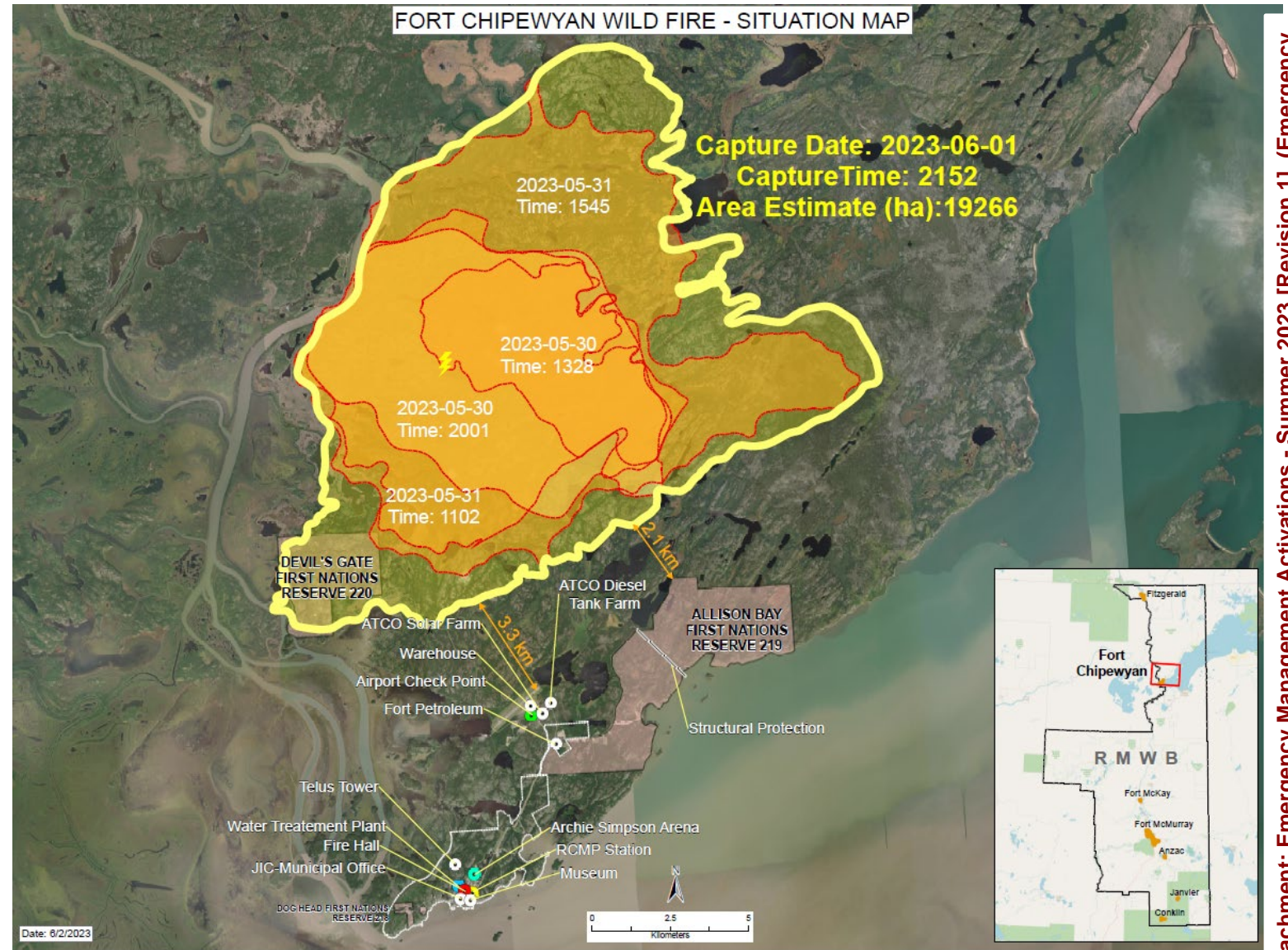
Spring 2023

- April 25 River Breakup
- May 2-4 Stony Mountain Fire
- May 3 Aostra Fire
- May 6 Provincial State of Emergency declared



MWF-025 Rocky River Wildfire

- May 28 – MWF 025 starts by lightning
- May 31 – 8,600ha 7km from Fort Chipewyan, 4km from Allison Bay
- June 1 – 19,266ha, 916 registered evacuees
- Fort Chipewyan Census 1274, including 847 Hamlet residents



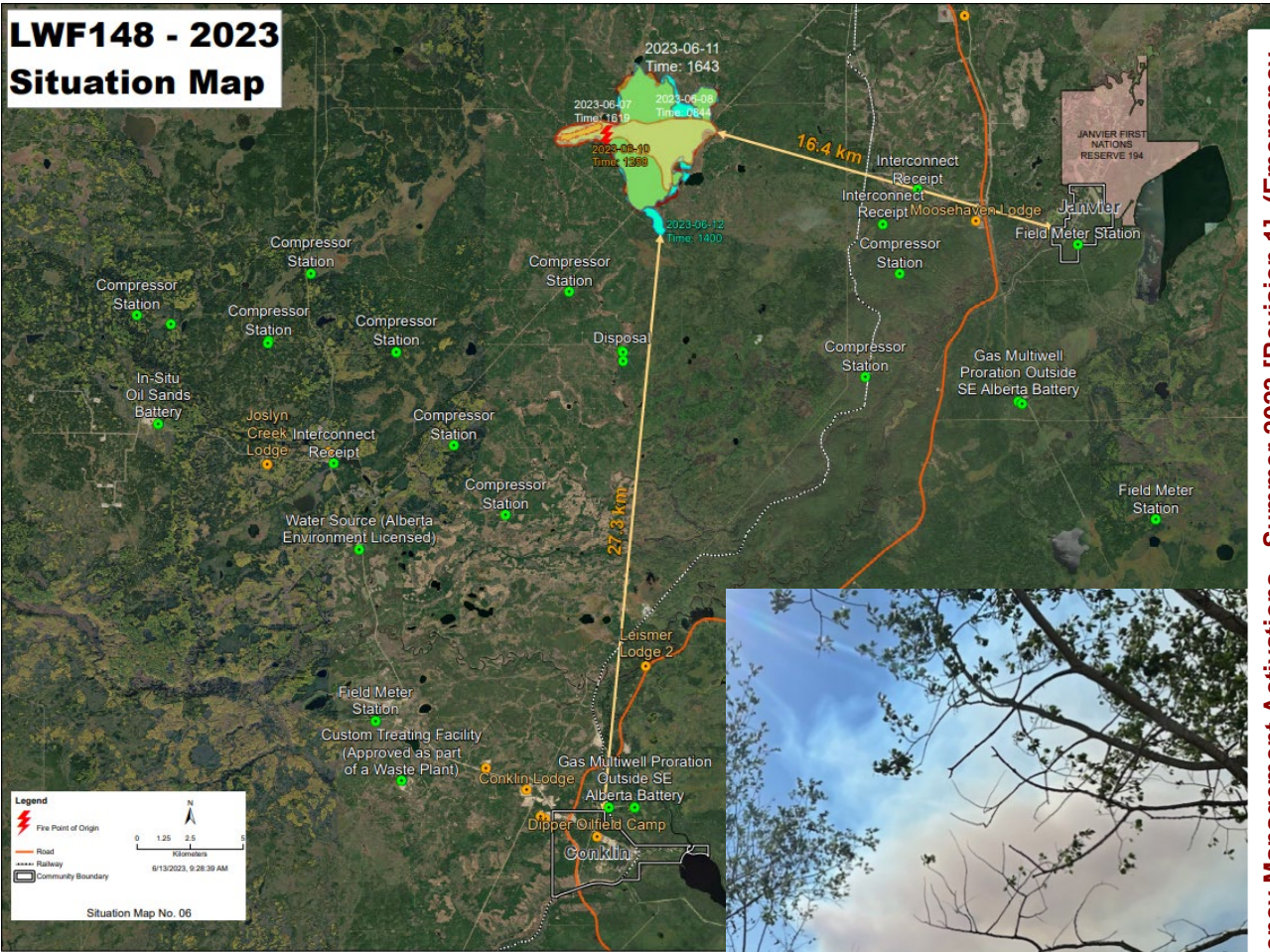
MWF025 Rocky River Wildfire

- June 6 – 31,390ha
4.5km from Allison Bay, 7 km from Fort Chipewyan
- June 8 – 32,667ha
- June 9 – 33,179ha
South flank 62% contained



Concurrent Incidents

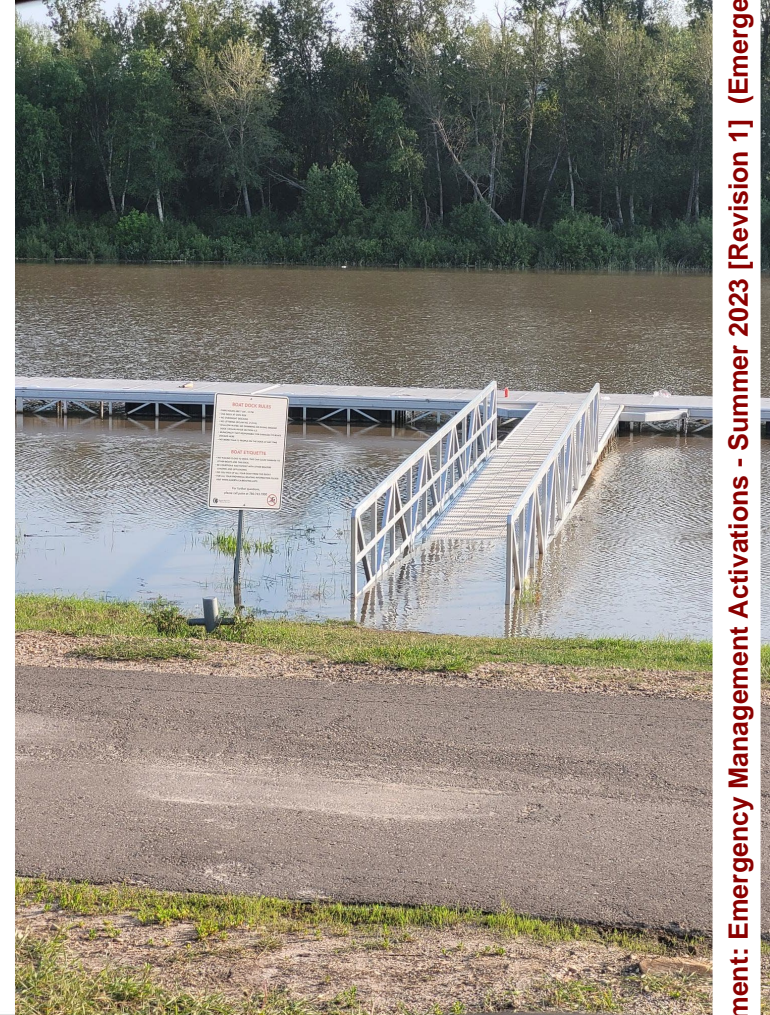
- June 7 – LWF-148 near Janvier and Conklin
- June 16 – RMWB Hangingstone River high flow



Attachment: Emergency Management Activations - Summer 2023 [Revision 1] (Emergency

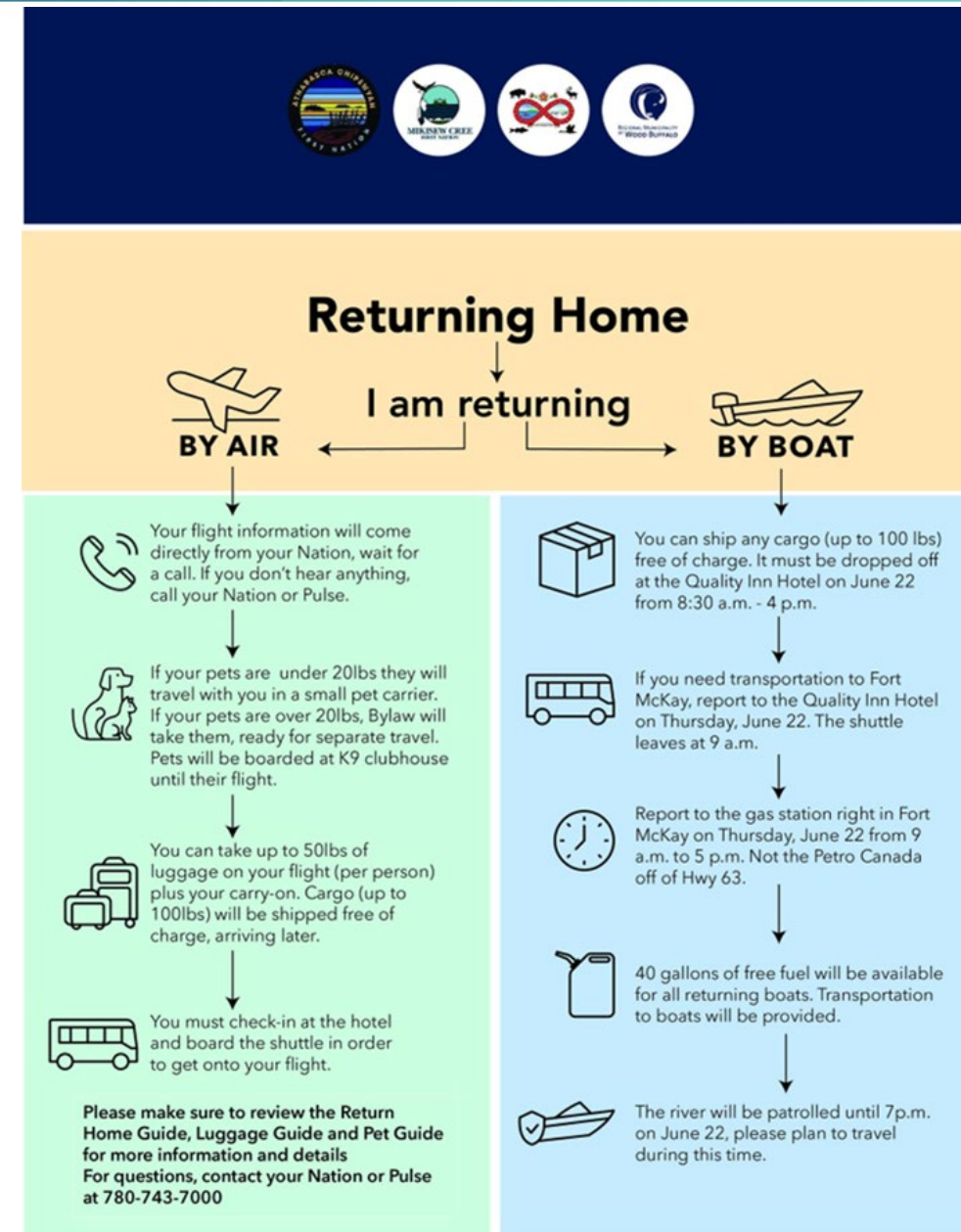
Concurrent Incidents

- June 17 – Washout of Anzac Bridge
- June 22 – Athabasca high river flow



MWF-025 Rocky River Wildfire – Re-entry Begins

- June 19 – Southern border of fire 100% controlled, status changed to “Being Held”
- June 20 – Telephone Town Hall for residents
- June 21 – National Indigenous Peoples Day



MWF025 Rocky River Wildfire

- June 22 – General Re-Entry
- June 23 – Elders and vulnerable, boats are escorted home
- June 24 – Cargo and remaining animals



Emergency Management



Fort Chipewyan Together on the Snye



Fort Chipewyan Together on the Snye opens tomorrow, June 9 at 9:30 a.m. for Fort Chipewyan community members and their relatives. This is not a public event. It is a central location for community groups offer a variety of different programming and activities such as beading workshops, medic walks, prayer circle, crib tournaments, lawn games, fishing, and more. For details, please view the full update.



What did it Cost?

Category	Cost to date
Air Transportation	\$805,000
Ground Transportation	\$91,000
Lodging	\$412,000
Pets	\$152,000
Food	\$416,000
Fuel	\$35,000
Security	\$60,000
Fire Fighting and SPU	\$922,000
O/T Hours	\$802,000
Freight	\$21,000
Vehicle Rentals	\$105,000
Consumables	\$73,000
Town Hall Tuesday	\$30,000

Category	Cost to date
Moving (re-entry)	\$8,500
Damage & Settlement	\$3,500
Together on the Snye	\$190,000

\$4,143,000



MWF-025 is still burning

The Rocky River Wildfire is now “Under Control” and 105,251ha

The south boundary has held and there is no threat to Fort Chipewyan

State of Local Emergency lasted from May 30 – June 27



Fort Fitzgerald

June 30 - MWF 043

- 20 km SE of Fort Fitzgerald and Smiths Landing First Nation
- 130,805ha
- 12 helicopters, 5 wildland crews, 2 ignition specialists



Fort Fitzgerald Evacuation

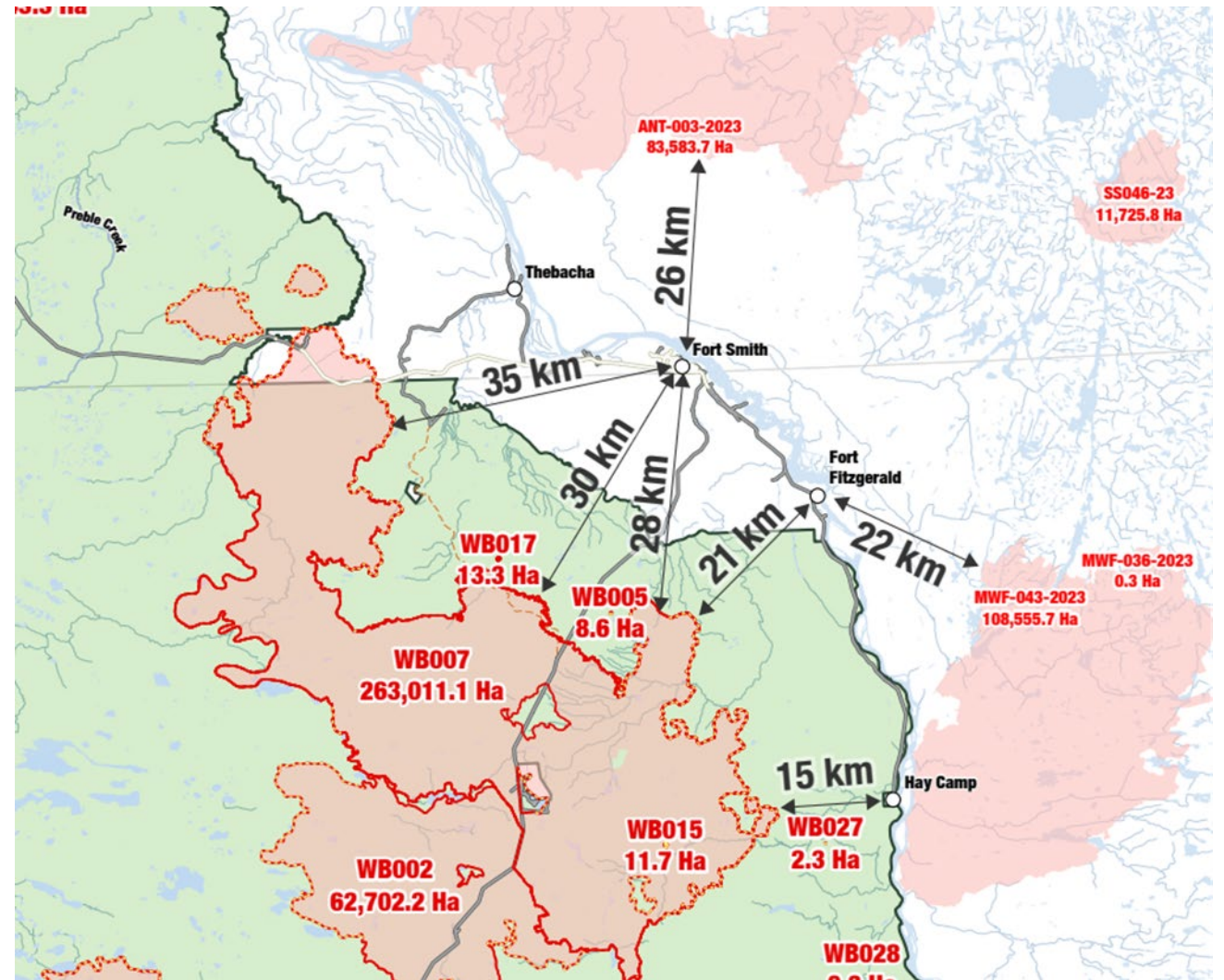
Fires in three jurisdictions:

Alberta Wildfire

Government of Northwest Territories

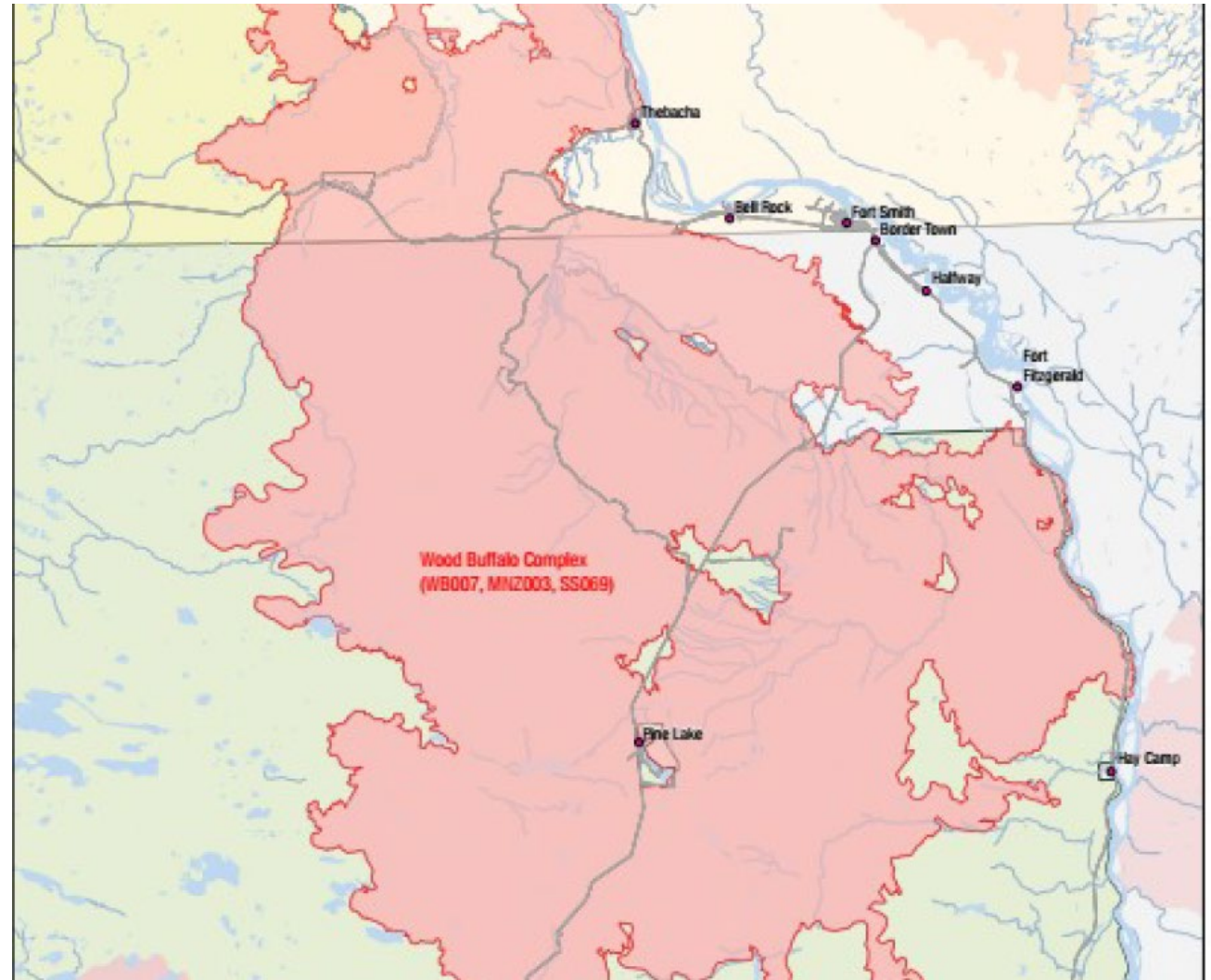
Parks Canada

- Aug 11 - Evacuation Alert issued for Fort Fitzgerald
- Aug 12 – Evacuation Order for Fort Fitzgerald and SOLE Declared



Hosting NWT Evacuees

- 450 evacuees
- 5 hotels
- SOLE ended Sept 23, Evacuation Order downgraded to Alert
- Fire is now “Under Control”



Thank You



REGIONAL MUNICIPALITY
OF WOOD BUFFALO



Subject: Advisory Committee on Aging Annual Update

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT the Advisory Committee on Aging Annual Update be accepted as information; and

THAT the Mayor be authorized on behalf of Council to send a support letter to the Minister of Infrastructure requesting that the remaining land at the Willow Square Continuing Care Centre site be transferred to the Regional Municipality of Wood Buffalo or held for aging-in-place facility at a nominal fee of \$1.00.

Summary:

The Advisory Committee on Aging has committed to providing a progress update on the current state of the work undertaken and acknowledges the ongoing effort to shape Wood Buffalo as an age-friendly community (Attachment 1).

On September 14, 2023, the Advisory Committee on Aging (ACoA) passed a resolution requesting that the Mayor send a letter of support to the Government of Alberta Minister of Infrastructure asking that the remaining land at the Willow Square site be transferred or held for aging-in-place facility.

Background:

ACoA is the Council appointed Advisory Committee whose mandate is to provide a forum for stakeholder input on strategies and service delivery issues affecting seniors, deal with matters referred to it by Council, make recommendations to Council, and lead the RMWB in becoming an Age-Friendly Community, according to the World Health Organization (WHO).

ACoA is leading the implementation of the Wood Buffalo Age-Friendly Work Plan. The Work Plan follows the WHO age-friendly framework and prioritizes community needs. Domain #1 of the WHO age-friendly framework prioritizes a housing strategy that supports the development of age-friendly, affordable, and accessible housing options for older adults.

Rationale for Recommendation:

In September 2023, ACoA's application for Age-Friendly Recognition through the province of Alberta was approved. Age-friendly efforts will continue to be a priority for our community, and ACoA continues to advocate for affordable and accessible housing options for older adults in the region.

Strategic Plan Values:

Building Partnerships
Rural and Indigenous Communities and Relationships

Attachments:

- 1. Age Friendly Work Plan - 2023 Progress Report**
 - 2. 2021-2024 Wood Buffalo Age Friendly Work Plan**
- 2023 ACoA Progress Report Presentation**

Wood Buffalo Age-Friendly Work Plan

Progress Report
2021-2023



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

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Acknowledgements

*“The Municipality and the Advisory Committee on Aging (ACoA) want to acknowledge and thank many community partners and organizations who are working extremely hard to fulfill ACoA’s vision of **Aging with Dignity** in Wood Buffalo. The partners’ time, insights, dedication, and commitment are appreciated.*

In partnership and collaboration with community stakeholders, ACoA is taking a leading role in shaping Wood Buffalo as an age-friendly community. ACoA wants to acknowledge the efforts of the current and past ACoA members for their dedication, time, passion, knowledge, and expertise in supporting ACoA’s Vision of Aging with Dignity in Wood Buffalo.

Since inception, the Advisory Committee on Aging has been a committee of dedicated stakeholders working to amplify the voice of our Region’s older adults. We envision a Region in which older adults have access to the supports and services they require to maintain healthy, active, and independent lives. While the Age-friendly Work Plan highlights a multitude of accomplishments made to date, we recognize considerable work lies ahead as we strive to make Wood Buffalo the best place to live, work, play and STAY”.

-Luana Bussieres ACoA Vice-Chair



Advisory Committee on Aging (ACoA) Members

Henry Hunter	Wood Buffalo Housing and Development Corporation - ACoA Chair (Jan 12 th , 2023-Oct 15 th , 2023)
Luana Bussieres	St. Aidan's Society- ACoA Vice-chair
Carolyn Evancio	Seniors' Resources Committee
Darline Reid	Alberta Health Services
Ken Saunderson	Golden Years Society
Denise Wilkinson	Senior at Large, Urban
Dan Mercredi	Senior at Large, Indigenous
Janice Eisenhauer	Senior at Large, Rural
Councillor Ken Ball	Council Representative

Report Background and Status Update

In 2014, Council established the Advisory Committee on Aging (ACoA) through Committees Bylaw No. 17/024. In 2015, Council unanimously committed to supporting the ACoA to pursue the World Health Organization Age-Friendly Designation. In 2016, Wood Buffalo joined the World Health Organization's Global Network of Age-Friendly Cities and Community¹. In 2017, ACoA contracted Gordon and Associates Consulting Services for the Regional Age-Friendly Needs Assessment. The Wood Buffalo Age-friendly Work Plan (2021-2024) was developed per the Age-Friendly Needs Assessment recommendations. In May 2021, Council accepted the Work Plan and directed Administration to support the implementation process. ACoA appointed the implementation working group that continues to advise and guide the implementation process.

The Wood Buffalo Age-Friendly Work Plan highlights ACoA's vision of **Aging with Dignity in Wood Buffalo**. The Work Plan is based on the eight domains of the World Health Organization's (WHO) Global Age-friendly Cities Framework. ACoA is committed to ensuring that supportive policies, services, and programs are in place to enable older adults to age and live comfortably in Wood Buffalo. Three domains were identified as top priorities for our Region: Housing, Community Supports and Health Services, as well as Respect and Social Inclusion.

This report aims to provide a progress update on the current state of the work undertaken and acknowledges the ongoing effort to shape Wood Buffalo as an Age-Friendly Community. The Age-friendly Work Plan highlights ACoA's vision of Aging with Dignity in Wood Buffalo. Progress will be reported on eight domains within the World Health Organization's Age-friendly Cities Framework.

"Age-friendly" is the idea of making structures and services more accessible and inclusive for seniors with varying needs and capacities, for example, improving lighting in public parks or developing alternative transportation services¹.

¹ World Health Organization, Age-Friendly world: <https://extranet.who.int/agefriendlyworld/network/wood-buffalo/>

Domain #1: Housing

Priority Area: Maintenance and Modifications, and Housing Options

- Through the Downtown Area Redevelopment Plan (DARP): Support the development of new assisted living and group accommodations in well-connected areas to transit and active transportation paths.
- The Snow Angels program has steadily increased the number of volunteers by 47%. Based on the 2022 season, the program recruited 116 volunteers. Public Works provided support for snow clearing when volunteers were unavailable. On average, 117 homes were served in 2021 and 2022.
- A large-scale age-friendly gardening initiative was introduced through a partnership with Wood Buffalo Housing and Development Corporation, St. Aidan's Society and Creative Industries.

Domain #2: Transportation

Priority Area: Health and Assisted Transportation Services

- On April 25, 2023, Council approved the Transit Master Plan (TMP). The TMP recommends the installation of accessibility features for stops, shelters, and terminals as well as conducting transit accessibility audits.
- The TMP provides recommendations to improve accessibility of SMART Bus service including:
 - expand the door-to-door SMART Bus service hours supported by on-demand transit services for rural and urban service areas.
 - update and refine SMART Bus policies and guidelines to make them easier to understand and follow.
 - introduce a travel training program for transit users to learn how to use transit and improve mobility options.
 - revise the attendant and companion policy.
- The SMART Bus provides alternative services for older adults 65+ and those with mobility issues that prevent or severely restrict their use of conventional bus service. All SMART Buses are equipped with wheelchair lifts.

- Through the Downtown Area Redevelopment Plan (DARP): Support the Improvement of transit and active transportation connections for existing assisted living and group accommodations.
- Introduction of transportation options for older adults, including Willow Square Bus (residents), Golden Years Society Smart Bus (members), and Drive Happiness and St. Aidan's Society (51 seniors and 9 volunteer drivers)

Domain #3: Community Supports and Health Services

Priority Area: Diversity of Health Services and In-home support and Community Services Delivery

- In 2022, St. Aidan's Health and Wellness Series served 318 seniors and facilitated eighteen Health and Wellness workshops.
- Since 2021, 115 active registrants on the VPR list are 50 years and over, and 29 received emergency face-to-face preparation support.
- Through the Community Investment Program (CIP), Anzac FCSS Snow Helpers supports older adults to remain socially and physically connected and engaged within the community.
- The Snow Angels initiative is a volunteer-based program that supports older adults to safely remain in their homes by preventing slips and falls. The program also enhances accessibility around homes and engagement in community life.
- Since 2021, more than eight education and awareness training sessions were delivered to 182 participants. Topics presented include Age-friendly Awareness, Elder Abuse Awareness, and Financial Security.
- AHS programs, such as the Walk On program, increase the opportunity for older adults to have access to physical activity.
- AHS has held immunization clinics for older adults by offering on site clinics at places like Golden Years Society or in rural communities.
- Through the Downtown Area Redevelopment Plan (DARP): Encourage development in the Hospital/Medical node to support health and wellness, including medical centers, paramedical services, and alternative therapy clinics to promote complementary uses in the area.

Domain #4: Social Participation

Priority Area: Connection and Engagement and Affordability and Accessibility

- Mayor and Council's Christmas Lunch in 2022 had 200 older adults attend the event.
- The SMART Bus door-to-door service supports older adults attending events and appointments to provide affordable and accessible transportation services.
- Through public engagement, community stakeholders and seniors are engaged in municipal initiatives, projects, and programs.
- During 2021 and 2022, more than 15 programs and events were funded through the Community Investment Program (CIP) to enhance social support and social participation for older adults. Some of the programs include Coffee Time, Elders Corner, Games Night Crib Tournament, Coffee Time Drop In, Elders Gathering, Seniors and the Arts, Nine Lives and more.
- In 2022, the Christmas Support Packages program served 282 seniors including those from rural and Indigenous hamlets of Fort McKay, Anzac, and Fort Chipewyan. Seniors were provided with 24-hour support service contact information throughout the holiday period.
- Several DARP policies support this domain:
 - DARP Policy 4.3.2. Provide active and passive recreation opportunities in parks and open spaces in the downtown area by integrating elements including trails or sidewalks that connect to the surrounding active transportation network.
 - DARP Policy 4.3.3. Support social programs, events, and community gatherings developed by the Municipality and community-based groups in parks throughout the year that cater to the diverse interests of people in the Region and visitors.
 - DARP Policy 4.5.8. Encourage participation in diverse arts, festivals, and cultural activities to celebrate the unique cultures within the Region, provide educational and growth opportunities, and enhance the quality of life for all.
 - DARP Policy 4.2.13. Support incorporating universal design principles in public and private development, including pedestrian paths, building entrances, parks, and other open spaces.
- In 2022, over 500 seniors participated in social connection community programs and events including the Seniors Wellness Expo, the Art of Conversation, the Pancake Breakfast, and the seniors VIP movie.

- In partnership with community stakeholders, more than 20 Seniors & Elders Week activities occurred in the past three years, including celebrations in rural and Indigenous hamlets.
- AHS promotes programming that increases social connections and intergenerational programs like: Walk on Coffee, Grand Ole YMM Opry, and other wellness activities.

Domain #5: Civic Participation & Employment Opportunities

Priority Area: Volunteer Opportunities and Age-Friendly and Inclusive Workplace.

- In support of creating inclusive workplaces, the Wood Buffalo Workplace Inclusion Charter supports charter signatories (34 to date) to create an accessible and inclusive workplace. Signatories must take educational training courses, including Poverty Simulation, Accessibility, and Age-Friendly Awareness. Other commitments for signatories include accessibility checks, accessible washrooms, accessible forms, discounts including for seniors, and mentorship and/or apprenticeship opportunities.
- During 2021 and 2022, more than six programs and events were funded through the Community Investment Program (CIP) to enhance and support older adults' volunteer opportunities and to create age-friendly and inclusive workplaces. The funded programs include Seniors Outreach, Awareness and Advocacy program, and the Seniors Volunteer program.

Domain #6: Respect and Social Inclusion

Priority Area: Intergenerational Respect and Interactions, and Social Inclusion.

- More than 10 programs and events were funded through the Community Investment Program to enhance social intergenerational programs. Programs include Intergenerational Tech, Elders Gathering, Hot Meals, Crafts, Bowling, Games Night Crib Tournament, Coffee Time Drop In, Snow helper program, Community Luncheon, and Christmas events. Additionally, there is a monthly Intergenerational Connections program at Willow Square.
- The 2020 60+ Impact Awards had more than 80 attendees; 16 Seniors and Elders were honored and celebrated for their contributions to the Region.
- A film screening and discussion of Ageism Awareness Golden: The End of Ageism was held. Four community organizations partnered and joined Age-Friendly Communities across Alberta alongside the Third ACTION Film Festival.

Domain #7: Communication and Information

Priority Area: Accessible Information and Widespread Communication

- A redesigned of the Municipality's website by the Web Content Accessibility Guidelines (WCAG) 2.0 occurred. These guidelines provide comprehensive recommendations to ensure web content is accessible to people with disabilities.
- The Senior Services and Programs webpage was created on the Municipal website and is kept current.
- A monthly rural newsletter is circulated through Indigenous and Rural Relations (IRR) and community partners.
- Monthly and community group meetings allow senior serving organizations to share and receive up-to-date information regarding resources and opportunities for the older adults they serve. These include:
 - Seniors Resource Committee (SRC)
 - Regional Inclusive Committee (RIC)
 - Rural Sharing Network
 - Advisory Committee on Aging (ACoA)
 - Alberta Age Friendly Community of Practice (AAFCoP)
 - Alberta Health Wellness articles and information sharing.
- ProHara Accessible Customer Service Training was launched through the Municipal LEARN LMS platform. The training is designed for organizations and people committed to creating a culture of inclusion.
- During 2021-2022, Emergency Social Services (ESS) coordinated weekly wellness checks with older adults registered through the Vulnerable Persons Registry (VPR).
- In 2021/2022, the Municipality provided weekly updates on COVID-19.
- AHS has held Immunization clinics for older adults by offering on-site clinics. I.e Golden Years Influenza Clinics, rural communities
- Community partnerships coordinated Seniors Centre Without Walls Bi-weekly Community Call "Talk On" for older adults.
- Funded in part by the Municipality, the MAC Community Calendar (McMurray All Connected) provides widespread community event information to citizens with a specific page for older adults highlighting senior events.

Domain #8 Outdoor Spaces and Buildings

Priority Area: Accessible Buildings, Public Restrooms and Rest Areas, Sidewalks and Parks and Trails.

- Several DARP policies support this domain:
 - DARP Policy 4.2.1. Promote a high standard of architecture and design in new buildings, renovations to existing buildings, public realm upgrades, and safety and year-round use of the Downtown by:
 - preparing Downtown Design Guidelines; and
 - updating the Land Use Bylaw to require developers to adhere to the Urban Design Guidelines.
 - DARP Policy: 4.3.5. Design new parks with the following features: At least one public street frontage; Universal design principles; CPTED principle; Winter city strategy guidelines; and Landscaping and amenities
 - DARP Policy: 4.3.8. Create a trail network using universal design principles that identify the critical access points and active mobility connections that provide access to the Downtown and other areas in Fort McMurray.
 - DARP Policy: 4.4.18. Prioritize accessibility improvements of municipal infrastructure in the Downtown, such as tactile domes, accessible audible signals, curb let-downs, sidewalk widening, and dedicated loading zones for accessibility support vehicles, to create a Downtown that is safe and welcoming for everybody.
 - DARP Policy: 4.2.20. Undertake regular cleaning and snow clearing of transit stops, sidewalks, and paths to ensure year-round accessibility for pedestrians. Priority will be given to heavy traffic areas, such as those around Jubilee Plaza and Keyano Clearwater Campus.
- Through the Downtown Revitalization Incentives Program (DRIP), about 21% of all approved applications have had accessibility improvements. 25% of accessibility improvements are made in the façade, and 24% are interior improvements.
- 56 municipal staff and 23 stakeholders attended two Accessibility 101 Building Code and Beyond training sessions. More than 50 Municipal staff have also attended St. Aidan's training on accessibility and age-friendly training.
- The Municipality launched an accessibility audit initiative. 11 facilities in Fort McMurray have been audited. The accessibility audit report will provide more details on the

findings, and an accessibility checklist will be available as a resource for self-guided accessibility assessments going forward.

- The Transit Master Plan defines accessibility standards for new bus stops, retrofits of existing stops in Phases 1 & 2, and an accessibility audit on transit infrastructure.
- Designated Seniors ONLY parking stalls initiative was launched. About 40 Seniors designated parking stalls now exist in the region, including all Municipal buildings and several businesses.

Project Milestones

Alberta Age-Friendly Communities Recognition

This recognition acknowledges communities that have taken steps to become more Age-friendly. With this Acknowledgment, RMWB will receive:

- A written acknowledgement of RMWB's accomplishment from the Minister.
- National and International recognition for RMWB's commitment to becoming an age-friendly community.
- Membership in the [World Health Organization's Global Network of Age-Friendly Cities and Communities.](#)

Age-Friendly Work Plan launch

The Wood Buffalo Age-Friendly Work Plan was launched in May of 2021. Through this launch, the ACoA implementation working group and Administration presented the Work Plan to stakeholders to increase awareness and to discuss collaboration for implementation. Three engagement sessions, "***Celebrating Older Adults,***" were hosted in 2022, and more than 50 stakeholders representing 28 community organizations participated in the work plan learning series.

Accessibility Audit

Through Urban Matters, the Municipality launched the accessibility audit initiative. 11 facilities in Fort McMurray have been audited. These include Municipal and business facilities. Once the audit is completed, an accessibility audit report will follow, and accessibility recommendations are expected to be brought forward for implementation.

Moving Forward

While celebrating the provincial Age-Friendly community recognition, we acknowledge that an Age-Friendly community does not happen overnight. It takes time and commitment to initiate real change. We recognize, appreciate, and celebrate all the milestones accomplished. However, the continuous success of the Age-Friendly Wood Buffalo Work Plan is reliant on ongoing collaboration and conversations between all stakeholders. As we approach 2024, the next step is to assess progress made to date and engage with stakeholders, including older adults, to adjust regional priorities based on current needs. The Advisory Committee on Aging (ACoA) will continue to lead the Municipality in becoming an Age-Friendly community following the standards the World Health Organization set. Age-friendly efforts will continue for our community to maintain WHO's age-friendly recognition requirements and the Age-Friendly Framework. We will strive to be the best community in the country to age in.

For more information on the Wood Buffalo Age-Friendly Work Plan, please contact Pulse:

P: (780) 743-7000
Toll-free: 1-800-973-9663
9909 Franklin Avenue
Fort McMurray, AB T9H 2K4

WOOD BUFFALO AGE-FRIENDLY WORK PLAN

2021-2024

Advisory Committee on Aging - RMWB

ACoA@rmwb.ca



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

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What is an Age-Friendly Community?

Worldwide, governments have recognized the need to make communities more Age-Friendly to the increasing aging population. Population aging and urbanization are two global trends that comprise major forces shaping the 21st century. Simultaneously, as cities are growing, their share of residents aged 60 years and over is increasing. World Health Organization (WHO) regards active aging as a lifelong process shaped by several factors that increase health, participation, and security in older adult life.

An age-friendly community encourages active aging by optimizing health, participation, and security opportunities to enhance the quality of life as people age. In practical terms, an age-friendly community adapts its structures and services to be accessible to and inclusive of older people with varying needs and capacities. It is widely acknowledged that a community that addresses its senior population's needs is a community that is friendlier to all ages.

Who is the Lead?

The Advisory Committee on Aging (ACoA) is taking the lead in shaping an age-friendly Wood Buffalo. In 2017, the ACoA recommended that an Age-Friendly Needs Assessment be undertaken by the Regional Municipality of Wood Buffalo (RMWB) to help assess and identify gaps, needs, and standards needed to meet the criteria of an Age-Friendly Community as set by WHO. The assessment was completed by the RMWB, through a consultant, and was guided by the eight domains of WHO Age-Friendly Communities. ACoA will work with the RMWB to advise and monitor the work plan's implementation progress and provide an annual update to Council and community regarding the progress, next steps, and re-assessment.

The Regional Municipality of Wood Buffalo 2018 – 2021 Strategic Plan priority 1# Responsible Government, Strategy and Initiative 1#f – Foster equality, diversity and inclusion in the region, supports the adoption of the ACoA's vision of aging with dignity and commits the Municipality to track the implementation of the guidelines set out by the WHO Age-Friendly Cities designation. The RMWB Culture and Social Development (CSD) branch will take on the leadership role to support, monitor and implement the Age-Friendly Work Plan providing a quarterly and annual progress report to the ACoA.

CSD will engage and coordinate with community partners and provide strategic guidance to work on the implementation of action plans and coordinate the development of a shared progress and evaluation process. With the advice of the ACoA, CSD will further

the Wood Buffalo Age-Friendly recognition application process from the Government of Alberta and the WHO. Strategic partners and community stakeholders will play a key role in implementing the proposed actions.

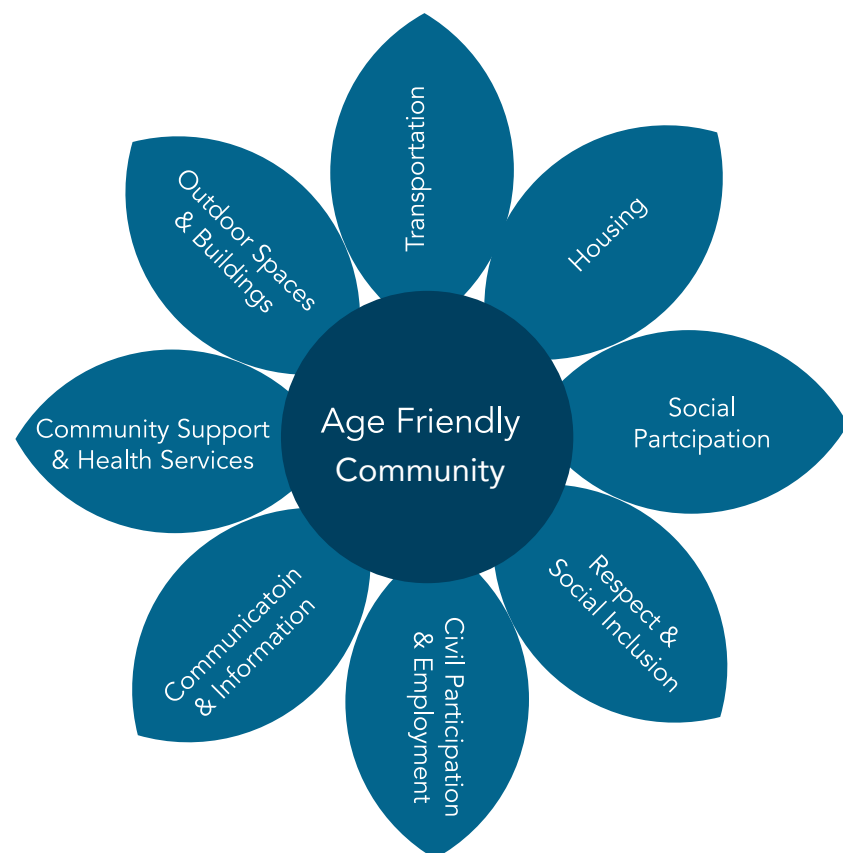
"We dont have access to home care in rural areas. A public nurse will come to visit, but we cannot access services that will allow us to stay in our homes."

Age-Friendly Needs Assessment-RMWB (2017)

Local Priorities

The age-friendly assessment scope identified needs and gaps based on the eight domains within the WHO's Global Age-Friendly Cities framework. Based on the input received from community stakeholders and public working groups, the WHO's eight domains were refined as local priority areas. Residents, community stakeholders, and the ACoA are committed in ensuring supportive policies, services and programs are in place to enable older adults to age and live comfortably in Wood Buffalo.

WHO-Eight Domains Identified as Local priorities



WHO-Eight Domains Identified as Local priorities

- Transportation
- Housing
- Social participation
- Respect and social inclusion
- Civic participation and employment
- Communication and information
- Community support and health services
- Outdoor spaces and buildings

Needs Assessment Summary

Overall, the Age-Friendliness of the Wood Buffalo region showed several trends, needs, and gaps. Most needs/gaps were highlighted in the rural communities, though some are prevalent region wide:

- Streets and sidewalks accessibility
- Public washrooms not generally available, especially in outdoor spaces
- Rural areas have fewer transportation options and little information on existing options
- Older adults' housing availability issues and homecare services
- Less accessibility of information about events and activities
- There are few activities offered to older people and people with disabilities
- Challenges with social participation due to lack of transportation options and accessibility issues
- Need for more social inclusivity and respect opportunities
- More civic engagement and employment opportunities
- Need to amplify communication and information media

Wood Buffalo Older Adults – By the Numbers

In 1971, older adults accounted for of Canada's population. It is estimated that by 2036 that number will rise to %25. Wood Buffalo's population among the 59-50 age group has steadily increased from %16.3 in 2012 to %17 in 2018. This progression indicates a future increase in the population of older adults 65years and above.

From 2012 to 2018, the older adults' population increased by %1.2 to %3. According to the 2018 Municipal Census, %11.6 of the older adults' population live in the rural communities.

Local statistics further underscore the need for age-friendly policies, services and programs to keep this key demographic living comfortably in our region.

Our Work Plan

The Age-Friendly Wood Buffalo Work Plan highlights the ACoA’s vision of aging with dignity in Wood Buffalo. It highlights goals, proposed actions, strategic partners, and community stakeholders for each identified local priority, implementation approach, the implementation structure, and the progress and evaluation framework.

Due to the broad scope and complexity of gaps and community needs identified, the work plan focuses on high-priority areas of needs in the region. This plan will require collaborative efforts between the RMWB, community stakeholders, associations, community groups, and other levels of government. The timeline of actions may be short-term (up to two years), medium (two – three years) or long-term (more than three years).

It should be noted that the actions are preliminary and require refinement through additional dialogue with broader groups of both internal and external stakeholders during the implementation phase. Subsequently, the implementation plans must be developed to ensure the actions are robust and measurable. Potentially more actions could be identified in the future to achieve the highlighted goals. This work plan highlights short-term, medium and long-term goals, as well as on-going goals, which make it a “living” document.

Work plan terms

- Strategies:** Ways that leaders and partners can act collectively to achieve the identified goal.
- Proposed action (s):** Steps that must be taken by strategic partners or community stakeholders or in small collaborative teams. A detailed list of actions and activities will be highlighted in the implementation plan.
- Measurement indicators:** These are quantifiable measures of progress toward the identified goal.
- Strategic partner (SP):** The strategic partner agency or organization will initiate/ facilitate a role in guiding the process of pursuing and achieving proposed actions.
- Timeline:** This is the implementation period for the identified priority areas and each action highlighted. The timeline of actions may be short-term (one to two years), medium (two to three years), or long-term (more than three years).

“When we build for older adults,
we are being an inclusive community”

From Community Partner

Wood Buffalo Age-Friendly Work Plan

Domain 1: Housing Priority Area: Maintenance and Modifications			
Goal: Home maintenance services and modification services are available and are affordable for older adults.			
Strategy	Proposed Action(s)	Measurement	Timeline
Develop programs and services for older adults that aid with costs related to home maintenance, modification, and affordability.	Enhance awareness of and access to services and information about programs that provide financial assistance for the cost associated with housing affordability.	<ul style="list-style-type: none">Number of awareness campaignsResource guide updateRMWB older adults’ webpage updatedNumber of discount/credits programs for older adults	Short-Term
	Explore potential support for home maintenance and modification assistance and volunteer programs.	<ul style="list-style-type: none">Develop and implement the programNumber of volunteers/contractors signed-upNumber of older adults served	Short-Term
	Develop and support a lawn care volunteer-based program for older adults.	<ul style="list-style-type: none">Develop and implement the programNumber of older adults signed up for the programNumber of volunteersNumber of service hours provided	

Priority Area: Housing Options			
Goal: There is a range of age-friendly affordable, and accessible housing options for older adults in the region (lack of older adults housing and housing option was noticeable in the rural communities according to the 2017 Needs Assessment).			
Support the development of age-friendly affordable and accessible housing options for older adults in RMWB.	Advocate for sustainable funding for the development of new affordable and accessible older adults housing options (i.e.,Older Adults Housing Master Plan).	<ul style="list-style-type: none">Letter of advocacy submitted to the Minister from the Mayor and CouncilNumber of acres of land acquiredOlder Adults Housing Master Plan developedNumber of grants securedNumber of affordable housing units available for older adultsNumber of older adults appropriately housed	Long-Term
	Promote and advertise available housing options with consideration for both digital and print channels.	<ul style="list-style-type: none">Number of in-person sessions, open houses, workshops, or forums	Long-Term
	Continuous collaboration with Alberta Health Services (AHS) and Willow Square facility to ensure that local needs are prioritized when placing clients.	<ul style="list-style-type: none">Number of older adults appropriately housed	Short-Term

Domain 2: Transportation
Priority Area: Health and Assisted Transportation Services

Goal: Accessible, safe, and affordable transportation services are available for older adults in the region.

Strategy	Proposed Action(s)	Measurement	Timeline
Develop and implement transportation strategies that are responsive to seniors' transportation needs.	SMART Bus curb to curb, priority "pick-ups" and "drop-offs" services to older adults and older adults with mobility differences.	<ul style="list-style-type: none">SMART Bus monthly dataNumber of age-friendly designated businessesNumber of senior designate parking	Short-Term
	Age friendly training is provided for transportation service providers and partners.	<ul style="list-style-type: none">Number of training sessionsNumber of training participants	Short-Term

Priority Area: Health and Assisted Transportation Services

Goal: Community transport services are available and affordable for older adults.

Ensure affordable, safe, and accessible community and alternative transportation services for older adults are available in the community.	Develop a continuum of affordable community transportation services.	<ul style="list-style-type: none">Number of volunteer program driversNumber of older adults'alternative transportation services available	Long-Term
	Facilitate access to and use available information and resources about seniors' transportation services.	<ul style="list-style-type: none">SMART Bus monthly dataSMART Bus Handbook annual updateOlder adults' resource guide updated	Medium-Term

Domain #3: Community Supports and Health Services Priority Area: Diversity of Health Services			
Goal: Older adults have access to a wide range of affordable in-home supports and health services.			
Strategy	Proposed Action(s)	Measurement	Timeline
Ensure that older adults have access to a wide range of services and information about medical professionals and specialists.	Promote existing services and provide information to older adults in different formats including language translation.	<ul style="list-style-type: none"> Number of new health care services for older adults Maintain an updated list of accessible services and programs 	Short-Term
	Advocate and lobby for required health services (i.e., specialist services in town).	<ul style="list-style-type: none"> Number of new specialist services available in town 	Medium-Term
Promote education and training specific to the needs of older adults, for those providing community support and health services.	Support programs that train and prepare older adults and service providers for emergency disaster response.	<ul style="list-style-type: none"> Number of elder care and abuse awareness training sessions Number of age-friendly training sessions Number of Vulnerable Persons Registry (VPR) information sessions Number of older adults registered 	Long-Term
Priority Area: In-home support and Community Services Delivery			
Goal: Older adults are supported to maintain independence.			
Ensure that older adults in-home and community supports, and services are available, affordable, and are appropriate.	Promote older adults in-home support programs and community services that provide support for arrange of needs.	<ul style="list-style-type: none"> Number of older adults' community services Number of home care visitations & programs in the community Number of check-in and drop-in programs Meals on wheels programs 	Medium-Term

Strategy	Proposed Action(s)	Measurement	Timeline
Ensure older adults are informed and aware of health and wellness activities that promote physical and mental wellbeing.	Promote and advocate for health and wellness initiatives that promote and inform older adults of educational opportunities/ programming that allow them to live as independently as possible regardless of living situation.	<ul style="list-style-type: none"> Number of health and wellness sessions Older adults have an increased awareness of benefits of healthy living physically and mentally 	Long-Term
Older adults are safe from preventable injury in and around their homes.	Support rural communities to develop and coordinate Snow Angel Program.	<ul style="list-style-type: none"> Number of communities participating Number of older adults supported Number of Snow Angel volunteers 	Medium-Term
	Collaborate with partners to develop and implement strategies to coordinate in-home safety check.	<ul style="list-style-type: none"> Number of fall prevention sessions Number of older adults participating in home fire safety inspection 	Medium-Term
Domain 4: Social Participation Priority Area: Connection and Engagement			
Goal: Older adults are socially and physically active and are connected to community.			
There are opportunities for older adults to participate and interact with other people in the community both socially and physically.	Encourage and support community programs that engage older adults to enhance their social connections and mental well-being.	<ul style="list-style-type: none"> Number of programs offering check-in and drop-in services Number of older adults' engagement and social programs Number of older adults accessing services 	Short-Term

Strategy	Proposed Action(s)	Measurement	Timeline
	Create and design affordable and accessible community activities and programs that promote physical and social well-being opportunities for older adults.	<ul style="list-style-type: none">• Number of senior activities• Number of community in-person or virtual programs• Number of participants	Short-term
	Continue to consult and engage senior citizens on community initiatives that affect their well-being.	<ul style="list-style-type: none">• Number of community older adults' consultation and engagement sessions	
Priority Area: Affordability and Accessibility			
Goal: Establish accessible and universal design of programs and facilities as a framework of best practices.			
Ensure that information, programs, and facilities are accessible and are affordable for older adults and older adults with disabilities.	Continue to support the implementation of barrier-free building design.	<ul style="list-style-type: none">• Complete a comprehensive accessibility audit• Number of barrier-free/accessible and designated parking stalls	Medium-Term
	Develop and promote universal and accessibility design guide.	<ul style="list-style-type: none">• Number of policies supporting universal design• Universal design guide• Promotional practices• Number of new buildings adopting the guidelines	Short-Term

Domain 5: Civic Participation and Employment Opportunities			
Priority Area: Volunteer Opportunities			
Goal: Older adults' skills are valued and respected as volunteers.			
Strategy	Proposed Action(s)	Measurement	Timeline
Ensure there are a range of volunteer opportunities available and supported for older adults to participate.	Raise awareness about the benefit of older adults' contribution and participation on boards/committees.	<ul style="list-style-type: none"> Number of awareness campaigns Number of older adults volunteer opportunities 	Medium-Term
	Continue to support and enhance older adults volunteer appreciation opportunities.	<ul style="list-style-type: none"> Number of older adults recognized Number of volunteer recognition events Number of partnership programs 	Short-Term
Priority Area: Age-Friendly and Inclusive Workplace			
Goal: Older adults' skills are valued and respected as employees.			
Ensure that older adults' skills and attributes are recognized and appreciated in the community.	Develop and promote an age-friendly business recognition program.	<ul style="list-style-type: none"> Age-friendly business recognition program completed Number of businesses participating Number of older adults supported through the program 	Long-Term
	Collaborate with local businesses to adopt age-friendly business practices.	<ul style="list-style-type: none"> Increased older adults' priority parking Number of age-friendly businesses Number of staff trained 	Long-Term

Goal: Older adults are well represented in both public and support organizations, and have a voice in the decisions that affect their community.			
Strategy	Proposed Action(s)	Measurement	Timeline
Encourage public and support organizations to engage and involve older adults in the community decisions and initiatives.	Engage and consult older adults on the community development initiatives.	<ul style="list-style-type: none"> Number of engagement sessions Number of consultation sessions 	Short-Term
	Conduct awareness workshops and age-friendly training to public and support organizations.	<ul style="list-style-type: none"> Number of sessions conducted Number of organizations Number of participants 	Short-Term
	Promote existing opportunities and increase older adults' representation in both public and support organizations.	<ul style="list-style-type: none"> Number of civic engagement opportunities ACoA By-law amendment 	Short-Term
Domain 6: Respect and Social Inclusion Priority Area: Intergenerational Respect and Interactions			
Goal: Older adults are valued and are treated with respect.			
Establish opportunities, and programs that supports intergenerational interactions, mental health, and social connection.	Facilitate and promote community wide education and awareness campaign to combat ageism and stereotypes.	<ul style="list-style-type: none"> Number of age-friendly training sessions Number of participants Number of older adult activities/ events Number of intergenerational programs and activities Number of specific campaigns 	Medium-Term
		<ul style="list-style-type: none"> Number of annual events Number of community contributors/champions 	Short-Term

Strategy	Proposed Action(s)	Measurement	Timeline
	Establish a recognition program for the contributors/ champions of older adults' quality of life in the RMWB.	<ul style="list-style-type: none"> Number of older adults' week events 	
Priority Area: Social Inclusion			
Goal: Older adults have access to opportunities to participate and contribute to the community.			
Ensure that community activities, events, programs, and facilities are accessible, affordable and are inclusive.	Create and foster cultural, social, and recreational educational programs and activities.	<ul style="list-style-type: none"> Number of cultural activities for older adults Number of participating community organizations Number of senior inclusive programs 	Short-Term
Domain #7: Communication and Information Priority Area: Accessible Information			
Goal: Information is accessible, reliable, and available for older adults, caregivers, and support providers.			
Ensure older adults have access to information about services that is accessible, reliable, and accurate.	Promote and maintain existing information media/channels (such as MAC Calendar, Older Adults' Resources Guide).	<ul style="list-style-type: none"> Number of resource guides distributed Number of media engagement/ visits Number of languages translated 	Short-Term
Enhance opportunities for digital access, information, and technology literacy for older adults.	Enhance and continue support of information-sharing network for older adult service providers.	<ul style="list-style-type: none"> Active information sharing networks Number of support organizations participating 	Short-Term

Strategy	Proposed Action(s)	Measurement	Timeline
	Gaps and barriers to COVID-19 information and resources are identified and addressed.	<ul style="list-style-type: none"> Number of programs supporting older adults with COVID-19 information Number of COVID-19 resources provided to older adults Number of older adults supported 	Short-Term
	Promote collaboration among community organization to improve technology literacy and ensure that internet and computer services are accessible, affordable, and available for older adults.	<ul style="list-style-type: none"> Number of technology literacy classes for older adults Number of community organizations with tech literacy classes Number of older adults signed-up and supported 	Short/Medium-Term
Priority Area: Widespread Communication			
Goal: Older adults have access to information in all desirable formats of communication.			
Ensure that information is available in a variety of formats and in contexts that are inclusive of older adults' interests and is easily accessible.	Use age-friendly formatting and designing practices for website information and other publications.	<ul style="list-style-type: none"> Update older adults web page Easy access tab for older adult resources 	Short-Term
	Support and provide alternative accessible communication and information sharing (i.e., closed captioning service, sign language, and interpretation services).	<ul style="list-style-type: none"> Close captioning services available for Council meetings and other municipal virtual events. Sign language and interpretation during council meetings 	Long-Term

Domain #8: Outdoor Spaces and Buildings			
Priority Area: Accessible Buildings, Public Restrooms and Rest Areas			
Goal: Outdoor spaces and community buildings are designed and maintained to be age-friendly safe, and accessible.			
Strategy	Proposed Action(s)	Measurement	Timeline
Ensure that public washrooms and rest areas around public spaces, parks, and trails are available.	Support and promote the development of universal and accessibility design.	<ul style="list-style-type: none"> Universal design guide developed and promoted Number of accessible universal designed facilities, and indoor and outdoor spaces 	Long-Term
	Increase number of accessible rest areas and accessible public restrooms.	<ul style="list-style-type: none"> Number of age-friendly seat/benches installed in public spaces, parks, and trails Number of accessible restrooms available 	Long-Term
Priority Area: Sidewalks, Parks and Trails			
Goal: Parks, pathways and trails are maintained to be safe, clear, and are accessible.			
Ensure that sidewalks, parks, and trails in most or all areas of the community are well-maintained and are accessible.	Follow the age-friendly standards and universal design practices repairing and installing curb cuts, sidewalks and designing outdoor spaces.	<ul style="list-style-type: none"> Number of new curb cuts completed Number of repaired and maintained sidewalks and trails Barrier free designed outdoor spaces 	Medium-Term
	Support rural communities to develop, adopt and coordinate Snow Angel Program in their communities.	<ul style="list-style-type: none"> Number of Snow Angel volunteers Communities signed up for the Snow Angel Program Number of older adults served 	Short-Term

Implementation Approach

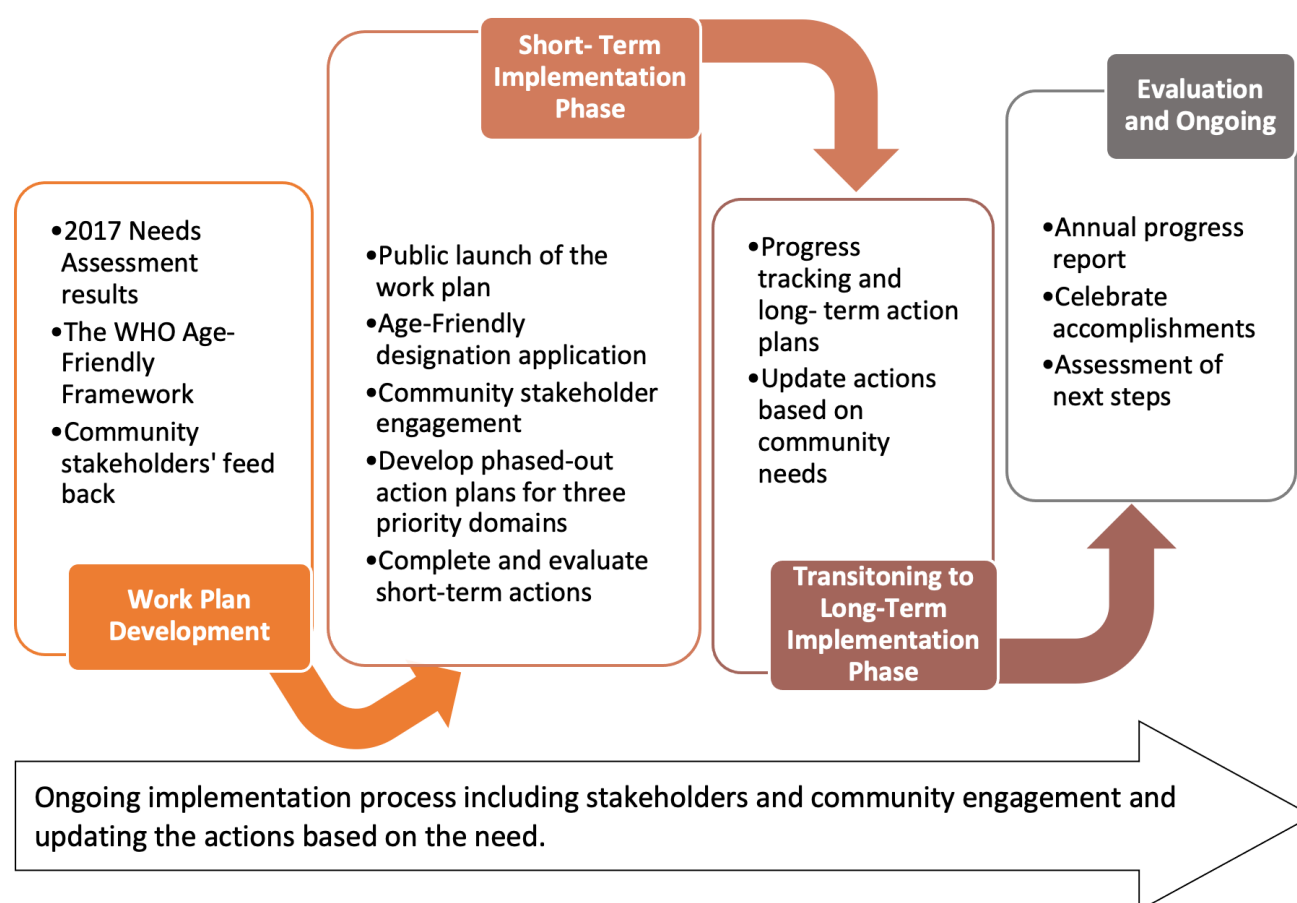
This work plan identifies strategies and measurement indicators for each goal and a series of actions to achieve those goals. The work plan requires collaborative efforts from both internal and external stakeholders to assist in carrying out the actions. The implementation approach outlines the implementation path, work plan leadership, and the implementation structure.

The implementation process will begin with a public launch of the work plan and a short-term transition phase. ACoA will pursue Wood Buffalo Age-Friendly recognition from the Government of Alberta and the WHO. The implementation plan will focus on high priority domains and short-term actions.

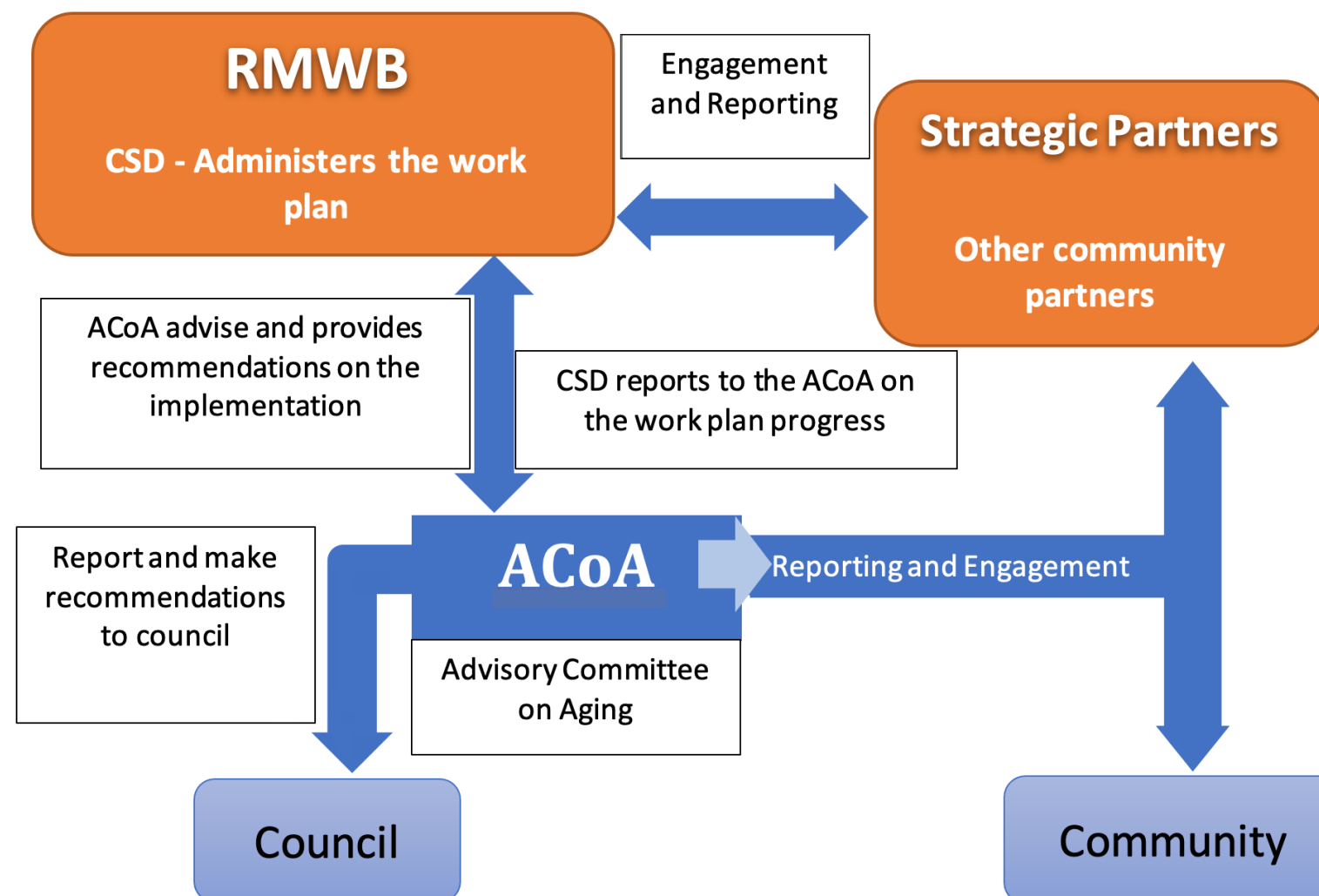
The strategic partners and community stakeholders will develop phased-out implementation action plans, and evaluation framework from the workplan proposed actions and measurement indicators. In the short term, ACoA is prioritizing the implementation of the work plan's three domains, including Housing, Community Supports and Health Services, and Social Inclusion. The work plan will transition to a long-term implementation phase to achieve the remaining domains' medium and long-term actions.

This work plan is a living document. It requires ongoing processes such as stakeholder engagement and evaluation processes, and an update to include new partners, actions, and emerging community needs.

IMPLEMENTATION PATH



WORK PLAN IMPLEMENTATION STRUCTURE



Progress & Evaluation Framework

Strategic partners and community stakeholders will develop an evaluation framework for the proposed actions and measurement indicators. These should include both reporting process, outcome measurement, and progress tracking. Reporting process evaluation will focus on measuring and improving the effectiveness of implementation to support continuous improvement. Outcome measurement will evaluate positive impact change towards age-friendliness of the community and measures changes in older adults' well-being. ACoA will provide an annual progress update. This will highlight progress made towards the Age-Friendly Work Plan proposed actions and measurement indicators. The report will be presented to Council and will be made available to the public.



REGIONAL MUNICIPALITY
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For more information on Wood Buffalo Age-Friendly Work Plan, contact:
Regional Municipality of Wood Buffalo
P: (780) 743-7000
9909 Franklin Avenue
Fort McMurray, AB T9H 2K4

Advisory Committee on Aging (ACoA)

Presenters: Deanne Bergey, Director, Community and Protective Services
Luana Bussieres, Vice-Chair, Advisory Committee on Aging

Meeting Date: November 14th , 2023



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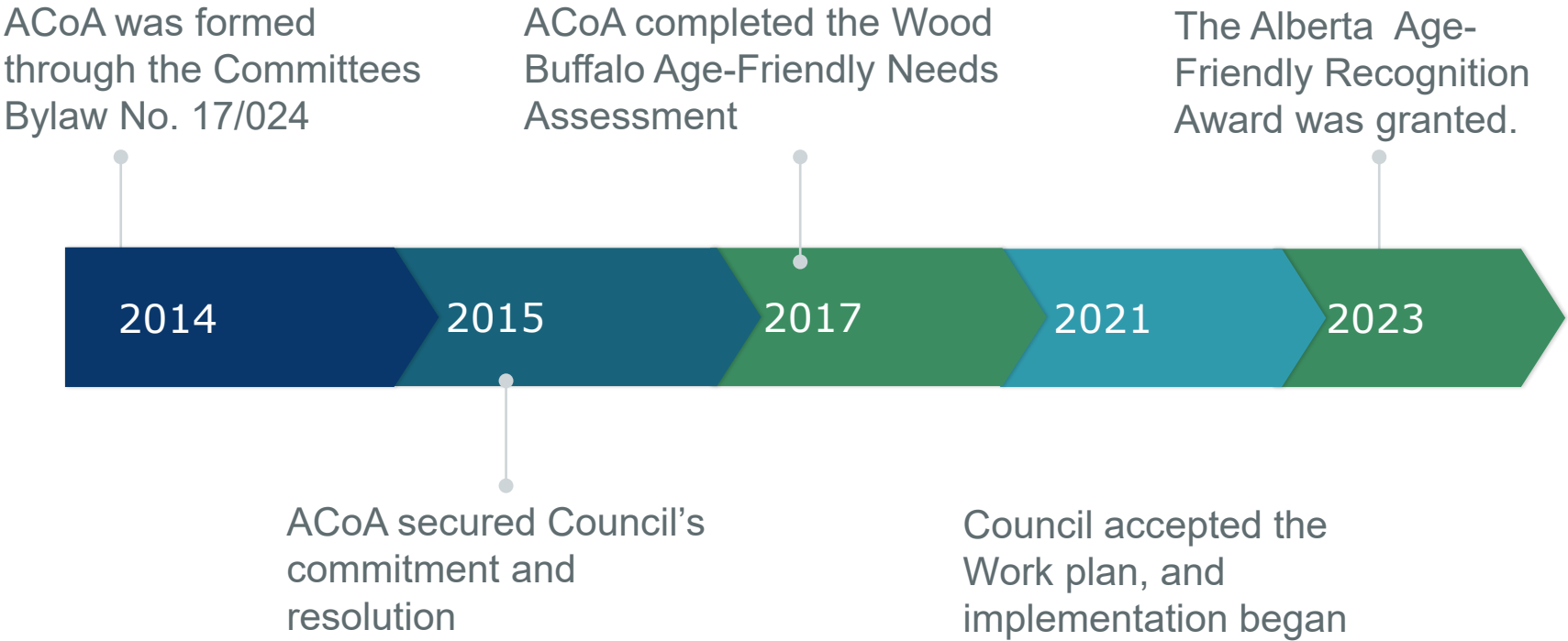
Advisory Committee on Aging

The Advisory Committee on Aging includes representatives from:

- Regional Municipality of Wood Buffalo Council
- Wood Buffalo Housing and Development Corporation
- Alberta Health Services
- Golden Years Society Board
- Wood Buffalo Senior Resource Committee
- St. Aidan's Society
- 3 Seniors at Large – Urban, Rural and Indigenous
- There are currently no vacancies on the board



Wood Buffalo Age-Friendly Milestone



Milestones and Successes

- Age-Friendly Alberta Recognition Award
- The Snow Angels Program
- Accessibility Audit
- Seniors' Week and Senior's Week events
- Senior Wellness and intergeneration programs
- 60+ impact awards and Senior Resource Committee (SRC) Senior of the Year Award.



Milestones and Successes

- Downtown Area Redevelopment (DARP); Bylaw No. 23/016
- Accessibility training
- Transit Master Plan with proposed accessibility changes and enhancements for the SMART Bus user services, such as companion policy.
- More than 30 programs supporting and delivering on the Age-Friendly outcomes were funded through CIP for 2021 and 2022.

Moving Forward

- ACoA continues to Focus efforts on implementing the Wood Buffalo Age-Friendly Work Plan.
- Celebrating the Alberta Age-Friendly Community Recognition
- Engage with stakeholders while celebrating milestones
- Evaluate and assess Wood Buffalo Age-Friendliness

Request

- **THAT** The Advisory Committee on Aging requests that the Mayor on behalf of Council to send a support letter to the Minister of Infrastructure requesting that the remaining land at the Willow Square Continuing Care Centre site be transferred to the Municipality or held for the aging-in-place facility at a nominal fee of \$1.00

Thank You



REGIONAL MUNICIPALITY
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COUNCIL REPORT

Meeting Date: November 14, 2023

Subject: Fort McKay Métis Nation Capital Request

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT the request for reimbursement of paving expenses on the Fort McKay Métis Nation property be denied.

Summary:

The Fort McKay Métis Nation (FMMN) is requesting reimbursement for the paving of a parking lot and roadway on land within their community. A map showing the location of the parking lot and the roadway is included as Attachment 1.

In July and August 2023, the FMMN met with Administration to request a municipal grant and municipal compensation for their proposed paving projects. The request parameters did not align with existing programs, projects, or Regional Municipality of Wood Buffalo (RMWB) grant opportunities. As such, FMMN was advised to pursue potential grant opportunities with the provincial and federal governments.

FMMN proceeded with the paving of their private roadway and parking lot and have now requested that the RMWB reimburse them for these expenditures, despite the request having been denied two (2) times by Administration.

Background:

On January 25, 2023, a meeting was held between FMMN and the Indigenous and Rural Relations (IRR) department which included a request from the FMMN that the roadway be incorporated into an existing municipal capital project. Administration confirmed that the request could not be supported for the following reasons:

- The roadway and area in question was not municipally-owned;
- The required financial approval from Council had not been provided; and
- Adding to an existing approved capital project would have resulted in a scope change and project delays under the contract.

On July 25, 2023, the office of the Interim Chief Administrative Officer (ICAO) responded to an email inquiry from the FMMN reiterating the messaging relayed from the January 25 meeting. In addition, this communication confirmed that the request did not meet the eligibility criteria of the Municipality's Community Investment Program (CIP) funding streams.

On August 1, 2023, members from FMMN, CIP and IRR met. During this meeting the following information was relayed:

- Clarification about the CIP grant eligibility criteria including projects, services, and events funded through CIP.
- Confirmation from CIP that annual reporting requirements for 2021 and 2022 were outstanding from FMMN which places them in non-compliance with the CIP criteria.
- Confirmation that the joint work plan established through the protocol agreement do not inform the allocation of CIP funding.

On August 16, CIP staff met with the FMMN grant writer to provide an overview of the 2024 CIP grant cycle. This discussion also included a reminder of the outstanding CIP reporting requirements.

The paving request for the FMMN parking lot \$105,786.45 and private roadway \$148,691.55 totaling \$254,478 was not approved by Administration. The paved area is located in the hamlet of Fort McKay, and privately owned by the FMMN.

There are approved capital projects for the community (with investment totaling \$24.9 million), which include the following:

- Fort McKay Community Centre - project estimate, \$17.10 million
- Fort McKay Range Rd 1109 Improvement - project estimate, \$2.30 million
- Fort McKay WTP Chemical System Construction - project estimate, \$2.00 million
- Fort McKay Seasonal Dock, design - design estimate \$150,000
- Fort McKay Water Supply Infrastructure Rehab, design - design estimate \$1.4 million
- Fort McKay Rural Egress Road, predesign/design - design estimate \$900,000.
- Fort McKay Target Road Rehabilitation - project cost \$543,200
- Fort McKay Road S, Waterline and Sidewalk Upgrade, design - design estimate \$500,000

Alternatives:

There are three options available for Council's consideration:

Option 1:

Reimburse the FMMN the full value of paving the parking lot and roadway totaling \$254,478.

Option 2:

Approve only the road portion of the paving, \$148,691.55 (\$141,611 + 7,080.55 GST).

Option 3:

Deny the request and refer the FMMN to pursue provincial or federal funding opportunities.

Budget/Financial Implications:

If approved, the funding would come from the Capital Infrastructure Reserve.

Rationale for Recommendation:

The funding request does not align with CIP grant program criteria and the area paved is outside of the RMWB jurisdiction, therefore the request does not align with programs or services that Administration may approve.

Strategic Plan Values:

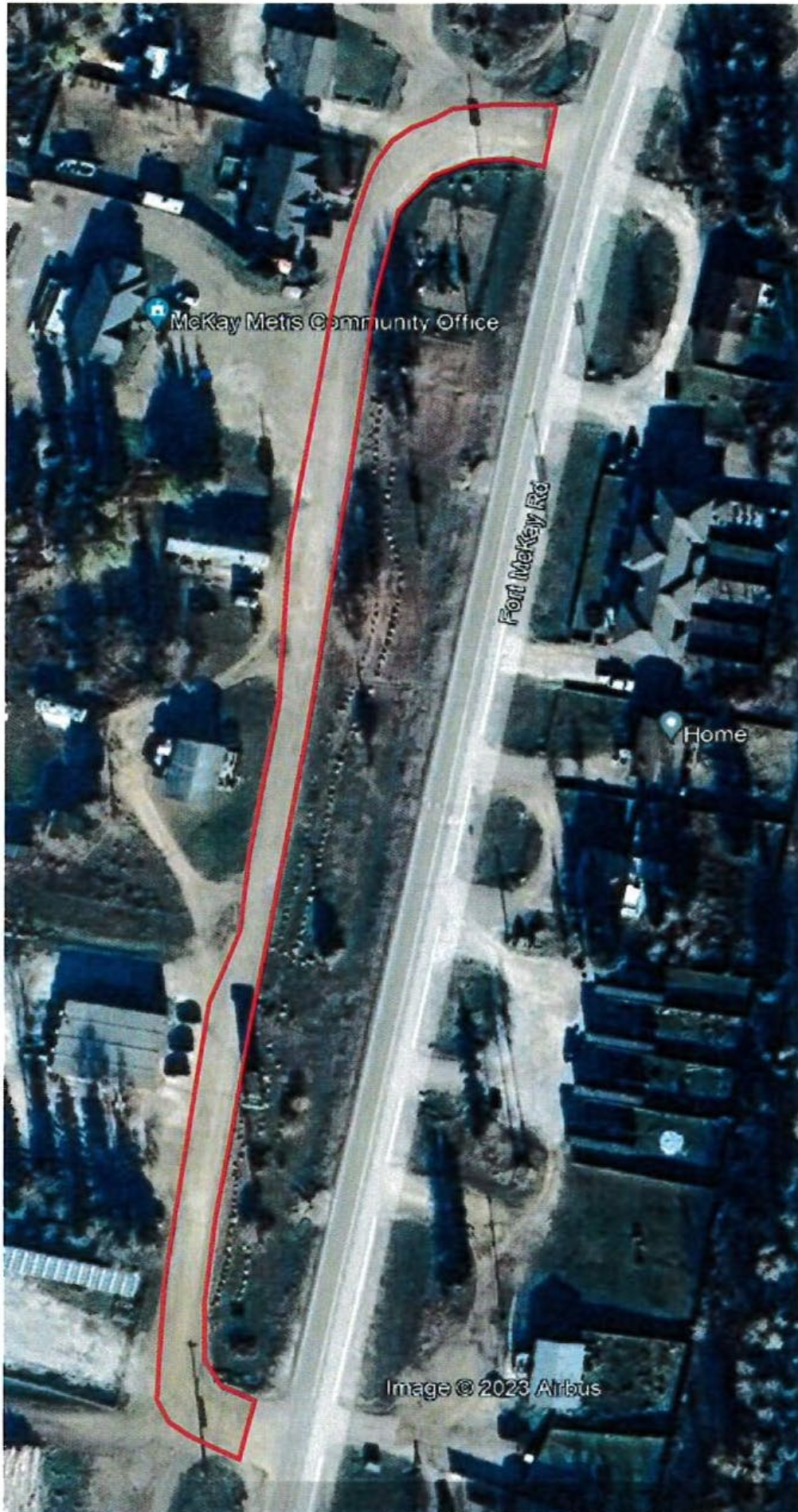
Fiscal Management
Rural and Indigenous Communities and Relationships

Attachments:

1. Location of Paved Areas



Attachment: 1. Location of Paved Areas (Fort McKay Metis Nation Capital Request)





Subject: 2023 Request for Property Tax Arrears Write-Off

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT the recommended Property Tax Arrears Write-Off of \$428,375.63, dated October 23, 2023, as Attachment 1, be approved.

Summary:

Account Write-Off Policy FIN-080 guides the treatment of accounts of the Municipality. Property tax arrears that cannot be dealt with using standard processes are deemed non-collectible. To write-off these accounts, Council approval is required.

Background:

An analysis of outstanding property tax receivables is completed monthly. An allowance for doubtful accounts is provided quarterly for accounts arrears that exceed 90 days even though collection efforts continue. An account is considered uncollectible when all applicable collection efforts have been exhausted by the Municipality. The use of an external collection agency will continue for any accounts written off for possible collection.

The formal write-off of an account is an accounting entry undertaken to remove an uncollectible receivable from the accounting records.

With respect to the outstanding property tax arrears, five manufactured homes with a total unpaid amount of \$10,506.25 have been identified for write off and are not eligible for the legislated property tax recovery process. The Municipality has limited ability to monitor the movement of manufactured homes. In addition, two real estate accounts with a total outstanding property tax amount of \$5,625.24 are deemed uncollectible as the Crown was owed more than the property value and four Provincial leased property tax accounts with a total outstanding property tax amount of \$412,244.14 are deemed uncollectible as the leases expired prior to the tax year.

Budget/Financial Implications:

Administration has established a bad debt allowance for the property tax arrears to be written off. If Council approves the write-offs, there is no impact to the 2023 Operating Budget.

Rationale for Recommendation:

Administration followed the standard collection process, which includes:

- telephone contact, and
- demand letters and notices to property owners.

When an account is written off, an external collection agency is engaged to continue collection efforts and are paid a commission for each successful collection made. These arrears and accounts are deemed non-collectible and should be written off.

Strategic Plan Values:

Fiscal Management

Attachments:

1. 2023 Recommended Property Tax Arrears Write-Off

Attachment 1

2023 Recommended Property Tax Arrears Write-Off

Manufactured Home Property Tax Accounts

ACCOUNT #	BALANCE	ACCOUNT #	BALANCE
10527794	\$ 2,149.77	10528004	\$ 1,371.77
10527995	\$ 1,559.08	10527957	\$ 879.86
10528241	\$ 4,545.77		
			<u>\$ 10,506.25</u>

Real Estate Property Tax Accounts

10529517	\$ 353.20	10529496	\$ 5,272.04
			<u>\$ 5,625.24</u>

Provincial Lease Property Tax Accounts

ACCOUNT #	BALANCE	ACCOUNT #	BALANCE
10521217	\$ 2,066.64	10520849	\$ 370,222.07
10596833	\$ 24,229.93	10521261	\$ 15,725.50
			<u>\$ 412,244.14</u>

Total Property Tax Arrears

\$ 428,375.63

Attachment: 1. 2023 Recommended Property Tax Arrears Write-Off (2023 Request for Property Tax Arrears Write-Off)



Subject: 2023 Reserve Bids and Sale Conditions for Tax Sale Properties

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT the reserve bids and sale conditions be established as listed in Attachment 1, dated November 14, 2023.

Summary:

Administration has exhausted all attempts to collect the tax arrears on 114 properties. The outstanding balances of the 114 accounts, as of October 23, 2023 is \$1,141,365.42. The Municipality must now proceed with the public sale. Under the provision of the *Municipal Government Act* (MGA), Council must establish reserve bids and any terms and conditions that apply to the sale of a parcel of land. The Municipality will offer the lands for sale by public auction in the Jubilee Building, 3rd Floor Boardroom, 9909 Franklin Avenue, Fort McMurray, Alberta on Thursday, March 28, 2024 at 10:00 a.m.

Background:

Under Section 418 of the *Municipal Government Act*, municipalities must offer for sale at public auction any parcels of land shown on their tax arrears list if the tax arrears are not paid by a certain date. Under Section 418(4), the Municipality may enter into a repayment of arrears agreement with the owner of a parcel of land shown on its arrears list. The parcel of land is removed from the tax sale list for as long as the owner does not breach the terms of the agreement. As of October 23, 2023, agreements for payment of tax arrears have been reached between the Municipality and the owners of parcels of land on 68 properties listed on the tax arrears list.

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

Rationale for Recommendation:

COUNCIL REPORT – 2023 Reserve Bids and Sale Conditions for Tax Sale Properties

The reserve bids were determined by the Assessment Branch of the Financial Services Department and reflect market value by comparing sales of properties similar to the tax recovery properties. Details of the reserve bids and conditions of the sale are set out in Attachment 1; this information is as of October 23, 2023.

Administration will continue to reach agreements and/or receive payments until the date of the public auction, and properties will continue to be removed from the list attached.

For example, in 2022, 155 properties were approved by Council for tax sale. By the time of the auction date, only 4 properties remained on the auction list.

Strategic Plan Values:

Fiscal Management

Attachments:

1. 2023 Reserve Bids and Sale Conditions for Tax Sale Properties

Reserve Bids and Sale Conditions for Tax Sale Properties November 14, 2023

Notice is hereby given that, under the provision of the *Municipal Government Act*, The Regional Municipality of Wood Buffalo will offer the following lands for sale by public auction, in the Jubilee Center, 3rd Floor Boardroom, 9909 Franklin Avenue, Fort McMurray, Alberta on Thursday, March 28, 2024 at 10:00 a.m.

	Plan	Block	Lot / Unit	Market Value / Reserve Bid	Location
1	7822731	10	16	\$479,690	URBAN
2	8021827	1	87	\$352,460	URBAN
3	0226274	1	2	\$542,000	URBAN
4	0226274	2	27	\$458,550	URBAN
5	4309TR	8	52	\$90,770	URBAN
6	2625TR	4	34A	\$341,010	URBAN
7	7720076	56	34	\$472,300	URBAN
8	7823135	77	12	\$249,650	URBAN
9	7921223	72	8	\$305,180	URBAN
10	8020451	79	99	\$279,210	URBAN
11	8022549	84	137	\$389,330	URBAN
12	8022549	87	25	\$458,530	URBAN
13	8022551	93	54	\$483,680	URBAN
14	8022551	98	14	\$412,250	URBAN
15	8120688	83	23	\$395,470	URBAN
16	0021165	7	13	\$596,290	URBAN
17	0226046	7	9	\$581,720	URBAN
18	8320288	18	22	\$499,300	URBAN
19	NW 2-89-9-4			\$215,930	URBAN
20	3969ET	1	1 & 2	\$376,400	URBAN
21	3969ET	9	15	\$87,670	URBAN
22	616AO	10	OT	\$379,230	URBAN
23	6344AY	7	23 & 23	\$602,740	URBAN
24	2269NY	2	6	\$403,080	URBAN
25	4782NY	14	6	\$266,570	URBAN
26	9121064	2	13	\$2,295,150	URBAN
27	FITZGER		14	\$2,750	RURAL
28	5642NY	8	17	\$24,840	RURAL
29	5642NY	11	6	\$82,590	RURAL
30	8321682	1	27	\$107,200	RURAL
31	8321682	3	22	\$100,290	RURAL
32	4480RS	3	8	\$388,580	RURAL
33	9825492	3	24	\$204,040	RURAL
34	8120257		3	\$114,070	URBAN

35	8120257		14	\$116,330	URBAN
36	8120257		25	\$126,090	URBAN
37	8120257		30	\$126,090	URBAN
38	8120257		56	\$114,070	URBAN
39	8120257		58	\$116,330	URBAN
40	8120257		59	\$116,330	URBAN
41	8120257		68	\$114,070	URBAN
42	8120257		76	\$114,070	URBAN
43	8120257		79	\$114,070	URBAN
44	8120257		91	\$114,070	URBAN
45	8120257		93	\$116,330	URBAN
46	8120257		95	\$114,070	URBAN
47	8120257		100	\$114,070	URBAN
48	8120257		103	\$114,070	URBAN
49	8120257		105	\$116,330	URBAN
50	8120257		106	\$114,070	URBAN
51	8120257		108	\$116,330	URBAN
52	8120257		112	\$125,450	URBAN
53	8120257		113	\$125,450	URBAN
54	8120257		117	\$114,070	URBAN
55	8120257		125	\$116,330	URBAN
56	8120257		137	\$114,070	URBAN
57	8120257		141	\$114,070	URBAN
58	8120257		150	\$116,330	URBAN
59	8120257		155	\$126,090	URBAN
60	8120257		161	\$114,070	URBAN
61	8120257		164	\$116,330	URBAN
62	8120257		166	\$114,070	URBAN
63	8120257		167	\$114,070	URBAN
64	8120257		169	\$116,330	URBAN
65	8120257		172	\$116,330	URBAN
66	8120257		177	\$116,330	URBAN
67	8120257		180	\$114,070	URBAN
68	8120257		182	\$116,330	URBAN
69	8120257		183	\$116,330	URBAN
70	8120257		185	\$114,070	URBAN
71	8120257		186	\$114,070	URBAN
72	8120257		195	\$127,710	URBAN
73	8120257		200	\$127,710	URBAN
74	8120257		201	\$116,330	URBAN
75	8120257		210	\$116,330	URBAN
76	8120257		213	\$114,070	URBAN
77	7822583		99	\$185,840	URBAN
78	7822583		108	\$159,660	URBAN

79	9924071		249	\$222,130	URBAN
80	9924071		264	\$224,720	URBAN
81	9924071		548	\$87,230	URBAN
82	0021721		1011	\$204,200	URBAN
83	9622660		144	\$208,330	URBAN
84	0024894		164	\$275,790	URBAN
85	0220695		166	\$334,230	URBAN
86	0425986	20	12	\$567,260	URBAN
87	0525986	27	7	\$554,620	URBAN
88	0621302		135	\$83,900	URBAN
89	0621302		186	\$96,500	URBAN
90	0621366	1	22	\$654,070	URBAN
91	0624558	14	6	\$332,510	URBAN
92	0626005	1	14	\$628,130	RURAL
93	0626005	1	15	\$162,370	RURAL
94	0626798	1	14	\$1,003,140	RURAL
95	0726427	29	21	\$971,510	URBAN
96	0725263	36	5	\$467,880	URBAN
97	0821936		5	\$259,860	URBAN
98	0822793	22	2	\$458,380	URBAN
99	0827243	51	18	\$523,500	URBAN
100	0828607	44	6	\$482,970	URBAN
101	0840235		145	\$10,000	URBAN
102	0840235		430	\$1,000	URBAN
103	0923934	5	137	\$190,910	URBAN
104	1022191	27	99	\$152,560	URBAN
105	1023358	1	14A	\$47,780	RURAL
106	1120015		56	\$295,450	URBAN
107	1220218	2	24	\$448,110	URBAN
108	1220270	3	3	\$535,460	URBAN
109	1320160	11	50	\$648,560	URBAN
110	1320160	8	26	\$663,050	URBAN
111	1322378		20	\$262,260	URBAN
112	1423988		28	\$247,890	URBAN
113	1423988		133	\$10,000	URBAN
114	1424227	6	14	\$197,040	RURAL

On certain properties the Municipality entered into an agreement with the owner of the parcel of land as a means of tax recovery. Should the owner default on the agreement and the outstanding property taxes are not paid in full, under the provision of the *Municipal Government Act*, the parcel of land would proceed to auction.

The parcel will be offered for sale by the Regional Municipality of Wood Buffalo (the "Municipality") subject to a reserve bid, the reservation and conditions contained in the existing certificate of title, and the terms and conditions outlined below.

It is the responsibility of the bidder to do their own due diligence with respect to all aspects of the property. The Municipality makes no representation and gives no warranty whatsoever as to, but not limited to, the adequacy of services, soil condition, land use districting, building and development conditions, absence or presence of environmental contamination, vacant possession, or the developability of the subject parcel for any intended use by the purchaser. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No further information is available at the public auction regarding the parcel to be sold. If no offer is received on a parcel, or if the reserve bid is not met, the parcel cannot be sold at the public auction.

Pursuant to the *Municipal Government Act (MGA)*, the successful bidder has a right to clear title with some exceptions as outlined in section 423(1) of the *MGA*.

Terms:

- The parcel is being offered for sale on an “as is, where is” basis;
- Cash, bank draft, or certified cheques made payable to the Regional Municipality of Wood Buffalo;
- The purchase price is payable by a non-refundable deposit equal to 10% of the purchase price due immediately after the parcel is declared sold at the public auction with the balance of the purchase price due on closing;
- Closing date for all sales will be 60 days after the public auction date unless otherwise agreed to by the Municipality;
- The purchaser of the parcel will be responsible for the full property taxes for the current year. The current year property taxes must be paid in full and remitted at the time of closing;
- The purchaser will be responsible for the transfer registration fee; and
- Goods and Services Tax (GST) will apply to all applicable parcels sold at the public auction.

Pursuant to section 429 (1) and (2) of the *MGA*, the auctioneer, councilors, chief administrative officer, designated officers and employees of the Municipality must not bid for, buy, or act as an agent in buying any parcel offered for sale, unless directed by the Municipality to bid for or to buy a parcel on behalf of the Municipality.

Redemption may be affected by payment of all arrears of taxes and costs at any time prior to the sale. Once the parcel is declared sold to another individual at the public auction, the previous owner has no right to pay the tax arrears. If the purchaser is unable, or unwilling, to close on the closing date, the Municipality *may*, at its sole discretion, exercise any legal right it may have to recover damages from the purchaser for failure to close.

The risk of the parcel lies with the purchaser immediately following the public auction. If the parcel is occupied, it is the responsibility of the purchaser to deal with the occupant.

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



COUNCIL REPORT

Meeting Date: November 14, 2023

Subject: 2023 Q3 Capital Project Status Update

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT the Capital Project Status Report, as summarized on Attachment 1, be accepted as information.

Summary:

This report provides a summary of Capital Budget Status details as of September 30, 2023.

Background:

A Capital Project Status Report has been developed to provide a comprehensive look at approved Capital projects and their current status. This includes 2023 and prior approved budget details, actual spend to date, current progress to date and future plans.

Rationale for Recommendation:

The details outlined in the attached report align to the Fiscal Management value in Council's 2022 - 2025 Strategic Plan and follows the Fiscal Responsibility Policy (FIN-160).

Strategic Plan Values:

Fiscal Management

Attachments:

1. Capital Project Status Report

Capital Project Status Update as of September 30, 2023

Project Name	Delivery Dept	Budget Approval Year	2023 & Prior Approved	Actuals to Date	Balance Available <small>(excl. Commitments)</small>	% of 2023 & Prior Budget Spent	2024 & Future Budget Plan	Project Status	Current Progress to Date	Future Plan	Targeted Completion
Pre-Design/Design/Construction Projects											
Regional											
Building Life Cycle - 2017 - 2021	PW	2017	3,339,500	2,575,171	764,329	77%	-	Active	Completion of a multitude of life cycle projects	Continue to work on critical lifecycle projects.	2024
Building Life Cycle - 2022-2026	PW	2022	3,230,000	239,193	2,990,807	7%	10,890,000	Active	Multiple projects involved; initial purchasing activity underway.	Continue to complete life cycle projects throughout 2026	2026
Building Management (Automation) System	PW	2021	1,720,000	565,187	1,154,813	33%	-	Active	WWTP, Janvier, Conklin and Fire Hall 5 are nearing completion. Remaining funding will be allocated in 2023.	All projects will be completed in Q2 2024	2024
Building Security Infrastructure Upgrades	PW	2016	4,787,303	3,264,191	1,523,112	68%	1,250,000	Active	South Operations Centre and Landfill Administration building construction has kicked off. Lift stations and Pump houses portion ongoing.	2024 funding has been deferred to 2025.	2027
Computer Assisted Mass Appraisal (CAMA) System Review-Construction	Finance	2017	3,200,000	2,178,768	1,021,232	68%	-	Active	Mapping, conversion and validation of data continues. Data validation and training sessions are continuing.	Continue to review reporting requirements and the tax bill mapping, complete implementation. Expected completion in Q1 2024.	2024
Ground Water Monitoring Wells Installation	ENG	2021	680,000	237,076	442,924	35%	-	Active	Phase 1 is complete Phase 2 is planned for Q2 2024	To post tender by Q4 2023 for Phase 2	2024
TOTAL			16,956,803	9,059,586	7,897,217		12,140,000				
Rural											
Age Friendly Assessment Initiatives Implementation	PW	2021	495,000	248,009	246,991	50%	-	Active	Janvier Contact Office, Fort Chipewyan Contact Office and Fort Chipewyan Airport have been completed.	Scopes of work for signage and other projects identified in assessments are underway.	2025
Anzac Lagoon Expansion - Design & Construction	ENG	2020	10,500,000	1,013,351	9,486,649	10%	24,000,000	Active	Contract 1 - Forcemain is 40% complete Contract 2 - Lift Station 1A is 15% complete Contract 3 - Phase 1 of Lagoon expansion is 10% complete	Contract 1 - Substantial completion by Dec 2023 Contract 2 - Substantial completion by Q2 2024 Contract 3 - Substantial for Phase 1" Expansion of the lagoon" by Q3 2024 and Phase 2 "Expansion and upgrade existing lagoon" by Q3 2025	2025
Anzac Recreation Centre Culvert, Asphalt and Curb Replacement - Design	ENG	2023	100,000	-	100,000	0%	-	Active	RFP closed June 27, 2023 Contract Execution in Progress	To start design after contract execution	2024
Archie Simpson Arena Back-Up Generator	PW	2022	120,000	-	120,000	0%	800,000	Active	Design work is being completed. Target completion is in 2025 due to funding deferment	To finish contract processing and start design work for construction scope	2025
Building Access and Roof System - Design/Build	PW	2018	1,310,356	1,027,776	282,580	78%	-	Active	Project is 95% complete, Frank La Croix arena remaining outstanding	Continue scope of work for design-build contract	2024
Columbarium Conklin and Fort Chipewyan Cemeteries	PW	2023	100,000	-	100,000	0%	100,000	Active	Conklin's columbaria production in progress, concrete scope of work currently on the market. Fort Chipewyan area structural plan needs to be changed to allow columbaria installation	Target project completion: Conklin - Q4 2023 & Ft Chip - Q3 2024 (pending area structural plan review)	2024
Conklin Northland Drive Walking Trail Repairs - Design and Construction	ENG	2023	30,000	-	30,000	0%	300,000	Active	RFP closed in August 2023 Evaluation completed	To award the successful proponent	2025
Conklin Sewage Lagoon - Construction	ENG	2021	7,200,000	14,913	7,185,087	0%	8,300,000	Deferred	Project is deferred to future years Project to be retendered once land has been secured	To post tender once land is secured	2026
Conklin Sewage Lagoon - Design	ENG	2018	1,000,000	474,015	525,985	47%	-	Substantially Completed	Design is complete except tendering services	Complete the tendering phase of the Sewage Lagoon	2023
Conklin Water Treatment Plant Upgrades - Construction	ENG	2022	3,100,000	-	3,100,000	0%	1,212,000	Active	Tender closed in April 2023 Project sign installed	To inspect existing tanks by Nov 2023	2024
Draper Community Gathering Place - Design	ENG	2019	300,000	-	300,000	0%	-	On Hold	Project on hold	Project on hold	TBD
Draper Community Sign Upgrade	PW	2022	30,000	-	30,000	0%	-	Active	Original tendering process was not successful, contract was not awarded	Scope of work is currently under review	2024
Fort Chipewyan Airside Pavement Rehabilitation - Construction	ENG	2021	18,700,000	11,607,599	7,092,401	62%	2,500,000	Active	Construction is 95% complete	To complete all work by November 2023	2023
Fort Chipewyan Lift Station Upgrades - Construction	ENG	2018	29,000,000	27,063,866	1,936,134	93%	-	Substantially Completed	Project is substantially completed	To complete minor deficiencies by Q4 2023	2023
Fort Chipewyan Reservoir Capacity Expansion - Design	ENG	2022	100,000	-	100,000	0%	1,170,000	Active	Design is deferred to 2024-2025	Design is deferred to 2024-2025	TBD
Fort Chipewyan Six Bay Garage & Animal Control Facility	ENG	2019	7,200,000	1,831,322	5,368,678	25%	-	Active	Phase 1 Building structure: complete Phase 2 Interior improvement: RFP closed	To start Phase 2	2025
Fort Chipewyan Water & Sanitary Sewer - Construction	ENG	2021	100,000	-	100,000	0%	28,400,000	Deferred	Project is deferred to 2026	Tendering by Q4 2025	2029
Fort Chipewyan Water and Sanitary Sewer - Pre & design	ENG	2017	900,000	247,199	652,801	27%	-	Deferred	Project under review to ensure alignment with Council Strategic Plan	To ensure project aligns with business and community needs	2025
Fort McKay Community Centre	ENG	2019	5,100,000	2,817,639	2,282,361	55%	12,000,000	Active	Construction is 15% complete	To reach substantial by Q1 2025	2025
Fort McKay Dock, Seasonal - Design	PW	2022	150,000	66,304	83,696	44%	-	On Hold	Survey, geotechnical and pre-design (30%) was completed.	Project is on hold.	TBD

Attachment: 1. Capital Project Status Report (2023 Q3 Capital Project Status Update)

Capital Project Status Update as of September 30, 2023

Project Name	Delivery Dept	Budget Approval Year	2023 & Prior Approved	Actuals to Date	Balance Available <i>(excl. Commitments)</i>	% of 2023 & Prior Budget Spent	2024 & Future Budget Plan	Project Status	Current Progress to Date	Future Plan	Targeted Completion
Fort McKay Range Road 1109 Improvements - Design and Construction	ENG	2022	300,000	91,681	208,319	31%	2,000,000	Active	Design is 50% complete.	Design planned completion by Q4 2023 Tender by Q1 2024	2024
Fort McKay Road South - Waterline and Sidewalk Upgrade - Construction	ENG	2023	3,500,000	-	3,500,000	0%	3,000,000	Active	Currently in Design Phase	To complete design and post tender by Q1 2024	2025
Fort McKay Road, South - Waterline and Sidewalk Upgrade - Design	ENG	2021	500,000	209,705	290,295	42%	-	Active	Design is 95% complete	To post tender by Q1 2024	2024
Fort McKay Water Supply Infrastructure Rehabilitation - Design	ENG	2021	1,400,000	574,734	825,266	41%	-	Active	Design is 50% complete	To complete design by Q2 2024 pending Land Acquisition and regulatory approvals	2024
Fort McKay WTP Chemical System - Construction	ES	2023	500,000	-	500,000	0%	1,000,000	Not Started	IFT Package Complete	RFT to be published Q4 2023	2024
Garden Lane and Riverbend Close Road Rehabilitation - Construction	ENG	2022	5,700,000	2,895,345	2,804,655	51%	-	Active	Construction is 90% complete	To reach substantial completion by Nov 2023 Some of the ditch works will be done by Q1 2024 due to Muskeg	2024
Installation of Additional Flag Poles at Municipal Facilities	PW	2022	250,000	54,492	195,508	22%	-	Active	Flag poles were installed at Jubilee.	Purchase and install flag poles at other facilities	2024
Janvier School Site Upgrades	PW	2020	535,000	330,845	204,155	62%	-	Active	Original tendering process was not successful, contract was not awarded	Scope of work is currently under review	2023
Janvier Site Fixture Upgrades	PW	2022	700,000	-	700,000	0%	-	Active	Project in progress	Site inspection	2024
Janvier WTP Disinfection by Product - Construction	ES	2021	950,000	99,041	850,959	10%	-	Active	Design: 100% Complete Construction:10% Complete	Material on Order, Construction Completion Q2 2024	2024
Janvier WTP Upgrade - Design	ENG	2021	100,000	-	100,000	0%	1,100,000	Deferred	Project deferred to 2025	Project deferred to 2025	2026
Pedestrian Bridge Repair Assessment and Design (Saprae Creek and Crown Creek)	PW	2023	150,000	-	150,000	0%	-	Active	Assessment and design work in progress.	Complete the design	2023
Regional Control System Replacements - Design & Construction	ES	2022	3,800,000	618,926	3,181,074	16%	12,450,000	Active	60% design milestone reached for 2023 in-scope sites.	Complete Design/Construction	2026
Rural Broadband - Southern Hamlets	Finance	2020	13,448,000	13,447,752	248	100%	-	Active	Construction in progress (build plan segmented in 8 areas)	Progress as planned; targeted construction completion end of 2023	2023
Rural Community Placemaking - Anzac	PW	2013	1,300,374	985,159	315,215	76%	-	Active	90% complete	Complete Anzac Church Memorial portion	2024
Rural Community Placemaking - Fort Chipewyan	PW	2011	4,853,690	4,783,470	70,220	99%	-	Active	Construction in progress	Complete remaining work and close project	2023
Rural Egress Road Anzac -Construction	ENG	2023	-	-	-	0%	-	Deferred	Budget was transferred to subsequent years.	TBD	TBD
Rural Egress Road - Fort McKay - Design	ENG	2023	400,000	-	400,000	0%	500,000	Active	To continue community engagement with First Nation and Metis Nation	Obtain community feedback and determine next steps in project	2025
Rural Egress Road Anzac & Janvier Design	ENG	2019	1,916,451	861,283	1,055,168	45%	-	Active	Design for Janvier community is 70% complete Design for Anzac is on hold	Janvier: To complete design by Q4 2023 Anzac: On hold	2024
Rural Egress Road Janvier - Construction	ENG	2022	100,000	-	100,000	0%	25,000,000	Deferred	Construction deferred to 2025	Construction deferred to 2025	2027
Rural Infrastructure Rehab. 2015-2017-Design	ENG	2015	1,300,000	1,225,592	74,408	94%	-	Substantially Completed	Design is complete except tendering services	Complete the tendering phase of the last two contracts in Conklin Phase 4B and 4C	2025
Rural Infrastructure Rehabilitation 2015-2017 - Construction	ENG	2015	104,200,000	95,180,559	9,019,441	91%	19,700,000	Active	All contracts within this program have been completed with the exception of contract Phase 4A, 4B,4C Phase 4A - Christina Lake Drive - construction in progress	Phase 4B Remaining Christina Lake Dr.& 4C Christina Lake Jackfish River - Tender planned for Q4 2024 and Q4 2025	2028
Rural Roads and Parking Lots Paving - Fort Chipewyan - Design and Construction	ENG	2021	1,100,000	163,776	936,224	15%	5,500,000	On Hold	Design complete On hold pending the outcome of the Fort Chipewyan Water and Sewer project for synergies	To proceed with Road Rehabilitation. This contract will be done along with the Fort Chipewyan Water and Sewer in 2025	2027
Rural SCADA - Design	ES	2020	180,000	144,118	35,882	80%	-	Active	Design: 90% Complete	The RFQ is planned for 2023 for remaining items related to construction	2023
Rural Water & Sewer Servicing - Predesign & Design	ENG	2009	9,750,000	9,313,112	436,888	96%	-	Substantially Completed	Design is complete except tendering services	Complete the tendering phase of the last two contracts in Conklin Phase 4B and 4C	2025
Rural Water and Sewer Servicing - Construction	ENG	2014	165,100,000	150,907,103	14,192,898	91%	32,100,000	Active	All contracts within this program have been completed with the exception of contract Phase 4A, 4B,4C Phase 4A - Christina Lake Drive - construction in progress	Phase 4B Remaining Christina Lake Dr.& 4C Christina Lake Jackfish River - Tender planned for Q4 2024 and Q4 2025	2028
Saprae Creek Culvert, Ditches and Drainage Improvement - Design & Construction	ENG	2023	590,000	-	590,000	0%	1,600,000	Active	Design Contract execution in progress	To award successful consultant Construction phase deferred to 2026	2026
Saprae Creek Pedestrian Trail Upgrade - Design & Construction	ENG	2022	1,000,000	48,419	951,581	5%	1,000,000	Active	Design is 15% complete for beautification as revised project scope	To start and complete design by Q4 2023 Construction deferred to 2026	2026
Saprae Creek Trail Rehabilitation	ENG	2020	5,000,000	3,837,726	1,162,274	77%	-	Active	Contract 1 - The Road Surface Rehabilitation complete Contract 2 - The Culvert Rehabilitation completed	Contract 3 - Remaining Culverts to be completed by Q4 2023	2023

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Capital Project Status Update as of September 30, 2023

Project Name	Delivery Dept	Budget Approval Year	2023 & Prior Approved	Actuals to Date	Balance Available <i>(excl. Commitments)</i>	% of 2023 & Prior Budget Spent	2024 & Future Budget Plan	Project Status	Current Progress to Date	Future Plan	Targeted Completion
Service Connection (Rural Water and Sewer Servicing)	ENG	2014	13,000,000	9,582,715	3,417,285	74%	35,830,000	Active	Connections are progressing in Saprae Creek, Anzac, Gregoire Lake Estates and Janvier	To continue with Service Connections	2027-2028
Spray Park Design - Fort McKay	PW	2021	100,000	-	100,000	0%	-	Active	Project on hold	Project on hold	TBD
Walking Paths Anzac (Gregoire Drive, Townsend Drive, Donovan Drive, Park Drive, Hopegood Drive, Hilyard Crescent)	ENG	2023	450,000	-	450,000	0%	6,450,000	Active	Design Contract execution in progress	To award successful consultant Construction phase deferred to 2026-2027	2027
TOTAL			427,708,871	341,767,548	85,941,323		226,012,000				
Urban											
Abasand Pumphouse Membrane Replacement & Optimization	ENG	2023	500,000	-	500,000	0%	1,600,000	Active	Design started in Sept 2023 and currently in progress	To complete design by Q1 2024 and tender by Q3 2024	2025
Active Transportation Phase 2	PW	2021	1,000,000	479,178	520,822	48%	-	Substantially Completed	The Active Transportation Functional Plan report was delivered in October 2022, and is substantially complete.	Abasand hill redesign is planned	2023
Active Transportation Phase 3	PW	2023	300,000	-	300,000	0%	1,000,000	Active		Proceed with design.	2025
Albion Drive Full Rehabilitation	ENG	2023	-	-	-	0%	1,000,000	Deferred	Construction deferred to 2024. Budget was transferred to 2024.	Post tender by Q1 2024	2024
Basketball Court Replacements (Multiple Locations)	PW	2022	400,000	331,822	68,178	83%	-	Substantially Completed	Project substantially complete	Final site inspections prior the end of October.	2023
Beacon Hill Greenspace Restoration (Greening)	PW	2023	350,000	-	350,000	0%	-	Active	Beacon Hill scope of work is substantially completed, Woodlawn cemetery parking lot construction in progress.	Complete site inspections (weather depends and site readiness depends)	2023
Birchwood Trails Bridge Rehabilitation	PW	2020	1,210,000	1,158,134	51,866	96%	-	Substantially Completed	Substantially completed and open for public. Landscape maintenance in progress	Fix existing site deficiencies and design errors and omissions	2023
Casman Centre / Frank Lacroix Arena Energy Conservation	PW	2021	742,000	-	742,000	0%	-	Active	Project has been deferred to the off season in 2024 due to capacity constraints	Complete development of scope, move forward with work progress.	2024
Chemical Storage Facility	PW	2020	450,000	345,997	104,003	77%	-	Substantially Completed	Project is substantially complete	Complete facility inspection	2023
Christina Gordon School Inclusive Playground	PW	2021	192,000	188,859	3,141	98%	-	Substantially Completed	Project is substantially complete	To add a name plate (requested from citizen group) - in progress	2024
Clearwater Park System (Riverside Park System) - Remediation	PW	2014	1,109,736	99,000	1,010,736	9%	-	Substantially Completed	Contamination removal substantially complete (November 2022).	Review status of Contamination removal and final landscape inspection	2023
Compost Facility Stockpile Repairs	ENG	2020	1,545,000	385,177	1,159,823	25%	-	Active	Contractor completed southside of the pad repairs Contractor started Northside pad repairs	Completion expected Q4 2023	2023
Confederation Way Sanitary Sewer Phase 2 - Construction	ENG	2016	43,831,029	38,355,551	5,475,478	88%	-	Substantially Completed	Project is substantially completed	To complete minor deficiencies by Q4 2023	2023
Deep Utilities and Culvert Rehabilitation - Construction	ENG	2022	6,310,000	854,959	5,455,041	14%	-	Active	Contract 1 - Construction is 50% complete Contract 2 - Construction is 40% complete	Contract 1- Planned completion by Q2 2024 Contract 2- Planned completion by Q3 2024	2024
Downtown Parking Lot - Design and Construction	ENG	2022	500,000	127,799	372,201	26%	-	Active	Construction is 50% complete	To complete by Q4 2023	2023
Downtown Revitalization	PW	2019	8,900,000	7,340,897	1,559,103	82%	16,100,000	Active	Ongoing work in progress	Completion varies for each approved project included within the program.	2026
Drainage Improvements (Dave McNeilly, Elsie Yanik and Brett Drive Tot Park)	PW	2023	400,000	-	400,000	0%	-	Active	Contract was awarded, estimated completion is the end of the year 2023.	Construction and site inspection.	2023
Facility Capital	PW	2019	321,076	70,655	250,421	22%	-	Active	All remaining value in funding source is for the Jubilee project	Will be completed in 2023	2023
Fire Hall 5 Maintenance Shop Exhaust System	PW	2021	420,000	186,762	233,238	44%	-	Active	Construction currently at 95% complete with commissioning outstanding	To complete construction by the end of 2023	2023
Fleet Fuel Site Upgrades	PW	2023	300,000	-	300,000	0%	-	Active	Hardware is onsite, awaiting installation from subcontractor	Install hardware shortly, other upgrades in spring of 2024	2024
Flood Mitigation - Design	ENG	2014	6,652,908	3,178,527	3,474,381	48%	1,000,000	Active	At a program level, Stage 1 permanent mitigation has been designed with the exception of Reach 6	To complete all design by 2024	2024
Flood Mitigation - Construction	ENG	2014	12,844,561	12,844,561	-	100%	104,025,000	Active	At a program level, stage 1 permanent flood mitigation is progressing	To complete the remaining reaches	2028
Flood Mitigation - Reach 10-1	ENG	2014	4,612,262	1,771,839	2,840,423	38%	-	Active	Reach 10-1 Retaining wall is in progress	To complete retaining walls and concrete by December 2023 Deficiencies, landscaping and other activities by 2024	2024
Flood Mitigation - Reach 11	ENG	2014	30,201,507	27,155,083	3,046,424	90%	-	Active	Project is 90% complete	To reach substantial completion in Q4 2023.	2023
Flood Mitigation - Reach 5	ENG	2014	18,108,403	10,561,712	7,546,691	58%	6,900,000	Active	Project is 52% complete	Anticipated completion by Q3 2024	2024
Flood Mitigation - Reach 8	ENG	2014	7,916,170	7,004,740	911,431	88%	-	Substantially Completed	Project is substantially completed	Landscaping and deficiencies to be completed by Q4 2023	2023
Flood Mitigation - Taiga Nova North	ENG	2014	661,079	661,079	-	100%	18,500,000	Active	Design: complete Tender package: in progress	To post tender by Q4 2023	2024

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Capital Project Status Update as of September 30, 2023

Project Name	Delivery Dept	Budget Approval Year	2023 & Prior Approved	Actuals to Date	Balance Available <i>(excl. Commitments)</i>	% of 2023 & Prior Budget Spent	2024 & Future Budget Plan	Project Status	Current Progress to Date	Future Plan	Targeted Completion
Flood Mitigation - Underground	ES	2014	725,369	183,727	541,642	25%	8,300,000	Initiation	Kickoff in March; planning complete.	To mobilize by end of March 2024 Develop tender package for Q4 2023 (award by January 2024)	TBD
Flood Mitigation Temporary FM Recovery	ES	2014	26,930,649	26,826,291	104,358	100%	-	Substantially Completed	Awaiting final invoices for 2023 demobilization and clean up activities.	Upon processing of final invoices, transfer any available budget back to the permanent Flood Mitigation program.	2023
Fort McMurray Crossflow Clarifier Lifecycle - Construction	ES	2022	2,670,000	722,152	1,947,848	27%	2,500,000	Active	Construction 5% Complete	Construction 2023-2024	2026
Fort McMurray Landfill Closure Cells 1,2,3 Lateral Expansion and Old Landfill	ENG	2019	500,000	-	500,000	0%	6,000,000	Active	RFP is planned by Q4 2023	To post RFP by Q4 2023	2025
Fort McMurray WTP - Crossflow Clarifier Life Cycling	ES	2019	500,000	109,048	390,952	22%	-	Active	Design - 100% Complete Construction Engineering Services - 25% Complete	Construction 2023-2024	2024
Fort McMurray WTP Process Improvement Design & Construction	ENG	2020	5,400,000	1,114,135	4,285,865	21%	9,300,000	Active	Phase-1 - Design completed Phase 2 - RFP is planned for Q3 2024	Phase 1 - To post tender by Q4 2023 Phase 2 - To post RFP by Q3 2024	2026
Grayling Terrace Drainage - Construction	ENG	2022	2,000,000	1,659,707	340,293	83%	-	Active	Landscaping on the eastside is complete. Westside will be redesigned as per geotechnical investigation and temporary Flood Mitigation measures will be in placed by Q1 2024 to mitigate any flooding in the area.	To provide temporary flood mitigation by Q1 2024 Westside required further geotechnical investigation and design.	2024
Gregoire Storm Outfall Structure - Construction	ENG	2022	11,000,000	339,028	10,660,972	3%	8,000,000	Active	Construction is 10% complete Contractor is installing Temporary bypass system to start demolition of existing outfall structure.	Continue work on the outfall structure	2026
Inclusive playground components replacements and additions (Walter and Gladys Hill, Dickinsfield, Dr. K.A Clarke)	PW	2022	450,000	377,427	72,573	84%	-	Substantially Completed	Playground is open for public	Landscape deficiencies needs to be fixed and inspected (in progress)	2023
Jubilee Center Renovation - Design	PW	2017	1,204,000	787,210	416,790	65%	-	Active	Consultation is ongoing for Jubilee main floor - Phase 2.	Continue to complete design	2023
Jubilee Center Renovations - Construction	PW	2018	15,405,613	10,764,537	4,641,076	70%	-	Active	Construction turnover is anticipated prior to October 31/23	Complete main floor Jubilee renovations	2023
Jubilee Center Reno/Construction 2014 - 2016	PW	2014	9,110,466	7,209,705	1,900,761	79%	-		Work is ongoing	Scopes of work are being looked at to execute in 2024.	2025
Jubilee Major Maintenance	PW	2019	1,500,000	345,137	1,154,863	23%	-	Active	Work is ongoing	Continue work for condo capital replacement projects	2024
Jubilee Major Maintenance 2020	PW	2020	2,309,000	1,764,247	544,753	76%	-	Active	Work is ongoing	Continue work for condo capital replacement projects per agreement with condo corporation	2024
Jubilee Major Maintenance (Condo) - 2022-2026	PW	2022	3,000,000	-	3,000,000	0%	4,500,000	Active	Work is ongoing	Continue work for condo capital replacement projects per agreement with condo corporation	2026
King Street Booster Rehabilitation - Construction	ENG	2018	3,800,000	2,199,364	1,600,636	58%	-	Substantially Completed	Project is substantially completed	To complete deficiencies by Q4 2023	2023
Mackenzie Blvd and Gregoire Drive Intersection Upgrade and Sidewalk Connectivity to Discovery Center	PW	2023	223,000	-	223,000	0%	-	Active	Concrete work complete, trail installation complete, traffic signal upgrade complete	Complete landscaping, complete asphalt gaps at curb, upgrade timing plan, complete lighting assessment	2023
Moccasin Flats Memorial	ENG	2021	200,000	-	200,000	0%	300,000	Active	Engagement for the project complete and the design chosen.	To post RFP to tender	2025
New Standpipe Facilities (Borealis Park)	PW	2023	42,500	38,870	3,630	91%	-	Active	Equipment has been received, retaining contractor for utilities and concrete works	Complete inspection after installation	2023
Northside Twin Arena - Design and Construction	ENG	2023	1,500,000	-	1,500,000	0%	48,500,000	Active	Awarding of the design upgrade contract is in progress	To upgrade the current design and specifications and prepare the tender package	2025
Outdoor Rink Asphalt Surface Upgrade	PW	2021	1,400,000	934,185	465,815	67%	600,000	Active	Abasand rink is substantially completed, pending final inspection. Waterways rink is under construction.	Complete inspection after project completion.	2026
Partial Playground Replacement (Westview and St. Kateri)	PW	2023	350,000	-	350,000	0%	350,000	Active	SOW of work is ready for tendering.	Retain contractors able to provide design drainage, delivery and install playground equipment.	2024
Playground Replacements (Dr. KA Clark Module 3 and Ecole Boreal Module 2)	PW	2022	700,000	409,995	290,005	59%	-	Active	Construction work in progress	Inspect and open for public	2023
Prairie Creek Perimeter Trail - Design	PW	2022	150,000	94,096	55,904	63%	-	Active	Design work in progress	Complete design and tendering package	2023
Public Works North Facilities	ENG	2020	33,000,000	26,245,463	6,754,537	80%	17,650,000	Active	Construction is 45% complete	To continue construction work and achieve substantial completion by Q1 2025	2025
Reflections Lookout - Construction	PW	2019	2,405,000	490,487	1,914,514	20%	-	Active	Phase 1 - construction complete, Phase 2 contract was awarded	Site mobilization and construction works	2024
Road Surface and Alleyways Improvement	ENG	2023	1,750,000	51,641	1,698,359	3%	7,250,000	Active	Contract 1 - construction is 50% complete. Milling and paving, concrete sidewalks and catch basins are completed in Thickwood.	To complete ongoing contract and procure new contracts by Q1 2024	2025
Ryan/Hodgson Memorial Park - Design	PW	2018	150,000	138,933	11,067	93%	-	Substantially Completed	Design work is completed	Provide design support during construction phase, if needed	TBD
SAP Functional Improvements - Drainage	PW	2022	1,000,000	77,844	922,156	8%	-	Active	Design work in progress	Construction to be tendered in 2023	2023

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SAP Parks Improvements - Design	PW	2021	225,000	90,260	134,740	40%	-	Active	Design work in progress	Construction to be tendered in 2023	2023
Saunderson Pressure Reducing Valve PRV - Construction	ENG	2017	29,900,000	16,456,896	13,443,104	55%	17,700,000	Active	Construction is 45% complete	To continue construction work	2025
Secondary Egress Road - Construction	ENG	2020	3,500,000	-	3,500,000	0%	69,000,000	On Hold	On hold	Under review	2029
Silin Forest Road Deep Utilities Upgrades - Construction	ENG	2023	7,000,000	1,856,577	5,143,423	27%	14,800,000	Active	Construction is 20% complete	To continue with construction work	2025
Site Drainage Improvement Program - Design and Construction	ENG	2022	2,300,000	909,528	1,390,472	40%	-	Active	Contract 1 - Construction is currently at 40% Contract 2 - Design is in progress for Smallwood St and Brosseau	Contract 1 - To complete construction by Q4 2024 Contract 2 - To complete design by Q4 2023	2024
Southeast Pumphouse 3rd Pump Installation	ENG	2021	700,000	59,719	640,281	9%	-	Active	Contractor is procuring pumps for installation	To complete pump installation by Q2 2024	2024
Spray Park Replacement Program - Design Build	PW	2022	1,400,000	1,158,058	241,942	83%	2,300,000	Active	KP Wong spray park was substantially completed, Wood Buffalo spray park SOW submitted for marketing	Final inspection KP Wong, retain contractor for Wood Buffalo	2024
Stone Creek Disc Golf	PW	2021	350,000	302,973	47,027	87%	-	Substantially Completed	Project is substantially completed and open to the public	Complete gazebo construction and signage installation	2023
Storm/Sewer/Water Upgrades in Mackenzie/Beacon Hill - Construction	ENG	2018	9,870,480	8,127,826	1,742,653	82%	-	Substantially Completed	Project is substantially completed	To complete all remaining deficiencies by Q4, 2023	2023
Storm/Sewer/Water Upgrades in Mackenzie/Beacon Hill - Design	ENG	2016	1,920,000	980,935	939,065	51%	-	Active	Overall design is 95% complete	To complete all phases design by Q4 2024	2024
Thickwood Perimeter Sewer - Construction	ENG	2017	33,465,529	27,768,889	5,696,641	83%	-	Active	Overall program is ongoing	Phase 1: Silin Forest & Thicket Drive intersection to Athabasca River and Phase 2 - Ross Haven to Silin Forest (Thicket Drive) are completed	2024
Thickwood Perimeter Sewer - Design	ENG	2017	3,850,000	1,404,183	2,445,817	36%	-	Active	Overall Design is 65% Complete	To complete design for Phase 5 Hillcrest and Eymundson Deep Utility Upgrades by Q1, 2025	2025
Timberlea Reservoir & Pumphouse - Design & Construction	ENG	2021	900,000	780,659	119,341	87%	16,000,000	Active	Design is 90% complete	To complete design Q1 2024 Construction phase has been deferred to 2025	2026
Transit at 160 Maintenance Shop Exhaust System	PW	2021	325,000	285,540	39,460	88%	-	Active	Construction is complete and commissioning is ongoing.	Will be closed out prior to fiscal year end 2023	2023
Transit Concrete Pads for New Shelters (Gregoire)	PW	2022	90,000	75,056	14,944	83%	-	Substantially Completed	Pads have been poured, shelters built and one shelter has been energized.	Two unheated shelters will be considered for future electrification.	2023
Transit Facility (Green TRIP) - Construction	ENG	2017	25,000,000	21,468,600	3,531,400	86%	-	Active	Contract 1 - Transit Facility Construction - Complete Contract 2 - Transit Yard Paving and Quonset relocation is 40% complete	To complete contract 2 by Q4 2023	2023
Urban Arterial Boulevard Improvements & Beautification	PW	2017	13,958,660	7,053,548	6,905,112	51%	-	Active	SOW of work is ready for tendering.	Retain contractor	2024
Urban Infrastructure Rehabilitation Design 2019 - 2021	ENG	2019	2,500,000	1,718,890	781,110	69%	-	Active	Design is 80% complete	To complete Phase 3 Design by Q4 2023	2023
Wastewater Infrastructure Structural Modifications	ENG	2022	1,225,000	459,163	765,837	37%	-	Active	Construction is in progress	To complete all structural Lift stations modification by Q1 2024	2024
Waterfront Park	PW	2020	21,000,000	2,195,683	18,804,317	10%	9,000,000	Active	Working with Waterfront Advisory Committee to determine scope of work (which items of current design will remain)	Determine redesign, tender in 2023/2024, construction to start in 2024.	2025 - 2026
Wood Buffalo Lift Station Replacement - Design & Construction	ENG	2022	500,000	-	500,000	0%	8,000,000	Active	Design is 15% complete	To complete design by Q3 2024 Tender by Q4 2024	2026
Woodlawn Cemetery Parking Lot	PW	2023	200,000	31,275	168,725	16%	-	Active	Construction in progress	Final inspection and opening to public	2023
WWTP Process Improvement - Design & Construction	ENG	2021	100,000	-	100,000	0%	9,050,000	Deferred	Project is deferred to 2024	Design is scheduled for 2024 and Construction in 2025	2026
TOTAL			439,432,998	289,169,819	150,263,179		409,225,000				

Acquisition Projects											
Regional											
2023 Ambulance Fleet Replacement	RES	2023	340,000	98,072	241,928	29%	-	Initiation	PO issued and unit is on order	Delivery expected Q1 2024	2024
2023 IT Infrastructure Capital	Finance	2023	1,980,000	212,078	1,767,922	11%	-	Active	In progress	Still progressing as planned; minor delays in equipment orders	2023
911 Call Handling System	Finance	2020	450,000	-	450,000	0%	-	Not Started	Contract negotiations in progress	Project on hold due to vendor contract agreement	2025

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Battalion Chief Vehicle	RES	2021	120,000	-	120,000	0%	-	Active	Unit is ordered.	Delivery expected Q4 2023, upfitting requirements expected completion Q1 2024	2024
Customer Relationship Management System 311	C&E	2019	1,300,000	803,469	496,531	62%	-	On Hold	Assessing work completed to date and contract-related needs.	Assess remaining needs and work plans, and determine next steps.	TBD
Enterprise Resource Planning	Finance	2007	30,102,343	23,258,066	6,844,277	77%	-	Active	Conversion activities continuing for S4 Hana.	S4 HANA project completed as planned; updating SAP Roadmap	2025
Firefighter Health & Rehabilitation Unit (Replacement)	RES	2022	710,000	-	710,000	0%	-	Initiation	RFP is complete.	Delivery expected Q3 2024	2024
Fleet Heavy Equipment Additions (2023)	PW	2023	1,300,000	45,953	1,254,047	4%	-	Active	5 out of 6 units have been delivered.	1 remaining addition but is on order	2024
Fleet Heavy Equipment Replacements (2023)	PW	2023	8,085,000	1,634,425	6,450,575	20%	-	Active	13 of the 29 units have been received. 2 units are in process of ordering	Order remaining 14 units in October 2023	2024
Fleet Light Equipment Additions (2023)	PW	2023	650,000	283,386	366,614	44%	-	Active	5 of the 11 units received.	Order remaining 6 units in October 2023	2024
Fleet Light Equipment Replacements (2023)	PW	2023	3,995,000	736,804	3,258,196	18%	-	Active	12 of the 55 units have been received.	The remaining 43 to be ordered in October 2023, delivery to follow in 2024	2024
Heavy Equipment Replacements 2019	PW	2019	4,980,000	4,784,009	195,991	96%	-	Active	19 of 23 units have been delivered,	4 of the 23 remaining are ordered but awaiting delivery	2024
Heavy Equipment Replacements 2022	PW	2022	7,165,000	6,571,482	593,518	92%	-	Active	27 of 28 units have been delivered.	Awaiting delivery of final unit.	2023
Intelligent Bus Transit System (IBTS)	PW	2014	6,218,227	2,091,779	4,126,448	34%	-	Active	Transit IT systems: dispatch, scheduling software and tracking app complete	Upgrade technology as outlined in Transit Master Plan	2025
Light Equipment Replacements 2021	PW	2021	1,700,000	1,387,761	312,239	82%	-	Active	27 delivered, 2 being upfitted	Complete by early 2024	2024
Light Equipment Replacements 2022	PW	2022	3,180,000	2,278,635	901,365	72%	-	Active	46 units have been received.	8 of the 54 have been ordered and awaiting delivery	2024
RES Data Management System - Replacement	Finance	2022	2,000,000	235,636	1,764,364	12%	-	Active	Vendor selection is underway.	Vendor selected; working on project plan	2024
RES SCBA Replacements	RES	2023	2,900,000	-	2,900,000	0%	-	Initiation	RFP posted.	Evaluations completed, contract award Q4 2023, expected completion Q1, 2024	2024
SharePoint Online Intranet Software Solution	Finance	2023	250,000	-	250,000	0%	-	Not Started	Completing communication surveys and inquiries	Working with Communications on Governance Strategy	2025
Space Planning Software	Finance	2021	385,000	-	385,000	0%	-	Active	Contract negotiations in progress	Project has begun and working with vendor on project plan	2024
TOTAL			77,810,571	44,421,555	33,389,015		-				
Rural											
Fort Chipewyan Replacement Pumper Truck	RES	2023	860,000	-	860,000	0%	-	Initiation	RFP is complete.	Delivery expected Q3 2024.	2024
Tanker Truck - Conklin (Replacement)	RES	2022	530,000	-	530,000	0%	-	Active	PO issued to vendor	Delivery expected Q1 2024.	2024
Snowmobile Anzac	RES	2023	20,000	-	20,000	0%	-	Initiation	Initiating procurement process	Expected delivery before end of 2023.	2023
TOTAL			1,410,000	-	1,410,000		-				
Urban											
Centerfire Place Ice Plant	PW	2021	2,200,000	1,729,781	470,219	79%	-	Active	Project is in closeout stage.	Install equipment in building shell. Anticipated to be complete by Q4 2023	2023
Crane for North High lift (Lower Level)	ES	2018	85,000	67,223	17,777	79%	-	Active	Construction 100% Complete	Final inspection required for construction completion	2023
Digital Screens at Municipal Facilities and Offices	Finance	2023	100,000	-	100,000	0%	-	Not Started	Not started	On hold	2025
RES Digital Messaging Displays	Finance	2022	65,000	-	65,000	0%	-	Not Started	RFP requirements under review	Project on hold; to be combined with project "Digital Screens at Municipal Facilities and Offices".	2025
Waterways Z3 Slope Stability Land Acquisition & Regrading	PD	2017	2,807,611	2,539,445	268,166	90%	-	Active	Land has been acquired	To complete the regrading and recontouring of the lots purchased	2025
TOTAL			5,257,611	4,336,448	921,162		-				
TOTAL ACTIVE PROJECTS			968,576,853	688,754,956	279,821,897		647,377,000				

Attachment: 1. Capital Project Status Report (2023 Q3 Capital Project Status Update)

Capital Project Status Update as of September 30, 2023

Project Name	Delivery Dept	Budget Approval Year	2023 & Prior Approved	Actuals to Date	Balance Available <small>(excl. Commitments)</small>	% of 2023 & Prior Budget Spent	2024 & Future Budget Plan	Project Status	Current Progress to Date	Future Plan	Targeted Completion
Completed Projects, Pending Administrative Procedures Prior to Closure											
2x Light Fleet Lifecycle Replacement (2021)	RES	2021	120,000	119,743	258	100%	-	Completed	Project is complete	Project closure	N/A
2x Light Fleet Lifecycle Replacement (2023)	RES	2023	122,000	37,300	84,700	31%	-	Completed	Unit is received	Project closure	N/A
A Frame Road Paving, Lift Station and Sanitary Forcemain Installation	ENG	2019	12,800,000	10,137,579	2,662,421	79%	-	Completed	Project is substantially completed	To achieve construction completion certificate	N/A
Abasand Heights Pumphouse - Construction	ENG	2020	9,744,251	9,566,659	177,592	98%	-	Completed	Project is complete	Project closure	N/A
Chip Seal Highway 48 Fort Fitzgerald to Fort Smith	ENG	2019	7,710,000	7,138,594	571,406	93%	-	Completed	Project is complete	PO closure and project closure	N/A
Confederation Way & Thickwood Blvd Milling & Paving - Carteret Dr. to Tundra Dr. - Construction	ENG	2023	2,338,000	1,839,261	498,739	79%	-	Completed	Project is substantially completed	Final invoicing to be processed, PO closure and project closure	N/A
Conklin Raw Water Pond - Design	ENG	2020	155,000	99,107	55,893	64%	-	Completed	Design completed	Project closure	N/A
Cricket Field Upgrades	PW	2021	290,000	272,212	17,788	94%	-	Completed	Project is complete	Project closure	N/A
Draper Trail Upgrader - Pre-Design	PW	2022	90,000	89,720	280	100%	-	Completed	Project is complete	Project closure	N/A
Father Mercredi Field Access Ramp	PW	2022	150,000	66,983	83,017	45%	-	Completed	Project is complete	Project closure	N/A
Father Mercredi Football Lighting	ENG	2020	228,600	225,600	3,000	99%	-	Completed	Project is complete	PO closure and project closure	N/A
Fort Chipewyan Airfield Rehabilitation	ENG	2018	2,710,208	2,689,005	21,203	99%	-	Completed	Project is complete	Project closure	N/A
Fort McKay Fire Hall - Construction	ENG	2015	14,132,446	13,294,311	838,135	94%	-	Completed	Project is complete	Final invoicing to be processed, PO closure and project closure	N/A
Fort McKay Target Road Rehabilitation	ENG	2022	730,000	350,776	379,224	48%	-	Completed	Project is complete	PO closure and project closure	N/A
IT - Server Capital Infrastructure	Finance	2021	1,228,000	1,046,401	181,599	85%	-	Completed	Project is complete	Project closure	N/A
Janvier Sewage Lagoon Outfall Extension - Construction	ENG	2022	2,000,000	1,224,845	775,155	61%	-	Completed	Project is complete	Final invoicing to be processed, PO closure and project closure in process	N/A
Migration of Bylaw Services to AFRRCS Radio Communication	CPS	2018	240,000	237,216	2,784	99%	-	Completed	Project is complete	Project closure	N/A
Playground Apparatus Replacement (Barber Drive, Timberlea Large Module Section)	PW	2022	400,000	382,728	17,272	96%	-	Completed	Project is complete	Project closure	N/A
Playground Replacement - Conklin School	PW	2022	400,000	387,979	12,021	97%	-	Completed	Project is complete	Project closure	N/A
Rural Broadband - Fort Chipewyan	Finance	2023	4,000,000	-	4,000,000	0%	-	Not Started	Not started	This funding as no longer required.	N/A
Spray Park Replacement Program - Design Build (2018)	PW	2018	3,052,000	2,794,331	257,669	92%	-	Completed	Project is complete	Project closure	N/A
Squirrel Trail Replacement Pre-Design	PW	2022	80,000	59,770	20,230	75%	-	Completed	Project is complete	Project closure	N/A
Transit Service at Quarry Ridge	PW	2023	200,000	196,068	3,932	98%	-	Completed	Project is complete	Project closure	N/A
Urban Infrastructure Rehab 2017 - Construction	ENG	2017	37,555,444	36,112,635	1,442,808	96%	-	Completed	Project is complete	Final invoicing to be processed, PO closure and project closure	N/A
Urban Infrastructure Rehab 2018 - Construction	ENG	2018	27,590,621	25,856,478	1,734,143	94%	-	Completed	Project is complete	project closure	N/A
Urban Infrastructure Rehabilitation 2014-2016 - Construction	ENG	2014	151,327,337	149,411,910	1,915,427	99%	-	Completed	Project is complete	Final invoicing to be processed, PO closure and project closure	N/A
Urban Infrastructure Rehabilitation Construction 2019	ENG	2019	37,958,603	33,015,271	4,943,332	87%	-	Completed	Project is complete	Project closure	N/A
Urban Infrastructure Rehabilitation Street Improvement 2019	ENG	2019	14,497,898	12,817,018	1,680,881	88%	-	Completed	Project is complete	Final invoicing to be processed, PO closure and project closure	N/A
Waterline Extension from Parsons Creek to Millennium - Construction	ENG	2021	7,875,000	7,150,303	724,697	91%	-	Completed	Project is substantially completed	Project closure	N/A
Waterline Extension from Parson's Creek to Millennium - Design	ENG	2020	350,000	173,317	176,683	50%	-	Completed	Project is complete	PO closure and project closure	N/A
Waterline Extension from Parsons Creek to Taiga Nova - Construction	ENG	2021	4,950,000	4,562,501	387,499	92%	-	Completed	Project is substantially completed	Project closure	N/A
Wood Buffalo Spray Park Washroom	PW	2019	714,776	699,838	14,938	98%	-	Completed	All contracts are complete	Project closure	N/A
TOTAL			345,740,184	322,055,458	23,684,727		-				

Attachment: 1. Capital Project Status Report (2023 Q3 Capital Project Status Update)



Subject: 2023 Q3 Financial Performance Report

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT the 2023 Q3 Financial Performance Report be accepted as information.

Summary:

As of September 30, 2023, the Municipality is projecting a \$13.4 million surplus at year end. Revenues are projected to be \$17.4 million higher than budgeted, and expenses are projected to be \$4.0 million higher than budgeted.

Background:

The Quarterly Financial Performance Report provides a comprehensive financial update which includes municipal operating revenues and expenses with comparatives to budget, capital project spending, status of investment holdings, and details related to grant activities that the Municipality has applied for and/or received.

The year-to-date (YTD) operating revenues to September 30, 2023, are \$442.3 million, which is \$10.5 million higher than the YTD budget. On an annual basis, revenues are projected to be \$590.7 million, an increase of \$17.4 million over budget. The difference reflects additional grant revenue, unbudgeted user fee adjustments, and higher than budgeted interest earned on short-term investments.

The YTD operating expenses to September 30, 2023, are \$332.1 million, which is \$27.6 million less than expected based on the YTD budget. The downward trend in current spending is primarily related to timing differences between the monthly allocation of the budget, compared to performance and invoicing of contracted and general services. On an annual basis, the expense projection is \$472.0 million, an increase of \$4.0 million over budget. This is resulting from higher than budgeted salary costs due to retroactive wage adjustments following the signing of collective bargaining agreements, and higher than budgeted purchases from other governments due to increased policing cost. These overage's are offset by savings in contracted and general services due to a reduction of the annual contingency amount, and lower than anticipated support through contracted services throughout the year.

On an annual basis, transfers to reserves for capital project activities are projected to be as budgeted.

In December 2022 the Municipality approved the 2023 capital budget of \$135.8 million. As of September 30, 2023, the capital budget has been revised to \$185.6 million stemming from 2023 capital budget amendments of \$49.8 million.

To date, \$137.8 million has been spent on the delivery of capital projects; the top three projects by spend are the Saunderson PRV and Lower Townsite Supply Lines, Public Works North Facilities, and Flood Mitigation Construction, representing 43% of the YTD amount.

The cash position at the end of September is \$1.3 billion, comprised of \$246.5 million in the bank and \$1.1 billion in investments. Most of this amount is committed to services, programs, capital projects, and funds for financial stability. The uncommitted balance equals \$425.2 million, less minimum reserve balances of \$100 million as required by the MGA and the FIN-160 policy, for an uncommitted reserves of \$325.2 million.

Grants totaling \$23.4 million have been awarded within the first three quarters, including \$14.7 million from the Municipal Sustainability Initiative (MSI) and \$6.9 million from the Canada Community-Building Fund (CCBF). Capital grant applications totaling \$57.9 million have been submitted for consideration with both the Federal and Provincial governments. Applications continue to be submitted as grant opportunities arise.

Throughout the second quarter, the Municipality remained committed to working with the Provincial government and other providers in the pursuit of recoverable expenses. To date, the Municipality has received \$20.5 million for the costs associated with the 2020 River Breakup, and \$282.4 million for the 2016 Wildfire event.

The Municipality continues to look for cost efficiencies while providing the programs and services, as outlined in the 2023 operating budget. The Municipality is positioned positively for financial sustainability, while also meeting the expectations of its residents.

Strategic Plan Values:

Fiscal Management

Attachments:

1. 2023 Q3 Financial Performance Report

2023 Q3 Financial Performance Presentation

2023 Q3 FINANCIAL PERFORMANCE REPORT



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

Regional Municipality of Wood Buffalo

9909 Franklin Avenue

Fort McMurray | ᓂᓐᑕᓐᓴᓐᓴᓐ | Nistawâyâw | Ełı́dlı́ Kuę́
Alberta T9H 2K4

We humbly acknowledge that the land on which we live, learn, work and play is Treaty 8 Territory, the traditional lands of the Cree, Dene, and the unceded territory of the Métis.



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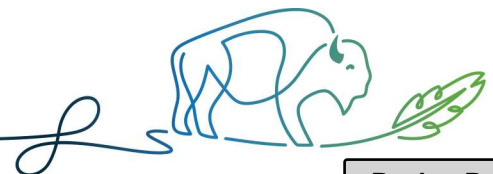


Municipal Operating Revenues and Expenses

As of September 30, 2023

	September Actual YTD	September Budget YTD	Budget YTD Variance Increase (Decrease)	Annual Budget	Annual Projections	Annual Budget Variance Increase (Decrease)
Revenues:						
Net taxes available for municipal purposes	\$ 345,140,033	\$ 345,456,600	\$ (316,567)	\$ 460,608,800	\$ 460,241,800	\$ (367,000)
Government transfers	13,378,327	12,938,504	439,823	17,054,827	18,313,090	1,258,263
Sales and user charges	40,889,698	36,869,945	4,019,753	48,229,534	52,593,531	4,363,997
Sales to other governments	3,161,227	3,434,160	(272,933)	4,436,629	4,276,629	(160,000)
Penalties and costs on taxes	5,374,922	4,274,538	1,100,384	4,932,800	6,239,800	1,307,000
Licenses and permits	1,921,455	1,548,834	372,621	2,072,850	2,145,350	72,500
Fines	2,112,193	1,800,400	311,793	2,399,800	2,742,000	342,200
Franchise and concession contracts	6,488,469	6,461,500	26,969	8,600,000	8,700,000	100,000
Return on investments	19,074,368	14,768,500	4,305,868	19,694,000	29,664,000	9,970,000
Rentals	999,351	982,558	16,793	1,249,000	1,249,000	-
Other	2,710,972	2,147,698	563,274	2,839,200	3,376,200	537,000
Transfers from reserves for operations	1,075,500	1,115,750	(40,250)	1,151,000	1,151,000	-
	442,326,515	431,798,987	10,527,528	573,268,440	590,692,400	17,423,960
Expenses:						
Salaries, wages and benefits	182,231,574	184,363,860	(2,132,286)	242,903,211	249,988,211	7,085,000
Contracted and general services	52,553,285	75,650,776	(23,097,491)	101,854,112	95,431,698	(6,422,414)
Purchases from other governments	25,659,241	23,559,625	2,099,616	31,406,366	34,493,560	3,087,194
Materials, goods, supplies and utilities	27,739,564	31,798,182	(4,058,618)	41,908,551	41,079,101	(829,450)
Provision for allowances	5,621,985	4,364,994	1,256,991	4,986,400	6,286,400	1,300,000
Transfers to local boards and agencies	2,895	50,000	(47,105)	80,000	80,000	-
Transfers to individuals and organizations	19,667,363	21,225,211	(1,557,848)	24,859,885	24,654,885	(205,000)
Transfers to facilities	18,361,169	18,412,419	(51,250)	19,653,727	19,653,727	-
Bank charges and short-term interest	244,259	258,995	(14,736)	344,960	344,960	-
Other	50,641	17,720	32,921	21,860	21,860	-
	332,131,976	359,701,782	(27,569,806)	468,019,072	472,034,402	4,015,330
Reserves:						
Transfers to reserves for operations	78,825,985	78,937,026	(111,041)	105,249,368	105,249,368	-
	78,825,985	78,937,026	(111,041)	105,249,368	105,249,368	-
Operating surplus (deficit)	\$ 31,368,554	\$ (6,839,821)	\$ 38,208,375	\$ -	\$ 13,408,630	\$ 13,408,630

On December 1, 2022, RMWB Council approved the 2023 Budget, as shown in the Annual Budget column. The September Budget Year-To-Date (YTD) column shows the portion of the 2023 Budget that was allocated to the first nine months. The Budget YTD Variance column shows timing differences based on monthly allocation of the budget as well as differences that may impact year-end results. Projected year-end results are shown under the Annual Projections column.



As of September 30, 2023, the Municipality is showing an annual projected surplus of \$13.4 million. Revenues are projected to be \$17.4 million higher than budgeted and expenses are projected to be \$4.0 million higher than budgeted.

Operating Revenues

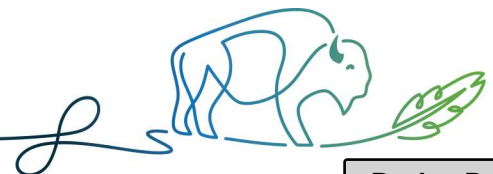
Year-to-date operating revenues to September 30, 2023, are \$442.3 million. On an annual basis the revenue projection is \$590.7 million, an increase of \$17.4 million over budget. This is shown primarily in:

- Government Transfers – over budget by \$1.3 million due to unbudgeted grants, including \$0.2 million from RESTOR (Relief for Shortfalls for Transit Operators), \$0.2 million due to the new LITP grant (Low Income Transit Program), and \$0.9 million in additional funding from Alberta Health Services.
- Sales and User charges – over budget by \$4.4 million, including \$2.5 million due to unbudgeted 2023 user fee increases that were effective on April 1st, \$1.1 million from higher than expected use of commercial water and sewer treatment services, \$0.6 million in greater sales at the Regional Landfill and \$0.2 million in higher than expected recovery of transit ridership following the lifting of COVID-19 restrictions, particularly for student transit passes.
- Penalties and costs on taxes – \$1.3 million over budget due to higher than anticipated overdue property taxes.
- Return on Investments – over budget by \$10.0 million due to higher than budgeted interest rates.

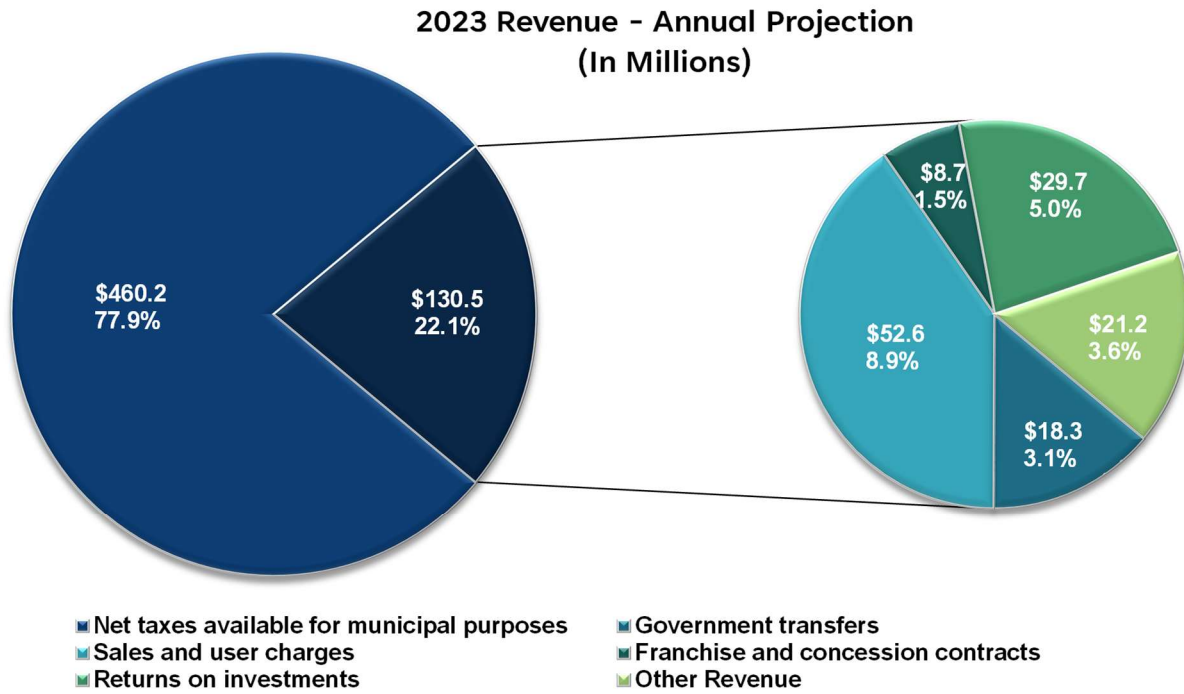
Operating Expenses

Year-to-date operating expenses to September 30, 2023, are \$332.1 million. On an annual basis the expense projection is \$472.0 million, an increase of \$4.0 million over budget. This is shown primarily in:

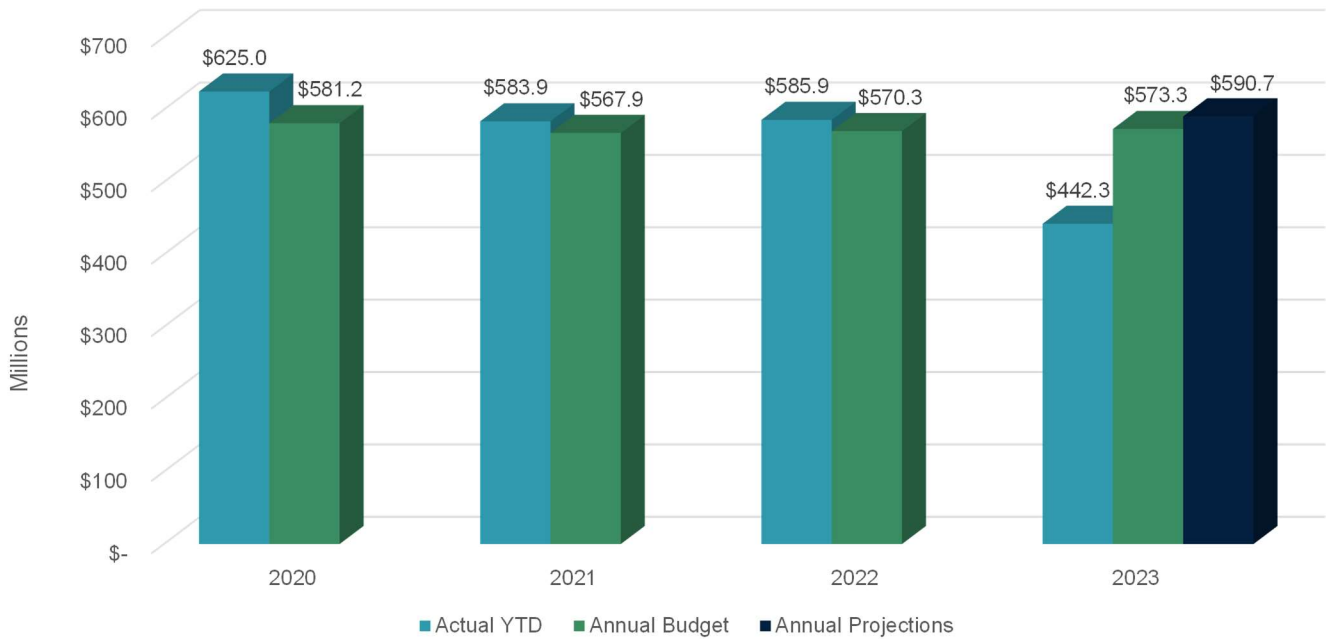
- Salaries, Wages and Benefits – over budget by \$7.1 million mainly due to recognizing 2021 and 2022 retroactive wage adjustments following the signing of collective bargaining agreements.
- Contracted and General Services – under budget by \$6.4 million, of which \$2.5 million is due to a reduction to the annual operating contingency and \$3.9 million is from lower than anticipated external support required during the year, including:
 - \$1.2 million in repairs and maintenance at water and wastewater treatment facilities,
 - \$0.7 million in contracted photo radar services,
 - \$0.6 million from the use of internal resources to perform garbage collection at municipal parks,
 - \$0.4 million in lower Health & Safety program support,
 - \$0.3 million in contracted road maintenance, and
 - \$0.7 million in various other contracted savings.
- Purchases from Other Governments – over budget by \$3.1 million due to an increase in RCMP service costs from both the Federal and Provincial government.
- Materials, Goods, Supplies and Utilities – under budget by \$0.8 million, including \$0.6 million from lower than budgeted fuel prices and \$0.2 million in lower mechanical supplies needed for the repair and maintenance of water and wastewater facilities.
- Provision for allowances – over budget by \$1.3 million due to an increase in overdue property taxes.



Revenues

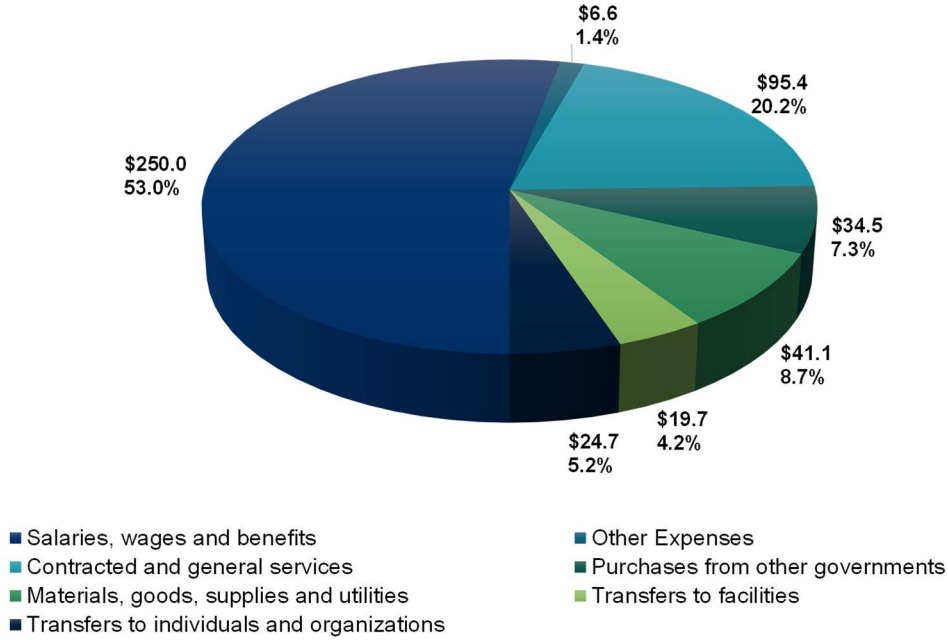


Municipal Revenues

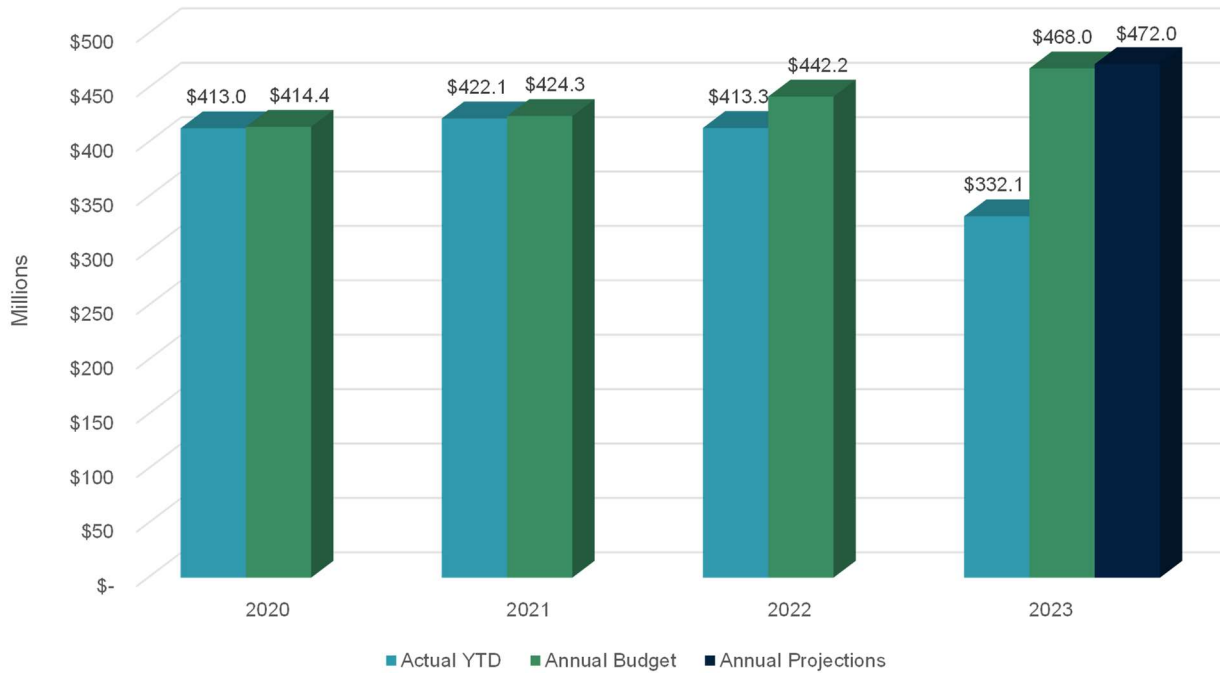


Expenses

**2023 Expenses (excluding reserves)
Annual Projection (in Millions)**



Municipal Expenses (excluding reserves)



Financial Position

Capital Project Spending

As of September 30, 2023

Project Name	2023 YTD Actual Spend
Top 20	
Flood Mitigation - Construction	\$ 25,487,031
Public Works North Facilities	17,245,463
Saunderson Pressure Reducing Valve PRV - Construction	16,299,358
Fort Chipewyan Airside Pavement Rehabilitation - Construction	11,575,036
Rural Broadband	4,393,334
Rural Infrastructure Rehabilitation 2015-2017 - Construction	4,214,859
Waterline Extension from Parsons Creek to Millennium - Construction	3,422,931
2022 Heavy Equipment Replacement	2,689,470
Jubilee Center Renovations - Construction	2,675,602
Rural Water/Sewer Servicing Construction	2,672,222
Garden Lane & Riverbend Close Road	2,436,071
Service Connection(Rural Water+Sewer Service)	2,331,834
2022 Light Equipment Replacement	2,282,378
Confed Way Sanitary Sewer Phase 2 - Construction	2,124,076
Silin Forest Road Deep Utilities Upgrade	1,856,577
A Frame Road Paving, Lift Station and Sanitary Forcemain Installation	1,848,338
Confed Way and Thicket Boulevard Milling & Paving	1,839,261
Enterprise Resource Planning	1,823,726
Fort McKay Community Centre	1,722,527
2023 Heavy Equipment Replacements	1,634,425
All Other Projects (127 projects)	27,216,521
Total Capital Spending (147 projects)	\$ 137,791,040

The Municipality approved the 2023 capital budget of \$135.8 million. As of September 30, 2023, the capital budget has been revised to \$185.6 million stemming from 2023 capital budget amendments.

As of September 30, 2023, \$137.8 million has been spent on the delivery of capital initiatives, which includes multi-year projects.

The top three projects based on expenditures to September 30, 2023, are the Flood Mitigation Construction, Public Works North Facilities, and Saunderson PRV Construction, representing 43% of the YTD spend.

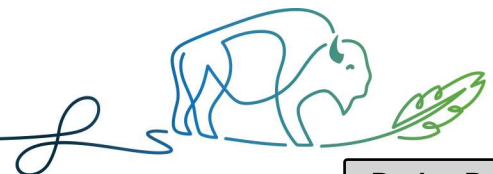


Bank

Bank As of September 30, 2023 (in Millions)

Cash	
Operating - Bank Balance	\$ 246.5
Investments	1,107.2
Total Cash	1,353.7
Committed Funds	
<i>Operating Requirements</i>	316.6
Deferred Revenue	
Grants	99.8
Developer Agreements	3.3
Offsite Levies	3.0
	106.1
Reserves	
Committed Funds	
Capital	346.1
Add: minimum uncommitted Capital Infrastructure Reserve	50.0
Emerging Issues	89.6
Add: minimum uncommitted Emerging Issues Reserve	50.0
Operating	70.1
	605.8
Total Committed Funds	1,028.5
Remaining	\$ 325.2

The current amount of cash in the bank plus investments total \$1.3 billion as of September 30, 2023. The commitments against this balance include \$316.6 million for operating requirements, \$106.1 million in deferred revenues, which is money the Municipality has received in advance but is committed to spend in the future, and \$605.8 million in committed reserve funds.



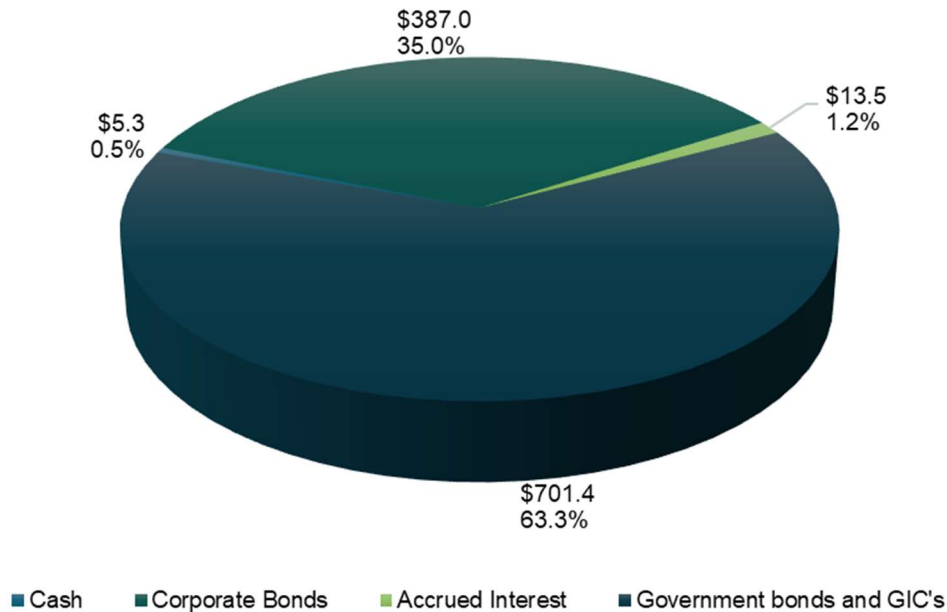
Investments

The Municipality has \$1.1 billion in investment holdings as of September 30, 2023, of which \$77.4 million are short-term investments with maturity dates under one year. Returns on investments to September 30, 2023, total \$19.1 million, with \$12.0 million from investment income and \$7.1 million from interest income.

Investment Holdings (in Millions)

Type:	Book Value @ December 31, 2022	Book Value @ September 30, 2023	Market Value @ September 30, 2023
Cash	\$ 6.8	\$ 5.3	\$ 5.3
Government bonds and GIC's	678.9	701.4	600.8
Corporate bonds	396.9	387.0	353.1
Accrued interest	10.9	13.5	13.5
Total	\$ 1,093.5	\$ 1,107.2	\$ 972.7

Investment Holdings by Type - Book Values (in Millions)

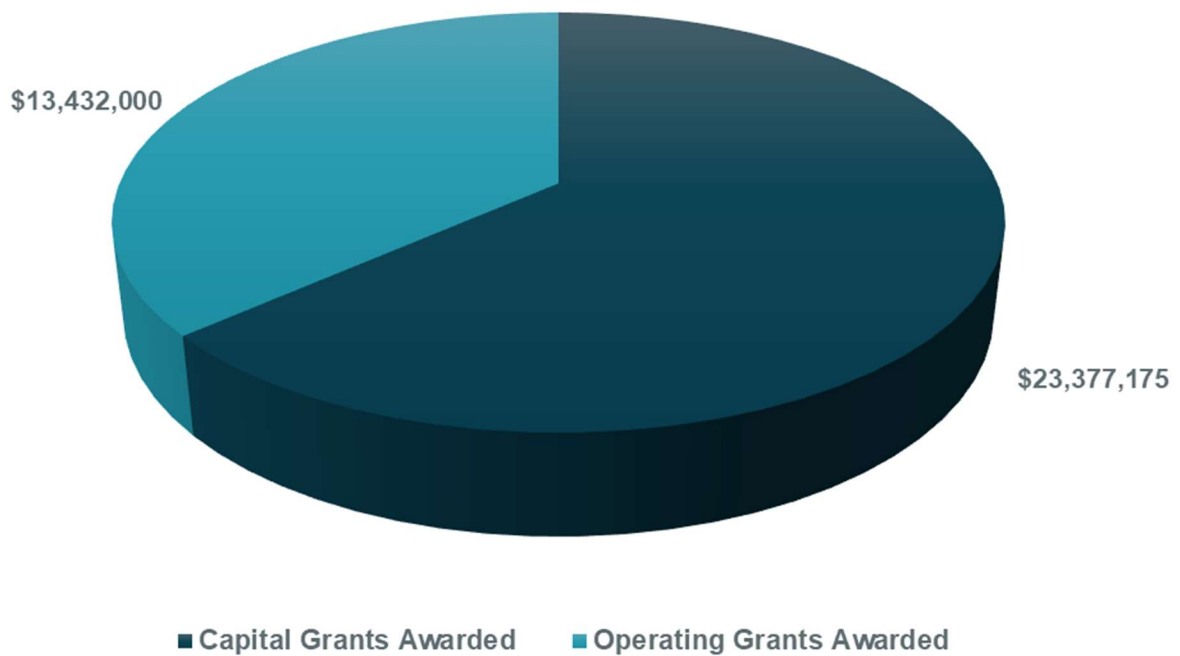


Grants

As of September 30, 2023

The Municipality has been awarded grants totaling \$36.8 million as of the third quarter, comprised of \$23.4 million in capital grants and \$13.4 million in operating grants. The following pages detail significant grants received to date. Refer to Appendix's A and C for details of all grants received to date.

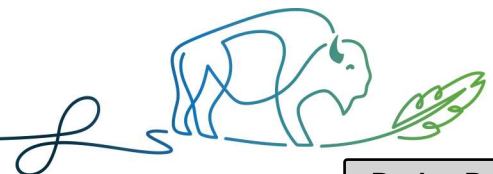
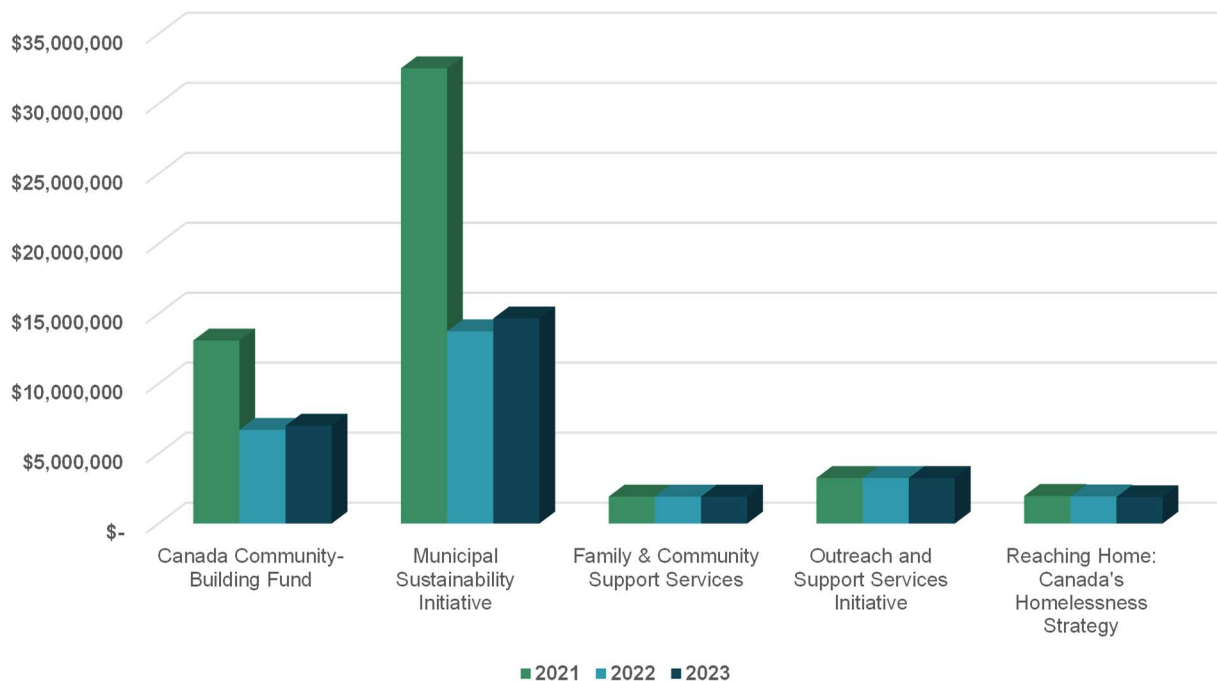
2023 Year-to-date Capital and Operating Grants



Annually Recurring Grants

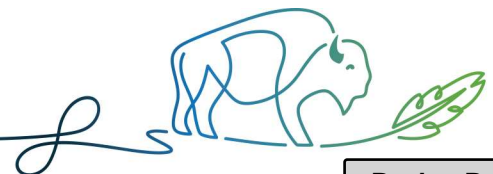
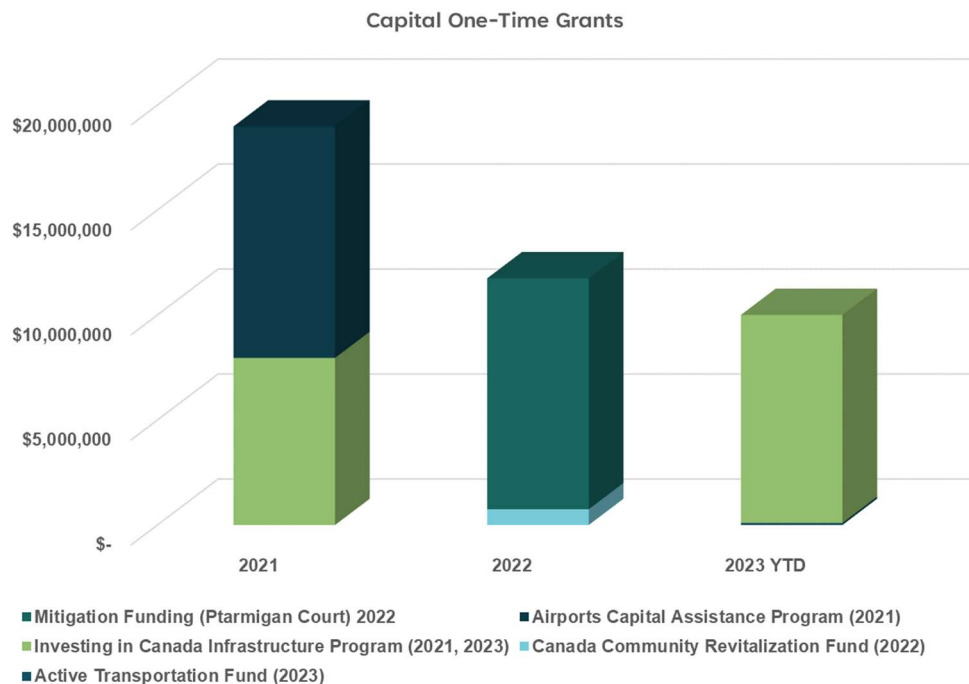
- The Canada Community-Building Fund (CCBF; formerly Gas Tax Fund) - \$6.9 million was awarded to fund capital projects including Thickwood Perimeter Sewer Construction and Rural Water and Sewer Servicing.
- The Provincial Municipal Sustainability Initiative (MSI) - \$14.7 million was awarded to fund capital projects including Rural Water and Sewer Servicing, Rural Infrastructure Rehabilitation, Public Works North Facilities and Saunderson Pressure Reducing Valve Construction.
- Family & Community Support Services (FCSS) - \$1.9 million. Through the FCSS grant, the Government of Alberta (GOA) funds up to 80% of qualifying social service expenditures incurred by the Municipality, many of which are administered by local non-profit organizations who rely on grant funding from the Municipality.
- The Outreach and Support Services Initiative (OSSI) - \$3.3 million. The Provincial OSSI grant assists the Municipality's Community Housing Plan. At least 90% of grant proceeds are issued directly to non-profit organizations.
- Reaching Home: Canada's Homelessness Strategy - \$1.9 million. Like OSSI, the Federal Government assists our Community Housing Plan through the Reaching Home grant. A minimum of 85% of grant proceeds are issued directly to non-profit organizations.

Annual Recurring Capital and Operating Grants

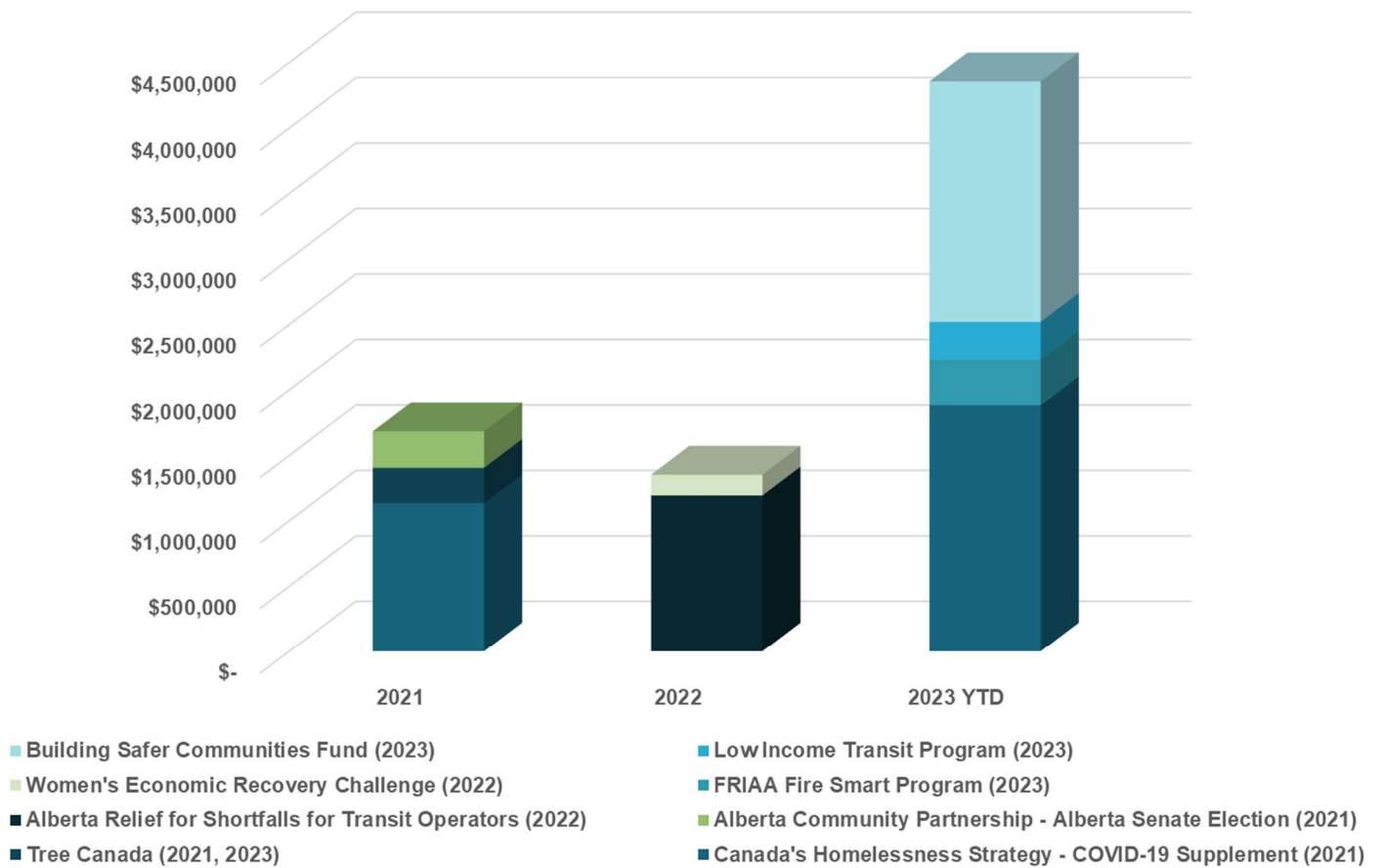


One-time Grants

- Investing in Canada Infrastructure Program (ICIP) Covid-19 Resilience - \$3.8 million for the Franklin and Main Park in 2021. \$800K for Real Martin Drive Trail Improvements in 2021. \$3.4 million for Wood Buffalo Rehabilitation in 2021. \$1.0 million for Sapræ Creek Trail Rehabilitation in 2023.
- Building Safer Communities Fund (BSCF) - \$0.7 million to support RMWB's Creating Opportunities to Connect project during 2023. The total grant amount is \$1.8 million, of which the remaining \$1.1 million is eligible during 2024 and 2025.
- Forest Resource Improvement Association of Alberta (FRIAA) Fire Smart Program- \$0.3 million to support A total of \$349,090 was awarded through this grant funding stream for the following projects: Anzac Fuels Reduction in the amount of \$113,600, Janvier Fuels Reduction in the amount of \$93,190 and Fort Chipewyan Vegetation Management in the amount of \$142,300.
- Low Income Transit Program (LITP) - \$0.3 million to support RMWB's Bus Pass Program which expands access to public transportation.



Operating One-Time Grants



Research into grant opportunities and stakeholder consultation is an on-going process with evolving eligibility criteria.



Extraordinary Events

2023 Rocky River Fire

The Municipality's application to the Disaster Recovery Program regarding the 2023 Rocky River Fire has been approved. Estimated costs total \$8.2 million, and the collection of expense related invoices is underway.

2020 River Break Up

The Municipality has spent \$30.4 million in recoverable River Break Up (RBU) costs since April 2020. To date, the Province has advanced \$20.0 million for reimbursable expenses under the Disaster Recovery Program (DRP) and our insurance provider has advanced \$0.5 million.

Administration is working with the Province to quantify claims. The RBU project summary estimate is \$33.3 million. As of September 30, 2023, \$29.7 million has been submitted to DRP or is a submission in progress.

2020 River Break Up Recoverable Costs

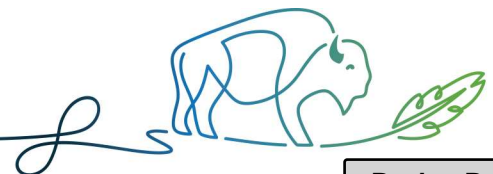
April 24, 2020 to September 30, 2023

	DRP	Insurance	Total
Approved Submissions	\$ (3,113,799)	\$ (500,000)	\$ (3,613,799)
Submitted - Not Yet Approved	(2,568,248)	-	(2,568,248)
In Progress	(24,062,109)	(162,390)	(24,224,499)
Total 2020 River Break Up Recoverable	(29,744,156)	(662,390)	(30,406,546)
Advances Received	20,000,000	500,000	20,500,000
Total 2020 River Break Up Costs			
Advanced (Unrecovered)	\$ (9,744,156)	\$ (162,390)	\$ (9,906,546)

2020 River Break Up Project Summary

April 24, 2020 to September, 2023

	RMWB Project	Actuals	
	Estimate	To Date	Remaining
DRP Response	\$ 10,500,000	\$ 10,285,374	\$ 214,626
DRP Recovery	21,800,000	19,458,782	2,341,218
Insurance	1,000,000	662,390	337,610
Total 2020 River Break Up Project Summary	\$ 33,300,000	\$ 30,406,546	\$ 2,893,454



2016 Wildfire

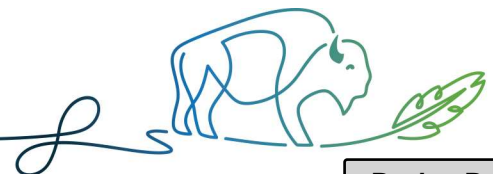
The Municipality has spent \$284.2 million in recoverable wildfire costs since May 2016. To date, the Province has advanced \$235.5 million for reimbursable expenses under the Disaster Recovery Program (DRP), FireSmart has paid \$8.4 million, our insurance provider has paid \$29.6 million and Red Cross has paid \$9.0 million.

FireSmart, Insurance and Red Cross files are closed as all claims are complete.

As of September 30, 2023, \$237.2 million of claims have been submitted to the Province, of which approximately \$1.8 million are under review for approval. No further claims will be submitted.

2016 Wildfire Recoverable Costs May 1, 2016 to September 30, 2023

	DRP	FireSmart	Insurance	Red Cross	Total
Approved Submissions	\$(235,458,890)	\$ (5,987,179)	\$ (21,469,614)	\$ (7,523,532)	\$(270,439,215)
Submitted - Not Yet Approved	(1,752,861)	-	-	-	(1,752,861)
In Progress	-	-	-	-	-
Total 2016 Wildfire Operating Recoverable	(237,211,751)	(5,987,179)	(21,469,614)	(7,523,532)	(272,192,076)
Capital Spending	-	(2,379,686)	(8,160,401)	(1,463,927)	(12,004,014)
Total 2016 Wildfire Recoverable	(237,211,751)	(8,366,865)	(29,630,015)	(8,987,459)	(284,196,090)
Advances Received	235,458,890	8,366,865	29,630,015	8,987,459	282,443,229
Total 2016 Wildfire Costs					
Advanced (Unrecovered)	\$ (1,752,861)	\$ -	\$ -	\$ -	\$ (1,752,861)



Appendix A

As of September 30, 2023

Capital Grants Awarded

Capital Grants Awarded	2023 YTD	2022	2021	Information
Annual Grants				
Canada Community-Building Fund (formerly Gas Tax Fund)	\$ 6,991,789	\$ 6,692,949	\$ 13,077,286	2023 YTD amount includes the full year's grant. 2021 amount included a one-time top-up of \$6,389,882.
Municipal Sustainability Initiative (MSI)	14,654,149	13,737,225	32,531,521	2023 YTD amount includes the full year's grant. The MSI grant will be replaced by the LGFF (Local Government Fiscal Framework) in 2024. The 2021 amount included an \$11.6 million advance of MSI grants that would have otherwise been issued from 2022 to 2023.
9-1-1 Grant	671,237	661,883	474,319	The objective of the 911 Grant Program is to strengthen and support local delivery of 911. The 2023 YTD amount includes two of four quarterly installments.
Total Annual Capital Grants	22,317,175	21,092,057	46,083,126	
One-Time Grants				
Active Transportation Fund (ATF)	100,000	-	-	Infrastructure Canada awarded \$50,000 towards each of two projects: Active Transportation Trail Phase 2 and Prairie Creek Perimeter Trail.
Airports Capital Assistance Program (ACAP)	-	-	11,021,416	Transport Canada approved of grant funding for Fort Chipewyan Airside Pavement Rehabilitation.
Canada Community Revitalization Fund (CCRF)	-	750,000	-	Awarded for the Snye Point Outdoor Event Space.
Investing in Canada Infrastructure Program (ICIP) COVID-19 Resilience	960,000	-	7,960,000	To date, \$8,920,000 has been awarded for the following projects: \$3,800,000 for the Franklin and Main Park in 2021 \$800,000 for Real Martin Drive Trail Improvements in 2021 \$3,360,000 for Wood Buffalo Rehabilitation in 2021, \$960,000 for Sapræ Creek Trail Rehabilitation in 2023
2020 Mitigation Funding (Ptarmigan Court)	-	11,000,000	-	Grant awarded to support the purchase/buyout of properties and structures in the municipality
Recreation Energy Conservation Program	-	-	26,152	Casman Centre Heating Controls Upgrade
Total One-Time Capital Grants	1,060,000	11,750,000	19,007,568	
Total Capital Grants	\$ 23,377,175	\$ 32,842,057	\$ 65,090,694	

Appendix B

As of September 30, 2023

Capital Grants in Progress

Capital Grant Applications in Progress	Amount	Information
Disaster Mitigation and Adaptation Fund (DMAF)	\$ 45,187,200	An application was submitted in July 2023 for Flood Mitigation Reach 6 and Taiga Nova South. If approved, grant funds of up to \$45,187,200 may be awarded.
Green and Inclusive Community Buildings Program (GICB)	1,899,839	Application was submitted in February 2023 for the Centerfire Ice Plant project.
Northern Regional Economic Development Program (NRED)	200,000	An application was submitted in January 2023 for Downtown Wayfinding Entry Signs and Downtown Streetscape Improvements. If approved, grant funds of up to \$200,000 may be awarded.
9-1-1- Grant	700,000	This grant is to support and enhance the delivery and development of local 9-1-1 services throughout Alberta, as delivered by Public Safety Answering Points (PSAP's)
Universal Broadband Fund (UBF) and Alberta Broadband Fund (ABF)	9,885,000	In 2021, an application was submitted under the UBF to improve broadband services to the hamlets of Anzac, Janvier, Conklin, Draper and Fort McKay and to provide high-speed internet to residents and businesses within these hamlets. A similar application was submitted in March of 2023 under the Alberta Broadband Fund.
Total Capital Grants in Progress	\$ 57,872,039	

Appendix C

As of September 30, 2023

Operating Grants Awarded

Operating Grants Awarded				Information
Annual Grants	2023	2022	2021	
Family & Community Support Services	\$ 1,924,513	\$ 1,924,513	\$ 1,924,513	Provincial level program through Alberta Human Services. Payment is based on population.
Outreach and Support Services Initiative (OSSI)	3,251,000	3,251,000	3,251,000	Provincial homelessness grant.
Police Services Grant (PSG)	1,509,842	1,509,842	1,509,840	The latest annual grant was awarded in November 2022 for the period of April 1, 2022 to March 31, 2023. The grant for the period of April 1, 2023 to March 31, 2024 has been confirmed to be awarded in the amount of \$1,509,842
Reaching Home: Canada's Homelessness Strategy	1,877,246	1,940,399	1,972,652	Federal homelessness grant.
Victims of Crime Fund - Grant to Victims Services	299,000	299,000	373,750	Grant to provide services that benefit victims during their involvement with the criminal justice process.
Victims of Crime Fund - Indigenous Victims Outreach Specialist (IVOS)	100,000	100,000	125,000	Annual grant for Indigenous Victims Outreach Specialist.
Celebrate Canada Program	40,000	35,000	25,000	Canadian Heritage provides financial support for Canada Day activities.
Total Annual Operating Grants	9,001,601	9,059,754	9,181,755	

Operating Grants Awarded Cont'd.

One-Time Grants	2023 YTD	2022	2021	
Building Safer Communities Fund (BSCF)	1,836,388	-	-	In May 2023, Public Safety Canada awarded \$1,836,388 to support RMWB's Creating Opportunities to Connect project over 3-year period ending March 31, 2026, including \$714,186 for the period of April 1, 2023 to March 31, 2024
Forest Resource Improvement Association of Alberta (FRIAA) Fire Smart Program	349,090	-	-	A total of \$349,090 was awarded through this grant funding stream for the following projects: Anzac Fuels Reduction in the amount of \$113,600, Janvier Fuels Reduction in the amount of \$93,190 and Fort Chipewyan Vegetation Management in the amount of \$142,300.
International Day of Persons with Disabilities Event Grant (IDPD)	1,500			Awarded for the Municipality's collaboration with RIC for IDPD event in November 2023
Survivors of Crime	7,500			
Low Income Transit Program (LITP)	290,328	-	-	Awarded to support the costs associated with Victims and Survivors of Crime week
Fire Services Training Program Grant	4,347	-	-	In Q1 of 2023, the Government of Alberta awarded \$290,328 to support RMWB's low-income bus pass program for the period of April 1, 2022 to March 31, 2024.
New Horizon for Seniors Program (NHSP)	10,500	-	-	Awarded to support costs of internal course delivery.
Reaching Home: Canada's Homelessness Strategy - COVID-19 Supplement	1,877,246	-	1,135,067	Awarded to support the cost of advertising to reach out to volunteers for the RMWB Snow Angels Program.
Alberta Community Partnership (ACP) - Alberta Senate Election	-	-	279,218	A COVID-19 supplement was added to the annual Reaching Home Federal homelessness grant in 2021.
Women's Economic Recovery Challenge (WERC)	-	158,450	-	Grant to support the province-wide election of nominees of Canada's Senate and the Referendum Act.
Alberta Heritage Preservation Partnership Program	-	18,911	-	Through the WERC grant, the Government of Alberta funds initiatives that help women's economic opportunities by providing strategies and solutions to address barriers. An application was submitted for the Workplace Inclusion Charter - Expansion and Implementation project.
Alberta Community Restorative Justice (ACRJ)	50,000	15,000	-	For the Wood Buffalo Heritage Resources Management Plan project. Project entails updating Heritage Survey documentation and developing a Heritage Inventory and Management Plan.
Alberta Relief for Shortfalls for Transit Operators (RESTOR)	-	1,194,284	-	Funding to assist in developing capacity to ensure Restorative Justice is available to all communities within the region.
Tree Canada	3,500	-	269,825	Grant to assist municipalities to recover from low transit ridership as a result of the COVID-19 pandemic.
FireSmart Home Action Rebate Program	-	100,000	-	Awarded for tree planting expenses. 2023 amount is to be used at Dickinsfield school sites.
Enbridge Safe Community Grant	-	7,500	-	Created from a grant from Intact Public Entities and Intact Financial Corporation, the FireSmart Home Action Rebate Program will help homeowners in the Region use fire-resistant materials in home upgrades.
Total One-Time Operating Grants	4,430,399	1,494,145	1,684,110	Funding to support the Home Fire Safety Program, which provides residents in high fire-risk areas with alarm systems free of charge.
Total Operating Grants	\$ 13,432,000	\$ 10,553,899	\$ 10,865,865	

Appendix D

As of September 30, 2023

Unsuccessful Grant Applications

Unsuccessful Capital and Operating Applications	2023	Information
Green and Inclusive Community Buildings Program (GICB)	\$ 18,827,144	An application was submitted in February 2023 for the Fort Mckay Community Centre project. We were informed that the application was not approved in July 2023.
Emergency Management Preparedness Program (EMPP)	\$ 25,000	In March 2023, an operating grant application was not approved for the project: Business Continuity Planning in the Private Sector - Building on Relationships and Resiliency in the RMWB.
Cooperative Investment Fund-Events and Festivals stream	\$ 100,000	This application was submitted to support the Barbegazi Festival coming to the RMWB in February 2024. We were informed that we were denied in October 2023.
Alberta Municipal Water/Wastewater Program (AMWWP)	2,700,000	In March 2022, an application was submitted for the Conklin Water Treatment Plant Upgrades - Construction project. Grant approval was not received under the March 2022 intake. The next annual AMWWP intake falls in November 2023, which is subsequent to the project's start date during the construction season of 2023. Therefore, a separate grant application was submitted under the ICIP COVID-19 Resilience Stream.
Federal Active Transportation Fund	9,810,000	An application was submitted in 2022 for the Snye Point Outdoor Event Space. We were informed that the application was not approved in January 2023.
Total Unsuccessful Capital and Operating Applications	\$ 31,462,144	



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

2023 Q3 Financial Performance Report

Presenter: Laurie Farquharson, Chief Financial Officer

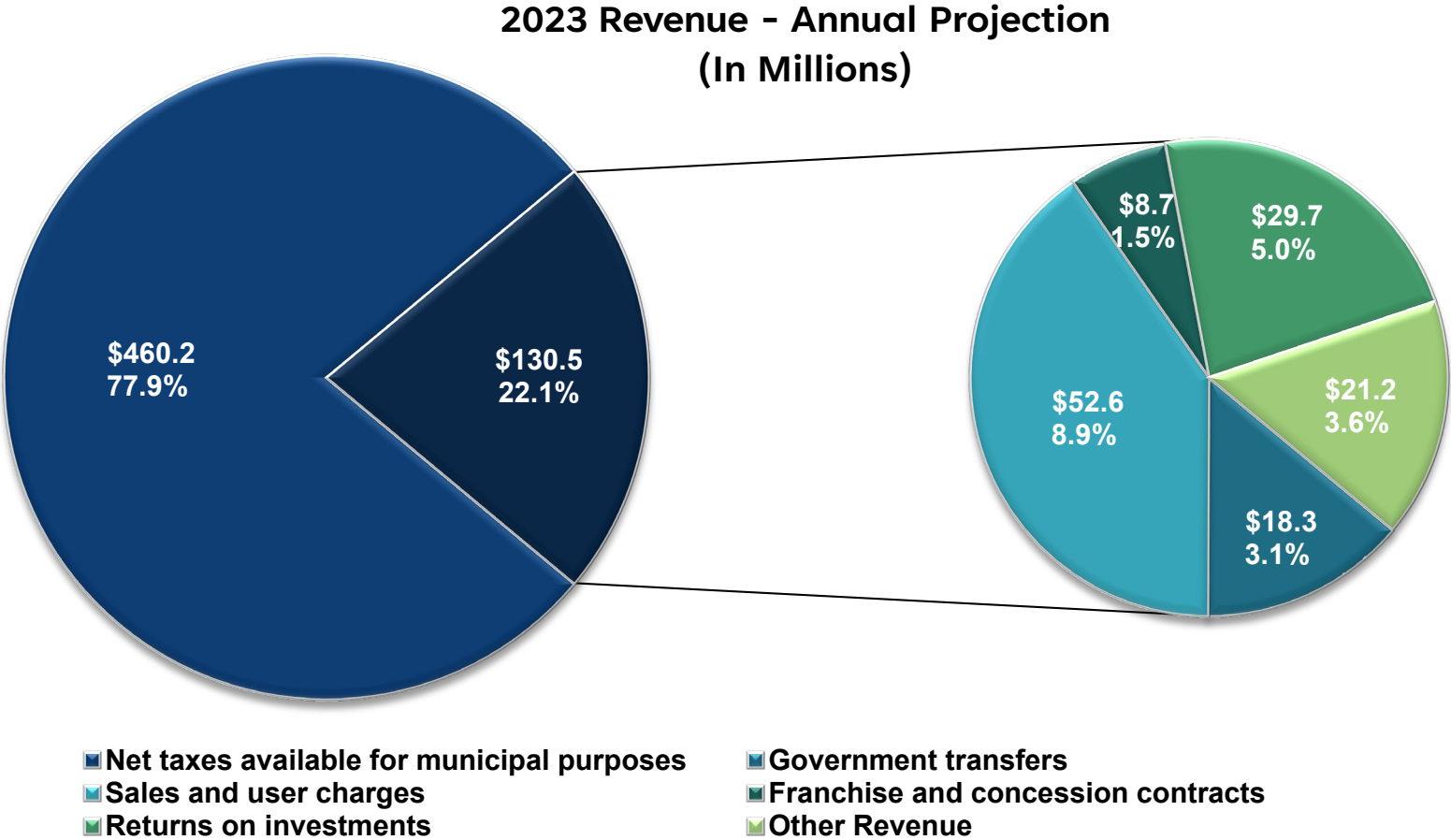
Department: Financial Services

Meeting Date: November 14, 2023



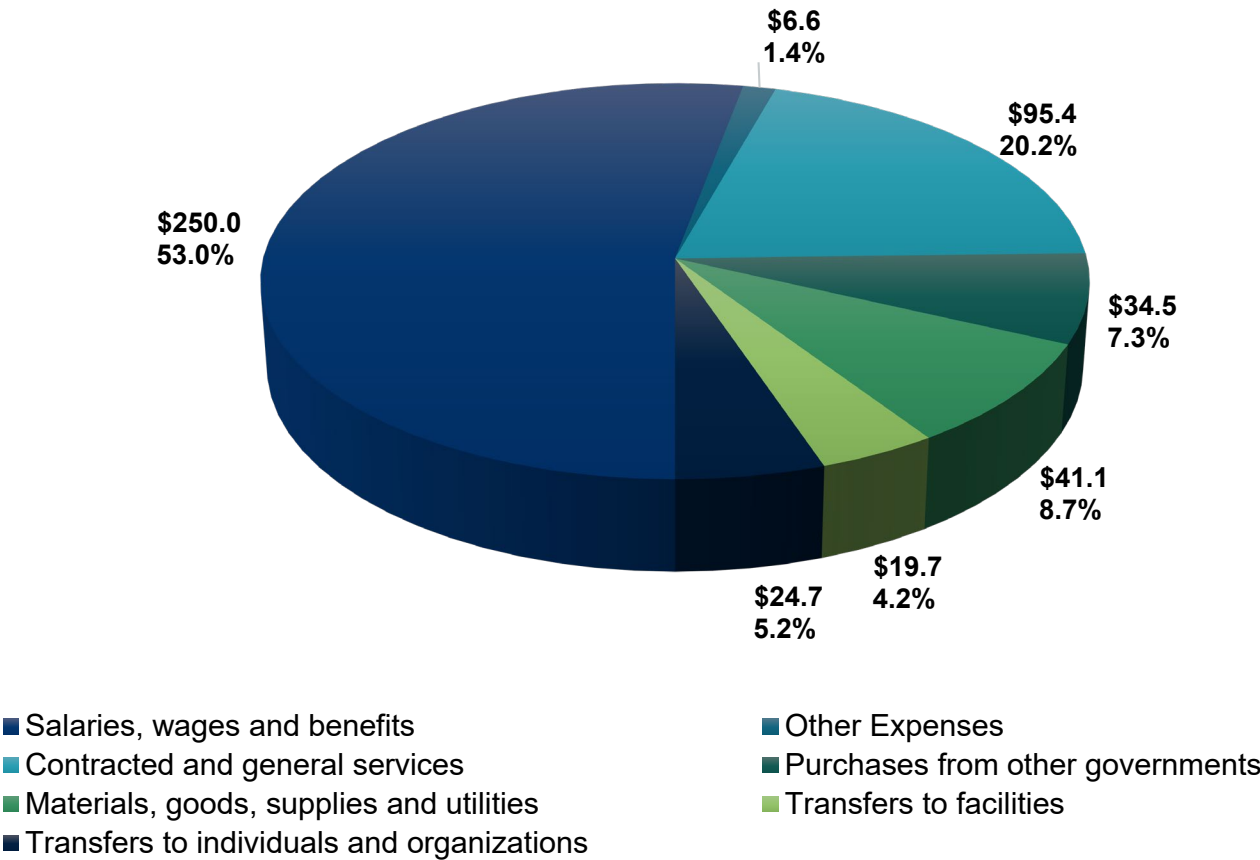
REGIONAL MUNICIPALITY
OF WOOD BUFFALO

2023 Revenue – Annual Projection



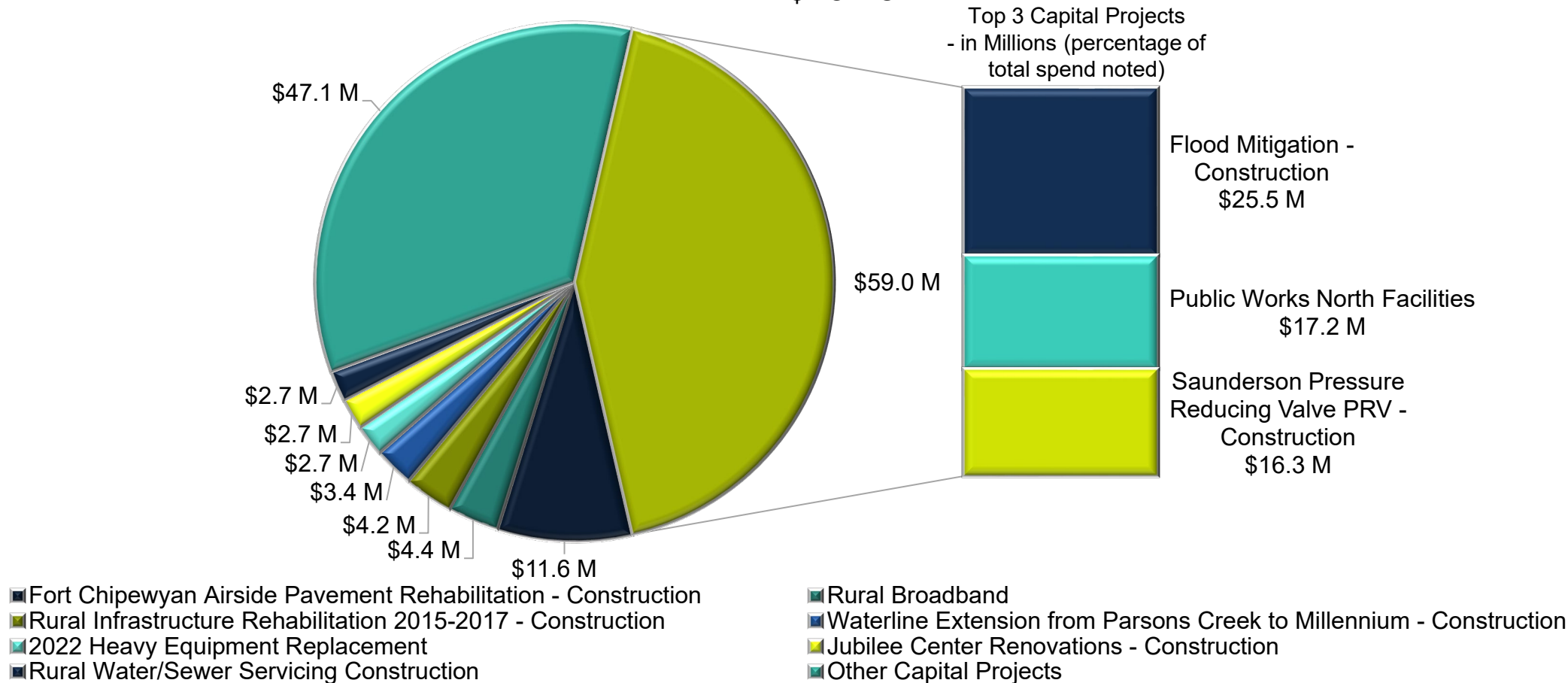
Operating Expenses

2023 Expenses (excluding reserves)
Annual Projection (in Millions)



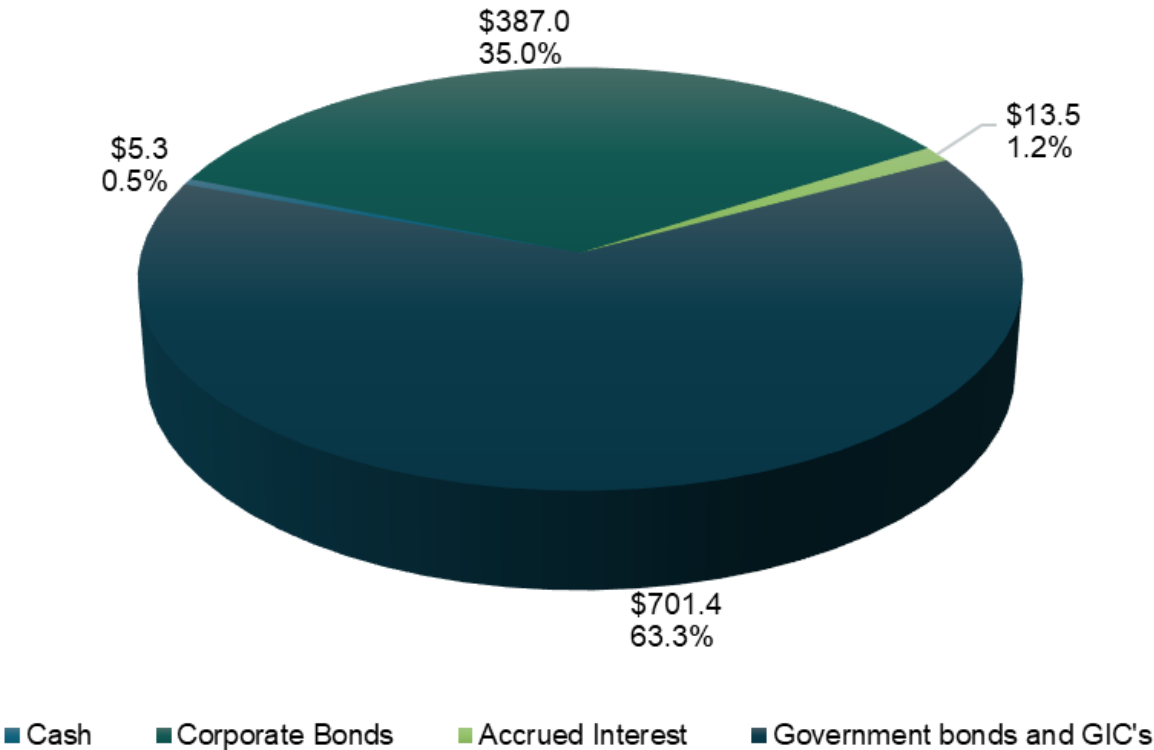
Capital Project Spending

Capital Project Spending YTD Q3 (September 2023)
Total: \$137.8 M



Cash and Investments

Investment Holdings by Type - Book Values
(in Millions)



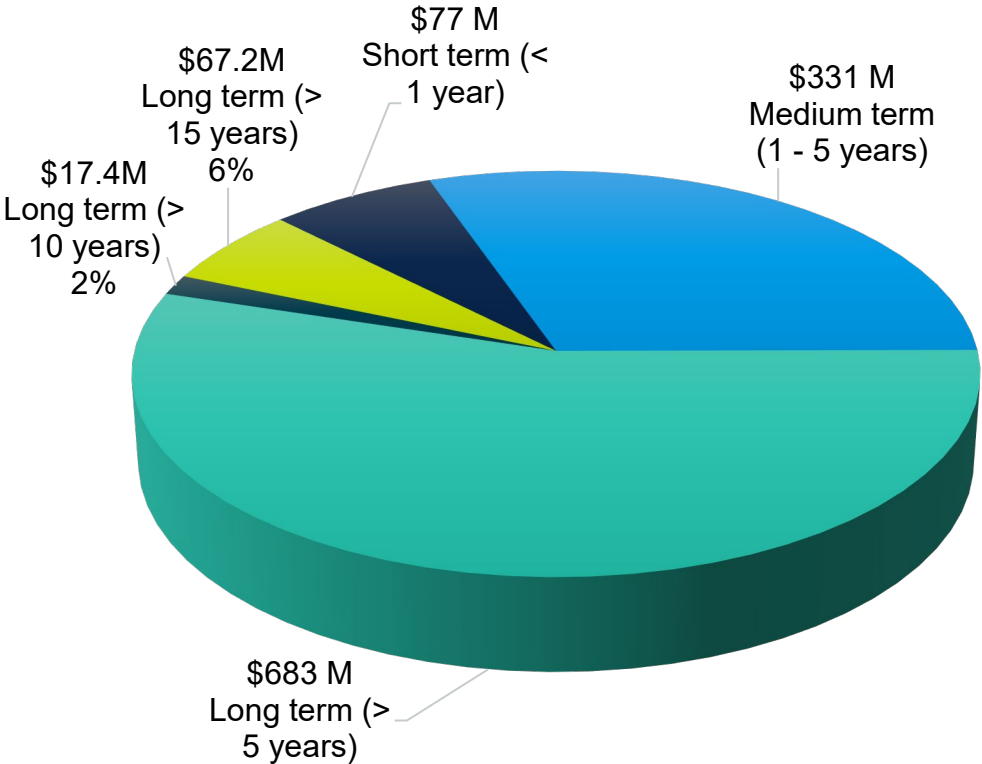
- Bank Balance \$246.5M
- Investment Holdings
 - Cash equivalent \$5.3M
 - Bonds & GIC's \$701.4M
 - Corporate Bonds \$387M
 - Accrued Interest \$13.5M

Total Investments \$1.1B

Total Cash and Investments \$1.4B

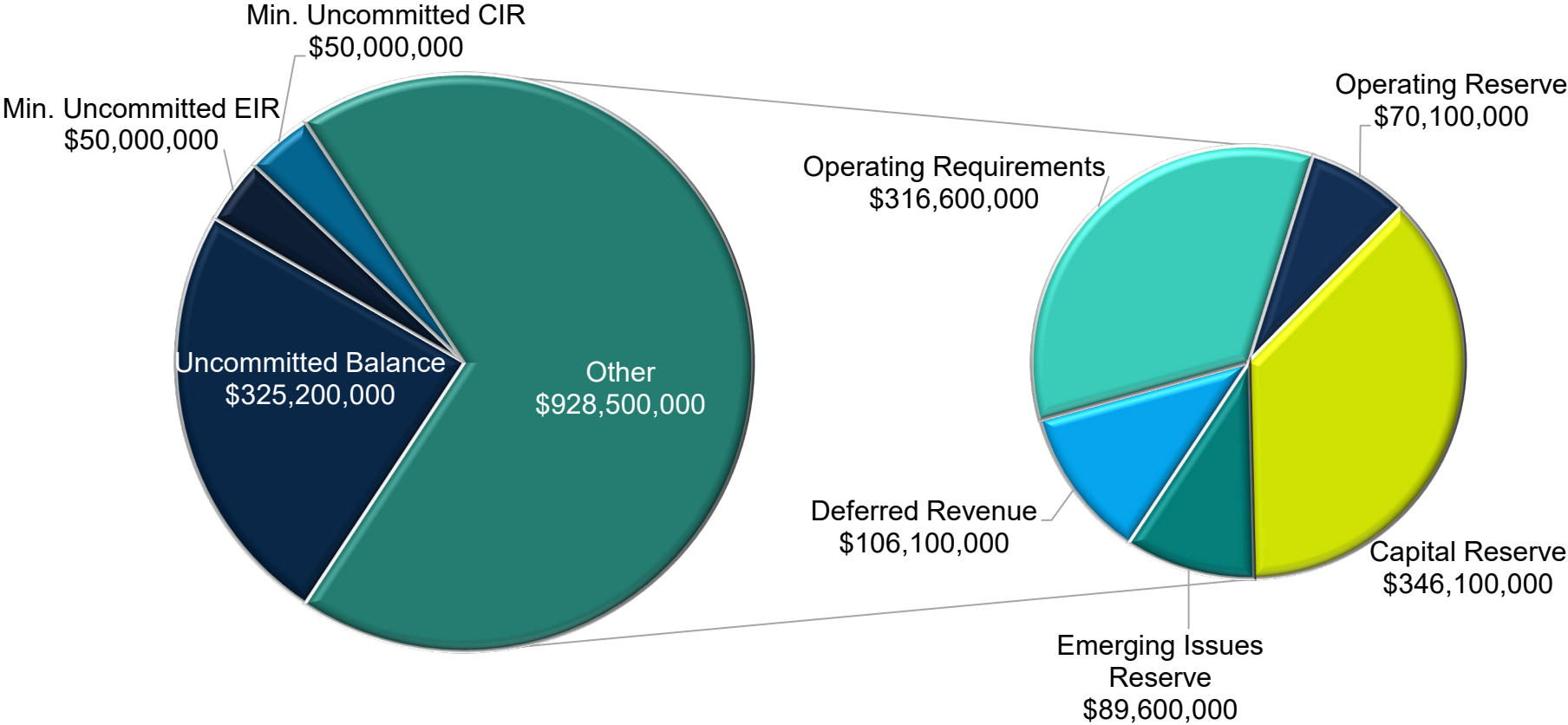
Term to Maturity

Term to Maturity	Book Value	Market Value	Weight*
Short term (<1 year)	77,650,892	72,150,929	7%
Medium term (1-5 years)	331,406,052	300,824,340	30%
Long term (>5 years)	599,328,059	515,428,932	55%
Long term (>10 years)	17,413,036	13,257,718	2%
Long term (>15 years)	67,249,237	59,535,745	6%
Total	\$ 1,093,047,276	\$ 961,197,664	100%
*Weight is based on Book Values			



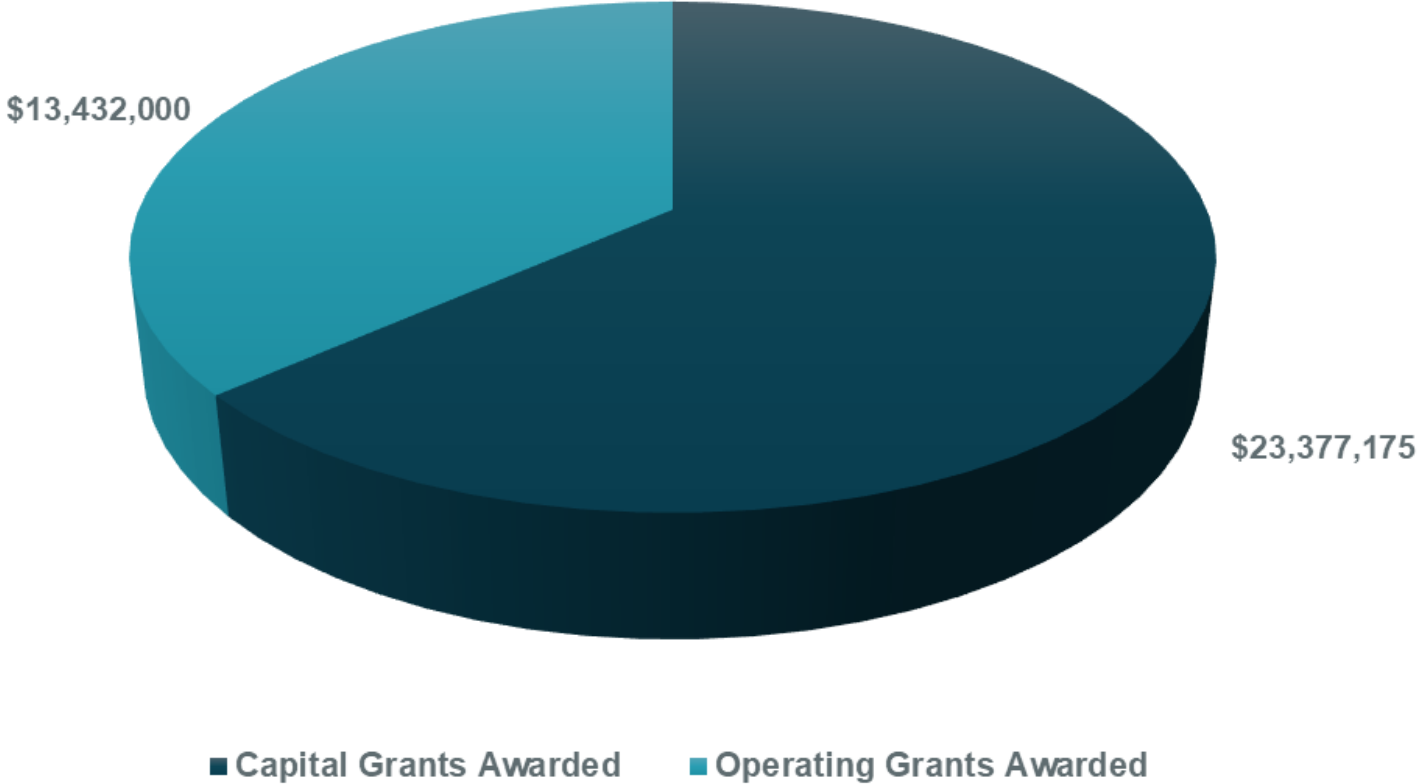
Financial Commitments

Total Cash and Commitments
\$1,353,700,000



Grants

2023 Year-to-date Capital and Operating Grants



Extraordinary Events

- 2023 Rocky River Wildfire
 - Current estimate \$8.2M
- 2020 River Break Up
 - Recoverable Expenses \$30.4M
 - Advances Received \$20.5M
- 2016 Wildfire
 - Recoverable Expenses \$284.2M
 - Advances Received \$282.5M

Thank
You





Subject: Abraham Place Traffic Assessment - Council Motion

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT the road and intersection remain unchanged, as outlined in Option 1.

Summary:

On July 11, 2023, the following was passed by Council:

“THAT Administration review and bring forward a 2023 capital budget amendment, on the potential roadway improvement, such as double exit lanes, to reduce traffic delay and congestion of exiting vehicles from Abraham Place onto Abraham Drive.”

The traffic volume counts and field observations (details for both are provided below) were completed in order to provide accurate alternatives for changes to this intersection.

Background:

Abraham's Place is located in the Abraham's Land development and currently services the property owner. The road will provide access to future development in the area and it was designed to accommodate all traffic volumes when the land it serves reaches full occupancy. The road is a two-lane road and is equipped with a 40-meter-long auxiliary right turning lane at the Abraham Place and Abraham Drive intersection. The intersection is under two-way yield control on the side street, which is Abraham Place and the opposite no name road.

Early on Friday afternoons, there is a significant increase in traffic entering Abraham Place to access the property. Vehicles exit simultaneously, creating a traffic spike and congestion typically from 2:00 p.m. to 2:25 p.m.

Prior to the motion, inquiries were made by representatives of the property owner requesting solutions to reduce the delays.

Since the inquiry, administration has undertaken the following:

- **Traffic Volume Counts** which is the counting of the number of vehicles passing through the road over a period of time. These counts were performed on the following dates at the listed locations:
 - o June 27, 2023 - July 3, 2023 at Abraham Drive and Thickwood Boulevard
 - o September 22, 2023 at Abraham Place and Abraham Drive
 - o September 22, 2023 at Abraham Drive and Thickwood Boulevard
- **Field Observations** is a qualitative research method that helps to gain an inside view of the concerns and setting. In this manner traffic flow was observed and recorded leaving the property's parking lot.
 - o July 14, 2023, Traffic Team Leader and Traffic Technician - No unreasonable wait times were observed, traffic began exiting at 2:02 p.m. and finished at 2:28 p.m. (26 minutes).
 - o August 31, 2023 signal timing adjustments were made to the intersection timing signal lights at the intersection of Abraham Drive and Thickwood Boulevard, this was to assist with the minor delays observed and to provide a longer turning phase during the peak prayer times.
 - o September 22, 2023, Roads Manager & Roads Program Manager- No unreasonable wait times observed, traffic began exiting at 2:12 p.m. and finished at 2:30 p.m. (18 minutes).
 - o October 20, 2023, Traffic Supervisor - No unreasonable wait times observed, traffic began exiting at 1:59 p.m. and finished at 2:23 p.m. (24 minutes). The observer took a count of the vehicles, during the 24 minutes, approximately 390 vehicles left the property owner's parking lot and turned right onto Abraham Drive with very little delay. With the current timing adjustments at the Abraham Drive and Thickwood Boulevard there were minimal delays observed when turning left or right onto Thickwood Boulevard also.
- **Signal Timing Adjustments** - Some minor delays were found at the intersection of Abraham Drive and Thickwood Boulevard, an adjustment to the intersection timing was implemented on August 31, 2023, to provide a longer turning phase during the peak times.

Alternatives:

Options related to the intersection at Abraham Place and Abraham Drive are as follows:

Option 1: With the adjustments made to the traffic lights as noted above, leave road and intersection unchanged. The adjustments made to traffic lights will be evaluated in

six months and one year.

Option 2: Potential Roadway Improvement - Double Exit Lane

- Preliminary design and cost estimates to construct a double exit lane is approximately \$650,000.
- Note that this would apply to the Municipal roadway only and there would be a cost to the property owner for required upgrades to their parking lot in order to access the additional lane. Included with this are some unknown underground infrastructure adjustments that were observed during our site visit.
- This approach is not recommended by administration based on the current and projected traffic volumes, and if moved forward it will add additional traffic delays.
- Double exit lanes, especially in right turn scenarios, are very rare and usually only used for high volume traffic.

Budget/Financial Implications:

Administration recommends accepting the current adjustments to the traffic lights, leaving the road and intersection unchanged. This option has no financial implications.

The estimated costs associated with constructing the suggested 'Double Exit Lane' would cost the Municipality approximately \$650,000, with additional costs to the property owner. The signal would also require annual maintenance as it is currently inactive and excluded from our signal maintenance plan, this would cost approximately \$6,000.00 - \$8,000.00 annually.

Rationale for Recommendation:

Based on traffic assessment findings and current traffic volumes it is recommended that Option 1 be adopted as current design and treatment for this road and the corresponding intersection are well suited to the current and projected traffic volumes. The observed delays are minor (18-26 minutes from start to finish) when compared to similar well-attended events in town.

Strategic Plan Values:

Fiscal Management

Attachments:

Abraham Place Traffic Assessment Presentation

Abraham Place Traffic Assessment Council Motion

Presenter: Keith Smith, Director

Department: Public Works

Meeting Date: November 14, 2023



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

The Motion

On July 11, 2023, the following motion was made in Council:

- THAT Administration review and bring forward a 2023 capital budget amendment, on the potential roadway improvement, such as double exit lanes, to reduce traffic delay and congestion of exiting vehicles from Abraham Place onto Abraham Drive.

Background

- Early on Friday afternoons, there is a significant increase in traffic entering Abraham Place to access the Mosque for prayer times. Vehicles exit simultaneously, creating a traffic spike and congestion typically from 2:00pm, to 2:25pm

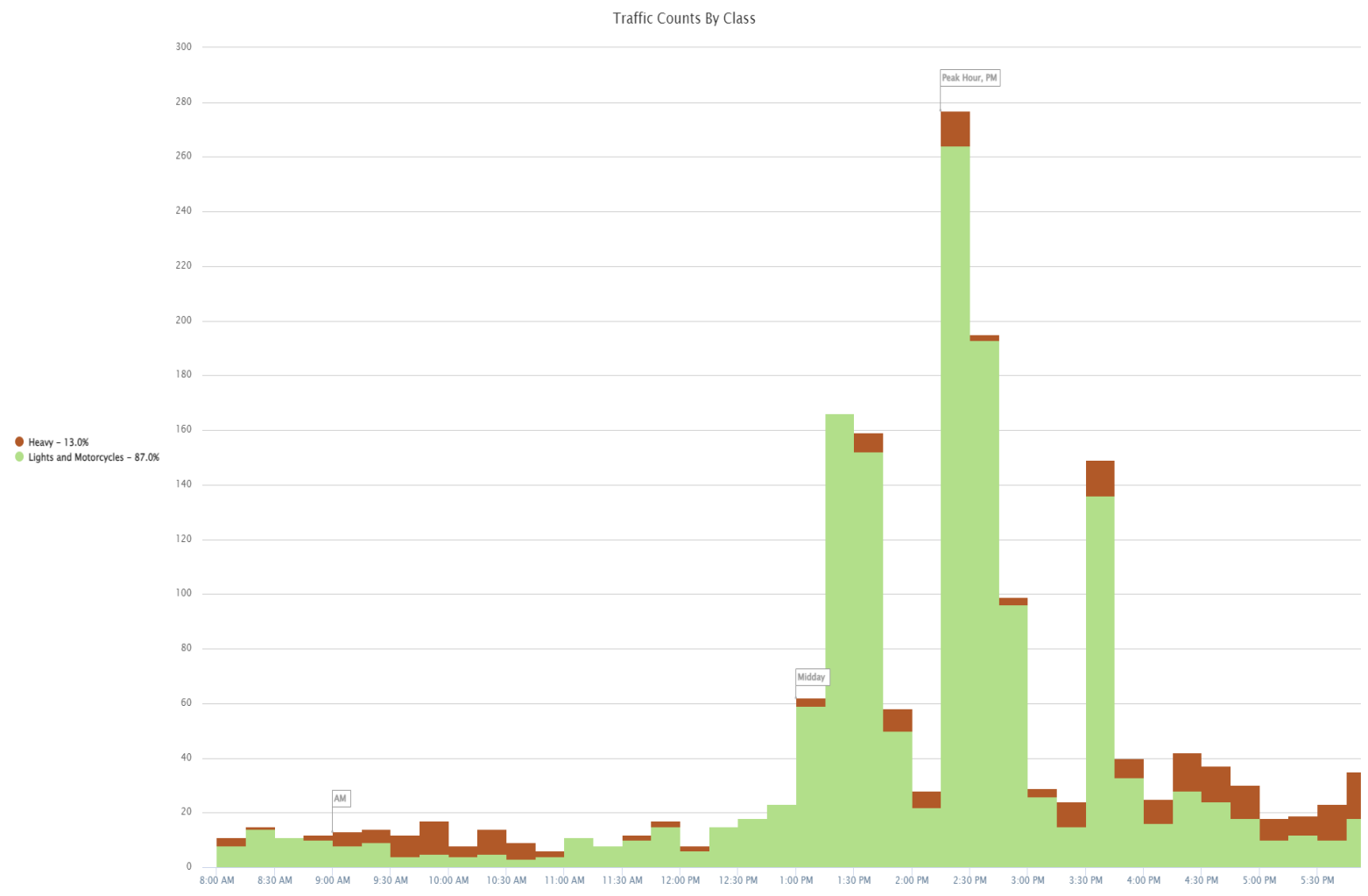


Traffic Volume Counts

- June 27, 2023 - July 3, 2023 at Abraham Drive and Thickwood Boulevard
- September 22, 2023 at Abraham Place and Abraham Drive
- September 22, 2023 at Abraham Drive and Thickwood Boulevard

Traffic Volume Counts

- Graph represents traffic volume on September 22, 2023.



Field Observations

- July 14, 2023 - Traffic began exiting at 2:02pm and finished at 2:28pm (26 minutes).
- September 22, 2023 - Traffic began exiting at 2:12pm and finished at 2:30pm (18 minutes).
- October 20, 2023 - Traffic began exiting at 1:59pm and finished at 2:23pm (24 minutes). Approximately 390 vehicles left the Mosque parking lot and turned right onto Abraham Drive with very little delay.
- No unreasonable wait times were observed.

Double Exit Lane Scenario

- Preliminary estimate of approximately \$650,000 for construction.
- Extending the right turn pocket to the property line of the Mosque.



Double Exit Lane Scenario

- There would be a cost to the property owner as there would be required upgrades to their parking lot in order to access the additional lane, this would include some unknown underground infrastructure adjustments observed during our site visit.



Double Exit Lane Scenario



Attachment: Abraham Place Traffic Assessment Presentation (Abraham Place Traffic

Budget/Financial Implications

- Administration's recommendation of accepting the current adjustments to the traffic lights and leaving the road and intersection unchanged leave the road and intersection unchanged will have no financial implications.
- The estimated costs associated with constructing the suggested 'Double Exit Lane' would cost the RMWB approximately \$650,000, with additional costs to the property owner. The traffic signal at Abraham Place and Abraham Drive would also require annual maintenance as it is currently inactive and excluded from our signal maintenance plan, this would cost approximately \$6,000.00 - \$8,000.00 annually.

Recommendation and Rationale

- The current design and treatment for this road and the corresponding intersection are well suited to the current and projected traffic volumes. The observed delays are quite minor (18-26 minutes from start to finish) when compared to similar well attended events in the Urban Service Area.
- Administration recommends that no capital improvements are undertaken for Abraham Place.

Thank You



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**



COUNCIL REPORT

Meeting Date: November 14, 2023

Subject: Bylaw No. 23/012 - Public Notice Bylaw

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 23/012, being the Public Notice Bylaw, be read a second time.
2. THAT Bylaw No. 23/012 be read a third and final time.

Summary:

Section 606.1 of the *Municipal Government Act* (the “Act”) allows municipalities to pass an advertisement bylaw to provide flexibility and allow municipalities to develop notification tools that will best meet the needs of their communities. Section 606.1(3) of the Act requires a public hearing be held and an outline of the procedure to be followed by anyone wishing to file a petition with respect to the proposed advertisement bylaw. Furthermore, section 231 of the Act requires a petition under this section be filed within 60 days after the last date on which the proposed bylaw was advertised.

The mandated advertising for the proposed bylaw concluded on September 5, 2023, and a Public Hearing was held on September 12, 2023. Following conclusion of the Public Hearing and satisfying the 60 days posting period, Public Notice Bylaw No. 23/012 is now before Council for second and third readings.

Background:

Currently, the Municipality does not have a bylaw outlining the methods used to share notices with the public. In order to maximize its reach to the residents, the Municipality has primarily advertised public notices in *The Fort McMurray Today*, mailed notices directly to residents via Canada Post, included notices in local newsletters and posted notices on the municipal website.

The *Fort McMurray Today* (“the Today”) newspaper was a major source for advertising public notices, however, over the last number of years there has been a steady decline in the publishing of the printed edition of the *Today*, going from a daily issue to a weekly edition. In February 2023 the *Today* ended its printed edition and reverted to publishing an online edition of the newspaper. As a result, the Municipality has used the municipal

website as one of the major sources of keeping residents informed of important news.

Enhancements were made on the municipal website where a web page was created specifically for all municipal public notices where notification for development permit approvals, public hearing notices and tribunal notices can be found. On this page users are able to see a list of active notices and search by a date range, a category or by subject matter. A menu item has been added under Trending on the main page of the Municipal website that will take users to the public notices landing page.

Benchmarking from across the province (Attachment 2) has shown that municipalities are using their municipal websites as a major source for public notices, as well as using other media platforms to enhance and support advertisements based on the needs of their communities.

In the spirit of openness and transparency, the proposed bylaw was developed to inform the public and outline the various methods which the Municipality may use to provide notice to the public more effectively and efficiently. The intent of the bylaw is to identify alternate means available to the Municipality in providing notice to the public, with the flexibility to select the best option applicable to a specific need. These alternate methods do not eliminate any current methods used, but rather will enhance public notification by combining the use of both print and electronic media.

The Municipality's electronic media coverage has increased over the years, particularly during and after the COVID-19 Pandemic, which saw electronic communication becoming the most recognized platform for residents to be engaged and receive news on the most up to date municipal business.

The 2022 Social Media + Web Metrics (Attachment 3) provides a summary of the performance and metrics for social media and website traffic for the Municipality for 2022. There were over one million unique visits to the municipal website in 2022 with over two and a half million page views. 60% of our users are accessing the website via a mobile device.

Budget/Financial Implications:

It is not anticipated that there will be any financial implications, however, should any costs arise, they can be assumed within the current approved budgets.

Rationale for Recommendation:

Administration is confident that using the municipal website as the major source for advertising is a sustainable and inclusive manner that would provide different levels of accessibility and would bring any subject matter to the attention of substantially all residents in the region. As well using the municipal website will allow for important and emergent information to be released and viewed in a timely manner.

The Municipality will continue to use the current traditional methods of advertising such as social media, newsletters, and mail particularly in the rural communities where

internet access is not consistent or available. In addition, the municipal website offers various tools for accessibility and translation, and residents have the ability to subscribe to the webpage to stay up to date on municipal news, programs, and operations.

Strategic Plan Values:

Building Partnerships

Attachments:

- 1. Bylaw No. 23-012 - Public Notice Bylaw**
 - 2. Benchmarking - Advertising Tactics**
 - 3. Communications & Engagement Social Media and Web Metrics**
- Public Notice Bylaw No. 23/012 Presentation**

BYLAW NO: 23/012**A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO ESTABLISH ALTERNATE METHODS OF PUBLIC NOTIFICATION AND ADVERTISEMENT**

WHEREAS pursuant to Section 606 of the *Municipal Government Act*, RSA 2000, c. M-26 a Council must give notice of certain bylaws, resolutions, meetings, public hearings, or other things by advertising in a newspaper or other publication circulating in the area, mailing or delivering a notice to every residence in the affected area or by another method provided for in a bylaw under section 606.1;

WHEREAS pursuant to section 606.1 of the *Municipal Government Act*, a Council may, by bylaw, provide for one or more methods, which may include electronic means, for advertising proposed bylaws, resolutions, meetings, public hearings and other things referred to in section 606 of the Act;

WHEREAS pursuant to section 158.1 of the *Local Authorities Election Act*, RSA 2000 (LAEA), if a bylaw is passed in accordance with section 606.1 of the *Municipal Government Act*, this bylaw shall be used for the purpose of notifications referred to in sections 26, 35, 53.01, 53.1 and 74 of the LAEA;

AND WHEREAS Council is satisfied that the advertising methods set out in this Bylaw are likely to bring matters advertised by the chosen method to the attention of substantially all residents in the area to which the bylaw, resolution or other things relates or in which the meeting or public hearing is to be held.

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

Short Title

1. This Bylaw may be cited as the “Public Notice Bylaw”.

Purpose

2. The purpose of this Bylaw is to provide methods for advertising proposed bylaws, resolutions, meetings, public hearings, and other things required to be advertised under the Act by the Municipality and to modify certain advertising requirements.

Definitions

3. In this Bylaw, unless the context otherwise requires:
 - (a) “Act” means the *Municipal Government Act*, RSA 2000 c. M-26 and all amendments and revisions thereto;
 - (b) “Bylaw” means this Public Notice Bylaw;

- (c) “Council” means the council for the Regional Municipality of Wood Buffalo;
- (d) “Chief Administrative Officer” means the chief administrative officer for the Municipality;
- (e) “Municipality” means the Regional Municipality of Wood Buffalo;
- (f) “Notice” means any advertisement, notice, notification or other form of communication required by section 606 of the Act;
- (g) “Social Media” means mobile-based and internet-connected applications and tools that support the sharing and publication of various types of information among people. Social Media services can include, but are not limited to, popular web-based blogs and networking websites such as Facebook, Twitter, LinkedIn, Reddit, Instagram, SnapChat, TikTok and YouTube;
- (h) “Social Media Account” means an approved Municipal account with specific user identification and association login credentials providing access to a Social Media platform. These accounts are administrative accounts and not the accounts of elected officials.
- (i) “Tax Auction” means a public auction pursuant to section 418(1) of the Act;

Advertising Methods

- 4. Any notice required to be advertised, such as bylaws, resolutions, meetings, public hearings or something else under section 606 of the Act must be advertised:
 - (a) where the matter is of general interest to the entire Municipality, electronically on the Municipality’s website at www.rmwb.ca/publicnotice;
 - (b) by mailing or delivering a notice by regular post or other delivery method, within the area reasonably expected to be affected; or
 - (c) a combination of 4(a) and 4(b) to be determined by the Municipality as reasonably necessary to bring to the attention of substantially all residents in the area to which the bylaw, resolution or other things relates or in which the meeting or public hearing is to be held.
- 5. Notwithstanding section 4, anything required to be advertised under Part 17 of the Act or relating to development permits identified in the Land Use Bylaw must be advertised in accordance with the Land Use Bylaw.
- 6. Notices advertised online pursuant to section 4(a) or (c) must remain accessible from the initial date of posting, through to the date of the thing advertised.

7. In addition to advertising pursuant to section 4, the Municipality may also use one or more of the following methods to enhance and support public awareness:
 - (a) online newspapers, print newspapers, municipal newsletters, fliers, and other materials circulated in the Municipality;
 - (b) Municipal Social Media Accounts;
 - (c) signage, digital signage;
 - (d) printed copies of notice available at Jubilee Centre and rural contact offices;
 - (e) mail;
 - (f) email and other opt-in electronic communications; or
 - (g) any emergent technologies sufficient for these purposes.
8. Unless otherwise stated in this Bylaw, any other bylaw of the Municipality or any other applicable legislation, the methods used to advertise legislated notifications are at the discretion of the Chief Administrative Officer.
9. Tax Auctions shall continue to be advertised, in accordance with section 421(1) of the Act, and may also be advertised in accordance with this Bylaw not less than 10 days before the date on which the Tax Auction is to be held.

Coming Into Force

10. This Bylaw comes into effect on the day it is passed.

Read a first time this 11th day of July, 2023.

Read a second time this _____ day of _____, 2023.

Read a third time and final time this _____ day of _____, 2023.

Signed and Passed this _____ date of _____ 2023

Mayor

Chief Legislative Officer

Benchmarking

Bylaws, resolutions, public hearings, or meetings

Advertising Tactic	Airdrie	Edmonton	Leduc	Lethbridge	Rockyview	Calgary	RMWB
Website	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Local newspaper or other publication	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Public Service Announcements to Local Media (Media Releases)		<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>
Social media			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Mail		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
Hard copies at municipal offices/city hall	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Digital signage			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Electronic “opt-in” communications (including email) (Subscribe to Page Updates)				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Other emerging technologies				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

*Leduc has a clause if no print publications are available.

COMMUNICATIONS & ENGAGEMENT

2022 Social Media + Web Metrics



REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

Report Overview

This document provides a summary of the performance and metrics of the Social Media + Web properties of the Regional Municipality of Wood Buffalo.

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RMWB.ca Website 7



OVERALL RMWB MEDIA COVERAGE		
<i>Metric</i>	<i>Definition</i>	<i>Result</i>
Media hits	Number of overall media stories covering RMWB	1246
Provincial, national or international stories	Number of stories about the region as a whole (Not specific to the RMWB as an organization) that are provincially, nationally or internationally focused in their orientation	2726
Top Reporter Coverage	Top reporters covering RMWB and topics	<ol style="list-style-type: none"> 1. Vincent McDermott, Fort McMurray Today/Postmedia (industry & economy, environment, national, provincial & Indigenous affairs) 2. Laura Beamish, Fort McMurray Today/Postmedia (municipal affairs, general news, sports) 3. Jamie Malbeuf – CBC news, Fort McMurray (general/feature news) 4. Adam Ophus - Mix 103.7 Radio 5. Shawn Crites – Mix 103.7 Radio
Mayor's Office media requests	Number of overall media-related deliverables in support of the Mayor's Office. (Includes key message development, research, interview and response coordination, statement creation and coordination, strategic advice, among other functions)	174
News releases	Number of news releases issued	214



Social Media

SOCIAL MEDIA OVERVIEW		
Metric	Definition	Result
RMWB followers	Includes followers on Facebook, Twitter, LinkedIn, Instagram and subscribers to YouTube	70,628
RMWB direct engagements	Includes all engagements directly related to RMWB on Facebook, LinkedIn, Twitter, Instagram and YouTube	468,327
RMWB impressions	Includes all views directly to RMWB Twitter, Facebook, YouTube, Instagram and LinkedIn	18,035,010

2022 Social Media Following Breakdown

- Facebook 43%
- Twitter 36%
- LinkedIn 13%
- Instagram 7%
- YouTube 1%

Facebook		
Metric	Definition	Result
Posts	Number of RMWB posts	1,560
Page likes / followers	The number of likes your Facebook Pages have at any moment	122,253
Total impressions	The number of times any organic or paid content from your Page or about your Page appeared on Someone's screen. Content can include posts, check-ins, ads, stories from friends who interacted with your page and more	10,998,190
Page Engagements	The total number of interactions (reactions, comments, and shares) received by your Pages' posts as well as by other posts on Facebook that mention your Pages (that is, reactions to user check-ins, event responses, mentions, likes of your pages and more)	31,184
Post Reach	The total number of unique accounts that have seen your posts	6,672,917
Facebook videos	Number of videos posted to Facebook	74
Facebook unique video views	Lifetime: Number of unique people who viewed video for more than 3 seconds. (Unique Users)	139,029
Link Clicks	The number of clicks on links to select destinations	156,345





Twitter		
<i>Metric</i>	<i>Definition</i>	<i>Result</i>
Tweets	Number of RMWB tweets	1,717
Followers	Number of users who follow @RMWoodBuffalo	102,034
Impressions	Number of impressions of RMWB tweets and video views	1,258,400
Engagements	Total number of times a user interacted with a Tweet. Clicks anywhere on the Tweet, including Retweets, replies, follows, likes, links, cards, hashtags, embedded media, username, profile photo, or Tweet expansion	23,333
Link Clicks	The number of times someone on Twitter clicks on a link in our Tweet	2,807

LinkedIn		
<i>Metric</i>	<i>Definition</i>	<i>Result</i>
Posts	Number of RMWB posts	411
Followers	Number of users following the Regional Municipality of Wood Buffalo LinkedIn page	33,958
Engagements	Includes comments, likes, link clicks and shares	5,985
Impressions	Includes post impressions and page views	144,222

YouTube		
<i>Metric</i>	<i>Definition</i>	<i>Result</i>
Videos	Number of RMWB videos	86
New Subscribers	Number of new subscribers following the RMWB YouTube channel	72
Total Subscribers	Total number of subscribers to RMWB YouTube channel (including new subscribers)	1,827
Views	Includes video views	49,846
Average Watch Time	Average minutes watched	10.36 min



Instagram		
Metric	Definition	Result
Posts	Number of RMWB posts not boosted or promoted / boosted or promoted	461
Followers	Number of users who follow the RMWB Instagram account	18,859
Post Impressions	The total number of times your organic photo, video or carousel post was shown to users on Instagram	401,614
Post Reach	The total number of unique accounts that have seen your organic photo, video or carousel post	389,385

Top Tweet	Top Facebook Post
<p>November 29, 2022: An earthquake shook Fort McMurray. Earthquakes Canada reported a Magnitude 6.0 earthquake located near Grande Cache Alberta.</p> <p><i>Post Impressions: 9,512 Post Engagements: 304</i></p> 	<p>April 28, 2022: Post promoting the Good Neighbours blog.</p> <p><i>Reach: 34,440 Impressions: 35,953 Engagement: 638</i></p> 



RMWB.ca Website

There were over one million unique visits to the Municipal website in 2022 with over two and a half million page views. 60% of our users are accessing the website via a mobile device. This percentage dropped in 2022. The return to the office is the most possible reason for this.

Top Performing Webpage: The Transit Routes pages were by far the most popular webpages on the municipal website with over two hundred thousand unique page views. Of the Route Pages, the Airport, Timberlea and Thickwood routes were the three most popular. See the chart below for the top five pages on the website.

WEBSITE ANALYTICS AND RESULTS		
Metric	Definition	Result
Website sessions	Number of visitors to the site	1,129,844
Average time on page	Average time visitors are on the pages	6:42 minutes
Top pages	Top five most visited pages of RMWB.ca (unique page views)	<ol style="list-style-type: none"> 1. Transit Routes – 217,741 (Route 11 – was the most popular, followed by Route 15 –Timberlea and Route 16 – Thickwood) 2. Garbage Collection Calendar – 59,732 3. Council – 36,645 4. Pulse – 27,237 5. E-Permitting – 18,643
Additional Website Analytics		
<ul style="list-style-type: none"> • 2,637,252 page views • 60% mobile device users • Top five keyword searches: jobs/careers, transit/bus, garbage/recycling, pulse, animal control/lost pets, snow removal, landfill, 		



Public Notice Bylaw

Presenters: Sonia Soutter, Manager, Legislative Services
Tiffany Primmer, Legal Counsel, Legal Services
Dylan Corbett, Supervisor, Communications and Engagement

Date: September 12, 2023



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Advertisement Bylaw

- Section 606 of the Municipal Government Act
 - *606.1(1)A council may by bylaw provide for one or more methods, which may include electronic means, for advertising proposed bylaws, resolutions, meetings, public hearings and other things.*

Current Methods of Providing Notice

- Online publications
 - Fort McMurray Today
- Canada Post Mail
- Rural Newsletters
- Electronic Communications
 - RMWB.CA
 - RMWB Social Media Properties

RMWB.ca/PublicNotice

Welcome to the
Regional Municipality of Wood Buffalo

Q How can we help? Search

Trending Garbage and Recycling Calendar Seniors' Services and Programs Employment Opportunities Transit **Public Notices** Emergency Medi

REGIONAL MUNICIPALITY OF WOOD BUFFALO Contact Pulse Translate Q How can we help? Search

Public Notices

[Development Permits – June 1, 2023](#)
Posted on Thursday, June 01, 2023 08:00 AM
[Development Permit](#)

[Development Permits – May 25, 2023](#)
Posted on Thursday, May 25, 2023 08:00 AM
[Development Permit](#)

[Development Permits – May 18, 2023](#)
Posted on Thursday, May 18, 2023 08:00 AM
[Development Permit](#)

[Development Permits – May 11, 2023](#)
Posted on Thursday, May 11, 2023 08:00 AM
[Development Permit](#)

[Development Permits – May 4, 2023](#)
Posted on Thursday, May 04, 2023 08:00 AM
[Development Permit](#)

Subscribe

Search

Refine by Category

Select a Date Range

Start Date (mm/dd/yyyy)
mm/dd/yyyy

End Date (mm/dd/yyyy)
mm/dd/yyyy

Select a tag to add

SEARCH Clear All

News

Stay up-to-date on municipal news.

- ☐ Fort Chipewyan Community Update
- ☐ Employment
- ☐ Garbage and Recycling
- ☐ Parks and Recreation
- ☐ Roads and Construction
- ☐ Bylaw and Animal Services
- ☐ Events and Involvement
- ☐ Indigenous and Rural Relations
- ☐ Permits and Development
- ☐ Utilities and Water
- ☐ Community Services and Social Support
- ☐ Fire and Emergency Services
- ☐ Mayor, Council and Administration
- ☐ Property Taxes
- ☐ Transit

Alerts

Stay up-to-date on municipal alerts.

- ☐ Winter Maintenance Zones (WMZ) Alerts
- ☐ Fort Chipewyan Winter Road
- ☐ La Loche Winter Trail

Neighborhoods and Communities

Stay up to date on construction projects in the areas below

- ☐ Abasand
- ☐ Conklin
- ☐ Draper
- ☐ Fort Fitzgerald
- ☐ Gregoire
- ☐ Longboat Landing
- ☐ Saline Creek
- ☐ TaigaNova
- ☐ Waterways
- ☐ Anzac
- ☐ Dickinsfield
- ☐ Eagle Ridge
- ☐ Fort McKay
- ☐ Gregoire Lake Estates
- ☐ Parsons Creek
- ☐ Saprae Creek
- ☐ Thickwood
- ☐ Wood Buffalo
- ☐ Beacon Hill
- ☐ Downtown
- ☐ Fort Chipewyan
- ☐ Grayling Terrace
- ☐ Janvier
- ☐ Prairie Creek
- ☐ Stone Creek
- ☐ Timberlea

Benchmarking

Bylaws, resolutions, public hearings, or meetings

Advertising Tactic	Airdrie	Edmonton	Leduc	Lethbridge	Rockyview	Calgary	RMWB
Website	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Local newspaper or other publication	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	* <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Public Service Announcements to Local Media (Media Releases)		<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>
Social media			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Mail		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
Hard copies at municipal offices/city hall	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Digital signage			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Electronic “opt-in” communications (including email) (Subscribe to Page Updates)				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Other emerging technologies				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

*Leduc has a clause if no print publications are available.

Proposed Bylaw

- In addition to always posting public notices on the municipal website, one or more of the following methods may be used to enhance and support public awareness:
 - online newspapers, print newspapers (where available), municipal newsletters, fliers, and other materials circulated in the Municipality;
 - Municipal Social Media Accounts;
 - signage, digital signage;
 - printed copies of notice available at Jubilee Centre and rural contact offices;
 - mail;
 - email and other opt-in electronic communications; or
 - any emergent technologies sufficient for these purposes

2022 Web Metrics + Social Media

OVERALL RMWB MEDIA COVERAGE		
Metric	Definition	Result
Media hits	Number of overall media stories covering RMWB	1246
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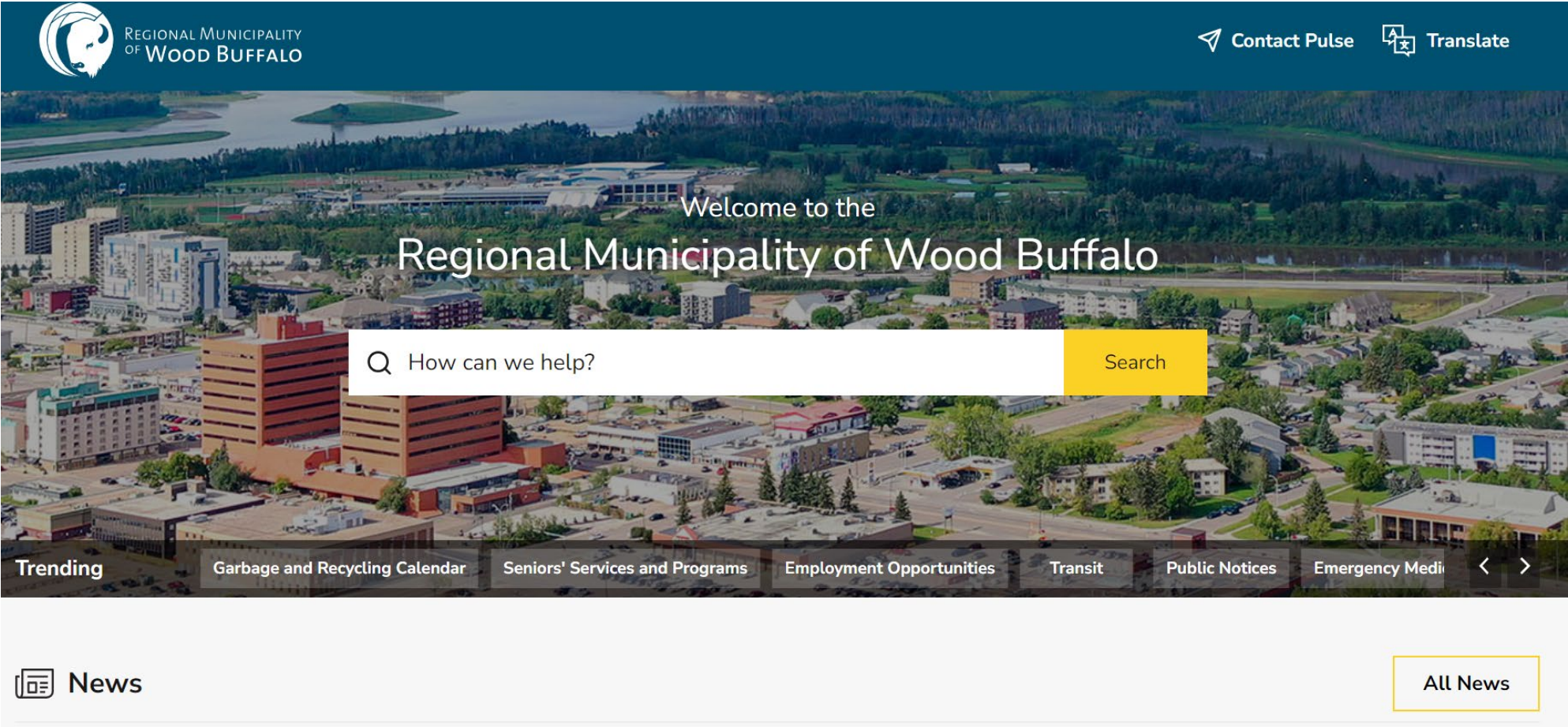
2022 Web Metrics + Social Media

WEBSITE ANALYTICS AND RESULTS		
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2022 Social Media Following Breakdown
<ul style="list-style-type: none">Facebook 43%Twitter 36%LinkedIn 13%Instagram 7%YouTube 1%

rmwb.ca/publicnotice



Thank You





COUNCIL REPORT

Meeting Date: November 14, 2023

Subject: Utility Services - Councillor K. McGrath

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT Administration be directed to review and bring forward a bylaw or bylaw amendments that allow for withholding access to municipal utility services where there is a history of unpaid amounts owing for these services including the landfill.

Summary:

At the Council meeting held on October 10, 2023, Councillor K. McGrath served notice of his intent to bring forward the following motion for Council's consideration at the October 24, 2023 Council Meeting:

THAT Administration be directed to review and bring forward a bylaw or bylaw amendments that allow for withholding access to municipal utility services where there is a history of unpaid amounts owing for these services including the landfill.

Rationale for Recommendation:

Pursuant to Procedure Bylaw No. 18/020, the motion is now before Council for consideration.

Strategic Plan Values:

Fiscal Management



Subject: Off-Highway Vehicle (OHV) Plan - Pilot Project - On Road/Direct Trail Use in Abasand - Mayor S. Bowman

APPROVALS:

Henry Hunter

Director

Chief Administrative Officer

Recommended Motion:

THAT Administration be directed to bring forward a plan for a future pilot project that would allow for Off-Highway Vehicle (OHV) on road/direct route to trail use in Abasand, such plan to come forward before the end of 2023.

Summary:

At the Council meeting held on October 24, 2023, Mayor S. Bowman served notice of his intent to bring forward the following motion for Council's consideration at the November 14, 2023 Council Meeting:

THAT Administration be directed to bring forward a plan for a future pilot project that would allow for Off-Highway Vehicle (OHV) on road/direct route to trail use in Abasand, such plan to come forward before the end of 2023.

Rationale for Recommendation:

Pursuant to Procedure Bylaw No. 18/020, the motion is now before Council for consideration.

Strategic Plan Values:

Building Partnerships