REGIONAL MUNICIPALITY OF WOOD BUFFALO

Council

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

Tuesday, May 14, 2019
4:00 PM

Agenda

1. Call to Order

2. In-Camera Session

2.1. Advice from Officials - Council Dialogue and Procedural Advice
(In camera pursuant to section 24(1) of the Freedom of Information and Protection of Privacy Act)

3. Adoption of Agenda

4. Consent Agenda

4.1. Minutes of Council Meeting - April 23, 2019

4.2. Minutes of Special Council Meeting - May 7, 2019

5. Recognition

5.1. Early Childhood Educators Day

5.2. Public Works Week

6. Presentation and Business Arising

6.1 2018 Alberta Winter Games

- Presentation: Amanda Mercer, Mohamed Salem, Michelle Toner, 2018 Alberta Winter Games Host Society
- Business Arising: Distribution of Remaining Cash Assets

1. THAT $60,000 from the Wood Buffalo Alberta Winter Games Society surplus funds be distributed to the Fort McMurray Catholic School District to assist in the development of sport and sport assets.

2. THAT $60,000 from the Wood Buffalo Alberta Winter Games Society surplus funds be distributed to the Fort McMurray Public School Board District to assist in the development of sport and sport assets.

3. THAT $60,000 from the Wood Buffalo Alberta Winter Games Society surplus funds be distributed to Keyano College – Syncrude Sport and Wellness Centre to assist in the development of sport and sport assets.

4. THAT the remaining surplus funds of approximately $1,260,000 from the Wood Buffalo Alberta Winter Games Society be transferred to the Municipality's Emerging Issues Reserve to offset funding already earmarked for the 2022 Arctic Winter Games.

5. THAT the $50,000 Grant provided by Alberta Sport Connection to the Alberta Winter Games Society be held in the Games Legacy Reserve Fund to earn interest and be distributed in accordance with the Games Legacy Grant Program.

6. THAT the Alberta Winter Games Host Society be dissolved subject to the Society having complied with all its statutory obligations and effecting transfer of its remaining assets.

7. Unfinished Business

7.1. Bylaw 19/010 User Fees, Rates and Charges Bylaw (2nd and 3rd readings)

Scheduled Delegates:

- Bryce Kumka, President, Chamber of Commerce
- Bob Greaves, Director, Land Management, Civeo Corporation

1. THAT Bylaw No. 19/010, being the Fees, Rates and Charges Bylaw, be read a second time.

2. THAT Bylaw No. 19/010 be read a third and final time.

7.2. Public Hearing re: Bylaw No. 19/011 - Fees Amending Bylaw

7.3. Bylaw No. 19/011 - Fees Amending Bylaw (2nd and 3rd readings)

1. THAT Bylaw No. 19/011, being the Fees Amending Bylaw, be read a second time.

2. THAT Bylaw No. 19/011 be read a third and final time.

8. New Business

8.1. Wood Buffalo Culture Plan

Scheduled Delegates:

- Bill Loutit, Dr. Tim Clark, Bryan Fayant, Fort McMurray Métis
- Liana Wheeldon, Arts Council Wood Buffalo
- Roseann Davidson, Fort McMurray Historical Society
- Therese Greenwood, Multicultural Association of Wood Buffalo
- Sheri Donovan, Suncor Energy Centre for the Performing Arts

1. THAT the Wood Buffalo Culture Plan, dated April 2019, be adopted as a guiding document to support and enhance arts and heritage initiatives in the Regional Municipality of Wood Buffalo over the next ten years.

2. THAT Administration work with the established community based advisory committee to transition from development to implementation and evaluation of the Wood Buffalo Culture Plan.

8.2. 2022 Arctic Winter Games Co-Chair Appointments

THAT Melissa Blake and Nicole Bourque-Bouchier be appointed as Co-Chairs for the 2022 Wood Buffalo Arctic Winter Games Host Society; and

THAT Administration be directed to facilitate the public recruitment for the 2022 Wood Buffalo Arctic Winter Games Host Society Director positions and bring forward all applications to Council, in consultation with the Co-Chairs, for review; and

THAT Administration facilitate the incorporation of a 2022 Wood Buffalo Arctic Winter Games Host Society once the selection and appointment process is complete.

8.3. Downtown Revitalization Readiness Report

THAT the Downtown Revitalization Readiness Report be accepted as information.

8.4. Prairie Creek Integrated Trail

THAT Administration be directed to bring forward a Capital Budget Request to implement option 4 for approval for construction in 2019-2020; and
THAT Administration be directed to further explore the potential to implement option 3 in the future.

8.5. 2019 Q1 Financial Performance Report

THAT the First Quarter 2019 Financial Performance Update be accepted as information.

8.6. AUMA Resolution: Procurement Options

THAT the proposed AUMA Resolution: Procurement Options, dated May 14, 2019 (Attachment 1) be approved and submitted for consideration at the 2019 Alberta Urban Municipalities Association Convention.

8.7. Committee Appointment

THAT Deepinder Pessi be appointed effective immediately to the Public Art Committee to December 31, 2020.

8.8. Council Meeting Schedule - May through July 2019

THAT the regularly scheduled Council meeting of May 28, 2019 be cancelled;

THAT a Special Council meeting be scheduled to occur at 4:00 p.m. on Tuesday, June 4, 2019 in the Jubilee Centre Council Chamber;

THAT a Special Council meeting be scheduled to occur at 4:00 p.m. on Monday, July 8, 2019 in the Jubilee Centre Council Chamber; and

THAT the regular Council meeting scheduled to be held at 4:00 p.m. on Tuesday, July 9, 2019 be rescheduled to begin at 1:00 p.m. on Tuesday, July 9, 2019.

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, April 23, 2019, commencing at 4:00 PM.

Present:

Don Scott, Mayor
Mike Allen, Councillor (via teleconference)
Krista Balsom, Councillor
Bruce Inglis, Councillor
Sheila Lalonde, Councillor
Phil Meagher, Councillor
Verna Murphy, Councillor
Jeff Peddle, Councillor
Jane Stroud, Councillor
Claris Voyageur, Councillor

Absent:

Keith McGrath, Councillor

Administration:

Annette Antoniak, Chief Administrative Officer
Jade Brown, Chief Legislative Officer
Chris Davis, Acting Director, Legal Services
Marc Fortais, Director, Public Works
Matthew Hough, Director, Engineering
Elsie Hutton, Director, Corporate and Community Services
Lynda McLean, Director, Communications, Stakeholder, Indigenous and Rural Relations
Brad McMurdo, Director, Planning and Development
Linda Ollivier, Director, Financial Services
Shauna Sanheim, Legislative Officer

1. Call to Order

Mayor D. Scott called the meeting to order at 4:01 p.m.

Prior to the Adoption of the Agenda, Mayor D. Scott acknowledged the tragedy that occurred in Sri Lanka on Easter Sunday.

2. Adoption of Agenda

MOTION:

THAT the agenda be adopted as presented.

Minutes Acceptance: Minutes of Apr 23, 2019 4:00 PM (Consent Agenda)

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Phil Meagher, Councillor
SECONDER:	Claris Voyageur, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud, Voyageur
ABSENT:	McGrath

3. Consent Agenda

MOTION:

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

3.1. Special In-Camera Council Meeting - April 8, 2019

MOTION:

THAT the minutes of the Special In-Camera Council Meeting held on April 8, 2019 be approved as presented.

3.2. Council Meeting - April 9, 2019

MOTION:

THAT the minutes of the Council Meeting held on April 9, 2019 be approved as presented.

3.3. Bylaw 19/010 and 19/011 User Fees, Rates and Charges Bylaw & Fees Amending Bylaw

MOTION:

1. THAT Bylaw No. 19/010, being the Fees, Rates and Charges Bylaw, be read a first time.

2. THAT Bylaw No. 19/011, being the Fees Amending Bylaw, read a first time.

3. THAT the required public hearing for Bylaw No. 19/011 be scheduled for May 14, 2019.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Krista Balsom, Councillor
SECONDER:	Jeff Peddle, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud, Voyageur
ABSENT:	McGrath

Minutes Acceptance: Minutes of Apr 23, 2019 4:00 PM (Consent Agenda)

4. Recognition

4.1. Communities in Bloom

Mayor D. Scott recognized May 6-11, 2019 as Communities in Bloom Week and acknowledged Joanne Fisher, Communities in Bloom Committee member, in the gallery.

Recess
A brief recess occurred from 4:04 p.m. to 4:07 p.m.

5. Presentations

5.1. Manny Makia re: TEDxFortMcMurray

Manny Makia, TEDxFortMcMurray, presented an overview of the revival of TEDxFortMcMurray platform in Wood Buffalo and presented an update on their upcoming plans including their program for youth.

5.2. Regional Municipality of Wood Buffalo Combative Sports Commission Presentation

Sandy Bowman, Chair, Rene Wells, Deputy Chair, and Moe Kdouh, Treasurer, Regional Municipality of Wood Buffalo Combative Sport Commission, presented the Commission's 2018 Annual Report highlighting events that have been held to date.

6. New Business

6.1. Bylaw No. 19/012 - 2019 Property Tax Rate Bylaw

Phillip Schofield, Regional Assessor, and Keivan Navidikasmaei, Manager, Assessment, provided an overview of the proposed 2019 Property Tax Rate Bylaw.

MOTION:

THAT Bylaw No. 19/012, being the 2019 Property Tax Rate Bylaw, be read a first time; and

THAT a Special Council Meeting be scheduled to be held in the Jubilee Centre Council Chamber at 4:00 p.m. on Tuesday, May 7, 2019.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Phil Meagher, Councillor
SECONDER:	Jeff Peddle, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud, Voyageur
ABSENT:	McGrath

Minutes Acceptance: Minutes of Apr 23, 2019 4:00 PM (Consent Agenda)

6.2. Bylaw 19/009 Records Retention and Disposition Bylaw

Audrey Rogers, Senior Manager, Corporate Governance and Lisa Pottle, Manager, Corporate Records and Policy, provided an overview of the proposed Records Retention and Disposition Bylaw.

MOTION:

THAT Bylaw No. 19/009, being the Records Retention and Disposition Bylaw, be read a first time.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Verna Murphy, Councillor
SECONDER:	Jeff Peddle, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud, Voyageur
ABSENT:	McGrath

MOTION:

THAT Bylaw No. 19/009 be read a second time.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Jane Stroud, Councillor
SECONDER:	Jeff Peddle, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud, Voyageur
ABSENT:	McGrath

MOTION:

THAT Bylaw No. 19/009 be considered for third reading.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Jeff Peddle, Councillor
SECONDER:	Jane Stroud, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud, Voyageur
ABSENT:	McGrath

Minutes Acceptance: Minutes of Apr 23, 2019 4:00 PM (Consent Agenda)

MOTION:

THAT Bylaw No. 19/009 be read a third and final time.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Phil Meagher, Councillor
SECONDER:	Sheila Lalonde, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud, Voyageur
ABSENT:	McGrath

Exit and Return
Councillor M. Allen was disconnected from the meeting at 4:45 p.m. and reconnected at 4:46 p.m.

6.3. Competitive Procurement Audit Action Plan First Quarter 2019 Update

Elsie Hutton, Director, Corporate and Community Services, Matthew Hough, Director, Engineering, and Cindy Chiasson, Senior Manager, Procurement, presented the Competitive Procurement Action Plan and responded to questions of Council.

MOTION:

THAT the Competitive Procurement Audit Action Plan – First Quarter 2019 Update, Attachment 1, be accepted as information.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Verna Murphy, Councillor
SECONDER:	Jeff Peddle, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud, Voyageur
ABSENT:	McGrath

6.4. Asset Management System Policy

Matthew Hough, Director, Engineering, presented an overview of the proposed Asset Management System Policy.

MOTION:

THAT the Asset Management System Policy OPE-030 dated April 23, 2019 be approved; and

THAT Administration proceed with taking the necessary actions to support and achieve the asset management strategies and priorities outlined in the service area Asset Management Plans (AMPs).

Minutes Acceptance: Minutes of Apr 23, 2019 4:00 PM (Consent Agenda)

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Krista Balsom, Councillor
SECONDER:	Verna Murphy, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Stroud, Voyageur
ABSENT:	McGrath

Pecuniary Interest
Councillor M. Allen declared a pecuniary interest with respect to item 7.1 and disconnected from the meeting at 5:30 p.m.

7. Councillors' Motion

7.1. Regional Recreation Corporation Review

Assuming the Chair
Mayor D. Scott vacated the Chair and Deputy Mayor V. Murphy assumed the Chair at 5:30 p.m.

Mayor D. Scott provided background information for his motion.

MOTION:

THAT Administration undertake a third-party review of the current shared services model and governance structure between the Municipality and the Regional Recreation Corporation (the “Corporation”) to determine whether or not it is appropriately serving the needs of both the Municipality and the Corporation, and provide the findings of this review, including any recommendations for changes, to Council.

RESULT:	**CARRIED [8 TO 1]**
MOVER:	Don Scott, Mayor
SECONDER:	Phil Meagher, Councillor
FOR:	Scott, Balsom, Inglis, Lalonde, Meagher, Murphy, Peddle, Voyageur
AGAINST	Stroud
PECUNIARY INTEREST:	Allen
ABSENT:	McGrath

Minutes Acceptance: Minutes of Apr 23, 2019 4:00 PM (Consent Agenda)

Resuming the Chair
Mayor D. Scott resumed the Chair at 5:49 p.m.

Adjournment

The meeting adjourned at 5:50 p.m.

Mayor

Chief Legislative Officer

Minutes Acceptance: Minutes of Apr 23, 2019 4:00 PM (Consent Agenda)

Minutes of a Special 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, May 7, 2019, commencing at 4:00 PM.

Present:

Don Scott, Mayor
Mike Allen, Councillor
Krista Balsom, Councillor
Bruce Inglis, Councillor
Sheila Lalonde, Councillor
Phil Meagher, Councillor
Verna Murphy, Councillor
Jane Stroud, Councillor
Claris Voyageur, Councillor

Absent:

Keith McGrath, Councillor
Jeff Peddle, Councillor

Administration:

Annette Antoniak, Chief Administrative Officer
Jamie Doyle, Deputy Chief Administrative Officer
Jade Brown, Chief Legislative Officer
Marc Fortais, Director, Public Works
Matthew Hough, Director, Engineering
Elsie Hutton, Director, Corporate and Community Services
Lynda McLean, Director, Communications, Stakeholder, Indigenous and Rural Relations
Brad McMurdo, Director, Planning and Development
Linda Ollivier, Director, Financial Services
Susan Trylinski, Director, Legal Services
Heather Fredeen, Legislative Officer

1. Call to Order (at 2:30 p.m. in Boardroom 7)

Mayor D. Scott called the meeting to order at 2:30 p.m.

2. In-Camera Session

MOTION:

THAT Council close items 2.1, 2.2 and 2.3 to the public pursuant to sections 17(1), 24(1), 25(1), and 27(1) of the *Freedom of Information and Protection of Privacy Act*.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Phil Meagher, Councillor
SECONDER:	Claris Voyageur, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
ABSENT:	McGrath, Peddle

2.1 Potential Land Acquisition
(in camera pursuant to sections 25(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act)*

Name	Reason for Attending
Annette Antoniak	Chief Administrative Officer
Jamie Doyle	Deputy Chief Administrative Officer
Jade Brown	Legislative Advice/Clerk
Lynda McLean	Director, Communications, Stakeholder, Indigenous and Rural Relations
Brad McMurdo	Director, Planning and Development
Susan Trylinski	Director, Legal Services
Chris Davis	Senior Municipal Legal Counsel
Caitlin Hanly	Municipal Legal Counsel
Michael Ircandia	Manager, Planning & Development, Land Administration

2.2 Downtown Revitalization Lands Update
(in camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act)*

Name	Reason for Attending
Annette Antoniak	Chief Administrative Officer
Jamie Doyle	Deputy Chief Administrative Officer
Jade Brown	Legislative Advice/Clerk
Lynda McLean	Director, Communications, Stakeholder, Indigenous and Rural Relations
Susan Trylinski	Director, Legal Services
Chris Davis	Senior Municipal Legal Counsel
Brad Ferguson	Chief Executive Officer, SummitHawk Capital Corporation

Exit
Administration exited the meeting at 3:17 p.m.

Minutes Acceptance: Minutes of May 7, 2019 4:00 PM (Consent Agenda)

2.3 Labour Matter

(in camera pursuant to section 17(1) of the *Freedom of Information and Protection of Privacy Act)*

Recess

A recess occurred between 3:34 p.m. and 4:04 p.m., at which time the meeting was reconvened in Council Chamber, and Members of Administration rejoined the meeting.

MOTION:

THAT the meeting reconvene in public.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Phil Meagher, Councillor
SECONDER:	Claris Voyageur, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
ABSENT:	McGrath, Peddle

3. New Business (at 4:00 p.m. in Council Chamber)

3.1. 2019 - 2021 Fiscal Management Strategy

Linda Ollivier, Director, Financial Services provided an overview of the 2019 - 2021 Fiscal Management Strategy.

MOTION:

THAT the 2019 – 2021 Fiscal Management Strategy, dated May 7, 2019, be accepted as information.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Mike Allen, Councillor
SECONDER:	Verna Murphy, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
ABSENT:	McGrath, Peddle

4. Unfinished Business

4.1. Bylaw No. 19/012 - 2019 Property Tax Rate Bylaw

Philip Schofield, Regional Assessor accompanied by Keivan Navidikasmaei, Manager, Assessment, provided a presentation on the proposed 2019 Property Tax Rate Bylaw No. 19/012.

Minutes Acceptance: Minutes of May 7, 2019 4:00 PM (Consent Agenda)

Bryce Kumka, President, Chamber of Commerce, spoke in support of the proposed 2019 Property Tax Bylaw No.19/012.

MOTION:

THAT Bylaw No. 19/012, being the 2019 Property Tax Rate Bylaw, be read a second time.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Jane Stroud, Councillor
SECONDER:	Mike Allen, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
ABSENT:	McGrath, Peddle

MOTION:

THAT Bylaw No. 19/012 be read a third and final time.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Phil Meagher, Councillor
SECONDER:	Claris Voyageur, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
ABSENT:	McGrath, Peddle

5. New Business (Continued)

5.1. 2019 Capital Budget Amendments

Linda Ollivier, Director, Financial Services, provided an overview of the 2019 Capital Budget Amendments.

MOTION:

THAT the 2019 Capital Budget Amendment as summarized on Attachment 1 (2019 Capital Budget Amendment – New and Revised Projects, dated May 7, 2019) be approved; and

THAT the revised Cash Flow of Capital Projects as summarized on Attachment 2 (2019 Capital Budget Amendment – New and Revised Projects - Cash Flow Summary, dated May 7, 2019) be approved.

Minutes Acceptance: Minutes of May 7, 2019 4:00 PM (Consent Agenda)

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Krista Balsom, Councillor
SECONDER:	Mike Allen, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
ABSENT:	McGrath, Peddle

5.2. 2019 Q1 Capital Budget Fiscal Amendments Update

Linda Ollivier, Director, Financial Services, provided an overview of the 2019 Q1 Budget Fiscal Amendments.

MOTION:

THAT the 2019 Q1 Capital Budget Fiscal Amendments update, as summarized on Attachment #1 (2019 Capital Budget Fiscal Amendments, dated March 31, 2019), be accepted as information.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Phil Meagher, Councillor
SECONDER:	Verna Murphy, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, Meagher, Murphy, Stroud, Voyageur
ABSENT:	McGrath, Peddle

5.3. Request from City of Calgary - Lobbying Effort - Mortgage Stress Test - Guideline B20, Residential Mortgage Underwriting Practices and Procedures

Mayor D. Scott introduced the matter and provided background information regarding the City of Calgary's request for support.

Assuming the Chair
Mayor D. Scott vacated the Chair and Deputy Mayor P. Meagher assumed the Chair at 4:58 p.m.

Minutes Acceptance: Minutes of May 7, 2019 4:00 PM (Consent Agenda)

MOTION:

THAT the Mayor be authorized to send a letter to the Prime Minister and Minister of Finance advocating that the Government of Canada:

a. Review the effects of the B20 – Residential Mortgage Underwriting Practices and Procedures stress test on regional markets;

b. Eliminate or tailor regional-based policies, including but not limited to, stress tests to reflect the needs of local economic and market conditions; and

THAT the Mayor be authorized to send a letter to the Premier and the President of Treasury Board and Minister of Finance advocating that Alberta Credit Unions and ATB Financial consider the adoption of Alberta-based mortgage approval requirements and make any necessary changes (policy or otherwise) to implement this request; and

THAT Council for the Regional Municipality of Wood Buffalo support the City of Calgary's Alberta Urban Municipalities Association (AUMA) and the Federation of Canadian Municipalities (FCM) motion regarding the above matters to gain broader support for advocacy on regional-based mortgage financing stress tests.

RESULT:	**CARRIED [8 TO 1]**
MOVER:	Don Scott, Mayor
SECONDER:	Claris Voyageur, Councillor
FOR:	Scott, Allen, Balsom, Lalonde, Meagher, Murphy, Stroud, Voyageur
AGAINST:	Inglis
ABSENT:	McGrath, Peddle

Resuming the Chair
Mayor D. Scott resumed the Chair at 5:11 p.m.

Adjournment

The meeting adjourned at 5:12 p.m.

Mayor

Chief Legislative Officer

Minutes Acceptance: Minutes of May 7, 2019 4:00 PM (Consent Agenda)

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Council Meeting Presentation Request

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

Presentation Information	
Preferred Date of Presentation	May 14, 2019
Name of Presenter(s)	Amanda Mercer, Mohamed Salem, Michelle Toner
Organization Represented	2018 Wood Buffalo Alberta Winter Games
Topic	Final Presentation -
Please List Specific Points/Concerns	The presentation will review the outcomes from the games, a short(6 min) public you-tube video, partner thank yous, community benefits, an overview of legacy support from games, etc as outlined in our attached presentation.
Action Being Requested of Council	That the Society seek approval from Council to distribute the assets as identified by the RMWB and outlined in our presentation; and That the Society be dissolved subject to the Society's dispersement of its remaining assets as decided by Council

Are you providing any supporting documentation (ie: Powerpoint)? ◉ Yes ○ No

If yes, the documentation must accompany this request, as handouts will not be distributed at the meeting. To ensure that your documents meet minimum standards, please see presentation guidelines on the next page.

Supporting documents may be e-mailed to Legislative.Assistants@rmwb.ca.

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

Attachment: 2018 Alberta Winter Games Host Society Presentation (2018 Alberta Winter Games Host Society Presentation)

ALBERTA
WINTER
GAMES
Wood Buffalo
February 16-19, 2018
ALBERTA GAMES
REGIONAL MUNICIPALITY OF WOOD BUFFALO
ALBERTA SPORT Connection

https://www.facebook.com/2018WoodBuffalo/videos/388877811585149/

2018 Wood Buffalo Alberta Winter Games

Board of Directors = 14

Chairs = 70+

Staff =
6 Full Time
2 Contract Staff
1 Practicum Student

ALBERTA WINTER GAMES
Wood Buffalo
February 16-19, 2018

Attachment: 2018 Winter Games - Final Games Council Update (2018 Alberta Winter Games Host Society

Attachment: 2018 Winter Games - Final Games Council Update (2018 Alberta Winter Games Host Society

The Number Games

1,912 Athletes
492 Coaches/Chaperones
359 Officials
1,904 Volunteers
21 Sports
10 Sport Venues
8 Athlete Villages
4 Communities
4 days

ALBERTA WINTER GAMES
Wood Buffalo
February 16-19, 2018

Volunteers

Recruited – 1,904

1,000+ in the last month

ALBERTA WINTER GAMES
Wood Buffalo
February 16-19, 2018

Attachment: 2018 Winter Games - Final Games Council Update (2018 Alberta Winter Games Host Society

Major Community Partnerships

- Regional Municipality of Wood Buffalo
- Fort McMurray Public School District
- Fort McMurray Catholic School District
- Keyano College

ALBERTA WINTER GAMES
Wood Buffalo
February 16-19, 2018

Athlete Village

FMPSD

- Ecole McTavish High School
- Walter & Gladys Hill Elementary
- Christina Gordon Elementary
- Westwood Community High School

FMCSD

- Holy Trinity High School
- St. Kateri Elementary
- St. Martha Elementary
- Sister Mary Phillips

ALBERTA WINTER GAMES
Wood Buffalo
February 16-19, 2018

THANK YOU!!!

Attachment: 2018 Winter Games - Final Games Council Update (2018 Alberta Winter Games Host Society

Major Funders

- Regional Municipality of Wood Buffalo
- Government of Alberta - Alberta Sport Connection

ALBERTA WINTER GAMES
Wood Buffalo
February 16-19, 2018

Sponsorship/Partnership

Total Sponsors = 57 Total
(51 Local, 6 Provincial)

Sponsor Category	Dollar Value	Number of Sponsors
Games Champion	$250 000.00 +	4
Diamond Sponsors	$100 000.00 +	4
Platinum Sponsors	$75 000.00 +	5
Gold Sponsors	$50 000.00	5
Silver Sponsors	$25 000.00 +	14
Bronze Sponsors	$10 000.00 +	11
Friends of the Games	$5000.00 +	13

Revenue Total = $274,500.00 Cash & $1,585,908 Gifts in Kind
Total = $1,860,408.00
Fundraising = $219,204.77 (Casino, Grants)

Ticket Sales

- Budgeted Revenue = $75,000.00
- Final Revenue = $155,431.00

- Opening Ceremonies = 2,050 Tickets
- Weekend Passes = 2,774 Passes
- Day Passes = 1,244

(Children under 6 admitted free to sporting events, under 2 admitted free to opening ceremonies)

Attachment: 2018 Winter Games - Final Games Council Update (2018 Alberta Winter Games Host Society

Budgets & Legacy

Total Operational Budget = $4.9 Million

Total Funds Received = $5.26 Million

Total Cash Spent = $3.77 Million

Approximate Surplus Funds = 1.49 Million*

*(As of April 30th, 2019. Amount includes $50,000 grant from ASC)

ALBERTA WINTER GAMES
Wood Buffalo
February 16-19, 2018

Legacy Recommendations

THAT $60,000 be approved by Council and be distributed by the Wood Buffalo Alberta Winter Games Society to each of the following three organizations to assist in the development of sport and sport assets.

- Fort McMurray Catholic School Board
- Fort McMurray Public School Board
- Keyano College

ALBERTA WINTER GAMES
Wood Buffalo
February 16-19, 2018

Attachment: 2018 Winter Games - Final Games Council Update (2018 Alberta Winter Games Host Society

Legacy Recommendations

THAT the remaining surplus of $1,260,000 from the Wood Buffalo Alberta Winter Games be transferred to the Municipality to the Emerging Issues Reserve to offset funding already earmarked for the funding of the 2022 Arctic Winter Games.

ALBERTA WINTER GAMES
Wood Buffalo
February 16-19, 2018

Attachment: 2018 Winter Games - Final Games Council Update (2018 Alberta Winter Games Host Society

Legacy Recommendations

THAT $50,000 Grant provided by Alberta Sport Connection be held in the Games Legacy Reserve Fund to earn interest and be distributed in accordance with the Games Legacy Grant Program.

ALBERTA WINTER GAMES
Wood Buffalo
February 16-19, 2018

Attachment: 2018 Winter Games - Final Games Council Update (2018 Alberta Winter Games Host Society

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Attachment: 2018 Winter Games - Final Games Council Update (2018 Alberta Winter Games Host Society

Subject: 2018 Alberta Winter Games - Distribution of Remaining Cash Assets

APPROVALS:

Annette Antoniak

_____	_____
Director	Chief Administrative Officer

Recommended Motion:

1. THAT $60,000 from the Wood Buffalo Alberta Winter Games Society surplus funds be distributed to the Fort McMurray Catholic School District to assist in the development of sport and sport assets.

2. THAT $60,000 from the Wood Buffalo Alberta Winter Games Society surplus funds be distributed to the Fort McMurray Public School Board District to assist in the development of sport and sport assets.

3. THAT $60,000 from the Wood Buffalo Alberta Winter Games Society surplus funds be distributed to Keyano College – Syncrude Sport and Wellness Centre to assist in the development of sport and sport assets.

4. THAT the remaining surplus funds of approximately $1,260,000 from the Wood Buffalo Alberta Winter Games Society be transferred to the Municipality's Emerging Issues Reserve to offset funding already earmarked for the 2022 Arctic Winter Games.

5. THAT the $50,000 Grant provided by Alberta Sport Connection to the Alberta Winter Games Society be held in the Games Legacy Reserve Fund to earn interest and be distributed in accordance with the Games Legacy Grant Program.

6. THAT the Alberta Winter Games Host Society be dissolved subject to the Society having complied with all its statutory obligations and effecting transfer of its remaining assets.

Summary:

In order to fulfill its joint responsibilities for hosting the 2018 Alberta Winter Games (the "Games"), the Municipality and the 2018 Wood Buffalo Alberta Winter Games Society (the "Host Society"), need to allocate the Host Society's remaining assets and formally dissolve the Society. Municipal Administration has worked collaboratively with the Host

Society's Board of Directors to develop a proposal to allocate the Host Society's remaining assets; and in November 2018, the Board of Directors passed a director's resolution to allocate the remaining assets as per the recommendations contained in this report. Because the Host Society's Bylaws require that Council approve the distribution of property that exceeds $5,000, a Council Resolution supporting the proposed allocation is required.

The overall intended use of the remaining cash assets is to support and facilitate the growth of sport, arts and culture in our community. The proposal includes distribution of these assets in varying degrees to Keyano College, the Public School Board, the Catholic School Board, the Municipality's Games Legacy Grant Fund and to financially support the Region's hosting of the 2022 Arctic Winter Games.

Background:

On August 29, 2016, the Host Society was incorporated in the province of Alberta for the purpose of staging the Games. Through February 16-19, 2018, the Host Society successfully staged the Games and welcomed thousands of visitors and athletes to our region, competing at 11 local venues in 22 different sporting events.

To support hosting the Games, the Municipality committed $3,372,000 in grant funding and Alberta Sport Connection committed $420,000, with $50,000 of that funding to form a legacy piece, funding sport facilities, and equipment or programs as approved by Alberta Sport Connection.

After hosting the Games and meeting all its outstanding liabilities, the Host Society has an approximate cash surplus of $1,490,000. These surplus funds can be attributed to the following:

1. The Host Society's success at staging and hosting the Games in a fiscally responsible manner;

2. The $50,000 in funding from the Alberta Sport Connection intended to be a games legacy piece;

3. Approximately $1,000,000 that was budgeted by the Host Society from the Municipality's grant funding for accommodations, but which remained unexpended as a result of collaboration with the school boards.

Financial/ Budgetary Implications:

1. All funds being allocated are currently held by the Host Society and the proposed allocation does not require any contributions to be made from municipal funds.

2. $50,000 will be transferred by the Society to the Municipality's Games Legacy Reserve Fund to earn interest and be distributed in accordance with the Games

Legacy Grant Program.

3. $1,260,000 will be transferred by the Society to the Municipality's Emerging Issues Reserve to offset the approximate $4,000,000 in funding already earmarked by the Municipality for the purpose of hosting the 2022 Arctic Winter Games.

Rationale for Recommendations:

Municipal Administration believes the proposed allocation of funds achieves the goal of supporting and facilitating the growth of sport, and arts and culture in our community.

1. The Host Society felt it was important to allocate some of the surplus funds to the Fort McMurray Public School Board District, Fort McMurray Catholic School District and Keyano College in recognition of the cost savings that were realized as a result of these institutions choosing to participate in the staging of the Games and in particular, the Public School Board permitting athletes to be housed in their schools during the Games. This proposed allocation also recognizes the very important role that our publicly funded schools play in promoting youth sport and culture in our region.

2. The $50,000 allocation from Alberta Sport Connection grant to the Games Legacy Reserve has received the necessary approval from Alberta Sport Connection.

3. Transferring the surplus of $1,260,000 to the Municipality's Emerging Issues Reserve Fund to offset the $4,000,000 in grant funding ear-marked by the Municipality to host the 2022 Arctic Winter Games, ensures that public funds are treated in a fiscally responsible manner and promotes a model of sustained funding that is more likely to result in the financial ability to host future events of this nature in the Region.

Strategic Priorities:

Responsible Government
Regional Economic Development

Attachments:

Economic Impact Summary Presentation

2018 Alberta Winter Games Economic Impact Assessment

Presented by: Lisa Sweet
May 14, 2019

Sport Tourism is one of the most powerful drivers of Economic Development.

ALBERTA WINTER GAMES

Wood Buffalo

February 16-19, 2018

ALBERTA GAMES

REGIONAL MUNICIPALITY OF WOOD BUFFALO

ALBERTA SPORT Connection

SUMMARY

2018 Alberta Winter Games – Key Facts & Figures			
$6.3 Million of initial expenditures	$978,389 of visitor spending attributable to event	17 Local jobs supported by event	$8.1 Million overall economic activity in the region
4,381 out of town visitors in the Region	$2.3 Million of wages and salaries supported locally	$5.6 Million total boost to provincial GDP	$1.3 Million in taxes supported across Canada

WHAT IS EIA?

Economic Impact Assessment (EIA) studies measure the positive change in economic activity resulting from hosting an event in a specific city/town.

An EI study calculates the amount of new money being spent in the host community as a direct result of hosting the event, and then the impact these new monies have on the regional, provincial and national economy as a whole.

steam pro2.0 is powered by the Canadian Sport Tourism Alliance ©2017.

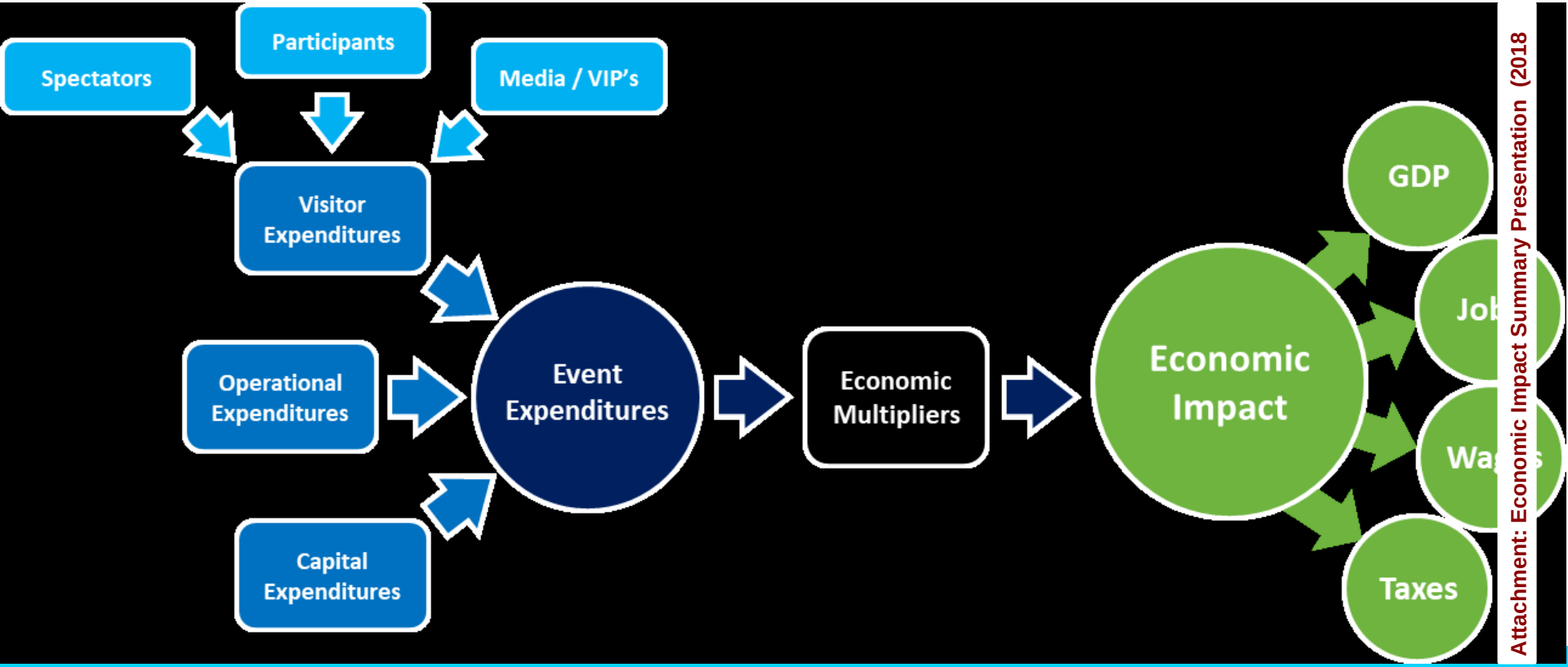
CSTA's TOOL

The Canadian Sport Tourism Alliance (CSTA) has developed a tool called steam pro 2.0 that collects, measures and analyzes data.

CSTA has partnered with the Canadian Research Institute (CTRI) at The Conference Board of Canada to ensure assessments are reliable.

steam pro2.0 is powered by the Canadian Sport Tourism Alliance ©2017.

HOW IT WORKS



Attachment: Economic Impact Summary Presentation (2018

SUMMARY

2018 Alberta Winter Games – Key Facts & Figures			
$6.3 Million of initial expenditures	$978,389 of visitor spending attributable to event	17 Local jobs supported by event	$8.1 Million overall economic activity in the region
4,381 out of town visitors in the Region	$2.3 Million of wages and salaries supported locally	$5.6 Million total boost to provincial GDP	$1.3 Million in taxes supported across Canada

Sport Tourism is a priority.

We need to continue to invest in these events to achieve economic impact and growth.

Attachment: Economic Impact Summary Presentation (2018

COUNCIL REPORT

Meeting Date: May 14, 2019

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Subject: Bylaw No. 19/010 - Fees, Rates and Charges Bylaw

APPROVALS:

Annette Antoniak

_____	_____
Director	Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 19/010, being the Fees, Rates and Charges Bylaw, be read a second time.
2. THAT Bylaw No. 19/010 be read a third and final time.

Summary:

As per FIN-030 User Fees and Charges, a comprehensive cost analysis was completed for all user fees and charges that the Regional Municipality of Wood Buffalo ("Municipality"), levies for goods, services and access to facilities. Based on this analysis, additional bylaws are required, and several user fees and charges are recommended to be adjusted and implemented by June 1, 2019.

Background:

The Municipality levies fees and charges to fund the provision of goods, services and access to facilities. A fee is imposed to regulate an activity and result in the purchase of a privilege or authorization to engage in a certain activity while a charge is a payment for goods, services or access to a facility, such as water, wastewater, transit and other recreational activities. As per FIN-030 User Fees and Charges, the total cost and appropriate level of subsidization of each municipal service will be determined as the starting point for setting the user fee and charge, regardless of whether the full cost will be recovered.

Financial Services completed a comprehensive cost analysis of all user fees and charges, to update the Municipality's user fees and charges model, and calculate the full cost of providing services within the community. Working with each department, a total cost for each user fee and charge was determined, including both direct and indirect costs, level of subsidization required, as well as benchmarking against other Alberta jurisdictions.

Where it is determined that a service, good or access to a municipal facility provided by the Municipality provides a direct benefit to individuals, group of individuals or

businesses, a user fee or charge will be imposed to recover the full cost of providing the service, good or access to a municipal facility. Utility fees and charges are part of the direct benefit; a model has been developed to recover direct costs over the next 5 years followed by assessing the needed fees and charges to recover full cost once direct cost is realized.

Where it is determined that a service, good or access to a municipal facility provided by the Municipality provides a direct benefit to individuals, group of individuals or businesses, but also results in benefits to the public, such will be partially funded by means of a public subsidy from the Municipality's general revenue.

Financial Services researched other Alberta jurisdictions to determine if the Municipality's user fees and charges were reasonable. While not all fees were comparable because of their specific nature, on average the Municipality's user fees and charges were approximately 25% lower than other jurisdictions within the Province.

Throughout the cost analysis, it has been determined that additional bylaws are required to document all user fees and charges, as well as a centralized bylaw which will contain the fee amounts for all municipal bylaws.

Budget/Financial Implications:

Additional revenue of $3.1M from increased user fees and charges has been built into the approved 2019 Operating Budget.

Rationale for Recommendation:

As per FIN-030 User Fees and Charges, the total cost and appropriate level of subsidization of each municipal service will be determined as the starting point for setting the user fee and charge.

Strategic Priorities:

Responsible Government

Attachments:

Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation

1. Bylaw No. 19/010 Fees Rates & Charges Bylaw

2. Bylaw No. 19/011 Fees Amending Bylaw

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Fees, Rates and Charges Bylaw

Presenters: Linda Ollivier, Director, Financial Services
David Reynolds, Manager, Accounting Services
Department: Financial Services

Meeting Date: May 14, 2019

User Fees and Charges Overview

- Alberta legislation currently provides municipalities with two primary sources of ongoing revenue:
    - Taxes
    - User Fees and Charges

- User fees and charges are paid by consumers who use and benefit from certain municipal goods and services. Examples include public transit, recreation facilities, permits, utility services, etc.

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Municipal Services vs. Subsidy Level

No Direct Benefit to an Individual, Group of Individuals or Businesses

Direct Benefit to an Individual, Group of Individuals or Businesses

General Revenue

- Fire
- Police
- Roads
- Parks

User Fees and General Revenue

- Transit
- Recreation Facilities

User Fees

- Utilities
- Licenses

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Current User Fees and Charges

- Adjustments to user fees and charges have not been proposed for a number of years, apart from the utility fee increase in 2017. As part of this increase, it was agreed that annual utility fee increases would be proposed, so that within 5 years, operational costs would be covered.

- Financial Services agreed to complete a comprehensive analysis of all user fees and charges in 2018.

- Bylaw 19/010 – Singular bylaw of all user fees and charges

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

User Fees and Charges Methodology

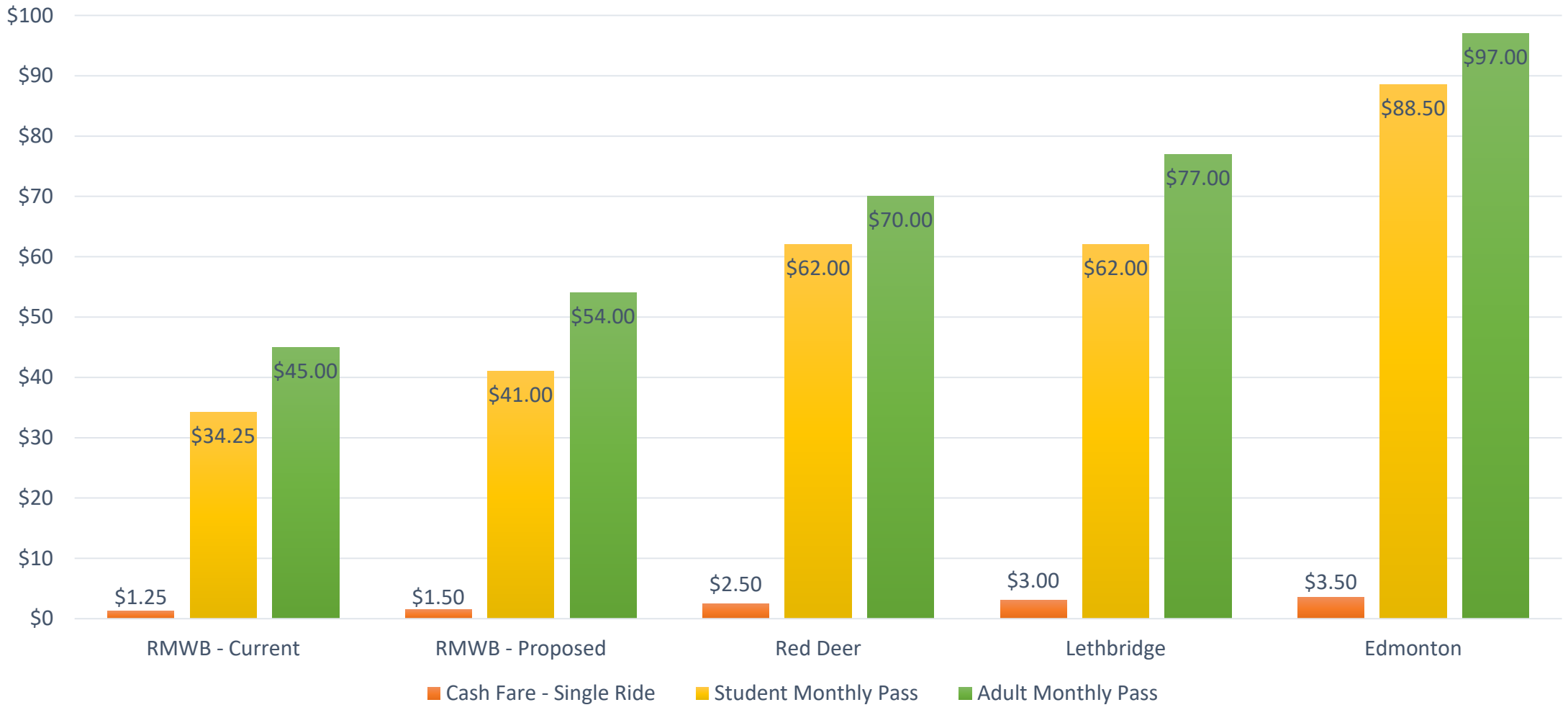
1. Review the cost of each municipal service;
2. Identify who benefits from the municipal service; and
3. Benchmark each user fee and charge against the following Alberta communities:

   Strathcona, Red Deer, Grande Prairie, Edmonton, Leduc, Fort Saskatchewan, Lethbridge, Medicine Hat, St. Albert and Calgary

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

User Fees and Charges Examples

Transit Fees



Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

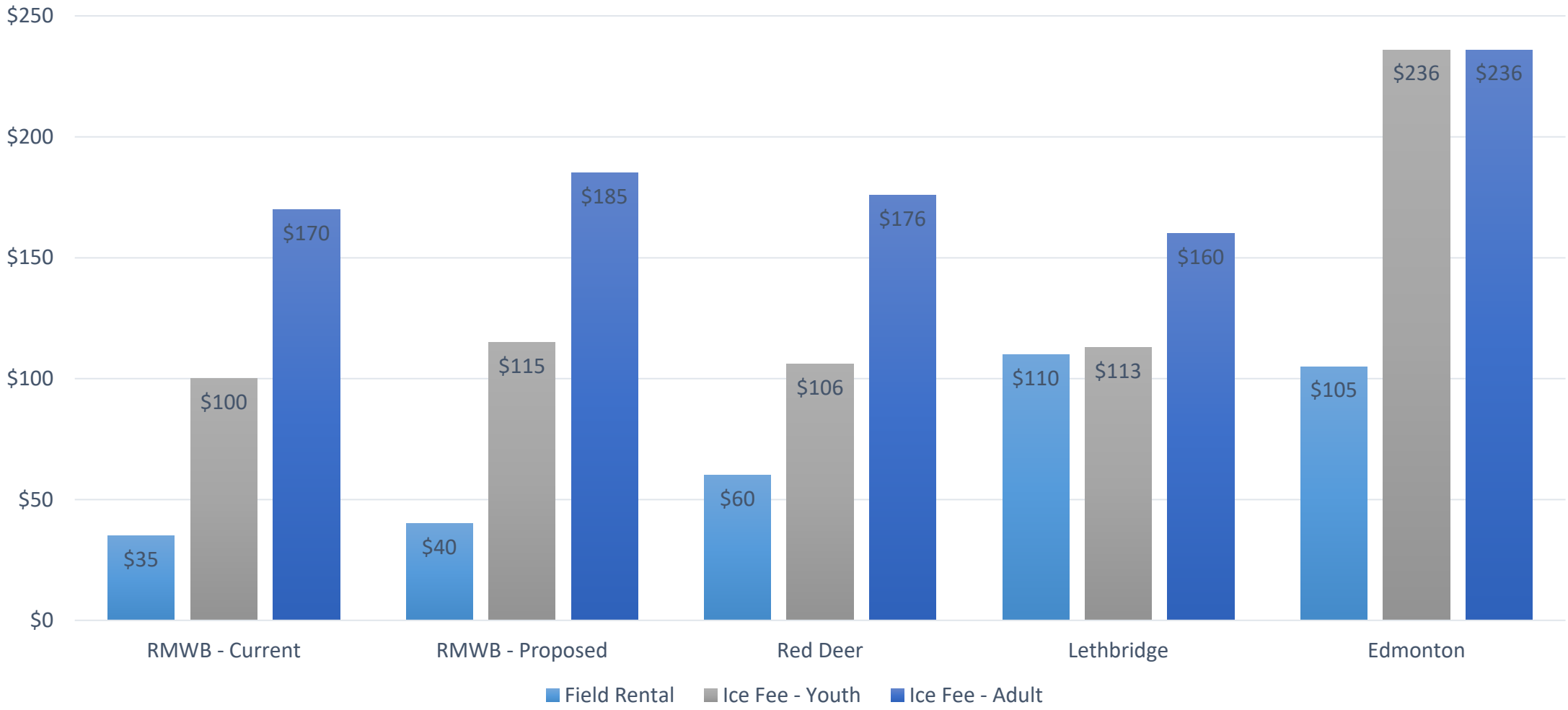
Transit Fees

Proposed Fee Update 2019

	Service Name, Fee Name and Description	Current Fee	Proposed Fee	Change %	Average Benchmark
1	Transit Fees (urban) Cash Fare	$1.25	$1.50	20%	$2.93
2	Transit Fees (urban) Eighteen-Ride Booklet	$21.25	$25.50	20%	$45.84
3	Transit Fees (urban) Monthly Pass (student)	$34.25	$41.00	20%	$59.88
4	Transit Fees (urban) Monthly Pass (adult)	$45.00	$54.00	20%	$82.66
5	Charter Rate - External (RMWB)	$130.00	$130.00	0%	$124.71

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Recreation and Culture Fees



Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

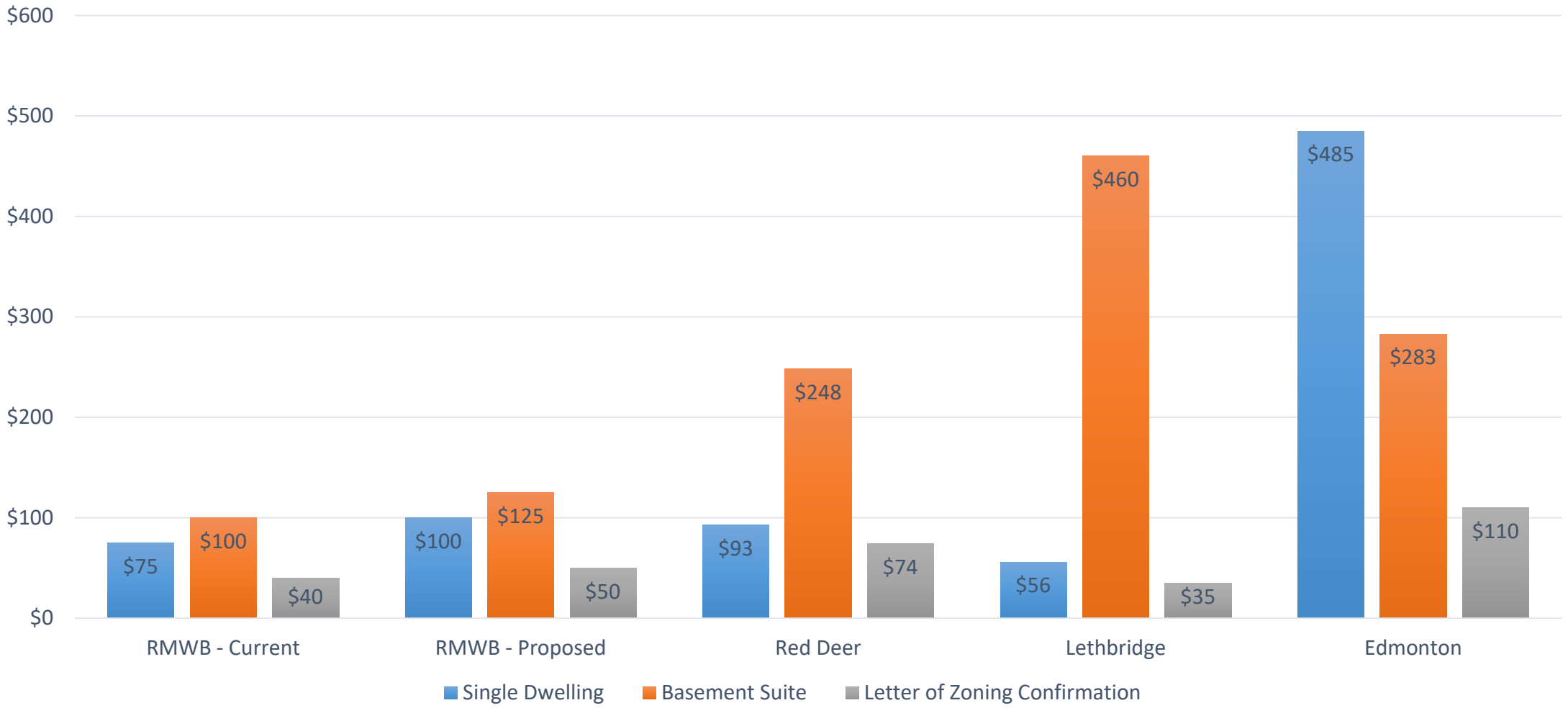
Recreation and Culture Fees

Proposed Fee Update 2019

	Service Name, Fee Name and Description	Current Fee	Proposed Fee	Change %	Average Benchmark
1	Softball/Slo-pitch/Soccer/Rugby/Football - Field Rental - Adult - All Class 1 Field	$35.00	$40.00	14%	$60.96
2	Softball/Slo-pitch/Soccer/Rugby/Football - Field Rental - Adult - All Class 2 Field	$35.00	$40.00	14%	$35.19
3	Softball/Slo-pitch/Soccer/Rugby/Football - Field Rental - Adult - All Class 3 Field	$21.00	$25.00	19%	$21.46
4	School Rental - Parks admin - Gym Adult	$30.00	$35.00	17%	$40.14
5	School Rental - Parks admin - Classroom Adult	$10.00	$12.00	20%	$16.67
6	School Rental - Parks admin - Gym Youth Sport	$11.00	$13.00	18%	$24.33
7	School Rental - Parks admin - Gym Youth Development	$5.00	$7.00	40%	$24.33
8	Ice Fee-Adult	$170.00	$185.00	9%	$229.91
9	Ice Fee-Youth	$100.00	$115.00	15%	$172.26
10	Mini Ice Fee-Pad	$44.00	$47.00	7%	$0.00

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Planning and Development Permits



Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Planning and Development Permits

Proposed Fee Update 2019

	Service Name, Fee Name and Description	Current Fee	Proposed Fee	Change %	Average Benchmark
1	Single Family Detached Dwelling Permit	$75.00	$100.00	33%	$393.40
2	Semi-detached and Duplex Dwellings Permit (per unit)	$75.00	$100.00	33%	$393.40
3	Triplex Dwellings Permit (per unit)	$75.00	$100.00	33%	$425.15
4	Basement Suite Permit	$100.00	$125.00	25%	$228.15
5	Residential, Commercial and Industrial - Lot Grading	$100.00	$125.00	25%	$1,173.00
6	Special Events Development Permit	$200.00	$250.00	25%	$371.00
7	Request for Landscape Inspection	$125.00	$150.00	20%	$204.00
8	Letter of Zoning confirmation	$40.00	$50.00	25%	$79.86
9	Additions to Single Detached Permit	$75.00	$100.00	33%	$220.20
10	Accessory Structure Permit - Residential and non residential	$75.00	$100.00	33%	$85.00

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

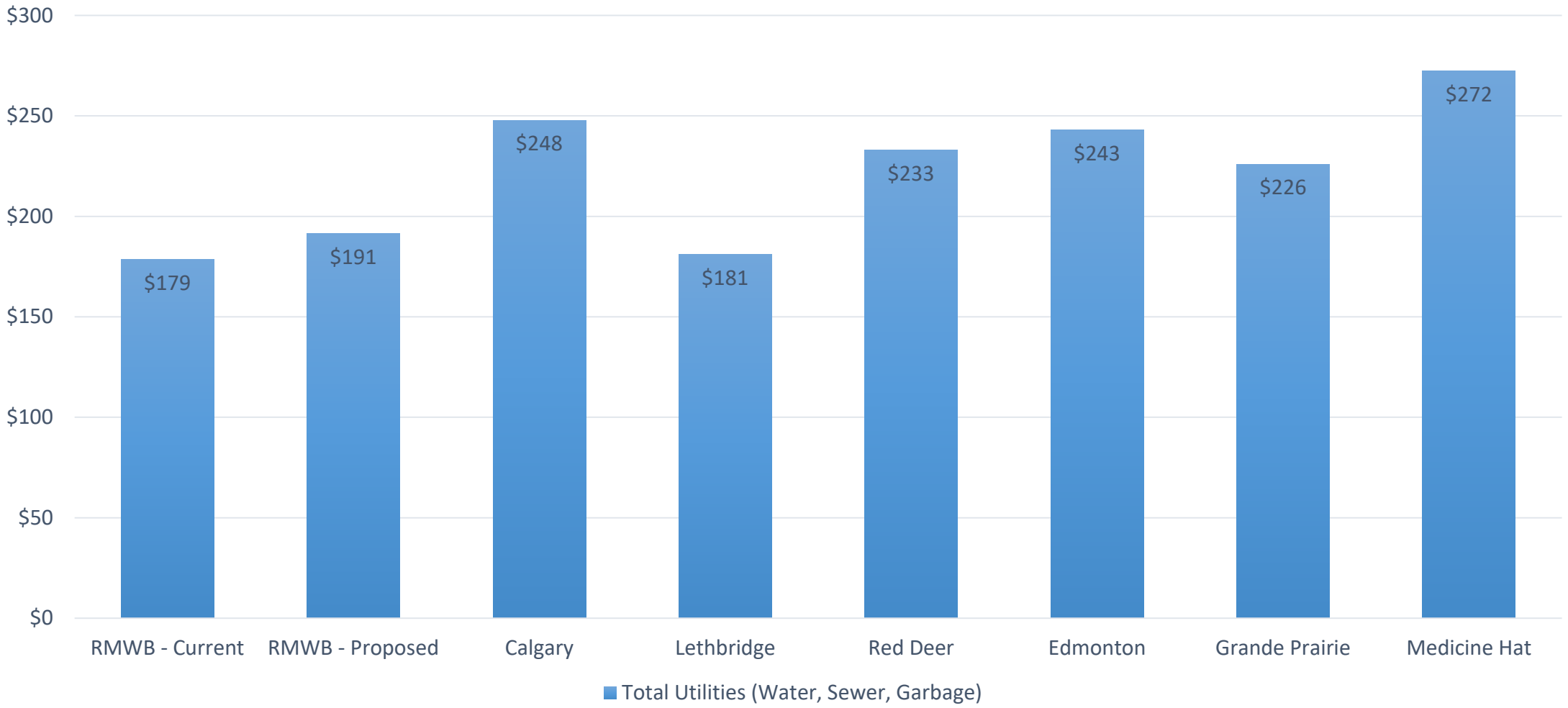
Utility Fees Update

Utility Rates Timeline

- 2017 – Council approves 10% rate increase
- 2018 – Rate increase incorporated into 2019 budget
- 2021 – Urban Utility Services reach Direct Cost Recovery
- 2022 – Urban and Rural rates reach parity

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Urban Residential Utility Fees (2 months)



Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Urban Residential Utility Fees (2 months)

2018 Community Comparison (2 Month Urban Residential Utility Bill)

	RMWB	Calgary	Lethbridge	Red Deer	Edmonton	Grande Prairie	Medicine Hat
Water - Fixed	$55.94	$30.66	$20.69	$31.40	$19.40	$34.00	$51.82
Water - Variable	$26.40	$66.61	$48.96	$60.80	$87.61	$61.52	$42.20
Sewer - Fixed	$27.30	$51.38	$17.03	$36.50	$8.58	$37.38	$79.08
Sewer - Variable	$15.60	$59.41	$38.40	$60.80	$35.19	$33.82	$55.06
Garbage	$53.42	$39.80	$55.84	$43.44	$91.86	$59.32	$44.10
	$178.66	**$247.86**	**$180.92**	**$232.94**	**$242.64**	**$226.04**	**$272.26**

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Average Bi-Monthly Bill Impacts – Residential

	2018	2019	2020	2021	2022	2023
Rural – Water, Sewer, Garbage & Recycling	$131	$150	$172	$196	**$214**	$220
Urban – Water, Sewer, Garbage & Recycling	$179	$191	$205	**$210**	$214	$220

*Based on 20 cubic meters use of water per month

Average Bi-Monthly Bill Impacts – Commercial

	2018	2019	2020	2021	2022	2023
Water	$682	$750	$826	$908	$999	$1,099
Sewer	$203	$223	$245	$270	$297	$327

*Based on 200 cubic meters use of water per month

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

2019 Budget Implications

- Additional revenue was incorporated in the approved 2019 Operating Budget (April – December):
    - Utility Charges – $2.5M
    - Other User Fees and Charges – $0.6M
- Implementation Date – June 1st, 2019

Attachment: Bylaw No. 19.010 Fees, Rates and Charges Bylaw Presentation (Bylaw 19/010

Questions?

BYLAW NO. 19/010

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 7of 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 Bylaw”.

Definitions

2. In this Bylaw:

   2.01. “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;

   2.02. “Municipality” means the Regional Municipality of Wood Buffalo, as established by *Order In Council 817/94*, as amended;

   2.03. “Person” includes a corporation and the heirs, executors, administrators or other legal representative of a person; and

   2.04. “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 under this Bylaw in accordance with the following Schedules, which are appended to and form part of this Bylaw:

   3.01. Schedule “A” – General Administrative and Miscellaneous Fees

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

3.02. Schedule “B” – Animal Control

3.03. Schedule “C” – Assessment and Taxation

3.04. Schedule “D” - Emergency Services

3.05. Schedule “E” - Parks and Roads

3.06. Schedule “F” - Recreation and Culture

3.07. Schedule “G” - Licenses

3.08. Schedule “H” - Transit Services

3.09. Schedule “I” - Vehicle for Hire

3.10. Schedule “J” - Planning and Development Services

3.11. Schedule “K” - Safety Codes Permitting

3.12. Schedule “L” – Solid Waste

3.13. Schedule “M” – Water

3.14. Schedule “N” – Wastewater

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 in a 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 or other enactment, all fees, rates and charges are non-refundable.

Repeal and Enactment

8. Assessment and Taxation Fees Bylaw No. 07/060 and Utility Rates Bylaw No. 10/001, and all amendments thereto, are hereby repealed.

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

9. This Bylaw comes into effect on June 1, 2019.

READ a first time this 23rd day of April, 2019.

READ a second time this _____ day of _____, 2019.

READ a third and final time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

_____
Mayor

_____
Chief Legislative Officer

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

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 (per occurrence)	$44.00
2.	Criminal Record Check	
	(a) Name-Based	$40.00
	(b) Vulnerable Sector	$40.00
3.	Civil Fingerprinting	$50.00
4.	Accident Photo Request	$21.00
5.	Collision Statement Request	$25.00
6.	Application for New Boulevard Crossing	$125.00
7.	Extension of Existing Boulevard Crossing	$20.00
8.	Utility Installation and Street Occupation	$125.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule B – Animal Control

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

1. Licensing Fees

   a) Animal Licence – Spayed or Neutered $15.00
   b) Animal Licence – Non-spayed or Non-neutered $30.00
   c) Animal Licence – Vicious Animal $250.00
   d) Animal Licence – Dangerous Dog $100.00

2. Replacement of Lost Tag $10.00

3. Impound Fees

   (a) Per Animal (per day) $10.00
   (b) Vicious Animal (per day) $50.00
   (c) Dangerous Dog (per day) $50.00

4. Quarantine Costs (per day) $25.00

5. Administration Fees

   (a) Per Animal $25.00
   (b) Vicious Animal $250.00
   (c) Dangerous Dog $125.00

6. Fort Chipewyan – Dog Tags (per tag) $2.50

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule C – Assessment and Taxation

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

1.	Tax Certificate	
	(a) Written request	$35.00
	(b) Electronic self-service	$20.00
2.	Tax Search	
	(a) Written request	$15.00
	(b) Electronic self-service	$10.00
3.	Proof of Ownership Letter	$35.00
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)	$15.00
5.	Delinquent account transfer	$15.00
6.	Assessment & Tax Notices	
	(a) Current year	$5.00
	(b) Prior Years (per year)	$5.00
7.	Assessment Summary	$25.00
8.	Assessment Record	$25.00
9.	Photocopy of Assessment Roll (per page)	$1.00
10.	Other information not covered elsewhere in this schedule (per hour of staff time – minimum charge 1 hour)	$40.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule D – Emergency Services

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

1. 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

2. Expert Witness for litigation (based on actual cost for staff, plus travel and expenses – 2 hour minimum) ..... Full Cost Recovery

3. 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

4. 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

5. Files Search (per search) $132.00

6. Special Requests and Reviews $69.00

7. 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

8. Certified Fire Extinguisher Training (per certificate) $50.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

9. Occupant Load Certificate

(a) Original (per certification) $110.00

(b) Non-profit (50% discount per certification) $55.00

(c) Reprint of certificate (per certification) $55.00

10. Ambulance

(a) Ground ambulance

(i) Individuals and Alberta Blue Cross clients – Under 65 (transport) (mileage rate $3.12) .....$385.00 + $3.12/km

(ii) Individuals and Blue Cross – 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 + $3.12/km

(c) Advanced Life Support – Alberta Blue Cross clients (aged 65+), Assisted Income for Severely Handicapped (AISH), Social Services and Immigration (transport) .....$191.00 + $3.12/km

(d) Response – Alberta Blue Cross clients (aged 65+), Assisted Income for Severely Handicapped (AISH), Social Services and Immigration (no transport) .....$98.00 + $3.12/km

(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 + $3.12/km

(g) Interfacility transfers from non-AHS owned or operated facilities, including facilities owned or operated by Third Party Operators .....$385.00 + $3.12/km

(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 .....$262.46 + $2.67/km
(iii) Response (no transport) $129.24
(iv) Standby (3-hour maximum)..... $129.24/hour
(v) Surcharge (incident on Reserve or Crown land) $150.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(j) Body Removal

(i) Within the Urban Service Area and the first 20 kms outside the Urban Service Area $300.00

(ii) After 20 kms from Urban Service Area (mileage rate $1.13/km) .....$300.00 + mileage

11. 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

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(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

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule E – 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 $10.00

2. Cemetery and Columbarium

   (a) Traditional Burial

      (i) Adult – 17 years and over $1,675.00
      (ii) Child – 16 years and under $900.00

   (b) Cremation – In-ground plot – Adult and child $600.00

   (c) Outdoor Columbarium Niche $1,050.00

   (d) Disinterment $1,675.00

3. Turning street lights for wide loads (permit) $1,554.80

4. 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

5. Over-Dimensional Load Permits

   (a) 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.

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

   (a) 12.5 mm gravel ..... $54.80/$yd^3$

   (b) 20 mm crushed gravel ..... $28.40/$yd^3$

   (c) 20 mm washed gravel ..... $72.40/$yd^3$

   (d) 80 mm gravel ..... $24.05/$yd^3$

   (e) 160 mm gravel ..... $21.39/$yd^3$

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule F – 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 Meeting Room B) – hourly rate $40.00

   (b) 2 rooms (kitchen, atrium, Meeting Room A, or Meeting Room B) – hourly rate $60.00

   (c) Full Clubhouse

      (i) Hourly rate $100.00
      (ii) Daily rate $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. McMurray Experience (per hour) $50.00

5. Field Rental (includes softball, slo-pitch, soccer, rugby, football, etc.) – hourly rate

   (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 $27.00
      (ii) Class 2 Field $27.00
      (iii) Class 3 Field $15.00
      (iv) Class 4 Field $12.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

6. School Rental – Parks Administration (hourly rate)

(a)	Gymnasium – Adult	$35.00
(b)	Classroom – Adult	$12.00
(c)	Gymnasium – Youth Sport	$13.00
(d)	Gymnasium – Youth Development	$7.00

7. Ice Surface Rental (hourly rate)

(a)	Regular ice – Adult	$185.00
(b)	Regular ice – Youth	$115.00
(c)	Mini-Ice	$47.00

Fort Chipewyan

8. Fort Chipewyan Municipal Office Boardroom

(a)	Hourly	$25.00
(b)	Half Day	$75.00
(c)	Full Day	$150.00

9. 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

10. 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)	$250.00
(g)	Kitchen use, with appliances (per event)	$50.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(h) Kitchen use, without appliances (per event) $25.00

Janvier

11. Janvier Municipal Office Community Room

(a) Hourly $75.00

(b) Full Day..... $350.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule G – 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 $500.00
      (ii) Goods selling at less than $1,000.00 per item $200.00

   (b) Services $525.00

3. Project Accommodation (minimum fee $1,000) – per unit rate based on Number of work camp beds x number of days occupied $1.25

4. Handicraft Licence (daily) $10.00

5. Trade Show Organizer (annual fee)

   (a) Resident business $525.00

   (b) Non-resident business $2,100.00

6. Cannabis Related License (annual fee)..... $350.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule H – 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	$1.50
(ii)	Eighteen-Ride Booklet	$25.50
(iii)	Monthly Pass (student)	$41.00
(iv)	Monthly Pass (adult)	$54.00

   (b) Rural (one-way)

(i)	Cash Fare – Adult	$10.00
(ii)	Cash Fare – Child	$5.00

   (c) Specialized Transportation (per use) $1.50

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

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule I – 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
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)	General	$500.00
	(b)	Operating exclusively in Fort Chipewyan	$150.00
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		$50.00
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		

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(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

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule J – 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)	Lot Grading	$125.00
(n)	Lot Clearing & Grubbing	$125.00
(o)	Accessory Structure	$100.00
(p)	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 + $2.50/$m^2$
	(ii) for area over 500 m^2 gross floor area	+ $1.25/$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 + $2.50/$m^2$
	(ii) for area over 500 m^2 gross floor area	+ $1.25/$m^2$
(c)	Accessory Structure	$100.00
(d)	Religious Assembly, Educational Service Facility, Daycare Centre (maximum $10,000)	

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

	(i) for first 500 m^2 of gross floor area	$300.00 + $2.50/$m^2$
	(ii) for area over 500 m^2 gross floor area	+ $1.25/$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 to oil sands mining, extraction and upgrading projects and oil sands pilot projects (addition only) (based on $10/$100,000 of construction value)	Minimum $10,000.00
(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 + $2.50/$m^2$
	(ii) for area over 500 m^2 gross floor area	+ $1.25/$m^2$
(n)	Lot grading	$125.00
(o)	Clearing and Grubbing	$125.00
(p)	Development Approval Letter	$20.00
(q)	Work Camps	$1,000.00 + $100.00/bed
(r)	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
(s)	RV Parking Permit	$50.00
(t)	Residential Sales Centre	$225.00
(u)	Golf Course (9 per holes)	$1,100.00 + 50% of original

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

..... fee for each additional submission

(v) RV Park ..... $275.00 + $10.00/stall

(w) Request for Landscaping Inspection

(i) First and second request..... NIL
(ii) Third and subsequent request (per request) $250.00

3. Permits - General

(a) Return of Incomplete 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)..... $75.00

(d) Advertising fee for decisions on development matters..... $50.00

(e) Development Agreement required as a condition of development permit (required to be submitted with composite engineering drawings) $750.00

(f) Developer-requested changes to the Municipality's standard development agreement ..... Full Legal Costs

(g) 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 Bareland Condominium Plans

(i) Residential (Single Detached, Semi-detached, Manufactured Home)... $1000.00/first 2 lots + $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) Municipal Reserve, Environmental Reserve and Public Utility Lots..... NIL

(b) Endorsement Fees ..... 1 x application fee

(c) Condominium Application and Endorsement Fee... ..... $50.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(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 and each subsequent request..... $775.00

(f) Subdivision Application Fee Refunds

(i) Prior to circulation 85%
(ii) Before Review..... 25%
(iii) After Review.....No refund

(g) Modification of Tentative Plan of Subdivision

(i) Before Circulation..... $275.00
(ii) After Circulation.....50% of original fee

(h) Modification of Approved Plan of Subdivision .....50% of original fee

(i) Discharge of Caveat $75.00

(j) Address Change request $100.00

(k) Development Agreements

(i) As a condition of a Plan of Subdivision or Condominium Plan $2,750.00
(ii) Developer-requested variation to the Development Agreement Standard Template .....all legal cost

(l) Re-application for Subdivision within 12 months of a decision (including appeal decisions) for same site with similar or identical design..... 3 x original application fee

(m) 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

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(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 $95.00

7. Letter of Zoning Confirmation $50.00

8. File Search ($50 per hour).....Minimum $50.00

9. Bylaws and Bylaw Amendments

(a) Land Use Bylaw

(i) Text Amendment..... $2,250.00

(ii) Map District Amendment

Class	Zoning of Property
1	Rl, RlE, RIM, RIS, RIP, 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, Cl, C2, C3, C3-A, C4, C4-A, C5, CBD1, FRA1, HC, HG, GD, MDD, MD, PRA1, PRA2, TCD, WD
4	Bl, BIU, SI
5	EP, PS, PS-CC, PR, PR-CC, RIVF, UE, RD
6	All DC Districts and City Center Zones DMRZ, NFZ, FRZ and RZ

1. From Class 1 to:
   a. Class 1, 2, 4 or 5..... $2,000.00
   b. Class 3..... $3,000.00
   c. Class 6..... $4,000.00
2. From Class 2 to:
   a. Class 1, 3 or 5 ..... $3,000.00
   b. Class 2 or 4 ..... $2,000.00
   c. Class 6..... $4,000.00
3. From Class 3 to:
   a. Classes 1-5..... $2,000.00
   b. Class 6..... $4,000.00
4. From Class 4 to:
   a. Class 1, 2 or 5 ..... $3,000.00
   b. Class 3 or 4 ..... $3,000.00
   c. Class 6..... $4,000.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

5. From Class 5 to:
   a. Classes 1-5 ..... $1,000.00
   b. Class 6 ..... $4,000.00
6. From Class 6 to all Classes $4,000.00

(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) Adoption of 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 ..... 50% of fee
(iii) After First Reading of a Proposed Bylaw ..... 30% of fee
(iv) After Advertising of a Bylaw in the Newspaper ..... NIL

10. Signs

(a) Sign Development Permit $75.00

(b) Portable Sign Marker $175.00

(c) Comprehensive Sign Development Permit

(i) Less than 5 signs $350.00
(ii) More than 5 signs $600.00

11. Telecommunications Tower

(a) Freestanding Telecommunication Tower - Request for Letter of Concurrence $3,500.00

(b) Rooftop, Structure Mounted – Request for Letter of Concurrence $2,600.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(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

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule K – 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 m^2) or up to $12,000 in construction value.	$125.00
(x)	Solid Fuel Appliance	$200.00

(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

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(v)	Mobile Home; on pilings or blocks	$300.00
(vi)	Demolition	$225.00
(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	$225.00

(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	$300.00
(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 34 Fixtures	$245.00
(v)	35 to 45 Fixtures	$295.00
(vi)	46 to 54 Fixtures	$335.00
(vii)	55 to 64 Fixtures	$385.00
(viii)	65 to 74 Fixtures	$435.00
(ix)	75 to 84 Fixtures	$485.00
(x)	85 to 100 Fixtures	$525.00
(xi)	For every fixture over 100 fixtures	$1.25
(xii)	For each rain water leader, roof drain	$6.00
(xiii)	Minimum fee for any plumbing permit	$125.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(xiv) 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 $145.00
(ii) 8 to 16 Fixtures $185.00
(iii) 17 to 25 Fixtures $225.00
(iv) 26 to 34 Fixtures $265.00
(v) 35 to 45 Fixtures $315.00
(vi) 46 to 54 Fixtures $355.00
(vii) Minimum fee for any plumbing permit $145.00
(viii) Cross connection and backflow prevention to install a backflow device or lawn sprinkler system $30.00

3. Private Sewage Disposal System Permits

(a) Residential, Commercial, Industrial and Institutional Installation

(i) Holding Tanks $200.00
(ii) Fields, Mounds, Sand Filters, Treatment Tanks, Open Discharge $275.00
(iii) Camps 1 to 50-person capacity $300.00
(iv) Camps 51 to 100-person capacity $350.00
(v) Camps 101 to 110-person capacity $450.00

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) 11 to 15 outlets $250.00
(v) 16 to 20 outlets $325.00
(vi) For every outlet over 20 outlets $8.00
(vii) 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) 11 to 15 outlets $270.00
(v) 16 to 20 outlets $345.00
(vi) For every outlet over 20 outlets $8.00
(vii) Temporary Heat $145.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(c) Non-Residential Gas Installation

(i)	10,000 to 100,000 BTU	$125.00
(ii)	100,001 to 170,000 BTU	$145.00
(iii)	170,001 to 350,000 BTU	$175.00
(iv)	350,001 to 550,000 BTU	$225.00
(v)	550,001 to 750,000 BTU	$265.00
(vi)	750,001 to 1,000,000 BTU	$325.00
(vii)	For each 100,000 BTU (or portion of) over 1,000,000 BTU	$8.00
(viii)	Temporary Heat 0 to 500,000 BTU	$150.00
(ix)	Temporary Heat 500,001 to 1,000,000 BTU	$250.00
(x)	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)	Connected load	$50.00

(e) Connected Loads

(i)	0 to 100,000 BTU	$145.00
(ii)	100,001 to 200,000 BTU	$165.00
(iii)	200,001 to 300,000 BTU	$185.00
(iv)	300,001 to 400,000 BTU	$205.00
(v)	400,001 to 500,000 BTU	$215.00
(vi)	500,001 to 750,000 BTU	$225.00
(vii)	750,001 to 1,000,000 BTU	$275.00
(viii)	1,000,001 to 2,000,000 BTU	$295.00
(ix)	Over 2,000,000 BTU For each 100,000 BTU (or portion of) over 2,000,000 BTU	$8.00
(x)	Propane Distribution and Cylinder Refill Center	$250.00

(f) Gas Appliance Replacement

(i)	0 to 500,000 BTU	$165.00
(ii)	500,001 to 1,000,000 BTU	$185.00
(iii)	1,000,001 to 2,000,000 BTU	$225.00
(iv)	Over 2,000,000 BTU	$325.00

(g) Oil and Gas Industrial Equipment

(i)	0 to 500,000 BTU	$225.00
(ii)	500,001 to 1,000,000 BTU	$300.00
(iii)	For each 100,000 BTU (or portion of) over 1,000,000 BTU	$1.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

5. Gas and Appliance Venting Permit

(a) Contractor, Residential, Commercial, Industrial and Institutional Installations

(i)	1 to 4 appliances	$125.00
(ii)	5 to 7 appliances	$165.00
(iii)	8 to 10 appliances	$195.00
(iv)	11 to 15 appliances	$235.00
(v)	16 to 20 appliances	$285.00
(vi)	For each appliance over 20	$8.00

(b) Homeowner Residential

(i)	1 to 4 appliances	$145.00
(ii)	5 to 7 appliances	$185.00
(iii)	8 to 10 appliances	$205.00
(iv)	11 to 15 appliances	$255.00
(v)	16 to 20 appliances	$295.00
(vi)	For each appliance over 20	$8.00

6. Electrical Permit

(a) Contractor, Residential

(i)	Up to 1,200 sq./ft	$165.00
(ii)	1,201 to 1,500 sq./ft	$195.00
(iii)	1,501 to 2,000 sq./ft	$215.00
(iv)	2,001 to 2,500 sq./ft	$235.00
(v)	2,501 to 5,000 sq./ft	$275.00
(vi)	Over 5,000 sq./ft (per sq. ft over 5,000)	$275.00 + $.10/ft^2
(vii)	Minor Installations: 1) Air Conditioning Unit; 2) Hot Tub; 3) Service Change Only; and 4) Underground Service Conductors Only	$125.00
(viii)	Manufactured Home/Modular Home Connection	$125.00
(ix)	Temporary Service up 125 Amps	$125.00

(b) Homeowner, Residential

(i)	Up to 1,200 sq./ft	$185.00
(ii)	1,201 to 1,500 sq./ft	$205.00
(iii)	1,501 to 2,000 sq./ft	$255.00
(iv)	2,001 to 2,500 sq./ft	$295.00
(v)	2,501 to 5,000 sq./ft	$295.00
(vi)	Over 5,000 sq./ft (per sq. ft over 5,000)	$295.00 + $.10/ft^2
(vii)	Minor Installations: 1) Air Conditioning Unit; 2) Hot Tub; 3) Service Change Only; and 4) Underground Service Conductors Only	$145.00
(viii)	Manufactured or Modular Home Connection	$145.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(ix) Temporary Service up 125 Amps $145.00

(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)	$39,001.00 - $46,000.00	$375.00
(xii)	$46,001.00 - $60,000.00	$400.00
(xiii)	$60,001.00 - $70,000.00	$450.00
(xiv)	$70,001.00 - $80,000.00	$525.00
(xv)	$80,001.00 - $90,000.00	$575.00
(xvi)	$90,001.00 - $100,000.00	$625.00
(xvii)	$100,001.00 - $110,000.00	$650.00
(xviii)	$110,001.00 - $120,000.00	$675.00
(xix)	$120,001.00 - $130,000.00	$725.00
(xx)	$130,001.00 - $140,000.00	$750.00
(xxi)	$140,001.00 - $150,000.00	$775.00
(xxii)	$150,001.00 - $160,000.00	$825.00
(xxiii)	$160,001.00 - $170,000.00	$850.00
(xxiv)	$170,001.00 - $180,000.00	$875.00
(xxv)	$180,001.00 - $190,000.00	$925.00
(xxvi)	$190,001.00 - $200,000.00	$950.00
(xxvii)	$200,001.00 - $210,000.00	$1,000.00
(xxviii)	$210,001.00 - $220,000.00	$1,100.00
(xxix)	$220,001.00 - $230,000.00	$1,200.00
(xxx)	$230,001.00 - $240,000.00	$1,300.00
(xxxi)	$240,001.00 - $250,000.00	$1,400.00
(xxxii)	$250,001.00 - $300,000.00	$1,500.00
(xxxiii)	$300,001.00 - $350,000.00	$1,600.00
(xxxiv)	$350,001.00 - $400,000.00	$1,700.00
(xxxv)	$400,001.00 - $450,000.00	$1,800.00
(xxxvi)	$450,001.00 - $500,000.00	$2,000.00
(xxxvii)	$500,001.00 - $550,000.00	$2,100.00
(xxxviii)	$550,001.00 - $600,000.00	$2,200.00
(xxxix)	$600,001.00 - $650,000.00	$2,300.00
(xl)	$650,001.00 - $700,000.00	$2,400.00
(xli)	$700,001.00 - $750,000.00	$2,500.00
(xlii)	$750,001.00 - $800,000.00	$2,600.00
(xliii)	$800,001.00 - $850,000.00	$2,700.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(xliv) $850,001.00 - $900,000.00 ..... $2,800.00
(xlv) $900,001.00 - $950,000.00 ..... $2,900.00
(xlvi) $950,001.00 - $1,000,000.00 ..... $3,000.00
(xlvii) $1,000,001.00 and over..... Installation Cost/1000 x 3
(xlviii) 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) Residential, 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

(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

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(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 holding tank $100.00
(ii) Residential and commercial fields, mounds, sand filters, treatment tanks and open discharge systems $125.00
(iii) Industrial systems and treatment plants $200.00

10. General

(a) Re-inspection Fee

(i) First occurrence $175.00
(ii) Each subsequent occurrence $250.00

(b) No-entry Fee

(i) First occurrence $175.00
(ii) Each subsequent occurrence $250.00

(c) Additional Fees

(i) Inspections outside of regular working hours (only when critical to public safety or occupancy of a structure) $175.00
(ii) Variances (alternative solutions) $250.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule L – 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)	$99.00
(b)	Demolition or commercial waste originating from cleanup of properties damaged or destroyed by wildfire or firefighting activities in May 2016 (per tonne)	$99.00
(c)	Clean and segregated brush and trees (minimal root soil), wood chips, asphalt, concrete, metals, unpainted or untreated dimensional lumber, pallets or plywood	NIL
(d)	Commercial waste (per tonne)	$87.00
(e)	Special handling (per tonne)	$188.00
(f)	Tires	NIL
(g)	Household refuse (per tonne)	$58.00
(h)	Compostable material (per tonne)	$3.00
(i)	CFC appliances with gas (per unit)	$46.00
(j)	Appliances without gas	NIL
(k)	Large commercial appliances – special handling (per tonne)	$143.00
(l)	Soil (clean fill)	$3.00
(m)	Residential recyclables	NIL
(n)	Mobile home disposal (per unit)	$1,121.00
(o)	Scale usage charge (per visit)	$35.00
(p)	Minimum charge (flat rate)	$10.00
(q)	Mattress disposal (per unit)	$21.00
(r)	Box spring disposal (per unit)	$21.00
(s)	Compost – external usage (per tonne)	$60.00
(t)	Crushed concrete	
	(ii) External usage	$20.00
	(iii) Internal usage	$18.00
(b)	Manure (per tonne)	$12.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(c) Peat moss – external usage (per tonne) $32.00

2. Solid Waste Disposal (Monthly Rates)

(a) Urban Service Area – Single and Multi-Family Residential (per dwelling)

(i) Waste Disposal $11.06
(ii) Recycling Depots $1.65
(iii) Curbside recyclable collection $14.00

(b) Rural Service Area – Single and Multi-Family Residential (per dwelling)

(i) Waste Disposal $9.20
(ii) Recycling Depots $1.65
(iii) Curbside recyclable collection (where available) $14.00

3. Replacement of damaged or destroyed Municipal Waste Receptacle $56.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule M – 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 and 19 mm ..... $30.77 + $0.73/m^3
   (b) 25 mm, 32 mm and 38 mm ..... $72.11 + $0.73/m^3
   (c) 51 mm and 76 mm ..... $233.11 + $0.73/m^3
   (d) 102 mm, 152 mm, 203 mm and 254 mm ..... $1,960.10 + $0.73/m^3

2. Rural Service Area – Residential – Meter Size Charge + Variable Rate (monthly)

   (a) 16 mm and 19 mm ..... $19.10 + $0.73/m^3
   (b) 25 mm, 32 mm and 38 mm ..... $44.75 + $0.73/m^3
   (c) 51 mm and 76 mm ..... $144.66 + $0.73/m^3
   (d) 102 mm, 152 mm, 203 mm and 254 mm ..... $1,270.14 + $0.73/m^3

3. Commercial - Meter Size Charge + Variable Rate (monthly)

   (a) 16 mm ..... $10.11 + $1.61/m^3
   (b) 19 mm ..... $15.26 + $1.61/m^3
   (c) 25 mm ..... $23.02 + $1.61/m^3
   (d) 32 mm ..... $34.87 + $1.61/m^3
   (e) 38 mm ..... $52.68 + $1.61/m^3
   (f) 51 mm ..... $79.56 + $1.61/m^3
   (g) 76 mm ..... $120.24 + $1.61/m^3
   (h) 102 mm ..... $181.71 + $1.61/m^3
   (i) 152 mm ..... $274.54 + $1.61/m^3
   (j) 203 mm and 254 mm ..... $424.45 + $1.61/m^3
   (k) Variable rate for all consumption above 5,000 m^3 per month ..... $6.50/m^3

4. Apartment Buildings (per apartment rate) ..... $4.80 + meter size charge

5. Gregoire Mobile Home Park (per mobile home) ..... $6.30 + meter size charge

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

6. Cartier Park (per mobile home) – Un-metered $74.00

7. Bulk Water ..... $6.50/$m^3$

8. Meter Charge – Installation Cost

   (a) Up to 25 mm meter $315.00

   (b) 38 mm meter $762.00

   (c) 50 mm meter $1,044.00

   (d) 76 mm meter $5,090.00

   (e) 102 mm meter $6,740.00

9. Meter Test

   (a) Up to 25 mm meter $55.00

   (b) 25 mm to 51 mm meter $150.00

10. Remote Reader Relocation or Replacement – excluding abuse, tampering and vandalism $250.00

11. Turn on or turn off Curb Stop (customer's request) $55.00

12. Service Connection Fee $185.00

13. Thawing of Frozen Service $500.00

14. Bleeder installation $500.00

15. Residential water consumption – Trailers, where no meter exists (monthly rate) $190.00

16. Commercial water consumption – Trailers, where no meter exists (monthly rate) $200.00

17. Water consumption for Un-metered service (based on 25 mm meter and based on 27 m^3/month) $91.82/month

18. Reconnection Fee

   (a) During office hours $42.00

   (b) After office hours $220.00

19. Construction Water

   (a) Residential Fixed rate

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

(i) From date of occupancy permit for first 3 months $120.00

(ii) Cumulative, Incremental cost for each additional month over 3 months $120.00

(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..... $1.80/$m^3$

20. 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

21. Water service application $35.00

22. Documentation provided for “Proof of Residency”..... $35.00

23. Account financial summary

(a) Per customer request..... $15.00

(b) Per additional copy requested (per page)..... $1.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Schedule N - 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 and 19 mm ..... $15.02 + 0.43/$m^3$

   (b) 25 mm, 32 mm and 38 mm ..... $25.74 + 0.43/$m^3$

   (c) 51 mm and 76 mm ..... $203.02 + 0.43/$m^3$

   (d) 102 mm, 152 mm, 203 mm and 254 mm ..... $1,422.26 + 0.43/$m^3$

2. Rural Service Area – Meter Size Charge + Variable Rate (monthly)

   (a) 16 mm and 19 mm ..... $9.32 + 0.43/$m^3$

   (b) 25 mm, 32 mm and 38 mm ..... $15.96 + 0.43/$m^3$

   (c) 51 mm and 76 mm ..... $235.38 + 0.43/$m^3$

   (d) 102 mm, 152 mm, 203 mm and 254 mm ..... $1,647.15 + 0.43/$m^3$

3. Un-metered Service (based on 25 mm meter and 27 m^3/month) $37.35/month

4. Apartment Building (per occupied unit)..... $5.83 + meter size charge/month

5. Gregoire Mobile Home Park (per occupied unit) ..... $11.99 + meter size charge/month

6. Cartier Park (per unit) – Un-metered $46.67/month

7. Variable (per cubic metre) $0.43

8. Sewage Lagoon

   (a) Number of axles (per axle)..... $54.50

   (b) Replacement RFID tag $24.00

   (c) Vehicles with holding tanks not exceeding 1 cubic metre..... $6.00

Attachment: 1. Bylaw No. 19/010 Fees Rates & Charges Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

BYLAW NO. 19/011

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND VARIOUS BYLAWS WITH RESPECT TO FEES

WHEREAS Section 191(1) of the *Municipal Government Act*, RSA 2000, c. M-26, as amended, empowers the Council of the Regional Municipality of Wood Buffalo to amend its bylaws;

AND WHEREAS section 8(c) of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, provides for the establishment of fees for licences, permits and approvals

AND WHEREAS the approval of the *Fees, Rates and Charges Bylaw* by Council requires that other bylaws of the municipality be consequentially amended;

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 Amending Bylaw”.

Animal Control

2. *Animal Control Bylaw* No. 02/031 is amended by:

   (a) adding the following Section 3.00 immediately before existing section 3.01:

   “Animal species as identified in "Appendix D" to this Bylaw within the Regional Municipality of Wood Buffalo require licensing or registration.”;

   (b) adding the following Section 3.00A immediately following section 3.00:

   “The fees and charges payable under this Bylaw shall be as prescribed for Animal Control in the *Fees, Rates and Charges Bylaw*.”;

   (c) deleting Appendix A in its entirety; and

   (d) deleting any reference to “Appendix A” and replacing it, with a reference to “the *Fees, Rates and Charges Bylaw”*.

Emergency Services

3. *Emergency Services Bylaw* No. 05/037 is amended by:

   (a) deleting the existing text from Section 8.1 and replacing it with the following:

   “Fees and charges payable under this Bylaw shall be as prescribed for Emergency Services in the *Fees, Rates and Charges Bylaw.*; and

   (b) deleting the reference to “Chief Administrative Officer” in Section 8.5 and replacing it with “Municipality”.

Attachment: 2. Bylaw No. 19/011 Fees Amending Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Land Use

4. *Land Use Bylaw* No. 99/059 is amended by:

(a) deleting the words “less $375.00 for administration costs” from Section 25.1 and replacing them with the words “less any fee for administration costs as prescribed under the *Fees, Rates and Charges Bylaw.”;*

(b) deleting "Schedule B" (found immediately following section 36) in its entirety and replacing it with the following:

“35. **Fees and Charges**

35.1 Fees and charges payable under this Bylaw shall be as prescribed in the *Fees, Rates and Charges Bylaw.”;*

(c) deleting any reference to "Appendix B or "Appendix B of this Bylaw" from Part 2 and replacing it with a reference to “the *Fees, Rates and Charges Bylaw”*;

(d) deleting Section 141.3(a) and replacing it with the following:

“A Development Permit fee shall accompany each application for a sign development permit. The application fees for sign development permits are as provided in the *Fees, Rates and Charges Bylaw.”;*

(e) deleting the existing text from Section 156.4(a) and replacing it with the following:

“A Development Permit fee shall accompany each application for a sign development permit. The application fees for sign development permits are as provided in the *Fees, Rates and Charges Bylaw.”;*

(f) deleting "Appendix C" of Part 7B (found immediately prior to section 184) in its entirety; and

(g) deleting the reference to "Appendix C" in section 156.4 (d) and replacing it with a reference to "the *Fees, Rates and Charges Bylaw*".

Safety Codes Permitting

5. *Safety Codes Permitting Bylaw* No. 17/023 is amended by:

(a) deleting the existing text from Section 45 and replacing it with the following:

“Fees and charges payable under this Bylaw shall be as prescribed for Safety Codes Permitting in the *Fees, Rates and Charges Bylaw.”;*

(b) deleting Schedule “A” in its entirety; and

(c) deleting any reference to "Schedule A” or "Schedule A to / of this Bylaw" and replacing it in each case with a reference to "the *Fees, Rates and Charges Bylaw*".

Attachment: 2. Bylaw No. 19/011 Fees Amending Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Licensing

6. *License Bylaw* No. 01/031 is amended by:

(a) deleting the existing text from Section 7(1)(e) and replacing it with the following:

"Any fee or charge payable for Licences under this Bylaw as prescribed in the *Fees, Rates and Charges Bylaw.*

(b) deleting Schedule "A" in its entirety; and

(c) deleting all references to "Schedule A" or "Schedule A attached or elsewhere in this Bylaw" and replacing it with a reference to "the *Fees, Rates and Charges Bylaw"*.

Subdivision and Development Appeal Board

7. *Subdivision and Development Appeal Board Bylaw* No. 18/021 is amended by deleting the existing text from Section 45, and replacing it with the following:

"Fees for appeals to the Subdivision and Development Appeal Board are established as follows:

Type of Appeal	Fee
Variance(s) for an Existing Development	$100.00
Issuance of a Stop Order	$1,000.00
Variance(s) for a new multi-family residential, commercial or industrial development	$1,000.00
Conditions of a development approval for multi-family residential, commercial or industrial development	$1,000.00
Development Refusal for multi-family residential, commercial or industrial development	$1,000.00
Subdivision Refusal	$1,000.00
Variance for a new development (other than multi-family residential, commercial or industrial)	$500.00
Conditions of a development approval for the types of development (other than multi-family residential, commercial or industrial)	$500.00
Development Refusal for the types of development (other than multi-family residential, commercial or industrial)	$500.00

Attachment: 2. Bylaw No. 19/011 Fees Amending Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Subdivision Authority

8. *Subdivision Authority* Bylaw No. 14/006 is amended by:

(a) inserting the following after Section 4.h) as new Section 4.1:

"Any word defined in the Act or Regulation, or in the *Condominium Property Act*, R.S.A. 2000, c. 22, as amended, shall have the same meaning and interpretation in this Bylaw, and in the event of any conflict, the meaning in the statutory enactment shall prevail."

(b) deleting the existing text from Section 8 and replacing it with the following:

"Fees and charges payable under this Bylaw shall be as prescribed for Subdivision Application(s) in the *Fees, Rates and Charges Bylaw."*

(c) adding the following after Section 8 as new Section 8.1:

"Where the conditions of approval of a Plan of Subdivision, Condominium Plan or Development Agreement require that the developer provide a security deposit of not less than fifty (50%) percent of the estimated total cost of construction, the security deposit shall take the form of an irrevocable letter of credit with an automatic renewal clause or in a form as otherwise satisfactory to the Subdivision Authority or Development Authority, as applicable."

Transit Services

9. *Transit Services Bylaw* No. 92/015 is amended by adding the following as Section 2.08:

"Council may implement fees and charges for any Transit Services provided pursuant to this Bylaw, including but not limited to setting the fares referred to in section 2.01 above, as prescribed in the *Fees, Rates and Charges Bylaw*".

Vehicle for Hire Bylaw

10. *Vehicle for Hire Bylaw* No. 13/001 is amended by:

(a) adding the following immediately subsequent to Section 5 as new Section 5.1:

"Fees

5.1 Fees and charges payable for Vehicles for Hire under this Bylaw shall be as prescribed in the *Fees, Rates and Charges Bylaw.";*

(b) deleting "Schedule A" in its entirety; and

(c) deleting any reference to "Schedule A" or to "Schedule A of / in this Bylaw" and replacing it with a reference to "the *Fees, Rates and Charges Bylaw*".

Attachment: 2. Bylaw No. 19/011 Fees Amending Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Interpretation Provisions

11. Where changes are made by this amending bylaw, all consequential changes that are necessary as a result ("*mutatis mutandis*") are to be made or inferred, as required.

12. Any reference to a bylaw in this amending bylaw, is to such bylaw as amended or replaced from time to time.

Coming into Force

13. This Bylaw comes into effect as of June 1, 2019.

READ a first time this 23rd day of April, 2019.

READ a second time this _____ day of _____, 2019.

READ a third and final time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

_____
Mayor

_____
Chief Legislative Officer

Attachment: 2. Bylaw No. 19/011 Fees Amending Bylaw (Bylaw 19/010 User Fees, Rates and Charges Bylaw)

Public Hearing re: Bylaw No. 19/011 – Fees Amending Bylaw

A. Introduction from Administration
- Linda Ollivier, Director, Financial Services

B. Written Presentations
- None received

C. Verbal Presentations
- Bryce Kumka, President, Chamber of Commerce
- Bob Greaves, Director, Land Management, Civeo Corporation

D. Other Verbal Presentations (Time Permitting and with Consent of Council)

E. Questions of Council

F. Closing Statement from Administration

Attachment: 1. Public Hearing Page Bylaw No. 19.011 (Public Hearing re: Bylaw No. 19/011 - Fees Amending Bylaw)

Attachment: 2. Presentation - Bylaw No. 19.011 - Fees Amending Bylaw (Public Hearing re:

Fees Amending Bylaw 19/011

Presenters: Linda Ollivier, Director, Financial Services
David Reynolds, Manager, Accounting Services

Department: Financial Services

Meeting Date: May 14, 2019

Fees Amending Bylaw - Overview

- Current Bylaws
  - Remove specific fees, rates and charge amounts
  - Addition of new wording directing users to new Bylaw 19/010 – Fees, Rates and Charges Bylaw

- New Bylaw
  - Creation of 19/010 – Fees, Rates and Charges Bylaw, which summarizes all user fees and charges

- Land Use Bylaw – removal of fees

Attachment: 2. Presentation - Bylaw No. 19.011 - Fees Amending Bylaw (Public Hearing re:

Current Bylaws- Fees Removed

- Amendments to:
    - Animal Control Bylaw 02/031
    - Emergency Services Bylaw 05/037
    - Land Use Bylaw 99/059
    - Safety Codes Permitting Bylaw 17/023
    - Licensing Bylaw 01/031
    - Subdivision & Development Appeal Board Bylaw 18/021
    - Subdivision Authority Bylaw 14/0016
    - Transit Services Bylaw 92/015
    - Vehicle for Hire Bylaw 13/001

Attachment: 2. Presentation - Bylaw No. 19.011 - Fees Amending Bylaw (Public Hearing re:

Questions?

Public Hearing

Bylaw No. 19/011

Civeo Corporation Submission

Attachment: Public Hearing Cover Page (Public Hearing re: Bylaw No. 19/011 - Fees Amending Bylaw)

Bennett Jones

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Calgary, Alberta, T2P 4K7 Canada
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Bonnie J. Anderson
Counsel, Land Development & Municipal Planning
Direct Line: 403.298.4487
e-mail: andersonb@bennettjones.com
Our File No.: 73113.6

May 8, 2019

VIA EMAIL

Regional Municipality of Wood Buffalo
9909 Franklin Avenue
Fort McMurray, AB T9H 2K4

Attention: His Worship Don Scott and Members of Council

Dear Sirs/Mesdames:

Re: Submissions of Civeo Corporation ("Civeo")
Proposed Bylaw 19/011: Fees Amending Bylaw ("Amending Bylaw") and
Proposed Bylaw 19/010: Fees, Rates and Charges Bylaw ("Fees Bylaw"), collectively the "Proposed Bylaws"
Public Hearing: May 14, 2019

We have been retained by Civeo to assist in the review of changes proposed for Project Accommodations in the RM of Wood Buffalo. We were recently made aware of the Proposed Bylaws that received first reading by Council as part of the consent agenda at the April 23, 2019 meeting. Our submissions in respect of same follow:

1. **Public Input**.

   While it appears a public hearing may only be required for the Amending Bylaw, we submit that both Proposed Bylaws are inextricably linked and have significant impacts for businesses that provide Project Accommodations in the RM of Wood Buffalo such as Civeo. If the purpose of the Amending Bylaw is to amend other bylaws (such as the RM's Land Use Bylaw) to specifically refer to the new Fees Bylaw, then it is imperative both Proposed Bylaws be open for input at a public hearing so that those most affected by any changes to fees, charges and rates have the opportunity to present before Council.

2. **Schedule G (Licenses) of the new Fees Bylaw**. [TAB A]

   A license fee of $1.25 per "Number of work camp beds x number of days occupied" is proposed. We are uncertain as to whether that calculation is annually, monthly or some other interval. In addition, if the proposed license fee is to be applied with each development permit

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

application, which could be every two years if proposed Bylaw 19/002 [**TAB C**] is adopted, then the new Fees Bylaw could result in a **significant increase in fees** for those that operate Project Accommodations such as Civeo.

3. **Schedule J (Planning and Development Services) of the new Fees Bylaw**. [**TAB B**]

   A development permit application fee of $1,000.00 and $100.00/bed for Project Accommodations. We are uncertain as to whether that calculation is annually, monthly or some other interval. If the application fee is applied with each development permit application (even those Project Accommodations already in existence such as those operated by Civeo), which could be every two years if proposed Bylaw 19/002 [**TAB B**] is adopted, then the new Fees Bylaw could result in a **significant increase in fees** for those that operate Project Accommodations such as Civeo.

4. Also important to note is that Civeo's facilities are often, if not all, beyond reach of many municipal services and thus Civeo has been required to make significant investment in constructing services. Civeo's workforce accommodations and services have been made available at times for the surrounding communities, including Fort McMurray, such as the wildfires. And, Civeo's facilities oscillate from full occupancy to less than half occupancy so calculations are difficult to assess given the above formulas.

Given the foregoing, we would submit that the new Amending Bylaw and Fees Bylaw in so far as they relate to Project Accommodations is premature as we have yet to see the completion of the report on Project Accommodations and FIFO, and the proposed bylaws related thereto.

As a means to resolve matters, we would propose the following among other options which will be presented at the public hearing:

1. That the Amending Bylaw and Fees Bylaws be adopted and those provisions specifically related to Project Accommodations (cited at times as "work camps" or "camps") be tabled until the following occurs:

   a. As the report to Council indicates that the requested changes were based upon the RM's comprehensive cost analysis, we would respectfully request specifics of that analysis relating to Project Accommodations be provided.

   b. The analysis for Project Accommodations and FIFO, and related bylaws, are back before Council and what is actually adopted is known. That work is set to conclude toward the end of June. That work includes: (a) proposed Bylaw 19/002 which proposed to update the Land Use Bylaw as it relates to Project Accommodations and currently includes, among other things, a maximum two year term for Project Accommodations permits; and (b) the 75-km moratorium Council motion which requested Administration prepare a bylaw prohibiting Project Accommodations within 75 km of the urban services area with certain exceptions.

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

This would allow opportunity for those impacted by fees, rates and charges relating to Project Accommodations to assess the those changes in conjunction with related bylaws and provide comments to Council on the new Amending Bylaw and Fees Bylaw *before* such changes are adopted.

2. In the alternative, that the Amending Bylaw and Fees Bylaw be adopted except those provisions the changes to fees, rates and charges that apply to Project Accommodations, only apply to *new* Project Accommodations so that existing Project Accommodations, such as those that currently operated by Civeo, would not be unfairly penalized by repetitive fees, rates and charges for the same or similar developments.

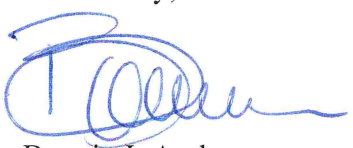
It is our hope that concerns raised in our submission above will open the door to further work with Council, Administration and community stakeholders to ensure the RM's goals are met and that changes to fees, rates and charges do not have a punitive impact on industry leaders such as Civeo Corporation who provide necessary accommodations for workers in the energy industry. The following representatives from Civeo will also be presenting at the public hearing on May 14 and be available for questions:

1. Bob Greaves, Director, Land Management.

We would appreciate if you would acknowledge receipt of our letter and the Submission to ensure we have met the public hearing deadline set out in the notice.

Please contact the undersigned should you have any questions or concerns.

Yours truly,



Bonnie J. Anderson

BJA:bja
Enclosures

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

Tab A

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

Schedule G – 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 $500.00
      (ii) Goods selling at less than $1,000.00 per item $200.00

   (b) Services $525.00

3. Project Accommodation (minimum fee $1,000) – per unit rate based on Number of work camp beds x number of days occupied $1.25

4. Handicraft Licence (daily) $10.00

5. Trade Show Organizer (annual fee)

   (a) Resident business $525.00

   (b) Non-resident business $2,100.00

6. Cannabis Related License (annual fee)..... $350.00

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

Tab B

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

Schedule J – 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)	Lot Grading	$125.00
(n)	Lot Clearing & Grubbing	$125.00
(o)	Accessory Structure	$100.00
(p)	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 + $2.50/$m^2$
	(ii) for area over 500 m^2 gross floor area	+ $1.25/$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 + $2.50/$m^2$
	(ii) for area over 500 m^2 gross floor area	+ $1.25/$m^2$
(c)	Accessory Structure	$100.00
(d)	Religious Assembly, Educational Service Facility, Daycare Centre (maximum $10,000)	

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

	(i) for first 500 m^2 of gross floor area	$300.00 + $2.50/$m^2$
	(ii) for area over 500 m^2 gross floor area	+ $1.25/$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 to oil sands mining, extraction and upgrading projects and oil sands pilot projects (addition only) (based on $10/$100,000 of construction value)	Minimum $10,000.00
(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 + $2.50/$m^2$
	(ii) for area over 500 m^2 gross floor area	+ $1.25/$m^2$
(n)	Lot grading	$125.00
(o)	Clearing and Grubbing	$125.00
(p)	Development Approval Letter	$20.00
(q)	Work Camps	$1,000.00 + $100.00/bed
(r)	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
(s)	RV Parking Permit	$50.00
(t)	Residential Sales Centre	$225.00
(u)	Golf Course (9 per holes)	$1,100.00 + 50% of original

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

Tab C

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

PROPOSED BYLAW

BYLAW NO. 19/002

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND THE LAND USE BYLAW NO. 99/059

WHEREAS Section 191(1) and 639 of the empower a council both to pass and to amend a land use bylaw.

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

1. Land Use Bylaw No. 99/059 is amended as set out in sections 2 to 7 of this bylaw.

2. Section 10 is amended by deleting the definitions of "Oil Sands Mining, Extraction and Upgrading", "Oil Sands Pilot Project" and "Tourism Commercial" and replacing them with the following:

   OIL SANDS MINING, EXTRACTION and UPGRADING means commercial oil sands mining and upgrading operations, including but not limited to associated industrial infrastructure, offices, laboratories, on-site security, processing of by-products and utilities and co-generation facilities.

   OIL SANDS PILOT PROJECT means pilot operations to test oil sands extraction technologies, including but not limited to monitoring and laboratory functions, upgrading and test drilling programs.

   TOURISM COMMERCIAL means a Development designed, intended or used to attract people visiting an area, or provide sleeping accommodation for the travelling public, and includes associated services and facilities. TOURISM COMMERCIAL includes but is not limited to: APARTMENT HOTEL; BED AND BREAKFAST; CARNIVAL; COUNTRY INN; HOSTEL; HOTEL; and MOTEL as defined in Section 10 of this Bylaw.

3. Section 10 is amended by deleting the definition of **TEMPORARY PROJECT ACCOMMODATION**.

4. Section 20 is amended by deleting section 20.1 (s) "project accommodation housing 20 or fewer workers and located on a site for 28 days or less;"

5. Section 87 is amended by deleting subsections 87.1 to 87.5 and replacing with the following:

   87.1 All project accommodations require a development permit.

   87.2 A development permit for a project accommodation may be issued for up to a maximum of two (2) years, at which time a new development permit application will be required.

87.3 A development permit may only be considered valid if all the conditions of the development permit, as imposed by the Development Authority, have been complied with and met to the satisfaction of the Development Authority.

87.4 A project accommodation may only be approved in the Rural Service Area on lands located outside of the Urban Service Area and hamlet boundaries.

87.5 A development permit application for a project accommodation must be submitted with the following information:

(a) Development Permit application form, filled and signed by the applicant or its representative;

(b) Business case and operational details including the type and purpose of the project accommodation and number of persons proposed to live in the project accommodation;

(c) A context plan showing location of the proposed project accommodation with latitude and longitude information and adjacent land uses. This plan must also provide information about transportation to and from the site and must include access routes, travel distance in kilometers, and bussing. A plan showing on-site traffic accommodation, loading and ingress/egress roads is also required to be submitted;

(d) Site Plan;

(e) Building Plans (floor plan, elevations, and sections);

(f) Servicing Statement that includes information on how the site will be serviced with fresh water, water distribution systems, sewage disposal systems, and a waste management plan showing solid waste disposal systems;

(g) Emergency Management Plan;

(h) FireSmart Plan;

(i) Abandoned well-site information;

(j) Signage;

(k) Certificate of title or land dispositions/lease documents issued by the owner/authority;

(l) Anticipated start date for construction, date of occupancy and removal date for the project accommodation;

87.6 Project Accommodations must be removed on the date of expiry of the development permit.

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

87.7 At the discretion of the Development Authority, the applicant may be required to provide a grading plan, a traffic impact assessment study and/or any such technical documents or studies required to decide on a development permit application.

87.8 Project Accommodations must provide on-site parking to the satisfaction of the Development Authority.

The following sections are amended by deleting the use "Project Accommodation" under the subsection titled "Discretionary Uses - Development Officer":

93.	R1	Single Detached Residential District
94.	R1E	Single Family Estate Residential District
95.	R 1M	Mixed Form Single Detached Residential District
96.	R1S	Single Family Small Lot Residential District
97.	R2	Low Density Residential District
98.	R3	Medium Density Residential District
99.	R4	High Density Residential District
100.	RMH	Manufactured Home Residential District
101.	RMH-2	Small Zero Lot Line Manufactured Home Residential District
105.	C1	Community Commercial District
106.	C2	Mixed/Transitional Commercial District
107.	C3	Shopping Centre Commercial District
108.	C4	Highway Commercial District
109.	C5	Central Business District
111.	BI	Business Industrial District
113.	PS	Public Services District
114.	PR	Parks and Recreation District
118.	DC	Direct Control District
119.	R1P	Planned Unit Residential District
121.	RMH-1	Modified Manufactured Home District
123.	DC-R4	Direct Control High Density Residential District
124.	C4A	Arterial Commercial District
125.	DC-R2	Direct Control Low Density Residential
126.	R3-1	Medium Density Residential District
127.	DC-RMH	Direct Control Manufactured Home District
200.	DC-UER	Direct Control Urban Estate Residential District
201.	R3-2	Special Medium Density Residential District
202.	R2-1	Modified Medium Density Residential District
203.	DC-R3	Direct Control Medium Density Residential District
204	C3A	Timberlea Shopping Centre Commercial District

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

7. The following sections are amended by deleting the use "Temporary Project Accommodation" under the subsection titled 'Discretionary Uses - Development Officer":

115	UE	Urban Expansion District
117	HG	Hamlet General District

8. This Bylaw comes into force on the day it is passed.

READ a first time this _____ day of _____, 2019.

READ a second time this _____ day of _____, 2019.

READ a third time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

_____
Mayor

_____
Chief Legislative Officer

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

PART A: 75 KM MOTION

(Adopted January 28, 2019)

THAT Administration be directed to take the necessary steps to bring forward a bylaw to impose a moratorium within a 75 km driving distance radius of the urban service area allowing for extraordinary circumstances that include turnaround, exploration, maintenance periods and capital projects. This shall not apply to any project accommodations not accessible by road.

Regional Municipality of Wood Buffalo
@RMWoodBuffalo

Attachment: 3. Letter from Bennett Jones LLP - Submissions of Civeo Corporation (Public Hearing re: Bylaw No. 19/011 - Fees Amending

PART B: ADMINISTRATION DIRECTION MOTION

(Adopted January 28, 2019)

THAT Administration be directed to

(a) revisit the memorandums of understanding that have been signed in the last 10 years to see if they are still relevant;

(b) undertake a community engagement initiative related to rotational workforce;

(c) look at the individual project accommodation camps when they come up for approval and or renewal applications and work directly with industry partners to reduce the number of people utilizing camp accommodations as much as possible with the aim of reaching the MDP target of 10% by the year of 2030;

(d) Work with industry to bring flights through the Fort McMurray International Airport

AND THAT Administration report back to Council by June 30, 2019.

Regional Municipality of Wood Buffalo
@RMWoodBuffalo

COUNCIL REPORT

Meeting Date: May 14, 2019

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Subject: Bylaw No. 19/011 - Fees Amending Bylaw

APPROVALS:

Annette Antoniak

_____	_____
Director	Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 19/011, being the Fees Amending Bylaw, be read a second time.
2. THAT Bylaw No. 19/011 be read a third and final time.

Summary:

As per FIN-030 User Fees and Charges, a comprehensive cost analysis was completed for all user fees and charges that the Regional Municipality of Wood Buffalo ("Municipality"), levies for goods, services and access to facilities. Based on this analysis, additional bylaws are required, and several user fees and charges are recommended to be adjusted and implemented by June 1, 2019.

Background:

The Municipality levies fees and charges to fund the provision of goods, services and access to facilities. A fee is imposed to regulate an activity and result in the purchase of a privilege or authorization to engage in a certain activity while a charge is a payment for goods, services or access to a facility, such as water, wastewater, transit and other recreational activities. As per FIN-030 User Fees and Charges, the total cost and appropriate level of subsidization of each municipal service will be determined as the starting point for setting the user fee and charge, regardless of whether the full cost will be recovered.

Financial Services completed a comprehensive cost analysis of all user fees and charges, to update the Municipality's user fees and charges model, and calculate the full cost of providing services within the community. Working with each department, a total cost for each user fee and charge was determined, including both direct and indirect costs, level of subsidization required, as well as benchmarking against other Alberta jurisdictions.

Where it is determined that a service, good or access to a municipal facility provided by the Municipality provides a direct benefit to individuals, group of individuals or businesses, a user fee or charge will be imposed to recover the full cost of providing the

service, good or access to a municipal facility. Utility fees and charges are part of the direct benefit; a model has been developed to recover direct costs over the next 5 years followed by assessing the needed fees and charges to recover full cost once direct cost is realized.

Where it is determined that a service, good or access to a municipal facility provided by the Municipality provides a direct benefit to individuals, group of individuals or businesses, but also results in benefits to the public, such will be partially funded by means of a public subsidy from the Municipality's general revenue.

Financial Services researched other Alberta jurisdictions to determine if the Municipality's user fees and charges were reasonable. While not all fees were comparable because of their specific nature, on average the Municipality's user fees and charges were approximately 25% lower than other jurisdictions within the Province.

Throughout the cost analysis, it has been determined that additional bylaws are required to document all user fees and charges, as well as a centralized bylaw which will contain the fee amounts for all municipal bylaws.

Budget/Financial Implications:

Additional revenue of $3.1M from increased user fees and charges has been built into the approved 2019 Operating Budget.

Rationale for Recommendation:

As per FIN-030 User Fees and Charges, the total cost and appropriate level of subsidization of each municipal service will be determined as the starting point for setting the user fee and charge.

Strategic Priorities:

Responsible Government

Attachments:

1. Bylaw No. 19/011 Fees Amending Bylaw

BYLAW NO. 19/011

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND VARIOUS BYLAWS WITH RESPECT TO FEES

WHEREAS Section 191(1) of the *Municipal Government Act*, RSA 2000, c. M-26, as amended, empowers the Council of the Regional Municipality of Wood Buffalo to amend its bylaws;

AND WHEREAS section 8(c) of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, provides for the establishment of fees for licences, permits and approvals

AND WHEREAS the approval of the *Fees, Rates and Charges Bylaw* by Council requires that other bylaws of the municipality be consequentially amended;

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 Amending Bylaw”.

Animal Control

2. *Animal Control Bylaw* No. 02/031 is amended by:

   (a) adding the following Section 3.00 immediately before existing section 3.01:

   “Animal species as identified in "Appendix D" to this Bylaw within the Regional Municipality of Wood Buffalo require licensing or registration.”;

   (b) adding the following Section 3.00A immediately following section 3.00:

   “The fees and charges payable under this Bylaw shall be as prescribed for Animal Control in the *Fees, Rates and Charges Bylaw*.”;

   (c) deleting Appendix A in its entirety; and

   (d) deleting any reference to “Appendix A” and replacing it, with a reference to “the *Fees, Rates and Charges Bylaw”*.

Emergency Services

3. *Emergency Services Bylaw* No. 05/037 is amended by:

   (a) deleting the existing text from Section 8.1 and replacing it with the following:

   “Fees and charges payable under this Bylaw shall be as prescribed for Emergency Services in the *Fees, Rates and Charges Bylaw.*; and

   (b) deleting the reference to “Chief Administrative Officer” in Section 8.5 and replacing it with “Municipality”.

Attachment: 1. Bylaw No. 19/011 Fees Amending Bylaw (Bylaw No. 19/011 - Fees Amending Bylaw)

Land Use

4. *Land Use Bylaw* No. 99/059 is amended by:

(a) deleting the words “less $375.00 for administration costs” from Section 25.1 and replacing them with the words “less any fee for administration costs as prescribed under the *Fees, Rates and Charges Bylaw.”;*

(b) deleting "Schedule B" (found immediately following section 36) in its entirety and replacing it with the following:

“35. **Fees and Charges**

35.1 Fees and charges payable under this Bylaw shall be as prescribed in the *Fees, Rates and Charges Bylaw.”;*

(c) deleting any reference to "Appendix B or "Appendix B of this Bylaw" from Part 2 and replacing it with a reference to “the *Fees, Rates and Charges Bylaw”*;

(d) deleting Section 141.3(a) and replacing it with the following:

“A Development Permit fee shall accompany each application for a sign development permit. The application fees for sign development permits are as provided in the *Fees, Rates and Charges Bylaw.”;*

(e) deleting the existing text from Section 156.4(a) and replacing it with the following:

“A Development Permit fee shall accompany each application for a sign development permit. The application fees for sign development permits are as provided in the *Fees, Rates and Charges Bylaw.”;*

(f) deleting "Appendix C" of Part 7B (found immediately prior to section 184) in its entirety; and

(g) deleting the reference to "Appendix C" in section 156.4 (d) and replacing it with a reference to "the *Fees, Rates and Charges Bylaw*".

Safety Codes Permitting

5. *Safety Codes Permitting Bylaw* No. 17/023 is amended by:

(a) deleting the existing text from Section 45 and replacing it with the following:

“Fees and charges payable under this Bylaw shall be as prescribed for Safety Codes Permitting in the *Fees, Rates and Charges Bylaw.”;*

(b) deleting Schedule “A” in its entirety; and

(c) deleting any reference to "Schedule A” or "Schedule A to / of this Bylaw" and replacing it in each case with a reference to "the *Fees, Rates and Charges Bylaw*".

Attachment: 1. Bylaw No. 19/011 Fees Amending Bylaw (Bylaw No. 19/011 - Fees Amending Bylaw)

Licensing

6. *License Bylaw* No. 01/031 is amended by:

(a) deleting the existing text from Section 7(1)(e) and replacing it with the following:

"Any fee or charge payable for Licences under this Bylaw as prescribed in the *Fees, Rates and Charges Bylaw.*

(b) deleting Schedule "A" in its entirety; and

(c) deleting all references to "Schedule A" or "Schedule A attached or elsewhere in this Bylaw" and replacing it with a reference to "the *Fees, Rates and Charges Bylaw*".

Subdivision and Development Appeal Board

7. *Subdivision and Development Appeal Board Bylaw* No. 18/021 is amended by deleting the existing text from Section 45, and replacing it with the following:

"Fees for appeals to the Subdivision and Development Appeal Board are established as follows:

Type of Appeal	Fee
Variance(s) for an Existing Development	$100.00
Issuance of a Stop Order	$1,000.00
Variance(s) for a new multi-family residential, commercial or industrial development	$1,000.00
Conditions of a development approval for multi-family residential, commercial or industrial development	$1,000.00
Development Refusal for multi-family residential, commercial or industrial development	$1,000.00
Subdivision Refusal	$1,000.00
Variance for a new development (other than multi-family residential, commercial or industrial)	$500.00
Conditions of a development approval for the types of development (other than multi-family residential, commercial or industrial)	$500.00
Development Refusal for the types of development (other than multi-family residential, commercial or industrial)	$500.00

Attachment: 1. Bylaw No. 19/011 Fees Amending Bylaw (Bylaw No. 19/011 - Fees Amending Bylaw)

Subdivision Authority

8. *Subdivision Authority* Bylaw No. 14/006 is amended by:

(a) inserting the following after Section 4.h) as new Section 4.1:

"Any word defined in the Act or Regulation, or in the *Condominium Property Act*, R.S.A. 2000, c. 22, as amended, shall have the same meaning and interpretation in this Bylaw, and in the event of any conflict, the meaning in the statutory enactment shall prevail."

(b) deleting the existing text from Section 8 and replacing it with the following:

"Fees and charges payable under this Bylaw shall be as prescribed for Subdivision Application(s) in the *Fees, Rates and Charges Bylaw."*

(c) adding the following after Section 8 as new Section 8.1:

"Where the conditions of approval of a Plan of Subdivision, Condominium Plan or Development Agreement require that the developer provide a security deposit of not less than fifty (50%) percent of the estimated total cost of construction, the security deposit shall take the form of an irrevocable letter of credit with an automatic renewal clause or in a form as otherwise satisfactory to the Subdivision Authority or Development Authority, as applicable."

Transit Services

9. *Transit Services Bylaw* No. 92/015 is amended by adding the following as Section 2.08:

"Council may implement fees and charges for any Transit Services provided pursuant to this Bylaw, including but not limited to setting the fares referred to in section 2.01 above, as prescribed in the *Fees, Rates and Charges Bylaw*".

Vehicle for Hire Bylaw

10. *Vehicle for Hire Bylaw* No. 13/001 is amended by:

(a) adding the following immediately subsequent to Section 5 as new Section 5.1:

"Fees

5.1 Fees and charges payable for Vehicles for Hire under this Bylaw shall be as prescribed in the *Fees, Rates and Charges Bylaw.";*

(b) deleting "Schedule A" in its entirety; and

(c) deleting any reference to "Schedule A" or to "Schedule A of / in this Bylaw" and replacing it with a reference to "the *Fees, Rates and Charges Bylaw*".

Attachment: 1. Bylaw No. 19/011 Fees Amending Bylaw (Bylaw No. 19/011 - Fees Amending Bylaw)

Interpretation Provisions

11. Where changes are made by this amending bylaw, all consequential changes that are necessary as a result ("*mutatis mutandis*") are to be made or inferred, as required.

12. Any reference to a bylaw in this amending bylaw, is to such bylaw as amended or replaced from time to time.

Coming into Force

13. This Bylaw comes into effect as of June 1, 2019.

READ a first time this 23rd day of April, 2019.

READ a second time this _____ day of _____, 2019.

READ a third and final time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

_____
Mayor

_____
Chief Legislative Officer

Attachment: 1. Bylaw No. 19/011 Fees Amending Bylaw (Bylaw No. 19/011 - Fees Amending Bylaw)

COUNCIL REPORT

Meeting Date: May 14, 2019

Regional Municipality of Wood Buffalo

Subject: Wood Buffalo Culture Plan

APPROVALS:

Annette Antoniak

_____	_____
Director	Chief Administrative Officer

Recommended Motion:

1. THAT the Wood Buffalo Culture Plan, dated April 2019, be adopted as a guiding document to support and enhance arts and heritage initiatives in the Regional Municipality of Wood Buffalo over the next ten years.

2. THAT Administration work with the established community based advisory committee to transition from development to implementation and evaluation of the Wood Buffalo Culture Plan.

Summary:

The Wood Buffalo Culture Plan is a guiding document that identifies priorities and strategies that will support and enhance arts and heritage initiatives over the next ten years. The plan outlines a vision to support decision making and resource allocation and was developed in partnership between Administration and a Community Advisory Committee. The intent of the plan is to support a vibrant and sustainable community that enhances the quality of life for residents.

Background:

The development of the Culture Plan aligns with the strategic plan initiative #3f:

> *"Develop and implement an Arts and Culture Plan through collaborative partnerships that will outline priorities that each community partner and key stakeholder, including the Municipality can use to align policies, strategies and actions to support decision making and resource allocation to maintain a vibrant, sustainable community and quality of life for current and future residents."*

The Plan was developed utilizing a community-based approach to take into consideration; community values, review existing principals and practices, benchmark other communities as well as identify Wood Buffalo Arts and Heritage Priorities. Work to develop the plan included:

- Literature review of relevant Council approved documents and other guiding documents from members of the Community Advisory Committee.
- Comparative analysis of arts and heritage facilities and programs in different regions across Alberta and Canada.
- Engagement including:
    - Over 60 one on one interviews
    - Visits to communities and facilities in the region
    - Five small group sessions
    - Fort McMurray Christmas Show and market in November
    - Santa Claus Parade and Mayor and Councils Holly Jolly Party in December
    - Online at www.rmwb.ca/cultureplan <http://www.rmwb.ca/cultureplan>

The Culture Plan presents the following vision for arts and heritage in the region:

> *"Wood Buffalo is a culturally diverse and socially inclusive municipality in which arts and heritage are vital to its social, economic and environmental well being."*

The plan has five priority areas, each having; strategies, outlining primary responsibilities and potential funding sources as well as actions, outcomes and performance indicators. These five priorities are:

- Foster healthy environment for culture: arts and heritage
- Further develop culture facilities and resources
- Support collaboration and innovation
- Encourage inclusivity and accessibility
- Improve awareness of the value of culture

Budget/Financial Implications:

- Approved 2018 Budget of $149,500 for the development of the Wood Buffalo Culture Plan.
- Costs to date for the plan development total $73,575

- 2019 approved operational funds of $5,000 to support implementation start-up
- Detailed prioritization and phasing action plan to be developed and supported through future budget planning

Rationale for Recommendation:

The Regional Municipality of Wood Buffalo 2018-2021 Strategic Plan identifies Support for Arts and Culture as Strategy & Initiative #3f. The development, implementation and evaluation of a culture plan through collaborative partnerships is a key deliverable for this initiative. Adoption of the Culture Plan by Council and community partners is a key performance indicator of success.

Strategic Priorities:

Regional Economic Development

Attachments:

Wood Buffalo Culture Plan Presentation

1. Wood Buffalo Culture Plan

2. Wood Buffalo Culture Plan Proposed Action Plan

WOOD BUFFALO CULTURE PLAN

Presenters: Marc Fortais and Nadia Power

May 14, 2019

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

AGENDA

1. Purpose and Alignment
2. Methodology
3. The Culture Plan
4. Implementation
5. Recommendation

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

1. PURPOSE AND ALIGNMENT

The Wood Buffalo Culture Plan is a guiding document to support and enhance arts and heritage initiatives in Wood Buffalo over the next ten years.

The 2018- 2021 RMWB Strategic Plan identifies the support for arts and culture as Strategy & Initiative #3f.

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

2. METHODOLOGY

- Community Advisory Committee
- Literature Review
- Environmental Scan
- Engagement

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

Community Advisory Committee

The Advisory Committee provided input, oversight, and diverse sector perspectives to the development of the Wood Buffalo Culture Plan, with representation from:

- Arts Council Wood Buffalo
- Fort McMurray Heritage Society
- Fort McMurray Tourism
- Government of Alberta/Alberta Federation for the Arts

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

Community Advisory Committee

- Keyano Theatre & Arts Centre
- McMurray Metis (MNA Local 1935)
- Multicultural Association of Wood Buffalo
- Oil Sands Community Alliance
- Regional Recreation Corporation of Wood Buffalo
- Regional Municipality of Wood Buffalo
- Suncor Energy Centre for the Performing Arts

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

Literature Review and Environmental Scan

The Literature Review consisted of an extensive collection of documents containing relevant information about the region.

The Environmental Scan consisted of comparative analysis of arts and heritage facilities and programs in different parts of Alberta and across Canada that speak to the present circumstances and potential of cultural activity in Wood Buffalo.

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

Engagement

- More than 60 one-on-one interviews
- Visits to communities and cultural facilities in the region
- Five small group sessions
- Reporting back
- Ongoing

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

3. THE CULTURE PLAN

- Vision
- Community Values
- Principles and Practices
- Priorities

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

Vision

Wood Buffalo is a culturally diverse and socially inclusive municipality in which arts and heritage are vital to its social, economic, and environmental well-being.

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

WOOD BUFFALO CULTURE PLAN

Community Values

- Resilience - Wood Buffalo is a resilient community and residents are seeking to make the region stronger and more desirable as a community in which to live and work

- Reconciliation - arts and heritage are relevant to addressing the findings and recommendations of the Truth and Reconciliation Commission' Calls to Action

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

Community Values cont'd.

- Inclusion - principles and values are shared and universal, and through arts and heritage we can foster a sense of belonging and inclusion

- Collaboration - culture is a shared responsibility, not a service that a Municipality can provide independently

- Innovation – commitment to the well-being of the community is suggestive of the ingenuity and determination available to support arts and heritage

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

Principles and Practices

- Accessibility - arts and heritage must be culturally, intellectually, physically and financially accessible to all people across the Wood Buffalo

- Assets - arts and heritage are a strategic investment for community development and social sustainability

- Belonging - arts and heritage foster a culture of community participation and celebrate differences

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

Priorities

- **Foster** healthy environment for culture: arts and heritage
- **Further develop** cultural facilities and resources
- **Support** collaboration and innovation
- **Encourage** inclusivity and accessibility
- **Improve** awareness of the value of culture

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

4. IMPLEMENTATION

- Prioritization and Phasing Action Plan
  - Priorities
  - Strategies
  - Primary Responsibilities and Potential Funders
  - Actions, Outcomes and Key Performance Indicators

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

5. RECOMMENDATION

1. THAT the Wood Buffalo Culture Plan, dated April 2019, be adopted as a guiding document to support and enhance arts and heritage initiatives in the Regional Municipality of Wood Buffalo over the next ten years.

2. THAT Administration work with the established community based advisory committee to transition from development to implementation and evaluation of the Wood Buffalo Culture Plan.

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

WOOD BUFFALO CULTURE PLAN

Thank You

Attachment: Wood Buffalo Culture Plan Presentation (Wood Buffalo Culture Plan)

WOOD BUFFALO CULTURE PLAN

ACKNOWLEDGEMENTS

COMMUNITY ADVISORY COMMITTEE

Arts Council Wood Buffalo www.artscouncilwb.ca
Fort McMurray Heritage Society www.fortmcmurrayheritage.com
Fort McMurray Tourism www.fortmcmurraytourism.com
Keyano Theatre and Arts Centre www.keyano.ca/Theatre
McMurray Metis (MNA Local 1935) www.mcmurraymetis.org
Multicultural Association of Wood Buffalo www.mcawb.org
Oil Sand Community Alliance www.oscaalberta.ca
Regional Recreation Corporation of Wood Buffalo www.rrcwb.ca
Regional Municipality of Wood Buffalo www.rmwb.ca
Suncor Energy Centre for the Performing Arts www.secpa.fmcschools.ca
Alberta Foundation for the Arts www.affta.ab.ca

CONSULTING TEAM

Catherine C. Cole & Associates

GRAPHIC DESIGN

Lime Design Inc.

Front Cover Images from left to right:
- Traditional Beading Workshop
- Multicultural Expo Dancers
- Hudson's Bay Company Cairn, Fort Chipewyan
- Singer Cara McLeod

As a recognized pillar of sustainability, culture is an integral feature of everyday life. It is both a source and product of individual expression and community engagement.

MacDonald Island Dance Academy

TOTAL Aboriginal Interpretative Trail - Erin Stinson, Foxy Loxy

WOOD BUFFALO CULTURE PLAN

TABLE OF CONTENTS

Executive Summary 1
- Vision 1
- Priorities 1

Definitions 2

Methodology 8
- Community Advisory Committee 8
- Municipal Administration 8
- Consulting Team 8
- Literature Review 8
- Environmental Scan 8
- Interviews, Small Group Discussions and Public Engagement Opportunities 9

What Is Culture? 11
- The Value of Culture 12
- Vision for the Development of Arts and Heritage in Wood Buffalo 13

Community Values That Support Arts and Heritage 14
- Resilience 14
- Reconciliation 15
- Inclusion 15
- Collaboration 15
- Innovation 15

Principles and Practices That Work to Support Arts and Heritage 18
- Principles 18
- Practices 18

Understanding the Wood Buffalo Context 20
- Local Cultural Organizations 21
- Local Cultural Initiatives 22
- Comparison of Cities, Regions and Governments: Significant Findings 23

Wood Buffalo Arts and Heritage Priorities 28
- Foster Healthy Environment for Culture: Arts and Heritage 28
  - Challenges 28
  - Opportunities 28
  - Strategies 28
- Further Develop Cultural Facilities and Resources 29
  - Challenges 29
  - Opportunities 29
  - Strategies 30
- Support Collaboration and Innovation 31
  - Challenges 31
  - Opportunities 31
  - Strategies 31
- Encourage Diversity, Inclusivity and Accessibility 32
  - Challenges 32
  - Opportunities 32
  - Strategies 32
- Improve Awareness of the Value of Culture 33
  - Challenges 33
  - Opportunities 33
  - Strategies 33

8.1.b

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

Packet Pg. 162

Fiddler at Multicultural Expo

EXECUTIVE SUMMARY

The Regional Municipality of Wood Buffalo 2018-2021 Strategic Plan identified support for arts and culture as Strategy & Initiative #3f, with the Wood Buffalo Culture Plan (the Culture Plan) as a key component of this initiative. The Municipality developed the Culture Plan in collaboration with a Community Advisory Committee (Advisory Committee). It outlines a vision for arts and heritage, priorities and strategies to support decision-making and resource allocation to maintain a vibrant, sustainable community and quality of life for current and future residents. The Culture Plan will serve as a guiding document to support and enhance arts and heritage initiatives over the next ten years. Development of the Culture Plan has been informed by dozens of one-on-one interviews, five focus group sessions, an extensive literature review, an environmental scan of the Wood Buffalo region as well as comparable districts with an urban service area and surrounding rural communities and municipalities in Alberta, public engagement at regional events, and opportunity for online engagement at www.rmwb.ca/cultureplan. Five Priority areas, each with its own strategies, have been developed to focus the efforts of all partners and stakeholders toward achieving the Vision for culture in the region.

UNESCO defines culture as "that complex whole which includes knowledge, beliefs, arts, morals, laws, customs, and any other capabilities and habits acquired by [a human] as a member of society." The Advisory Committee supports the broad definition of culture presented by UNESCO, and indeed by the Province of Alberta. For the purposes of this plan the Canadian federal government definition is used: "creative artistic activity and the goods and services produced by it, and the preservation of heritage."

Culture plays an important role in communities, providing many benefits including:

- Improving personal health and wellbeing, addressing social issues, allowing intergenerational contact, supporting balanced human development, and fostering innovation and creativity
- Making our community a better place to live, improving quality of life, helping to reduce vandalism
- In terms of heritage specifically, building blocks for regional development, social infrastructure and the creation of green jobs
- Direct economic impacts (jobs, earned revenues) and indirect benefits (attracting visitors through cultural tourism, retaining residents)

Vision

Wood Buffalo is a culturally diverse and socially inclusive municipality in which arts and heritage are vital to its social, economic, and environmental well-being.

Priorities:

- Foster healthy environment for culture: arts and heritage
- Further develop cultural facilities and resources
- Support collaboration and innovation
- Encourage diversity, inclusivity and accessibility
- Improve awareness of the value of culture

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

DEFINITIONS

For the purpose of the Wood Buffalo Culture Plan, the following definitions have been accepted:

Accessibility:
- making arts and heritage organizations, facilities, programs and events affordable, available, reachable and physically accessible to the entire population

Art:
- creative/cultural Industries (e.g., film, television, publishing, sound recording, and new media)
- literary arts (e.g., fiction, poetry, drama, graphic novel, children and young adults' literature, or literary non-fiction)
- performing arts (e.g., theatre, circus arts, music and sound, and dance)
- visual arts (e.g., drawing, painting, photography, printmaking, sculpture, fine craft)

Artist Work Studios:
- individual workshop spaces with adequate light, ventilation and security, for the purpose of making artistic works

Capacity Building:
- the process by which individuals and organizations obtain, improve and retain the skills, knowledge, tools, equipment and other resources needed to do their jobs competently or to a greater capacity (larger scale, larger audience, larger impact, etc.)
- within organizations it often refers to budget and number of staff available to undertake initiatives as well as their expertise

Collaboration:
- refers to working together for a common purpose – in a true collaboration, for example, artists influence one another's practice
- creative collaboration is stronger than cooperation or coordination where organizations and individuals may each contribute but do not necessarily impact one another

Community Art:
- artists working with communities; communities working with artists providing arts access to all; community art is valued for its ability to bring people together in shared, collaborative, creative experiences to express the things that have meaning: where we've come from, where we're going, our world, our fears, our dreams, our aspirations
- strengthens the community, builds identity, develops creativity, and increases awareness of the arts in our lives

Contemporary Art:
- the art of today, produced in the second half of the 20th century or in the 21st century, which is culturally diverse, eclectic and global – spanning continents, regions and nations; increasingly, it has become part of a conversation taken up with matters of personal and cultural identity, mobility, community and nationality

Craft:
- handmade, unique objects, primarily made by one accomplished person or a small cluster of skilled individuals in small quantities, in a range of traditional craft materials
- a wide range of object forms that can be functional, ceremonial or religious, expressive, visual, sculptural, or some combination
- often with a strong emphasis on personal expression and/or cultural content (Alberta Craft Council)

Creative Space/Hub:
- a physical place that brings together creative and cultural professionals, artists, hobbyists, and artisans from all backgrounds, experience levels and ages to engage with, and create artistic works

Cultural Facilities:
- facilities, spaces and sites where cultural activities take place
- can include spaces in the public, private and non-profit sectors, everything from purpose-built facilities to facilities that include cultural programming: art galleries, art studios, dance studios, farms/orchards, green space and parks, leisure centres and community halls, libraries, museums, theatres/performing arts centres

Cultural Resources:
- physical evidence or place of human activity; a site, structure, landscape, object or natural feature of significance to a group of people traditionally associated with it
- more narrowly speaking can include facilities, programs and practitioners

Cultural Tourism:
- tourism that focuses on the culture of a region, whether lifestyle, history, art, architecture, festivals, etc.; includes Indigenous Tourism and Heritage Tourism

Culture:
- distinctive spiritual, materialistic, intellectual, and emotional features that characterize a society or group; includes not only the arts and letters, but also modes of life, fundamental human rights, value systems, traditions and beliefs (UNESCO, 1982)
- that complex whole which includes knowledge, beliefs, arts, morals, laws, customs, and any other capabilities and habits acquired by [a human] as a member of society." (UNESCO, 2001)
- the glue that connects us as individuals to our communities, fostering unity, civility and a sense of belonging, pride and caring for our fellow citizens (Alberta government)
- creative artistic activity and the goods and services produced by it, and the preservation of heritage (Canadian federal government)

Flagship:
- major arts and heritage organizations such as a museum and/or heritage park, art gallery, theatre company or multi-purpose cultural facility

WOOD BUFFALO CULTURE PLAN

Heritage:

- a legacy inherited from the past, valued in the present – which it helps interpret – and safeguarded for the future – which it helps shape (Cole & Dubinsky, Ottawa Heritage Plan), including:
- built heritage: e.g., buildings, structures and sites
- natural heritage: elements of biodiversity including flora and fauna, ecosystems and geological structures
- cultural landscapes: significant historic landscapes which are meaningful to particular groups, cultures or populations
- cultural heritage: an expression of the ways of living developed by a community and passed on from generation to generation, including both intangible and tangible cultural heritage
- documentary heritage: e.g., documents, records, artifacts, and images
- intangible heritage: traditions or living expressions inherited from our ancestors and passed on to our descendants, such as beliefs, languages and attitudes, oral traditions, performing arts, social practices, rituals, festive events, knowledge and practices concerning nature and the universe or the knowledge and skills to produce traditional crafts (UNESCO)

Heritage Resources Management Plan:

- A Plan that outlines how a municipality will protect built heritage and cultural landscapes and promote an awareness of local heritage in order to ensure its stewardship according to the heritage framework of the national Historic Places Initiative (HPI) and the provincial Historical Resources Act.

Inclusivity:

- the practice or policy of including people who might otherwise be excluded or marginalized, such as those who have physical or mental disabilities, members of ethno-cultural communities, seniors, youth, etc.

Innovation:

- programming, planning and delivery that complements or replaces traditional models; often entrepreneurial and requiring collaboration

Placemaking:

- enhancement of a community's key characteristics – its social environment; access and connections, use and activities, comfort and image through physical improvements, programming, partnerships and people (RMWB)

Public Art:

- art that exists in the public realm and is free and accessible to everyone
- may be fixed or freestanding, permanent or temporary, within external or internal settings
- may be undertaken by a professional artist(s) in the form of a commission or another adjudication
- may be a community-based project, such as a mural, with a particular public purpose and not necessarily involving professionals

Wood Buffalo is a culturally diverse and socially inclusive municipality in which arts and heritage are vital to its social, economic, and environmental well-being.

Artist in Residency

Professional Artist:

- has specialized training in the artistic field (not necessarily in academic institutions but can include mentorships, self-study, academic training or combinations of these types of training)
- is recognized as a professional by his or her peers or by their community as an artist of achievement or potential
- receives compensation and/or recognition in a manner consistent with the standards of their practice, community or Indigenous protocols
- is committed to devoting more time to artistic activity, if possible financially
- has a history of public presentation or publication

Emerging Artists:

- are professional artists in the early stages of their career

Indigenous Artists:

- are committed to the creation and dissemination of original contemporary or customary works of art, and to the ongoing development of skills and practice
- committed to their own artistic vision, regardless of its commercial potential, and retain creative control of their work (Canada Council for the Arts)

Public Art Gallery:

- institution with a mandate to exhibit visual works of art and provide programs in the visual arts for the general public
- employs professional staff who engage in ongoing development, implementation and promotion of visual arts programming as their core primary activity in an annual program for public presentation and operate a gallery and/or exhibition space that is publicly accessible and fulfills the minimum requirements for the security and presentation of exhibited work
- contracts with exhibiting artists and provides professional artists' fees according to copyright legislation and schedules recommended by the Canadian Artist Representation Copyright Collective (CARCC). (Alberta Foundation for the Arts)

Sustainable Development:

- development that meets the needs of the present without compromising the ability of future generations to meet their own needs (Our Common Future, UN World Commission on the Environment and Development (the Bruntland Commission, 1987)
- the Wood Buffalo Social Sustainability Plan, as approved as a guiding document in 2018, states that:
  - Our community is sustainable when we are resilient and are engaged and supported to thrive physically, socially, mentally, spiritually, and economically.
  - Our community builds and sustains the necessary community-based resources and partnerships to support working collectively to meet the basic needs and social wellness priorities of residents and continue to improve our quality of life
  - Social sustainability is grounded in empathy and inclusivity and promotes connection and engagement in the community - one plan with many partners.

Fort McMurray Heritage Shipyard

WOOD BUFFALO CULTURE PLAN

Culture is a shared responsibility, not a service that a municipality can provide independently. Therefore the Wood Buffalo Culture Plan (the Culture Plan) was developed as a community plan. It involved individuals, cultural organizations and other social profits, Municipal government, business and industry, and diverse sectors who helped to frame the vision and provided input to the guidelines.

Community Advisory Committee

A Community Advisory Committee (Advisory Committee) was struck early in 2018 to guide and support the development of the Wood Buffalo Culture Plan. The consulting team engaged to support development of the Culture Plan first met with the Advisory Committee at the end of June to initiate the SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis and develop a Community Engagement Plan. The engagement plan took into consideration recent engagement processes, previous reports and plans, and community activities taking place during the engagement period. Throughout the process, committee members provided project oversight and regular input into the public engagement process, vision, strategic priorities and recommended actions either in person, by teleconference and/or email.

Municipal Administration

Staff from the Recreation & Culture Branch, Department of Public Works managed the project and the interaction between the Advisory Committee and the consultant. Input was provided by staff in other departments as required to develop a full understanding of the Municipality's current and potential role and commitment to culture and the relationship between arts and heritage and other municipal priorities, as well as to identify ways in which culture could be better integrated into municipal planning. Indigenous Peoples were also engaged with the support of the Municipality's Communications, Stakeholder, Indigenous and Rural Relations Department.

Consulting Team

The consulting team consisted of Catherine C. Cole, Catherine C. Cole & Associates and colleagues Lon Dubinsky, Ellen Doty and Sarah Pocklington, with graphic design by Matthias Reinicke, Lime Design.

Literature Review

The literature review considered an extensive collection of documents containing information relevant to the Wood Buffalo Culture Plan. Because culture is a shared responsibility among all three levels of government, Indigenous Peoples, as well as social profit organizations and individuals, the consultants drew upon their extensive knowledge of the federal and provincial contexts and the review included planning documents of flagship cultural organizations. The review of municipal planning documents identified ways in which culture is – or could be better – integrated into municipal planning. Consultants prepared a summary report which helped to shape the public engagement process and inform the Plan.

Environmental Scan

The environmental scan reviewed cultural facilities and programs in comparable districts with an urban service area and surrounding rural communities. The Regional Municipality of Wood Buffalo is unique given its sheer geographical size and urban-rural interface, culturally diverse and transient population, and many distinct Indigenous communities throughout the region. Wood Buffalo faces specific economic and environmental challenges, the current downturn in the oil and gas industry and a reduction in tax revenues, as well as the post-fire and flood redevelopment. Therefore, it was important to consider situations in other communities that demonstrated resilience and sustainability. Particular attention was also paid to responses to the Truth and Reconciliation Commission's Calls to Action that may be applicable to Wood Buffalo or indeed are underway. Finally, there was an attempt to identify appropriate benchmarks and gaps and best practices in arts and heritage including those related to resilience and reconciliation nationally and internationally.

The environmental scan consisted of comparative analyses of arts and heritage facilities and programs in five different communities in Canada that speak to the present circumstances and potential for cultural activity in Wood Buffalo: Yukon Territory; Kamloops/Thompson Nicola Regional District; Prince George/Fraser-Fort George Regional District; Thunder Bay; and St. John's/Newfoundland and Labrador.

Also provided are comparisons of per capita spending on culture in cities of similar size in Alberta together with comparisons of arts and heritage organizations and facilities, with special attention given to Red Deer, St. Albert and Grande Prairie relative to Wood Buffalo.

Interviews, Small Group Discussions and Public Engagement Opportunities

The Engagement Strategy was developed with the Advisory Committee, resulting in substantial engagement undertaken across the region between June-December, 2018, including:

- More than 60 interviews with residents of the municipality, members of municipal staff and the arts, culture, heritage, tourism, education, government and social profit sectors, and the public in general.
- Visits to communities in the region and to a number of cultural facilities including: Heritage Village and Heritage Shipyards, Oil Sands Discovery Centre, Keyano Theatre and Arts Centre, the Suncor Energy Centre for the Performing Arts, MacDonald Island Park, the Fort Chipewyan Bicentennial Museum, as well as Points North Gallery, the Fort McMurray Potters' Guild, and artists' studios.
- Participation in the Fort Chipewyan Municipal Open House in July, Fort McKay during Métis Days in August, and Fort McMurray during Alberta Culture Days in September (the Wood Buffalo Culture Festival 2018 and The World Meets in Wood Buffalo).
- Engagement opportunities posted on the Municipality's website and shared through various methods by organizations represented on the Advisory Committee.
- Five small group sessions held in September with residents interested in visual arts, performing arts, cultural industries, heritage, and youth.
- Participation in the Fort McMurray Christmas Show and Market at MacDonald Island Park in November and the Mayor and Councillors Holly Jolly Party in December.
- Ongoing updates and opportunity for engagement online at www.rmwb.ca/cultureplan.

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

Keyano Theatre Company

WHAT IS CULTURE?

UNESCO defines culture as "that complex whole which includes knowledge, beliefs, arts, morals, laws, customs, and any other capabilities and habits acquired by [a human] as a member of society."[1] More recently UNESCO and other international bodies have emphasized the importance of social inclusion in nurturing cultural development, expression and preservation. The definition is broad yet it speaks to Wood Buffalo as a region given its cultural diversity, landscape and history.

The Advisory committee supports the broad definition of culture presented by UNESCO, and indeed the Province of Alberta, which states that "culture is the glue that connects us as individuals to our communities, fostering unity, civility and a sense of belonging, pride and caring for our fellow citizens." For Indigenous Peoples, moreover, culture and its significance go well beyond the narrow limits of art and heritage to encompass ways of life and forms of knowledge with deep connections to the region that are passed down across generations and are very much present today. For the purpose of this Culture Plan the federal government definition is used: "cultural facilities and programs taken up with the arts, heritage and ethno-cultural traditions, creative artistic activity and the goods and services produced by it, and the preservation of heritage.

For more than a decade, Canada's Creative Cities Network has recognized culture so defined as the fourth pillar of sustainability along with economic, social and environmental pillars. The vision for the Creative City Network of Canada is: "Culture is a core pillar of sustainability, facilitating positive change through creativity and innovation, and creating healthy, vibrant and engaging communities in Canada."[2] In this regard, culture in its various forms and modes, be it for example, artistic creation, heritage conservation or ethno-cultural traditions, is considered fundamental to individual and collective well-being. Closer to home, the Alberta Museums Association's *Sustainability Working Group Recommendations Report*[3] also references culture as a pillar of sustainability as do sustainability plans developed by a number of Alberta municipalities.[4]

The Value of Culture

As a recognized pillar of sustainability, culture is an integral feature of everyday life. It is both a source and product of individual expression and community engagement. Indeed, for decades researchers, commissions and engagements in Canada and elsewhere have demonstrated that cultural activities and resources contribute to both personal development and community-building and cohesion.[5] Sharon Jeannotte complements this perspective by incorporating an Indigenous perspective. For her, the value of culture is implicit in the four pillars of sustainability which she likens to the four directions of the medicine wheel.[6] The Community Foundation of Canada and CAPACOA's *Vital Signs: Arts and Belonging*[7] speak to how arts participation enhances residents' feelings of belonging in a community.

Much has been written about the social value of arts and heritage.[8] Arts and heritage can improve personal health and wellbeing. For example, they can help to address health issues (e.g., dementia) and social issues (e.g., isolation), provide an opportunity for intergenerational contact (e.g., Elder/youth activities), and help us to make sense out of life.[9] Community participation and engagement have become increasingly significant in recent years.[10] Arts and heritage support balanced human development by providing opportunities for lifelong learning; they foster innovation and creativity. They make our communities better places to live – they improve our quality of life and can help to reduce vandalism by fostering community pride.[11] The Municipal Development Plan states, "Investing in the region's arts and cultural infrastructure can strengthen regional pride and identity, as can promoting and supporting the local arts and cultural sector, and integrating culture and heritage into the design of neighbourhoods."[12]

Heritage is a necessary component of the cultural landscape, be it conserving, preserving or commemorating the past. It is about deciding what is important to pass on as Wood Buffalo continues to grow and inevitably change especially given the recent fire and flooding, attempts at reconciliation and the frequently uncertain resource-based economy. In this respect, the value of culture is to be found in encouraging residents – long-standing, recent and transient – to share and record their pasts and to celebrate traditions that are both distinctive and universal.

Heritage resources offer opportunities as building blocks for regional development, cultural tourism activity, social infrastructure, and the creation of green jobs. Heritage places have been called "cornerstones of our national identity."[13] The United Kingdom's Museums Association provides leadership to the museum community globally, stating simply: "Museums change people's lives."[14] Museums enrich the lives of individuals, contribute to strong and resilient communities, and help create a fair and just society, and are in turn enriched by the skills and creativity of their publics.

In terms of economic impact there are both direct and indirect benefits. Direct benefits include jobs and earned revenues (e.g., admissions, sales), while indirect benefits include attracting visitors through cultural tourism and attracting and retaining residents.[15] There is potential to increase the economic benefit of culture through development of festivals, events and products that would attract more cultural tourism. Waterfront and downtown revitalization plans also have great economic potential if cultural facilities and programs are fully integrated.

The value of culture translates into a wide range of arts facilities, programs and resources. The rewards of participation are accomplishment, enjoyment and recognition for individual citizens; the sum total of cultural participation provides Fort McMurray and Wood Buffalo as a whole with the realization that people are doing it, here, in this region. Whether an adolescent engaged in the District Recording Studio, a community theatre group member, a craftsperson with the Fort McMurray Potters' Guild, an emerging Indigenous filmmaker, a volunteer engaged in public art initiatives or an audience member – all contribute to making culture a valuable and diverse asset.

Kirschner Family Community Art Gallery

Vision for the Development of Arts and Heritage in Wood Buffalo

Residents were asked what culture means to them, what makes arts and heritage in Wood Buffalo unique, and what they would like to see in terms of arts and heritage development over the next decade. The concepts of inclusivity, diversity and recognition of the value of arts and heritage came through as being most important.

The vision statement for the Wood Buffalo Culture Plan as developed by the Advisory Committee describes the Wood Buffalo region, and arts and heritage specifically, once the work outlined in this plan is completed:

Wood Buffalo is a culturally diverse and socially inclusive municipality in which arts and heritage are vital to its social, economic, and environmental well-being.

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

COMMUNITY VALUES
THAT SUPPORT ARTS AND HERITAGE

The *Regional Municipality of Wood Buffalo 2018-2021 Strategic Plan* called for the development of an Culture Master Plan "through collaborative partnerships that will outline priorities that each community partner and key stakeholder, including the Municipality, can use to align policies, strategies, and actions to support decision making and resource allocation to maintain a vibrant, sustainable community and quality of life for current and future residents."[16]

The *Wood Buffalo Social Sustainability Plan* recognizes the importance and potential of arts and heritage as a component of community development. In particular it recommends "the creation of gathering places to support expression and celebration and engaging youth in identifying and developing non-organized recreation and active living activities." The plan goes on to suggest that "such strategies will help to increase interpersonal and cross-community interactions and build a stronger sense of community by increasing awareness and appreciation for the rich culture, knowledge and experience in the region."[17] These perspectives are consistent with the community values of Wood Buffalo which were expressed during the public engagement process, can be articulated as follows, and inform and situate the development of arts and heritage in the region;

- Arts and heritage are valued as contributing to quality of life in the region
- Artists and heritage practitioners should be able to earn a viable living
- Everyone should feel they belong and have the ability to contribute to their community
- The region is richer for its cultural diversity and inclusivity
- Together, we can create the type of community we want to live in – it's a 'can do' place

Taken together, these values may be summarized as:

Resilience

Wood Buffalo is a resilient region with its resolve continually tested. All of the region's communities are surrounded by large tracts of wilderness and as a result, the threat from natural hazards such as floods and wildfire is an ongoing concern. Additionally, the region is regularly impacted by the the boom and bust of a resource-based economy. Residents and social profit organizations, including those in the arts and heritage and other sectors, local government and the corporate sector are taking on the complex challenges of recovery, seeking to make the region stronger and more desirable as a community in which to live and work. While rebuilding is a long and difficult process, it is nevertheless about renewal and therefore of significant social benefit.

Canada Day Parade

Reconciliation

Indigenous Peoples hold a unique place in the region. Indigenous Peoples used and occupied the region well before the arrival of Euro-Canadians and were among the earliest founders of Fort McMurray. With its significant Indigenous population throughout the region, the Municipality recognizes the importance, if not the necessity, of addressing the findings and recommendations of the Truth and Reconciliation Commission (TRC) Calls to Action* and has begun to do so. Arts and heritage are especially relevant as they are means for acknowledging past injustices and paths for creative healing in the present and the future.

Inclusion

Wood Buffalo recognizes that it is an increasingly culturally diverse community consisting of many groups each with its own traditions, religion, language, and history. Yet they have principles and values that are shared and universal and through arts and heritage foster a sense of belonging and inclusion among long-standing residents, transients and newcomers.

Miquwahkesis Project Youth Workshop

Collaboration

Collaboration and cooperation are particularly important values in arts and heritage because culture is a shared responsibility. Municipalities, large and small, benefit from collaborative partnerships within the local cultural community and among governments, corporations and the social profit sector locally, provincially and nationally to enhance the quality of life.

Innovation

Recreational facilities in Wood Buffalo are among the most extensive in Canada relative to the size of the population. This commitment to the well-being of the community is in many ways innovative given the range and type of resources. It is thus suggestive of the ingenuity and determination available to support arts and heritage in terms of their potential to enhance living and working in the region. The Municipality and community partners have established innovative relationships and approaches. For example, Oil Sands Community Alliance (OSCA) members work with the Municipality, business leaders and local stakeholders to address the most pressing regional planning and economic issues, and priorities in the Municipality. This type of approach extends into the way cultural and recreational facilities and programs are provided locally.

* For more information about the Truth and Reconiliation Commission Calls to Action visit www.trc.ca.

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

Keyano Theatre Company

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

WOOD BUFFALO CULTURE PLAN

PRINCIPLES AND PRACTICES
THAT WORK TO SUPPORT ARTS AND HERITAGE

Individual citizens, personnel in cultural organizations, other social profits, Municipal staff, the corporate, business and tourism sectors, the education sector, and public at large contributed to framing the Culture Plan's vision. They shared what they consider to be the challenges, opportunities and priorities for culture in the region and provided input for guidelines that give purpose and direction to the Culture Plan. The following principles and practices underline the plan.

Principles

In addition to the community values outlined above which also speak to guiding principles, there are three related considerations.

Accessibility: Arts and heritage must be culturally, intellectually, physically and financially accessible to all people across the Wood Buffalo region whether they live in Fort McMurray, in rural communities, or are part of the transient population.

Assets: Arts and heritage are a strategic investment for community development and social sustainability.

Belonging: Arts and heritage foster a culture of community participation in which both a sense of belonging and differences co-exist and are celebrated.

Practices

There is an identified need to research, think and plan for the short, medium and long-term and in doing so recognize the critical importance and impact of small incremental changes and substantial future accomplishments. Coincident with the commitment to accessibility, the development and planning of arts and heritage should be undertaken with the entire region in mind.

igNIGHT Festival

David Robinson, Reflections on the River

Created in 2014, the Municipal Public Art Program will continue to develop a dynamic collection of art that celebrates Wood Buffalo's culture, history and people while enhancing the visual and aesthetic impact of the region.

8.1.b

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

Packet Pg. 172

UNDERSTANDING
THE WOOD BUFFALO CONTEXT

Basic demographics together with economic facts and infrastructure realities provide an initial context with respect to the planning and development of arts and heritage. Census 2018 recorded an overall population of 111,687, which is a decrease of 10.67 percent over the 2015 population of 125,032. The total permanent population is 75,009 and the total shadow population is 36,678, a decrease of 14.9 percent from 2015. The average income in Wood Buffalo is one of the highest in Canada. The median age is 33 and the population is becoming increasingly diverse, factors that also suggest that arts and heritage activities may be both desired and supported by a population which is projected to grow by 20,000 by 2021.[18]

Whether the focus is Fort McMurray in particular or the entire population, Wood Buffalo is the size of a typical small or medium-size city in Canada which is a regional service centre such as Red Deer and Grande Prairie in Alberta, Kamloops and Prince George in British Columbia, or Thunder Bay in Ontario. However, Wood Buffalo does not have some of the equivalent cultural facilities that are found in some or all of these locations. Yet Wood Buffalo is more isolated so it could be argued that cultural facilities are even more important in Wood Buffalo than elsewhere. It might also be argued that the fact that the region does not have all of the cultural infrastructure that some other communities do is attributable to Fort McMurray being a relatively young urban centre in comparison to other cities listed. While the region has a deep connection to Indigenous Peoples and an oil and gas-based economy that began in the 1960s, the development of cultural infrastructure in the city of Fort McMurray dates from the 1980s; and when the amalgamation occurred in 1995 it created a unique urban/rural dynamic.

There are extensive elite recreational facilities in the region, yet the development of arts facilities has not kept pace. Efforts to integrate cultural spaces into recreation facilities fall short – for example, the Kirschner Family Community Art Gallery at MacDonald Island Park does not fulfil the role of a professional public art gallery or community arts centre. There is no gallery that provides professional artists' fees or space that fulfills the minimum requirements for the security and presentation of exhibited work. There is also an identified need to develop a heritage resources management plan.

The range of flagships generally is expanding to include festivals and new media organizations. While libraries are recognized as flagship cultural institutions, they operate under specific legislative and funding structures and therefore are not included in comparative data.

Despite the equally high cost of living, disposable income is also significantly high proportional to other large, mid-size and small cities across the country. While economic uncertainty is always a factor, the amount of income generation, including the discretionary portion, suggests that the Municipality is positioned to encourage, if not support, further cultural development given current levels and resources.

The 2016 Horse River Wildfire and the findings of the Truth and Reconciliation Commission are two factors which have dramatically altered the region. The social, economic and environmental effects of the fire remain as individuals, families and the Municipality engage in the long, arduous processes of healing and rebuilding. While the resilience is remarkable, it is difficult to forget that at one point over 88,000 people were evacuated and 5,890 km of land burned – roughly the size of Prince Edward Island. The Red Cross points out that recovery at both an emotional and practical level takes several years and that the third year is particularly challenging for community renewal – the point at which arts and heritage can have an especially stabilizing effect.[19]

As to the latter, the Calls to Action in the Truth and Reconciliation Commission's Final Report clearly and urgently convey the need to address past injustices and to improve relations between Indigenous and non-Indigenous Canadians. Arts and heritage potentially have an enabling role as a creative bridge for learning and understanding. To illustrate, a recent cultural initiative "Youth Voices Rising: Recovery and Resilience in Wood Buffalo" involved youth in Janvier who, through photography and other media, addressed both natural devastation and injustices.[20]

Local Cultural Organizations

There are a number of significant cultural organizations in the region.* For example, Arts Council Wood Buffalo (ACWB) is a not-for-profit organization established in 2012 to "support the growth and success of the arts." ACWB advocates on behalf of artists and builds the capacity of the arts sector.

The performing arts centre belongs to the Keyano College and community theatres are fledgling. Keyano Theatre and Arts Centre serves the community providing a combination of professional touring and community theatre, as well as access by local school boards and community users. The Suncor Energy Centre for the Performing Arts (SECPA) at Holy Trinity Catholic High School is a state of the art performing arts centre created through a partnership between the Fort McMurray Catholic School Board, Suncor Energy and the Regional Municipality of Wood Buffalo. The centre is a cultural hub for community members and groups.

The Fort McMurray Heritage Society (Heritage Society) operates the Fort McMurray Heritage Village and Fort McMurray Heritage Shipyard. The Heritage Village and Heritage Shipyard, as well as the independently operated Fort Chipewyan Bicentennial Museum, house exhibitions, artifacts, local archives and reference libraries, provide cultural classes and participate in community events. The Heritage Society's proposed Interpretive Centre, once developed, will allow it to interpret broader heritage themes. The Oil Sands Discovery Centre, also located in Fort McMurray, is a provincial facility that interprets one aspect of the region's history.

Fort McMurray Métis Local 1935, is one of a number of Indigenous organizations in the region with strong cultural mandates. For McMurray Métis, culture extends beyond the realm of art and the preservation of heritage; it is the living embodiment of a way of life, knowledge, and practices of its members and their deep connections to Fort McMurray and the wider region. In this spirit, McMurray Métis is planning to develop a cultural centre which will include museum exhibition and collections spaces, workshop spaces, theatre, music and dance facilities, and outdoor education facilities for cultural activities. The plan for the cultural centre is to ensure the continuity of the Métis way of life, knowledge and cultural practices are celebrated in Fort McMurray and the region. Furthermore, McMurray Métis intend to foster greater understanding of Métis culture, history and facilitate reconciliation with non- Métis peoples and governments.

The Multicultural Association of Wood Buffalo (MCA) is an umbrella organization for over 70 cultural groups from around the world, including Indigenous cultures. The MCA helps newcomers overcome isolation resulting from language and cultural barriers to enable them to fully contribute to the community. The MCA also works to celebrate and showcase our community's cultural diversity and educate the people of our region about the rich multicultural heritage of Wood Buffalo.

* There are many more cultural organizations and assets in the region. To learn more go to www.rmwb.ca/culturemap

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

Red River Wagon

Fort McMurray Heritage Shipyard

Local Cultural Initiatives

There are several initiatives that have the potential of serving as a foundation for future development. Foremost, and in need of reemphasis, is Wood Buffalo's cultural diversity, which includes a significant Indigenous population. It is seen in cultural events, such as those undertaken by the Multicultural Association of Wood Buffalo and those organized by rural and Indigenous communities. It is apparent in the Artist in Residency program, and in other programs supported or delivered by the Recreation and Culture Branch. These include, for example, participation in Alberta Culture Days, the Heritage Calendar and Heritage Plaque programs as well as coordination and support for several festivals. Also notable, for example, on the part of cultural organizations in the region are the artists represented by the Points North Gallery, the Chevron Open Minds Heritage School programs of Heritage Village, the over-subscribed dance classes, and the cultural programs of the Fort Chipewyan Bicentennial Museum.

This said, there are also social and economic factors that must be addressed including the needs, opportunities and contributions of professional artists, and the sustainability of activities and programs across the arts and heritage spectrum that are directed at non-professional practitioners. The Wood Buffalo Culture Plan recognizes all these facets of cultural expression and development.

An initiative which is doing just that is Public Art Wood Buffalo. Although in its early stages, preliminary policies, a commissioning program, operation and funding provide a potential template for other arts and heritage development. Similarly, the TOTAL Aboriginal Interpretive Trail, located at MacDonald Island Park, is reflective of Wood Buffalo's diversity and its attendant community values such as collaboration, inclusion and innovation. Notable is its engagement of professional artists from the region and elsewhere together with contributions from local residents and schools.

Several developments in contemporary art in Alberta, Canada and elsewhere are also instructive to understanding the context for culture production in Wood Buffalo. Many contemporary artists are taken up with environmental changes to the land and climate, and its human impact. In Alberta, for example, the sculpture and public art of Peter Von Tiesenhausen and the work in various media of Alberta First Nations artist Faye Heavyshield are very relatable to the environmental realities and challenges of Wood Buffalo. Another major theme in contemporary art is the social and cultural transformations of places, whether urban centres or rural communities – a focus also relevant given Wood Buffalo's increasing cultural diversity.

As well, the Culture Plan addresses the acute urban/rural differences with respect to the provision of resources and programs given that over 70 percent of the population is concentrated in Fort McMurray, and the remaining in nine rural communities spread across the region and in a shadow population. Most cultural organizations do not have the capacity to deliver programs in the rural areas. However, the Wood Buffalo Regional Library is addressing the urban/rural imbalance through online resources, outreach programs such as Words-in-Motion, and by offering books by mail to residents of Fort Chipewyan.

Nevertheless, there are gaps in both Municipal and community support of arts and heritage when measured against facilities, programs and other cultural assets in cities with comparable populations in Alberta and British Columbia. While Wood Buffalo is distinguished by its Public Art initiative, it does not have a heritage resources management program or plan which most other municipalities this size have, nor does it have a municipal museum, public art gallery or professional theatre company. Keyano Theatre and Arts Centre as a performing arts venue and presentation company is comparable to that of many small cities as are some of the activities of Arts Council Wood Buffalo.

There are also gaps in terms of Wood Buffalo's funding streams and services for artists, both professional and amateur, as well as for smaller cultural organizations. Whatever the support, the trend for several decades has been a mix of Municipally-owned or operated organizations and programs, and not-for-profit entities, that normally receive support from various levels of government.

Comparison of Cities, Regions and Governments: Significant Findings

To further understand the Wood Buffalo context, it is instructive to provide comparative data from five areas in Canada whose funding and programs may have applicability. These are: City of Kamloops, British Columbia and the Thompson Nicola Regional District (TNRD) in which it is located; City of Prince George, British Columbia and the Fraser-Fort George Regional District (FFGRD) in which it is located; City of Thunder Bay, Ontario; and St. John's, Newfoundland and Labrador. The Yukon may seem an unlikely comparison but it has a very large investment in arts and heritage proportional to its population, which is significantly Indigenous and rural. Kamloops and Prince George, like Fort McMurray, make up over 75-80 percent of the population of their respective regions but whereas the City of Kamloops contributes almost 100 percent of all cultural funding, the Fraser-Fort George Regional District provides 8 percent of the support with the City of Prince George contributing the remainder

Moreover, support in Kamloops and Thunder Bay is directed primarily at flagship cultural organizations such as a substantial public art gallery, municipal museum or theatre company/venue. The FFGRD and the City of Prince George have these commitments but support, both financial and in-kind, is shared and also diffuse, extending to several other arts and heritage organizations and programs. The District has five year agreements with eight sites which include two flagship organizations and smaller recipients.

Finally, St. John's, while much larger in population than any of the other cities, like Whitehorse, has a much smaller financial commitment to culture which translates into per capita spending of a mere $8.00. Yet organizations, programs, facilities and artists in the city receive approximately 60 percent of all the funding from the Newfoundland and Labrador Arts Council which represents an additional approximately $1.2 million of cultural support. Taken together, all the cities, and as the case may be their districts, territorial or provincial counterparts, demonstrate the various funding streams that may be applicable for a regional municipality like Wood Buffalo as it weighs its financial options with respect to Fort McMurray and its rural dimension which currently translate into approximately $1.8 million per year and per capita spending of about $16.00.

Reflected in the streams and amount of funding are various administrative approaches to supporting culture. In the Yukon, funding for arts and heritage is provided by the Department of Tourism and Culture through multiple channels. There is, for example, annual and major funding for flagship organizations such as the Yukon Arts Centre and support for operations and programming for a diverse range of arts organizations through an arms-length mechanism with peer-review panels with 19 recipients currently receiving funding. Additionally, 19 museums and cultural centres currently receive support from another funding stream along with programs to fund historic sites and other heritage resources. Support by municipalities, such as Whitehorse and Dawson City, is limited to meager support for museums, whereas in the case of First Nations Cultural Centres, eight are owned and operated by First Nations governments. There are also budgets for both arts and heritage designated for conservation and storage, professional development, capital, and tourism initiatives. Indigenous artists, programs and organizations are integrated in all funding programs and streams.

Kamloops, Prince George, Thunder Bay and St. John's all fund arts and heritage organizations, but in varying degrees with respect to support for operations, capital and programs. As noted, there are multiple-year service agreements in place with organizations in Prince George and the FFGRD, and in the case of the latter they include expectations beyond financial support. Kamloops has multi-year agreements with flagship organizations which also was the case in Thunder Bay until this past year when one-year agreements were put in place owing to a current budget freeze. As well, in Prince George and St. John's there is support for operations and programming available to a range of local organizations on a yearly or multi-year basis through a community investment fund mechanism, such as Prince George's My PG program. Recipients include, for example, artist-run galleries, community arts councils and other service-oriented organizations, cultural festivals, music societies and artisan groups, such as a potters' guild. Kamloops and Thunder Bay provide a small percentage of funds in this regard although the latter operates a city-wide cultural events program with a healthy budget and often in partnership with local organizations. In St. John's as noted, substantial funding comes to the Newfoundland and Labrador Arts Council and in this particular instance through grant programs for operations, projects and 'sustaining' support subject to an arms-length/peer review process as in the Yukon.

Beside the arms-length approach, multi-year agreements, and specific grant programs for operations and programming, some arts and heritage organizations also receive extensive in-kind support or exemptions. As to the former, and like other not-for-profit organizations, they may be housed in city-owned facilities as is the case with three flagship organizations in Thunder Bay. In other instances, such as Prince George, a nominal rent is paid and maintenance is covered. In the latter, municipal tax exemptions or another type of waiver or concession may apply. Finally, there are a number of instances where arts organizations are directly owned by the municipality. Such is the case with the Kamloops Museum whose staff is therefore city employees, although there is also a Friends of the Museum not-for-profit society to enable access to other funding, both private and public.

While the amount and type of resources varies among these five places, as do the administrative structures and funding mechanisms, all demonstrate significant capacity to support culture. For some, this support has developed incrementally over decades hand in hand with the very arts and heritage organizations funded. These organizations, such as Western Canada Theatre and the Art Gallery in Kamloops BC, and the Art Gallery in Thunder Bay, have also matured. For others, such as the Fraser-Fort George Regional District it applies to the implementation of multi-year agreements. Capacity is not confined to providing funds; it also refers to expending other municipal resources efficiently and instituting various mechanisms to enable arts and heritage to not only survive, but flourish. To illustrate, in the Yukon, an arms-length adjudication process has been deemed the most effective and fair means to support arts organizations whereas in several places there are policies aimed at enabling cultural development such as heritage resources management, public art guidelines, fee for service delivery, or in the form of benefits and exemptions for not-for-profit organizations.

Taking all the data into account, it is instructive to compare per capita spending in the cities/regions/governments and funding by Alberta municipalities. The range is very wide from a staggering $433.00 in the Yukon to between $8.00-$9.00 in Airdrie and St. John's, although in the latter case this does not include support from the Newfoundland and Labrador Arts Council. However, when looking at cities with similar populations to Fort McMurray and the Wood Buffalo region the range significantly narrows from $26.00 to $32.00, yet the funding responsibilities, streams and priorities vary, for example, in Prince George/FFGRD and in Grande Prairie, St. Albert, Red Deer, and Sherwood Park/Strathcona County in Alberta. What's more, Wood Buffalo's per capita spending of approximately $16.00 is lower, and particularly so, when compared to Red Deer ($33.50), Grande Prairie ($31.30) and St. Albert ($26.00). Yet it must be pointed out that these communities have significant arts and heritage infrastructure, such as professional art galleries and several other not-for-profit cultural organizations that have received substantial municipal support for considerable lengths of time.

A final observation which solely distinguishes Wood Buffalo is its inordinate high level of corporate support for the cultural sector. In all cities and regions scanned, municipal, regional or territorial governments are the principal funders. There is support by major companies and local businesses in the form of funding, sponsorship, or in-kind contributions, but nothing approaching the investments made in Wood Buffalo by the corporate sector.

Multicultural Expo Dancer

Fort McMurray Heritage Village

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

WOOD BUFFALO CULTURE PLAN

The Advisory Committee discussed findings of the literature review, environmental scan, interviews, and small group meetings, and with the consultants identified priorities, challenges, strategies, opportunities, and potential actions, and suggested roles and responsibilities to address actions. The priorities and strategies are elaborated upon in the Proposed Action Plan that accompanies the Culture Plan.

Foster Healthy Environment for Culture: Arts and Heritage

Challenges

There is currently a lack of understanding about the needs of the cultural community, the expectations community members have of Municipal government and vice versa as well as of the role of the corporate sector. The community feels that the Municipality does not understand the difference between the needs of professional, emerging and recreational artists and cultural practitioners.

Opportunities

A vibrant arts and culture community is a factor in attracting visitors and new residents, encouraging transient workers to become residents, and retaining youth in the community. There is an opportunity to highlight the importance of arts and heritage in the waterfront and downtown revitalization planning currently underway, as well as in future municipal planning. There is an opportunity to improve the regulatory environment and investment programs for arts and heritage, to reduce duplication and improve collaboration between the Municipality and various cultural organizations, and to provide more activities to support professionalization.

Strategies

- Champion the Wood Buffalo Culture Plan
- Clarify roles and responsibilities of all levels of government, Indigenous groups, social profit, educational and corporate sectors, and individuals
- Integrate culture more effectively in government and organizational planning
- Strengthen current strategies and seek opportunities to enhance cultural programming provided by the Municipality and not-for-profit cultural organizations
- Provide recommendations to Mayor and Council re: Municipal bylaws that should be revised to encourage cultural entrepreneurialism
- Develop capacity of cultural organizations as well as individual artists and heritage practitioners
- Explore opportunity to develop multi-year agreements between the Municipality and educational institutions, cultural organizations, and Indigenous governments and organizations
- Introduce designated cultural investment streams to support capital development, festivals, operations, projects, travel, etc.
- Develop an investment plan for culture
- Develop a Public Art Plan
- Improve relations between Indigenous organizations, artists and other residents in the region

Further Develop Cultural Facilities and Resources

Most communities with a population the size of Wood Buffalo have a number of flagship cultural institutions, such as:

- a public art gallery,
- a stand-alone professional theatre company and/or symphony,
- a municipal museum and archives, and
- a multipurpose arts and cultural centre.

They also have specific municipal funds, programs and criteria for supporting arts and heritage organizations and programs.

Many municipalities this size have a combined use theatre, art gallery, museum and library complex – or spaces in adaptive re-use facilities – rather than incorporating arts spaces into recreational facilities which are not necessarily compatible. There are often smaller arts and heritage facilities and resources in surrounding rural areas. These facilities are often developed in partnership between municipal, provincial and federal governments, the corporate sector and private patronage. Indigenous groups may develop their own facilities, often with support from various levels of government as well as the community. Many small cities in Alberta have developed heritage resource management plans and programs.

Challenges

While there are a number of cultural facilities in the municipality, there are gaps. Residents involved in the cultural planning process identified a number of challenges, particularly the lack of a public art gallery that would primarily exhibit the work of established contemporary artists, both local professional artists as well as artists from outside the region, and an arts centre/creative space to foster the work of amateur and emerging artists. Multipurpose spaces are often not suitable for particular uses and/or are too expensive for artists/arts organizations to use. Heritage resources, particularly the Heritage Society in Fort McMurray and the Bicentennial Museum in Fort Chipewyan, require additional financial support and there is a lack of understanding in the community of the potential to identify cultural landscapes, sites and heritage interpretation. A number of people commented that there are no heritage resources, that everything was lost in the fire, but they have a limited view of what may be considered heritage resources.

Opportunities

Recreational facilities in Wood Buffalo are among the most extensive in Canada relative to the size of the population yet cultural facilities have not kept pace. Educational institutions provide community access to cultural facilities such as the Keyano Theatre and Arts Centre, the Suncor Energy Centre for the Performing Arts/Holy Trinity Catholic High School, District Recording Studio/Composite High School, and the Association Canadienne Francaise/École Boréal. There is an opportunity to establish even stronger links between arts organizations and educational organizations. The proposed Interpretive Centre at Heritage Village could enable broader themes to be incorporated. There is funding available from both federal and provincial governments to support the development of cultural spaces and preservation of heritage resources.

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

Strategies

- Conduct cultural facilities' needs assessment
- Increase support for existing cultural facilities
- Develop more indoor and outdoor resources
- Provide affordable artist work studios
- Explore possibility of creating a public art gallery
- Conduct a survey and inventory of heritage resources and develop a Heritage Resources Management Plan
- Provide support to provincially designated heritage resources as well as to any resources listed under a future municipal program
- Provide support to Indigenous cultural facilities that are currently in the planning stages

Performer at WinterPLAY Festival

Support Collaboration and Innovation

Collaboration refers to working together for a common purpose – in a true collaboration artists influence one another's practice; creative collaboration is stronger than cooperation or coordination where organizations and individuals may each contribute but do not necessarily impact one another. True collaboration leads to innovation.

Challenges

The Municipality, cultural organizations and individuals currently work primarily in silos, coming together as required to support events and programs. The size of the region makes collaboration between urban and rural communities and among rural communities very difficult. The fact that so much financial investment has come from the corporate sector is both a benefit and a constraint; local arts organizations are out of step with national and provincial trends because, with few exceptions, they have traditionally not had to access funding programs of other levels of government. The lack of opportunities for professional/emerging artists especially precludes them from applying to other levels of government for support, which normally require an exhibition, performance or publication history.

Opportunities

There are opportunities for Indigenous and culturally diverse artists to collaborate with other members of the cultural community, as well as with other social profit agencies, and for arts and heritage practitioners to work together not just side by side as they do now. There are opportunities for Municipal staff to engage more fully in the programs and activities of the cultural community, not just to provide funding and coordination, and for members of the cultural community to engage more fully in the activities of provincial, federal and international organizations.

Strategies

- Foster an environment of true collaboration in which organizations have equal voice and power
- Explore joint usage agreements as indicated in the RMWB 2018-2021 Strategic Plan
- Approach Indigenous governments and organizations to discuss potential for agreements
- Provide opportunities for professional artists in all disciplines as well as heritage practitioners and cultural leaders
- Develop capacity of the cultural community in terms of the number and experience of professional staff
- Encourage individuals to participate in activities outside the region
- Develop resilience through arts and heritage activities that seek opportunities and collaboration within the economic climate, social sector, youth, and senior strategies

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

Encourage Diversity, Inclusivity and Accessibility

There are a number of distinct cultures in the region: Indigenous people from across Canada, Francophones, and a wide diversity of newcomers. The Municipality recognizes the rights of Indigenous Peoples to preserve and practice their traditional cultural practices as they see fit. The Culture Plan is intended to consider ways that Indigenous culture may be presented throughout the region in order to promote reconciliation and enhance economic, social and other benefits.

Challenges

Members of various cultural communities may not know much about one another. The new education curriculum has a focus on Indigenous history, but adult Canadians and newcomers often know little about the experience of Indigenous Canadians – nor do Canadians necessarily know much about the cultures of newcomers. Although the average income of residents in the region is relatively high, there is disparity and it is important to provide for accessibility and reduce barriers to participation such as cost and transportation. Organizations need to develop innovative programming that is accessible to all.

Opportunities

Recent immigrants and migrants are interested in learning about the culture and history of Canada/Alberta; Canadians, and newcomers from other countries, are interested in learning about the cultures and values of newcomers. Arts and heritage programming provides opportunities to learn about one another in a non-threatening way.

The current focus on reconciliation, stemming from the Truth and Reconciliation Commission's Calls to Action, provides an opportunity for cultural organizations in the region to improve relations between Indigenous and non-Indigenous residents.

Strategies

- Routinely include Indigenous and culturally diverse artists in planning, development and implementation of cultural programming, including exhibitions, and respect appropriate protocols
- Conduct traditional land use/place names study, to identify and locate significant areas (e.g., lakes, creeks, streams, areas, portage sites, landings, and old communities), protect traditional harvesting and safeguard activities such as trapping, hunting, gathering foods and medicinal plants, and cultural events
- Reflect Indigenous identities, where appropriate in the design and form of new structures, public art, signage and interpretive panels to contribute to the sense of place
- Support cultural programming related to historical Indigenous Peoples that promotes reconciliation and addresses the many Truth and Reconciliation Commission Calls to Action related to culture
- Support cultural programming in rural areas
- Support cultural programming that is accessible to all residents in the region

Improve Awareness of the Value of Culture

Culture is an integral feature of everyday life. Arts and heritage facilities and programs provide multiple community benefits. Culture fosters a sense of both personal and community identity and wellbeing while stimulating creativity and economic development. The value of culture is to be found in encouraging residents – long-standing, transient and recent – to share and record their pasts and to celebrate traditions that are both distinctive and universal.

Challenges

There is little understanding about the potential of culture to contribute to community life, whether in terms of social cohesion, wellbeing, education and economic development. Residents engaged in arts and heritage spoke about the lack of understanding of the value of culture within the broader community – including Municipal government and the public at large. They also spoke about the difficulty in promoting programs and activities, including the lack of an up-to-date, centralized, calendar of events.

Opportunities

There's potential to develop a collaborative approach to marketing and promotions, and to work together to improve understanding of both cultural activities in the region and the value of these activities. As noted above, culture has social and economic value that can only be fully realised if supported and allowed to flourish.

Strategies

- Plan and implement an awareness campaign re: value of culture, e.g.:
  - Promote through workshops, social profit board presentations, cultural community, Council, and the broader community
  - Include culture as a theme for political meetings during upcoming elections and in all stakeholders strategic planning and campaigns
  - Integrate statements of 'what culture means to me' into campaign (e.g., Library model, template/tool kit)
- Brand the Arts District with street sign identifiers/banners
- Expand use of heritage photos (e.g. utility boxes, garbage cans, bus shelters etc.)
- Market cultural facilities and programs
- Improve communication of events as they're being planned
- Position Wood Buffalo as a destination for provincial, national and international cultural conferences and events

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

Footnotes

1 http://www.unesco.org/new/en/social-and-human-sciences/themes/international-migration/glossary/cultural-diversity/

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3 The report quotes J. Hawkes, 6 (Victoria, Australia: Cultural Development Network, 2001). https://www.museums.ab.ca/media/34750/museumsswg_report_final.pdf

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11 Creative Cities Network. *Building Community Identity and Pride*, Making the Case for Culture. https://www.creativecity.ca/publications/making-the-case.php

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13 Canada's National Trust https://nationaltrustcanada.ca/what-we-offer/advocacy

14 Museums Association, *Museums Change Lives: The MA's Vision for the Impact of Museums, July 2013, p. 2*. https://www.museumsassociation.org/download?id=1001738

15 Creative Cities Network. *Culture as an Economic Engine*. Making the Case for Culture, 2005; Hill Strategies re: new studies of cultural and economic benefits of culture http://www.hillstrategies.com

16 Regional Municipality of Wood Buffalo. *Strategic Plan 2018-2021*, Approved January 2018.

17 Regional Municipality of Wood Buffalo. *Wood Buffalo Social Sustainability Plan: A Community Plan for the Regional Municipality of Wood Buffalo*, Approved June 2018.

18 http://www.rmwb.ca/municipal-government/census.htm

19 Interview with the Canadian Red Cross

20 http://resiliencebydesign.com/youthvoiceswb/

Multicultural Expo Dancer

Wood Buffalo Culture Plan Vision

Wood Buffalo is a culturally diverse and socially inclusive municipality in which arts and heritage are vital to its social, economic, and environmental well-being.

www.rmwb.ca/cultureplan

Attachment: 1. Wood Buffalo Culture Plan (Wood Buffalo Culture Plan)

WOOD BUFFALO CULTURE PLAN

Proposed Action Plan

Attachment: 2. Wood Buffalo Culture Plan Proposed Action Plan (Wood Buffalo Culture Plan)

Note:
Short-term = 1-2 years;
Medium Term = 3-5 years;
Long-term = 5 years+

The Wood Buffalo ulture Plan was developed by a multi-stakeholder Community Advisory Committee and will serve as a guiding document to support and enhance arts and heritage initiatives for the region for the next ten years. The action plan has been drafted to focus the efforts of all partners and stakeholders and will be refined over the years to ensure progress and measure success toward achieving the Vision for culture in Wood Buffal . There are fi e priority areas, each with its own strategies, responsibilities and potential funders, as well as actions, outcomes and performance indicators to measure success.

CONTENT

Priorities:

Foster healthy environment for culture: arts and heritage 1

Further develop cultural facilities and resources 4

Support collaboration and innovation 6

Encourage diversity, inclusivity and accessibility 8

Improve awareness of the value of culture 10

Priority: Foster Healthy Environment for Culture: Arts and Heritage

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Clarify roles and responsibilities of all levels of government, Indigenous governments and organizations, social profit, educational and corporate sectors, and individuals	Short-term; ongoing	Implementation Committee	N/A	Establish Implementation Committee with broad representation; Establish Terms of Reference; Identify roles and responsibilities of members and of the sector each represents	Committee created and meets regularly; Committee members can easily articulate their role and that of others; Improved communication; Less duplication; Shared resources and support
Integrate culture more effectively in government and organizational planning	Short-term; ongoing	Municipality; Implementation Committee	N/A	Identify Municipal cultural staff to participate on planning teams and/or review planning documents to ensure that culture is considered	All new municipal plans reference culture taking into consideration the impact of culture on plans, and the impact of plans on culture; Art and heritage incorporated into new structures from inception stage; Strong representation from culturally diverse residents on Public Art Committee; Percentage increase in publically accessible art
Strengthen current strategies and seek opportunities to enhance cultural programming provided by the Municipality and not-for-profit cultural organizations	Ongoing	Municipality; Implementation Committee; cultural organizations	Municipality	Identify specific areas requiring strengthening and enhancement	Improved framework for support
Provide recommendations to Mayor and Council re: Municipal bylaws that should be revised to encourage cultural entrepreneurialism	Long-term; ongoing	Municipality; Implementation Committee	N/A	Identify bylaws requiring revision (e.g., framework to allow an arms-length organization to distribute municipal funds, home business licencing); Revisions recommended and approved by Council	Fewer impediments to cultural entrepreneurship; Development and support for cultural entrepreneurialism evident in new acts and plans; Increase in the number of cultural entrepreneurs operating in Wood Buffalo

Attachment: 2. Wood Buffalo Culture Plan Proposed Action Plan (Wood Buffalo Culture Plan)

Priority: Foster Healthy Environment for Culture: Arts and Heritage

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Develop capacity of cultural organizations as well as individual artists and heritage practitioners	Short-medium term; ongoing	Implementation Committee; Arts Council Wood Buffalo; Fort McMurray Heritage Society; Municipality; Keyano College; School Boards	All levels of government; Indigenous governments and organizations; corporate sector; Foundations, private funds	Benchmark success of individuals and organizations; Strengthen learning opportunities in the region; Discuss potential to reintroduce arts programs with Keyano College; Increase capacity of cultural organizations by increasing budgets, staff and improving their skills and experience; Raise the profile of arts and heritage; Continue focus on "Vocal About Local" public awareness campaign	Percentage increase in cultural experiences, organizations, and events; Percentage increase in participation in Business of the Arts workshops; Percentage increase in participation in Multicultural Association of Wood Buffalo programs; Percentage increase in the number of artists identifying as professional (as per Canada Council definition); Enrollment in educational programs; More professional artists able to support themselves
Explore opportunity to develop multi-year agreements between the Municipality and educational institutions, cultural organizations, and Indigenous governments and organizations	Medium/long-term	Municipality; identified organizations	N/A	Implementation Committee to identify organizations to receive multiyear funding Develop agreements	Agreements in place; Increased organizational sustainability: greater stability and ability to plan and implement long-term goals; Increased development of cultural organizations; Percentage increase in matching grant funding obtained as a result of leveraging multi-year agreements; Expanded programming and events; Artists/cultural leaders and heritage practitioners feel supported

Priority: Foster Healthy Environment for Culture: Arts and Heritage

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Introduce designated cultural investment streams to support capital development, festivals, operations, projects, travel, etc.	Short-medium term	Municipality; Implementation Committee	No increase in short-term	Enhance existing grant programs; Develop new investment program; Benchmark and adjust over time	Cultural funding is identified and stabilized
Develop an investment plan for culture	Medium-term	Implementation Committee	Wood Buffalo Economic Development Corporation; Indigenous governments and organizations; private sources	Develop funding database; Create a tool kit of grantsmanship 'how to' best practices	Funding database developed Improved sustainability; Investment plan in place; Less reliance on Municipality and local industry
Champion the Wood Buffalo Culture Plan	Ongoing	Implementation Committee	N/A	Implementation Committee to promote the Culture Plan within their networks and the larger community	Broad public awareness and support for the Plan
Develop a Public Art Plan	Short-term	Municipality	Municipality	Hire consultants; Develop the Plan; Approve the Plan; Update Public Art Wood Buffalo Program documents	Plan adopted by Council; Plan supports identified public art needs from the Culture Master Plan; Program documents updated
Improve relations between Indigenous organizations and artists and other residents in the region	Short-term; ongoing	Implementation Committee	N/A	Invite Indigenous participation on the Implementation Committee; Invite Indigenous artists to participate in cultural programs within the region and observe appropriate protocols	Indigenous participation on Implementation Committee; Indigenous artists routinely invited to participate and protocols acknowledged

Attachment: 2. Wood Buffalo Culture Plan Proposed Action Plan (Wood Buffalo Culture Plan)

Priority: Further Develop Cultural Facilities and Resources

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Conduct cultural facilities' needs assessment	Short-term	Arts Council Wood Buffalo; Fort McMurray; Fort McMurray Heritage Society; Municipality; Implementation Committee	Municipality; possibly corporate sector or Foundations	Identify funding; Hire consultants; Establish advisory committee; Oversee project; Include complete inventory of existing cultural facilities, condition, and recommended renovations; Update Asset Map	Needs assessment completed; Increased understanding of available spaces and gaps; Asset map updated; Improved accuracy of asset map; Increased usage of asset map; Monitor types of users and reason for use; Number of spaces being utilized for arts programming
Increase support for existing cultural facilities	Ongoing	Keyano College; School Boards; Fort McMurray Heritage Society; Municipality	All levels of government; Indigenous governments and organizations; Foundations; corporate sector; increase in earned revenues	Once deficits are identified through the needs assessment, prioritize and identify funding to remediate existing facilities and initiate renovations	Increased capacity for existing facilities
Develop indoor and outdoor resources	Short-term; ongoing	Implementation Committee; Municipality;Indigenous governments and organizations; corporate sector	Municipal and provincial governments; Indigenous governments and organizations; Foundations; corporate sector	Indoor and outdoor resources included on asset map	
Provide affordable arts centre/ artist work studios	Medium-long-term	Arts Council Wood Buffalo; Implementation Committee	Municipality; Feasibility study: Cultural Spaces Canada Fund	Undertake feasibility study; Identify funding requirements and potential sources; Create business plan; Secure funding for capital project	Feasibility study completed; Funding secured for plan development; Business plan created; Funding secured for capital project; Contracts in place; Arts Centre created; Monitor accessibility, usage and demand for studios; Monitor use of new facility once developed

Priority: Further Develop Cultural Facilities and Resources

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Explore possibility of creating a public art gallery	Long-term	Establish not-for-profit organization to work towards; consultation with Keyano College	Municipality: Feasibility study: Cultural Spaces Canada Fund; Industry sponsors; Foundations, e.g. Wood Buffalo Community Foundation; Wood Buffalo Economic Development Corporation	Implementation Committee to promote the Culture Plan within their networks and the larger community	Broad public awareness and support for the Plan
Conduct a survey and inventory of Heritage Resources and develop a Heritage Resources Management Plan	Short-medium term	Implementation Committee; Fort McMurray Heritage Society in cooperation with Municipality	Alberta Historical Resources Foundation; Municipality	Secure funding; Complete survey and inventory; Undertake oral history to identify potential resources; Develop Heritage Resources Management Plan; Approve plan; Promote plan	Survey and inventory completed; Plan completed; Research including oral histories and documentation from long term residents; Improved awareness of regional heritage resources; Preservation and interpretation of heritage resources
Provide support to any currently provincially designated heritage resources as well as to any resources listed under a future municipal program	Ongoing	Municipality; Province; Indigenous governments and organizations	Province (Alberta Historical Resources Foundation); Indigneous governments and organizations where appropriate; Municipality; corporate sector	Identify roles and responsibilities of Municipality, property owners and community members; Increase support for preservation of heritage resources; Increase support for interpretive programming including signage, brochures, guided and self-guided tours	Roles and responsibilities of Municipality, property owners and community members identified; Increased support for preservation of heritage resources; Increased support for interpretive programming
Provide support to Indigenous cultural facilities currently in the planning stages	Ongoing	Indigenous governments and organizations; other partners as requested	All levels of government; Indigenous governments and organizations; Alberta Museums Association; Aboriginal Heritage program, Museums Assistance Program; corporate sector	Identify opportunities to support the development of Indigenous cultural facilities in the planning stages, for example Métis Local 1935 Cultural Centre.	Planning completed; Fund development successful; Project(s) implemented

Priority: Support Collaboration and Innovation

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Foster an environment of true collaboration in which organizations have equal voice and power	Short-term; ongoing	Implementation Committee	N/A	Implementation Committee to identify key areas where collaboration is lacking and competition occurring; Share ownership of initiatives among stakeholders; Invite participation of Indigenous and culturally diverse residents on all community-wide event planning committees following appropriate protocols	Participation and communication in the first stages of planning of community events; Increased collaboration rather than competition Number of Indigenous and culturally diverse residents at the table; Number of individuals/ groups that indicate a change in 'sense of belonging'; Number of collaborative projects created; Increased number of volunteers supporting cultural organizations
Explore joint usage agreements as indicated in the RMWB Strategic 2018- 2021 Plan Strategy & Initiative #1b – Shared Services and approach Indigenous governments and organizations and School Boards to discuss potential for agreements	Short-term; ongoing	Municipality, Keyano College and School Boards; Indigenous governments and organizations	N/A	Approach key organizations to discuss joint usage agreements (underway)	Joint usage agreements in place

Priority: Support Collaboration and Innovation

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Provide opportunities for professional artists in all disciplines as well as heritage practitioners and cultural leaders	Medium-term; ongoing	Implementation Committee; Art Council Wood Buffalo; Municipality; Keyano College	All levels of government; Indigenous governments and organizations; Alberta Foundation for the Arts; Canada Council; Alberta Historical Resource Foundation	Benchmark number of professional artists and heritage practitioners currently working in the region; Benchmark the amount of funding currently designated for artists and heritage practitioners in the region; Municipal government to increase funding opportunities for individual artists, and artists' calls which will enable them to develop the professionalism necessary to access funding from provincial and federal sources	Increase in the amount and type of funding available to individual artists and heritage practitioners; Increase in the number of artists calls; Increase in number of professional artists and heritage practitioners in the region; Increase in the number of local artists working in studio spaces; More local artists creating large-scale public art pieces; Increased awareness of local artists; Paid opportunities and showcasing opportunities available for artists (all disciplines)
Encourage individuals to participate in activities outside the region	Short-term; ongoing	Implementation Committee	Municipality; external organizations	Identify opportunities for members of the local cultural community to participate in external organizations	Increase in the number of members in the local cultural community involved in external organizations
Develop resilience through arts and heritage activities that seek opportunities and collaboration within the economic climate, social sector, youth and senior strategies	Short-term; ongoing	Implementation Committee	Canadian Red Cross; social profit organizations	Identify and develop potential resilience-related initiatives	Increase in the number of resilience-related initiatives

Priority: Encourage Diversity, Inclusivity and Accessibility

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Routinely include Indigenous and culturally diverse artists in planning, development and implementation of cultural programming, including exhibitions, and respect appropriate protocols	Short-term; ongoing	Implementation Committee	N/A	Develop inclusion protocol; Identify affordable opportunities to showcase local artists and heritage practitioners	Inclusion protocol developed Affordable showcasing opportunities available; More indigenous and culturally diverse arts and heritage featured throughout the region; Indigenous and culturally diverse people at the table
Conduct traditional land use/ place names study, to identify and locate significant areas (e.g., lakes, creeks, streams, areas, portage sites, landings, and old communities), protect traditional harvesting and safeguard activities such as trapping, hunting, gathering foods and medicinal plants, and cultural events	Short-term; ongoing	Indigenous governments and organizations; Elders and trappers; Municipality	All levels of government; Indigenous governments and organizations; Aboriginal Heritage funding stream, Museums Assistance Program; Community Memories Program, Virtual Museum of Canada	Complete land use and place names studies	Land use study completed and accepted by all parties
Reflect Indigenous identities in the design and form of new structures, public art, signage and interpretive panels to contribute to the sense of place	Short-term; ongoing	Municipality, Indigenous governments and organizations	All levels of government; Indigenous governments and organizations	Develop protocol to determine when and how to ensure that Indigenous identities are incorporated in design	Increase in the number and quality of structures, public art, signage and interpretive panels
Establish formal agreements with Indigenous governments and organizations that support cultural programming which promotes reconciliation and addresses the many Calls to Action related to culture	Short-term; ongoing	Partnerships between Indigenous and non-Indigenous communities	All levels of government; Indigenous governments and organizations; Indigenous Affairs, Aboriginal Heritage, Museum Assistance Program; Canada Council for the Arts; corporate sector	Identify the Calls to Action related to culture; Develop a baseline inventory of current activities in communities; Provide funding and support for National Indigenous Peoples Day activities	Calls to Action related to culture identified; Inventory of current activities in communities created; National Indigenous Peoples Day funding and support continued

Priority: Encourage Diversity, Inclusivity and Accessibility

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Support cultural programming in rural areas	Short-term; ongoing	Implementation Committee	Depending on specific programs developed	Identify opportunities to develop cultural events and/ or programs in rural communities in collaboration with the library, food bank, and others currently providing services in rural areas; Explore the possibility of creating a mobile recording studio	More cultural events and/or programs in rural areas
Support cultural programming that is accessible to all residents in the region	Short-term; ongoing	Implementation Committee	N/A	Increased awareness about barriers to participation; Programming available in spaces that are physically accessible to all (including deaf, blind, wheelchair, seniors, etc.), culturally accessible, financially accessible, and accessible to shift workers; Programming accessible to seniors, adults, children, youth	Increase in the number of residents engaging with arts and heritage; Increase in the number of cultural artists/performers showcasing their work; Increase in the number of Elders/cultural leaders engaged in delivering programs

Attachment: 2. Wood Buffalo Culture Plan Proposed Action Plan (Wood Buffalo Culture Plan)

Priority: Improve Awareness of the Value of Culture

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Plan and implement awareness campaign re: value of culture	Short-medium term	Implementation Committee; School Boards; Community champions; Municipality	Municipality; Arts Council Wood Buffalo; Fort McMurray Heritage Society; Multicultural Society of Wood Buffalo; Keyano College; Indigenous governments and organizations	Establish a baseline for arts and heritage activity in the community; Promote culture through board presentations, the cultural community, Council, and the broader community; Include culture as a theme for political meetings during upcoming elections Integrate statements of 'what culture means to me' into awareness campaign; Brand Arts District with street sign identifiers/ banners; Ask Council to declare Year of Culture/ Year of the Arts/ Year of Heritage; Piggy back promotion of local culture through Government of Alberta Month of the Artist; Create a bank of photographs of cultural facilities and programs that may be used for promotional purposes; Create a 'Do you know where this is?' heritage campaign; Expand the use of heritage photos on utility boxes	Increased understanding of the value of arts and heritage throughout Municipal government and the community; Increased awareness of cultural facilities and programs; Increase in the number of new and long-term sponsors interested in investing in arts and heritage; Increase in the number of arts-based businesses; Increase in memberships/ subscriptions/ admissions/ attendance/ program registrants; Increased political and government support

Priority: Improve Awareness of the Value of Culture

Strategies	Proposed Timeframe	Primary Responsibility	Potential Funders	Actions	Outcomes and Performance Indicators
Market cultural facilities and programs and improve communication of events as they're being planned	Short-term; ongoing	Arts Council Wood Buffalo and Multicultural Association of Wood Buffalo; Wood Buffalo Economic Development Corporation: Tourism/Travel Alberta; Municipal Planning and Development; Keyano Theatre and Arts Centre	All: communications streams	Arts and heritage marketing campaign, including central online calendar, summer 'Kiosks', one stop for info about arts and heritage activities; Benchmark current level of cultural tourism in the region; Wood Buffalo becomes known for culture and a destination for visitors	Increase in cultural tourism in the region; Increase in the number of visitors to cultural facilities; Increase in registration for existing programs; Increase in the number of people using and adding to the Asset Map
Promote culture within the broader community	Short term; ongoing	Implementation Committee	All stakeholders	Share regional heritage throughout the region through interpretive signage such as plaques; Exhibit art in local businesses; Purchase goods and service of local artists, heritage practitioners and cultural leaders to promote the region externally; Create meaningful public art reflective of the region	Improvement in interpretive signage; Local artists and heritage practitioners feel encouraged; Local talent developed Increased local media interest and support
Position Wood Buffalo as a destination for provincial, national and international cultural conferences and events	Ongoing	Fort McMurray Tourism; Wood Buffalo Economic Development Corporation		Seek opportunities to host large scale festivals, events, and conferences	

Wood Buffalo Culture Plan Vision

Wood Buffalo is a cultu ally diverse and socially inclusive municipality in which arts and heritage are vital to its social, economic, and environmental well-being.

www.rmwb.ca/cultureplan

COUNCIL REPORT

Meeting Date: May 14, 2019

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Subject: 2022 Arctic Winter Games Co-Chair Appointments

APPROVALS:

Annette Antoniak

Director	Chief Administrative Officer

Recommended Motion:

THAT Melissa Blake and Nicole Bourque-Bouchier be appointed as Co-Chairs for the 2022 Wood Buffalo Arctic Winter Games Host Society; and

THAT Administration be directed to facilitate the public recruitment for the 2022 Wood Buffalo Arctic Winter Games Host Society Director positions and bring forward all applications to Council, in consultation with the Co-Chairs, for review; and

THAT Administration facilitate the incorporation of a 2022 Wood Buffalo Arctic Winter Games Host Society once the selection and appointment process is complete.

Summary:

Administration and Council has made a recommendation pertaining to the appointment of the Co-Chairs to the 2022 Wood Buffalo Arctic Winter Games Host Society. According to the Arctic Winter Games Staging Manual, the host community is to appoint a Chair or Co-Chairs of the Games.

Background:

On February 6, 2019 the Arctic Winter Games International Committee announced that the Regional Municipality of Wood Buffalo had been selected to host the 2022 Arctic Winter Games (the "Games"). As a result, Administration along with Mayor and Councillors undertook the task of recruiting for the positions of Co-Chairs.

Ms. Blake served two terms as a municipal councillor for the Regional Municipality of Wood Buffalo beginning in 1998, before running for Mayor in 2004 and holding that office until 2017. She was appointed to the Independent Advisory Board for Senate Appointments in 2018 and is also on the Alberta Order of Excellence Council. Ms. Blake has been honoured with several awards, including Woman of Inspiration by Girls Inc. of Northern Alberta. She was also honourary Co-Chair of the Northern Kickoff in 2015, the most northern CFL game in history.

Ms. Blake has experience with the 2004 Arctic Winter Games, 2015 Western Canada Summer Games and 2018 Alberta Winter Games. She was also on the Bid Committee for the 2022 Arctic Winter Games.

Ms. Bourque-Bouchier is co-owner and Chief Executive Officer of The Bouchier Group, one of Alberta's largest Indigenous-owned and operated companies. She has been honoured with numerous awards and accolades, including Woman of Inspiration by Girls Inc. of Northern Alberta and Rotary Club of Fort McMurray Oilsands Integrity Award. In 2015 she was named one of the Top 100 Most Powerful Women in Canada by Scotiabank.

Ms. Bourque-Bouchier has served on many non-profit organizations and currently sits on the Keyano College Board of Governors, co-chairs the Pacesetting & Leadership Committee for the Northern Lights Regional Health Foundation and is a member of the newly-formed Alberta First Nations Economic Security Council.

Upon appointment of the Co-Chairs, Administration will facilitate a public recruitment and following close out of that recruitment, the applicants for Director positions will be reviewed by Council, in consultation with these Co-Chairs, and a future report will proceed to Council for the appointment of the Directors to the 2022 Wood Buffalo Arctic Winter Games Host Society.

Rationale for Recommendation:

In accordance with the Arctic Winter Games International Committee, Council is responsible for the selection and appointment of the Co-Chairs.

Strategic Priorities:

Responsible Government

COUNCIL REPORT

Meeting Date: May 14, 2019

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Subject: Downtown Revitalization Readiness Report

APPROVALS:

Annette Antoniak

_____	_____
Director	Chief Administrative Officer

Recommended Motion:

THAT the Downtown Revitalization Readiness Report be accepted as information.

Summary:

The Regional Municipality of Wood Buffalo (the Municipality) pursues the vision of a vibrant, sustainable region we are proud to call home and has identified Downtown Revitalization (DTR) as a priority that contributes to achieving this vision.

As part of ongoing progress towards downtown revitalization, Administration has worked interdepartmentally to review and understand past and present Council approved guiding documents created or completed from 2009-2018 and progress that has been made on any identified implementation plans related to downtown. The information has served as a foundation for understanding where we have been, where we are now and our readiness to move forward.

Background:

The community has invested a significant amount of volunteer time and the Municipality has invested a significant amount of funds in preparation for a refreshed, revitalized downtown area. Investment to date has often been guided by Council approved guiding documents and bylaws and, in some instances, created during different economic times, prior to the Horse River Wildfire and need to be updated.

However, following a review of recommended actions within guiding documents, approximately 80% of 200+ recommended actions within 11 Council documents have been identified as in progress, ongoing or complete and contribute to revitalization both directly and indirectly. Council approved 2018-2021 Strategic Plan is the most current plan that outlines priority actions specific to DTR. Quarterly strategic plan updates are posted on the Municipalities website and highlight ongoing progress towards DTR initiatives. The 2019 operating and capital budgets also support a range of projects, events, programs, plans, committees and corporations that are currently contributing to

DTR. The Readiness Report (attachment 1) provides an overview of current highlights.

Additionally, and in alignment with Council's direction, next steps include engagement with community stakeholders starting this month and broader community engagement through to early fall.

Budget/Financial Implications:

Funding to support initiatives highlighted in the readiness report are included in the approved 2019 budget.

Rationale for Recommendation:

This project has been undertaken in alignment with the RMWB Strategic Plan 2018-2021 Strategic Priority; Downtown Revitalization.

Strategic Priorities:

Responsible Government
Downtown Revitalization
Regional Economic Development

Attachments:

1. Readiness Report

Readiness Report

for a refreshed, revitalized downtown

Attachment: 1. Readiness Report (Downtown Revitalization Readiness Report)

May 2019 Highlights

Revitalization of downtown is a priority in the 2018-2021 Regional Municipality of Wood Buffalo Strategic Plan. The community has invested a significant amount of volunteer time and the municipality has invested a significant amount of funds in preparation for a refreshed, revitalized downtown area.

Has there been significant stops and starts – yes. Are we ready to try again – yes.

Step one – are we ready?

Capital Projects

Revitalizing well established areas often takes multi-year infrastructure investment and construction just to get the land ready to accommodate a variety of uses including commercial, residential and institutional developments. The good news is that the RMWB has already made a number of those investments, completing several underground and road construction projects in the downtown area and continues to support new ones. A good overview of the types of projects currently underway are highlighted on the Capital Projects map at **rmwb.ca/constructionmap**. Highlights of a few other planned projects include:

- Corless Field tennis fencing upgrade
- Riverfront park development (trails)
- Waterways tennis court resurface
- Shell Place feasibility study

Community Committees and Corporations

Community input is vital in community planning. There are several community groups, past and present, who have a vested interest in seeing the downtown area thrive. The Waterfront Steering Committee and the Heritage Society are two that come to mind. Urban planning is also included in the work done by the Mayors Advisory Council on Youth and the Regional Advisory Committee on Aging provides input on strategies that impact seniors. Council also supports several regional corporations that have a vested interest in a revitalized downtown area.

Take a look at the Community Committees and Corporations list

- Communities in Bloom
- Community Identification
- Homelessness Initiative Strategic
- Mayors Advisory Council on Youth
- Public Art
- Regional Advisory Committee on Aging
- Regional Advisory Committee on Inclusion, Diversity and Equality
- Regional Recreation Corporation
- Wood Buffalo Development Advisory – NEW
- Wood Buffalo Economic Development Corporation – NEW
- Wood Buffalo Housing and Development Corporation
- Wood Buffalo Regional Library Board

Events and Programs

Events and community programs in the downtown area also bring residents together. Exposure to downtown amenities and businesses help to attract more traffic and a desire to spend more time and money in the area. Events also engage local merchants, artists, and entrepreneurs. A selection of events and community programs are in the Events and Programs list.

Events

- Alberta Culture Days
- Arctic Winter Games
- Canada Day and Santa Claus Parades
- Communities in Bloom National Symposium
- Council's Holly Jolly Tree Lighting in Jubilee Plaza
- igNIGHT Public Art Exhibition
- McMurray Marathon
- Urban Markets
- WinterPLAY Festival

Programs

- Adopt a Rink
- Adopt a Park, Trail or Roadway
- Anti-Litter Campaign
- Community Clean Up
- Community Placemaking
- Community Investment
- Community Gardening
- Communities in Bloom Business Beautification
- Communities in Bloom Nominate Your Neighbor
- Culture Asset Mapping
- Crime Free Multi-Housing
- Graffiti Wipeout
- Public Art (Murals, Permanent Public Art)
- Shop Local
- Snow Angel
- Street Banner

Research and Plans

Guiding documents are an important part of planning for the future. Everything from the Municipal Development Plan to a Public Art Strategy informs and influences downtown development and revitalization.

Several Council approved guiding documents have helped to prepare us for downtown revitalization, but in some instances, they were created during different economic times, with varying growth projections, prior to the 2016 Horse River Wildfire and need to be updated. At this time approximately 80% of 200+ recommended actions within 11 Council approved documents created between 2009-2018 have been identified as in progress, ongoing or complete and contribute to revitalization both direct and indirectly. Councils 2018-2021 Strategic Plan is the most current plan that outlines key actions and ongoing progress towards downtown revitalization. Quarterly progress updates can be found at **https://www.rmwb.ca/strategicplan**

Guiding Documents

Long-Term Guiding Bylaws

Municipal Development Plan, Bylaw No. 11/027 – update in progress
City Centre Area Redevelopment Plan Bylaw No. 12/003 – update in progress
City Centre Land Use Bylaw No. 12/012 (Part 9 of Land Use Bylaw 99/059) – update in progress

Documents

2010 10 Year Plan to End Homelessness
2010 Envision Wood Buffalo
2012 City Centre Waterfront Program
2012 Crime Prevention and Reduction Plan
2015 Regional Indoor Recreation and Community Facilities Master Plan
2015 Waterfront Preliminary Assessment (based on the Waterfront Steering Committee Report)
2018 - 2021 RMWB Strategic Plan
2018 Social Sustainability Plan
2018 Wildfire Mitigation Strategy

Plans

Currently underway or being created in partnership with community stakeholders.

- Culture Plan
- Parks Master Plan
- Public Art Plan

Is the RMWB ready for a refreshed, revitalized downtown area? ***Yes, we are.***

Is the community ready for a refreshed, revitalized downtown area? ***Let's ask them.***

Step two – build a community plan

With our community and business partners by our side, begin by asking residents what they would like to see in the downtown area. Let's start by asking what residents consider to be the downtown area; how do they see the various districts interacting; what's on their list of important elements to be included in a refreshed, revitalized downtown? Let's ask businesses what's important to them; what would make it easier for them to attract customers; what's on their list of important elements in a refreshed, revitalized downtown?

Armed with fresh feedback, the RMWB and its citizens together can continue to make progress and build a plan for a space, or spaces, that work for everyone.

Attachment: 1. Readiness Report (Downtown Revitalization Readiness Report)

COUNCIL REPORT

Meeting Date: May 14, 2019

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Subject: Prairie Creek Integrated Trail

APPROVALS:

Annette Antoniak

_____	_____
Director	Chief Administrative Officer

Recommended Motion:

THAT Administration be directed to bring forward a Capital Budget Request to implement option 4 for approval for construction in 2019-2020; and

THAT Administration be directed to further explore the potential to implement option 3 in the future.

Summary:

Administration was asked to investigate options for an integrated trail system and report back to Council with an implementation plan for the Prairie Creek Subdivision. The four options for consideration are:

- Option 1 - completely encircles the entire subdivision at an estimated cost of $1.3M
- Option 2 - encircles approximately 75 percent of the subdivision at an estimated cost of $928,000
- Option 3 - combines options one and two to create an integrated trail network at an estimated cost of $1.4M.
- Option 4 - considers upgrading and augmenting of the internal sidewalk network to the 3-meter-wide hard surface standard at an estimated cost of $445,000.

These options do not include land costs, as the location of a perimeter trail will be on provincially owned land.

Background:

Administration was directed to look at the possibility of creating an integrated trail network for the Prairie Creek subdivision. A new trail would be a class one trail that is three meters wide and would have asphalt surfacing. This trail could be used for walking, running, biking, dog walking or various forms of exercise. The task of placing a

perimeter trail around the Prairie Creek Subdivision is complicated, as most of the land adjacent to the subdivision is owned by the Province of Alberta. The land to the south and east is under lease to the Clearwater Horse Club by the province. The land to the west is owned by Alberta Transportation and the land to the north is part of the road right-of-way that is under Municipal jurisdiction. Prior to developing a perimeter trail, the Municipality would need to enter into a land agreement with the Province and possibly the lease holders occupying the land. Land Administration has advised that there is currently a land claim on one of the associated properties and they would require between 12 and 18 months to get the land agreements in place to accommodate a full trail system. Once land agreements are in place, Administration could bring forward a capital project for consideration in the 2020 or 2021 capital budget.

Alternatives:

The internal trail (Option 4) is recommended as the first phase of a two-phased approach. The second phase (one of the remaining three options) is a perimeter trail, as presented in one of Options 1, 2 or 3. Given the complexities involving legal land interests for these options, this determination can be accepted for later implementation following a process to ensure that one of these options is viable. Administration will not be able to construct the full perimeter trail (Phase 2) until all the necessary land agreements are completed.

Budget/Financial Implications:

Capital project for construction of trails and operational expense for trail maintenance. In addition, there may be an added expense for a lease agreement to occupy Provincial Lands for Options 1 through 3.

Rationale for Recommendation:

Completion of the internal trail network (Phase 1) will provide both local and regional users opportunities to have upgraded trails in the Prairie Creek neighborhood. The second phase will require further investigation and negotiation with the Province of Alberta.

Strategic Priorities:

Responsible Government

Attachments:

1. Prairie Creek Trail Options 1-4 Maps

2. Prairie Creek Trail Cost Estimate

Prairie Creek Integrated Trail Presentation

PROPOSED PRAIRIE CREEK TRAIL

REGIONAL MUNICIPALITY OF WOOD BUFFALO

N

ALBERTA TRANSPORTATION LAND

SE27 88-9-4

UE

RODEO DRIVE

PALOMINO CLOSE

BELGIAN GREEN

MACKENZIE BOULEVARD

ARABIAN DRIVE

MUSTANG ROAD

SHETLAND GARDEN

PINTO PLACE

69

BI

PS

R8

R1S

R3

RMH

Belgian Green Park

Shetland Gardens Park

Rodeo Drive Storm Pond

Access Point

Access Point

Access Point

UE

SE26 88-9-4

ALBERTA TRANSPORTATION LAND

NE22 88-9-4

NW23 88-9-4

NE23 88-9-4

CLEARWATER HORSE CLUB LEASE

CLEARWATER HORSE CLUB LEASE

LEGEND

- Prairie Creek Option 1 (1.8Km)
- Urban Parks Trails
- MunicipalLand
- SurveyBlocks

Attachment: 1. Prairie Creek Trail Options 1-4 Maps (Prairie Creek Integrated Trail)

PROPOSED PRAIRIE CREEK TRAIL

REGIONAL MUNICIPALITY OF WOOD BUFFALO

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ALBERTA TRANSPOR-TATION LAND

SE27 88-9-4

UE

RODEO DRIVE

PALOMINO CLOSE

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SE26 88-9-4

ALBERTA TRANSPORTATION LAND

NE22 88-9-4

NW23 88-9-4

NE23 88-9-4

CLEARWATER HORSE CLUB LEASE

CLEARWATER HORSE CLUB LEASE

LEGEND

- Prairie Creek Option 2 (2.2Km)
- Urban Parks Trails
- MunicipalLand
- SurveyBlocks

Attachment: 1. Prairie Creek Trail Options 1-4 Maps (Prairie Creek Integrated Trail)

PROPOSED PRAIRIE CREEK TRAIL

REGIONAL MUNICIPALITY OF WOOD BUFFALO

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ALBERTA TRANSPOR-TATION LAND

SE27 88-9-4

UE

RODEO DRIVE

PALOMINO CLOSE

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MACKENZIE BOULEVARD

ARABIAN DRIVE

PS

R8

RMH

Belgian Green Park

BELGIAN GREEN

R3

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SHETLAND GARDEN

Shetland Gardens Park

PINTO PLACE

Access Point

UE

SE26 88-9-4

RMH

Rodeo Drive Storm Pond

MUSTANG ROAD

R3

Access Point

Access Point

ALBERTA TRANSPORTATION LAND

CLEARWATER HORSE CLUB LEASE

UE

NE22 88-9-4

NW23 88-9-4

UE

UE

NE23 88-9-4

CLEARWATER HORSE CLUB LEASE

UE

LEGEND

- Prairie Creek Option 3 (2.5Km)
- Urban Parks Trails
- MunicipalLand
- SurveyBlocks

Attachment: 1. Prairie Creek Trail Options 1-4 Maps (Prairie Creek Integrated Trail)

PROPOSED PRAIRIE CREEK TRAIL

REGIONAL MUNICIPALITY OF WOOD BUFFALO

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ALBERTA TRANSPOR-TATION LAND

UE

SE27 88-9-4

RODEO DRIVE

PALOMINO CLOSE

BELGIAN GREEN

MACKENZIE BOULEVARD

ARABIAN DRIVE

SHETLAND GARDEN

PINTO PLACE

MUSTANG ROAD

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RMH

DC-R3

R3

R1S

3 Belgian Green Park

8 Shetland Gardens Park

5 Rodeo Drive Storm Pond

Access Point

Access Point

Access Point

SE26 88-9-4

UE

ALBERTA TRANSPORTATION LAND

UE

NE22 88-9-4

NW23 88-9-4

UE

CLEARWATER HORSE CLUB LEASE

CLEARWATER HORSE CLUB LEASE

UE

NE23 88-9-4

LEGEND

- Existing Sidewalks
- Prairie Creek Option 4 (1.2Km)
- MunicipalLand
- SurveyBlocks

Attachment: 1. Prairie Creek Trail Options 1-4 Maps (Prairie Creek Integrated Trail)

Preliminary Cost Estimate (For estimating purposes only)					
	Project: Prairie Creek Perimeter Trail Installation				
Option 1	**2.2Km - Perimeter Trail**				
Work to be Completed	Description	Est. Qty	Unit	Unit Price ($)	Total
	Site Survey, grading and layout	1	Ls	$ 25,000.00	**$ 25,000.00**
Earthworks					
	Rough Grading for seed (if required) $0.25/sq. m. (includes re-ditching along highway)	4400	m2	$0.25	$1,100.00
	Topsoil	2000	m2	$28.00	$56,000.00
	Embankment (Imported)	6000	m3	$75.00	$450,000.00
Trails					
	3.0m Gravel Trail (including granular base and weed barrier)	2200	lm	$210.00	$462,000.00
	Gravel Bench node	5	each	285	$1,425.00
	3.0m Apshalt trail (including granular base and weed barrier)	2200	lm	340	$ 748,000.00
	Apshalt bench node	5	lm	670	$ 3,350.00
Site Furniture					
	Metal Bench	5	each	$800	$4,000.00
	Trash Receptacle	5	each	$2,400	$12,000.00
Culverts					
	Supply and install 300 CSP culvert, under trail for drainage (This cost covered all materials required for installation).	7	each	300	$2,100.00
Grand Total Gravel Trail Option					$ 1,013,625.00
Grand Total Asphalt Trail Option					$ 1,301,550.00
Option 2	**1.8Km - Perimeter Trail (through PUL)**				
Work to be Completed	Description	Est. Qty	Unit	Unit Price ($)	Total
	Site Survey, grading and layout	1	Ls	$ 25,000.00	**$ 25,000.00**
Earthworks					
	Rough Grading for seed (if required) $0.25/sq. m. (includes re-ditching along highway)	3600	m2	$0.25	$900.00
	Topsoil	1700	m2	$28.00	$47,600.00
	Embankment (Imported)	3000	m3	$75.00	$225,000.00
Trails					
	3.0m Gravel Trail (including granular base and weed barrier)	1800	lm	$210.00	$378,000.00
	Gravel Bench node	4	each	$285.00	$1,140.00
	3.0m Apshalt trail (including granular base and weed barrier)	1800	lm	$340.00	$ 612,000.00
	Apshalt bench node	4	lm	$670.00	$ 2,680.00
Bench Nodes					
	Metal Bench	4	each	$800.00	$3,200.00
	Trash Receptacle	4	each	$2,400.00	$9,600.00
Culverts					
	Supply and install 300 CSP culvert, under trail for drainage (This cost covered all materials required for installation).	7	each	$300.00	$2,100.00
Grand Total Gravel Trail Option					$ 692,540.00
Grand Total Asphalt Trail Option					$ 928,080.00
Option 3	**2.5Km - Perimeter Trail with PUL access**				
Work to be Completed	Description	Est. Qty	Unit	Unit Price ($)	Total
	Site Survey, grading and layout	1	Ls	$ 25,000.00	**$ 25,000.00**
Earthworks					
	Rough Grading for seed (if required) $0.25/sq. m. (includes re-ditching along highway)	5000	m2	$0.25	$1,250.00
	Topsoil	2000	m2	$28.00	$56,000.00
	Embankment (Imported)	6000	m3	$75.00	$450,000.00
Trails					
	3.0m Gravel Trail (including granular base and weed barrier)	2500	lm	$210.00	$525,000.00
	Gravel Bench node	5	each	285	$1,425.00
	3.0m Apshalt trail (including granular base and weed barrier)	2500	lm	340	$ 850,000.00
	Apshalt bench node	5	lm	670	$ 3,350.00
Site Furniture					
	Metal Bench	5	each	$800	$4,000.00
	Trash Receptacle	5	each	$2,400	$12,000.00
Culverts					
	Supply and install 300 CSP culvert, under trail for drainage (This cost covered all materials required for installation).	7	each	300	$2,100.00
Grand Total Gravel Trail Option					$ 1,076,775.00
Grand Total Asphalt Trail Option					$ 1,403,700.00

Option 4	**1.2Km - Upgrade Internal Trail System**				
Work to be Completed	Description	Est. Qty	Unit	Unit Price ($)	Total
	Site Survey, grading and layout	1	Ls	$ 25,000.00	**$ 25,000.00**
Trails					
	3.0m Apshalt trail (including granular base and weed barrier)	1200	lm	340	$ 408,000.00
	Apshalt bench node	3	lm	670	$ 2,010.00
Bench Nodes					
	Metal Bench	3	each	$800.00	$2,400.00
	Trash Receptacle	3	each	$2,400.00	$7,200.00
Grand Total Asphalt Trail Option					$ 444,610.00

Attachment: 2. Prairie Creek Trail Cost Estimate (Prairie Creek Integrated Trail)

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Attachment: Prairie Creek Integrated Trail Presentation (Prairie Creek Integrated Trail)

Prairie Creek Integrated Trail

Presenter:

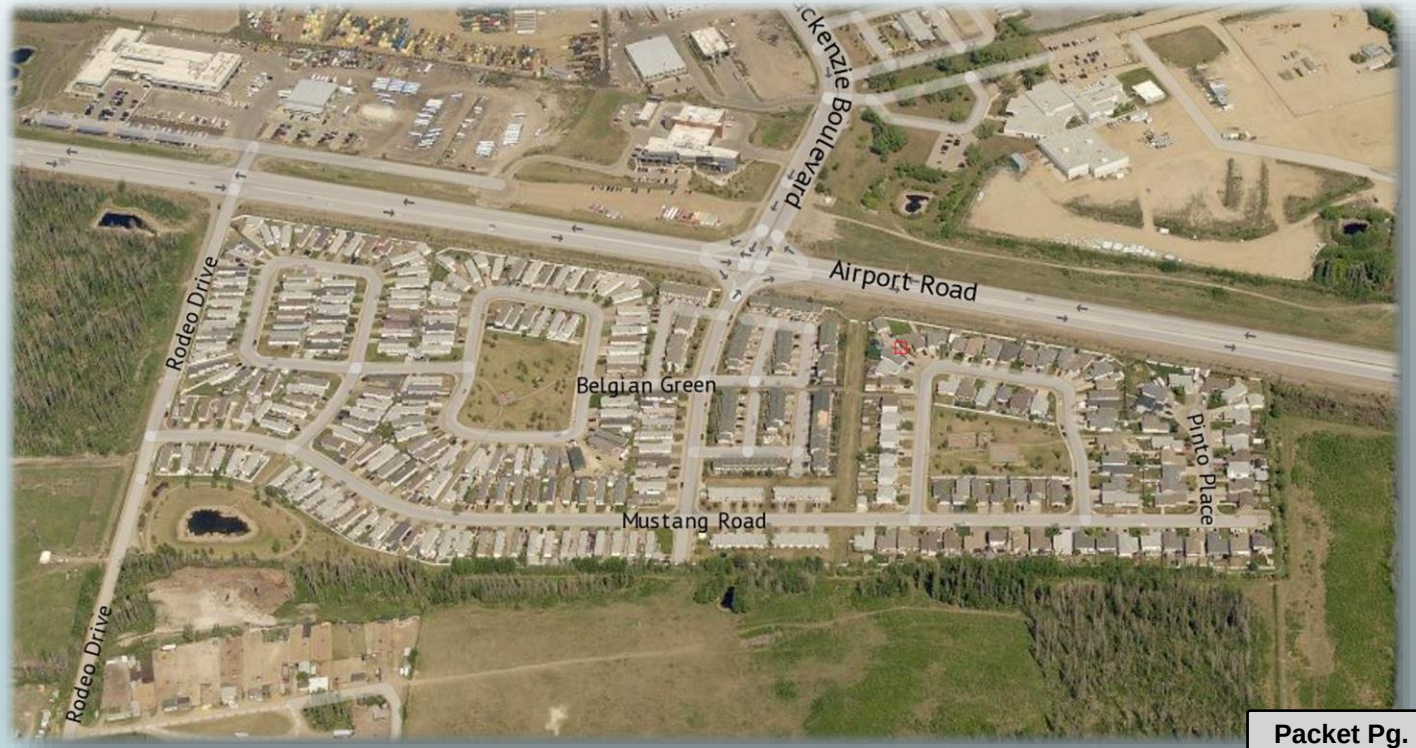
Public Works Department

March 25, 2019

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Table of Contents

- Project Background
- Trail Option 1
- Trail Option 2
- Trail Option 3
- Trail Option 4



REGIONAL MUNICIPALITY OF WOOD BUFFALO

Background

Task

Create an integrated trail network for the Prairie Creek subdivision

Key Considerations

Complete a perimeter trail the RMWB will need to acquire or enter into land agreements with various stake holders

Attachment: Prairie Creek Integrated Trail Presentation (Prairie Creek Integrated Trail)

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Background continued

Challenges

- Adjacent land is owned by the Province of Alberta
- Land Agreement is required prior to developing a perimeter trail
- Administration cannot construct a trail until land agreements are completed

Attachment: Prairie Creek Integrated Trail Presentation (Prairie Creek Integrated Trail)

Option 1

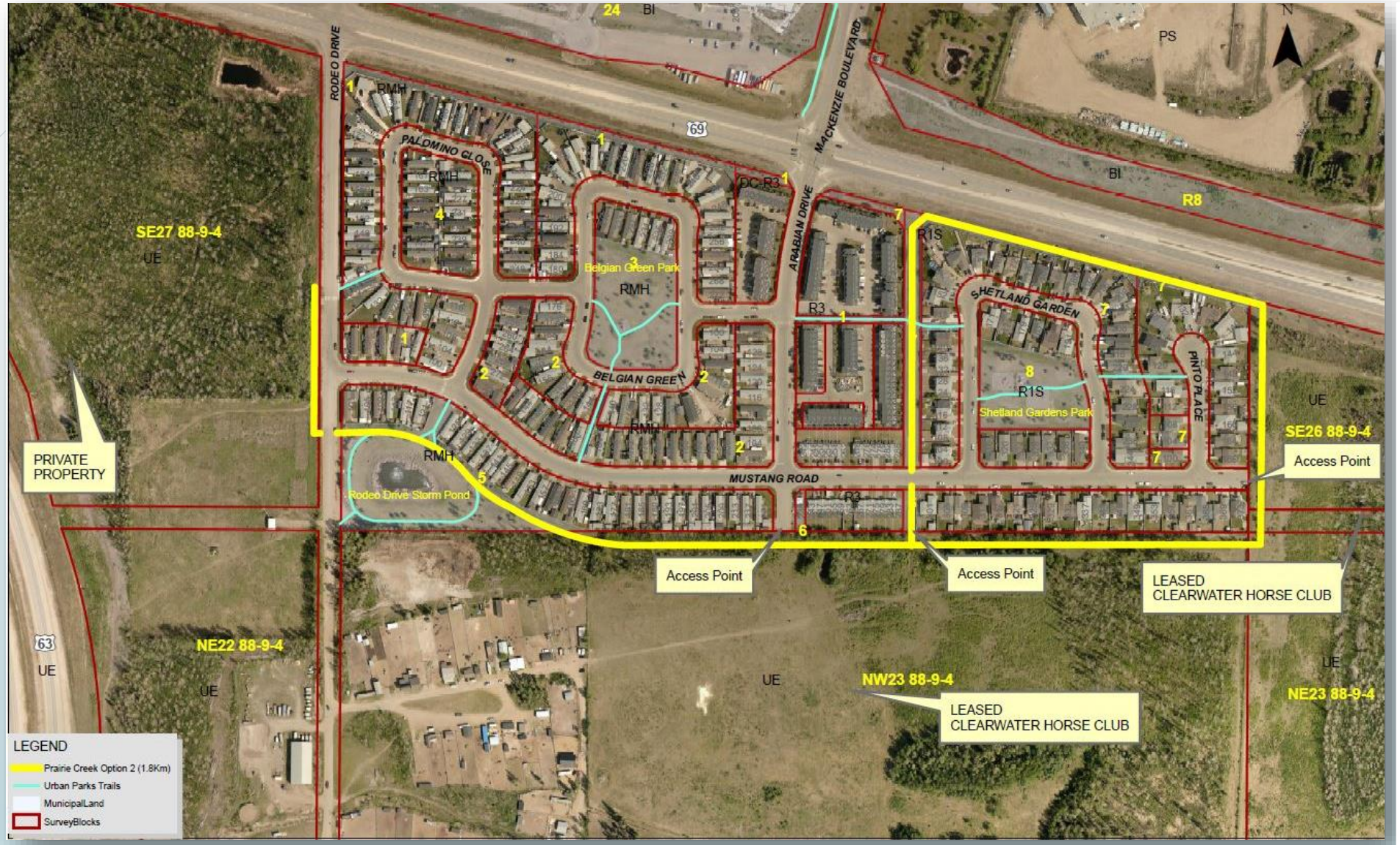
2.2 Km

$1,301,550

Attachment: Prairie Creek Integrated Trail Presentation (Prairie Creek Integrated Trail)

Option 2

1.8 Km



$928,080

Attachment: Prairie Creek Integrated Trail Presentation (Prairie Creek Integrated Trail)

Option 3

2.5 Km

$1,403,700

Attachment: Prairie Creek Integrated Trail Presentation (Prairie Creek Integrated Trail)

Option 4

1.2 Km

$444,610.00

Attachment: Prairie Creek Integrated Trail Presentation (Prairie Creek Integrated Trail)

COUNCIL REPORT

Meeting Date: May 14, 2019

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Subject: 2019 Q1 Financial Performance Report

APPROVALS:

Annette Antoniak

_____	_____
Director	Chief Administrative Officer

Recommended Motion:

THAT the First Quarter 2019 Financial Performance Update be accepted as information.

Summary:

The first quarter financial results are showing a small annual projected surplus of $1.1 million which is the result of a decrease in operating revenue of $1.2 million and a decrease in operating expenses of $2.3 million.

Background:

The Quarterly Financial Report provides a more comprehensive quarterly financial update that includes municipal operating revenues and expenses with comparatives to budget and projections, capital project spending, information regarding investment and debt, as well as information regarding grants that the Municipality has applied for and or received during the quarter. The investment section has been updated to include information regarding the bank balance, reserve position and the amount of funds that are uncommitted.

Operating revenues to March 31, 2019 are $188.2 million. On an annual basis the revenue projection is $753.4 million which reflects a decrease of $1.2 million to the annual revenue. The budget included a user fee increase starting in April the projection is reflecting the new implementation date of June 1. In addition, the commercial water and sewer volumes are lower than anticipated.

Operating expenses to March 31, 2019 are $98.8 million. On an annual basis the expense projection is $415.9 million which reflects a decrease of $2.3 million to the annual expenses. The main driver was the receipt of payment on an outstanding Accounts Receivable account enabling a reduction in the allowance for doubtful accounts.

The approved 2019 Capital Budget is $256.7 million; in the first quarter the capital

budget has been amended to $258.9 million an increase of $2.28 million. As of March 2019, $19.3 million has been spent on the continued delivery of capital projects. Most of this spend is related to ongoing projects.

The cash position at the end of March is $1,189.7 billion. This amount is comprised of $169.5 million in the bank and $1,020.2 billion in investments. Of this amount, $810.8 million is committed to budgeted services/programs, capital projects and funds for financial stability. The uncommitted balance equals $378.9 million.

The Municipality has a total debt commitment of $420.4 million. Of this amount, $264.0 million has been drawn and the remaining $156.4 million is committed undrawn debt. In the first quarter, Council approved a debt repayment plan that used the uncommitted bank balance to pay the committed drawn debt in the second quarter of 2019. The $156.4 million of committed undrawn debt will be replaced with other funding by 2021.

The Municipality received approval for $6.7 million in capital grants and $4.5 million in operating grants in 2019. Continuous research into grant opportunities is ongoing.

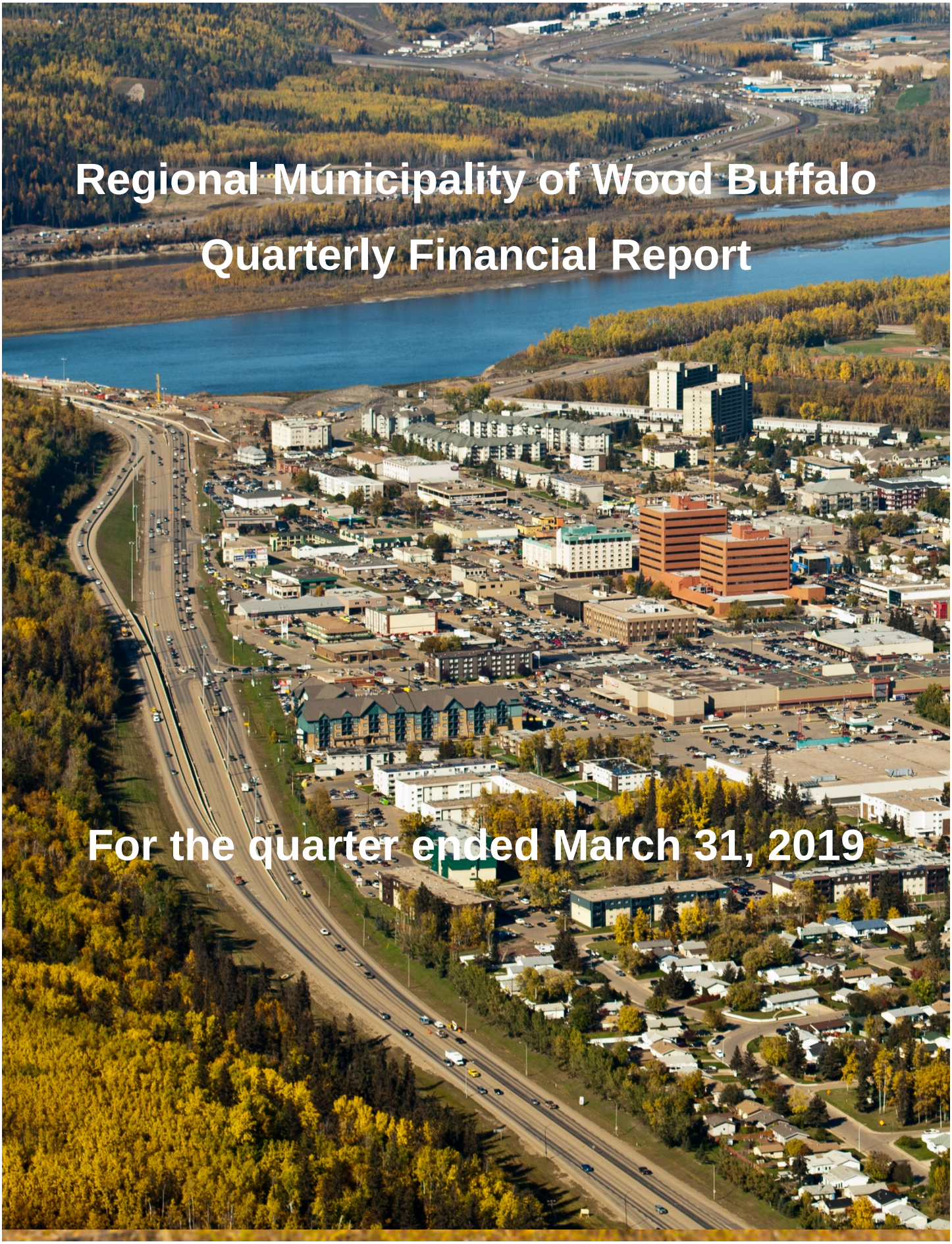
The Municipality has spent $244.2 million in recoverable wildfire costs since May 2016. To date the Province has advanced $198.7 million for reimbursable expenses; Red Cross has advanced $5.0 million and our insurance provider has paid $29.6 million.

Strategic Priorities:

Responsible Government

Attachments:

1. 2019 Q1 Financial Performance Report



Regional Municipality of Wood Buffalo

Quarterly Financial Report

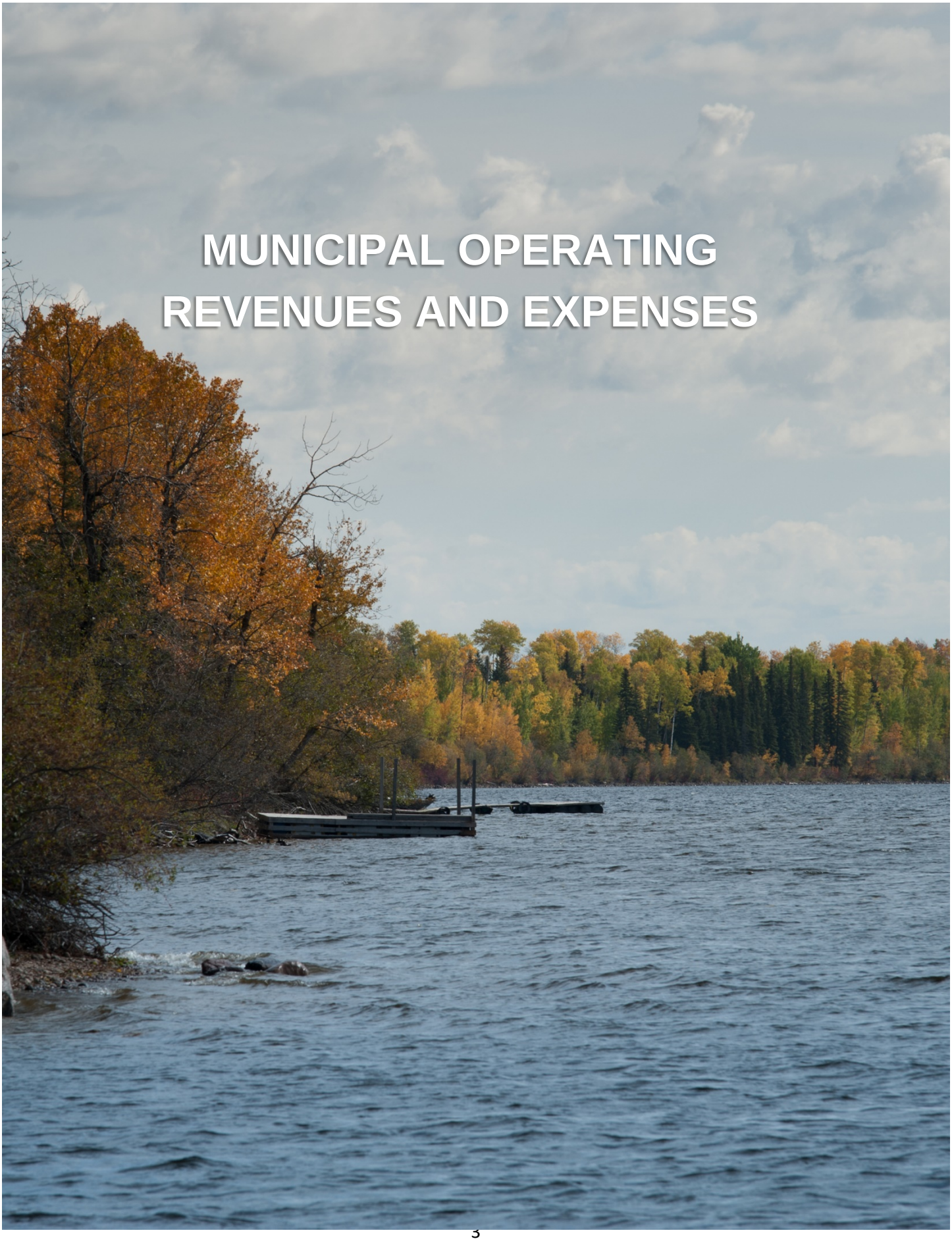
For the quarter ended March 31, 2019

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

TABLE OF CONTENTS

MUNICIPAL OPERATING REVENUES AND EXPENSES 3
Municipal Operating Revenues and Expenses 4
FINANCIAL POSITION 9
Capital 10
Bank and Investments 11
Debt 13
Grants 14
2016 WILDFIRE 21
2016 Wildfire 22

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)



Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Municipal Operating Revenues and Expenses

For the Period Ending March 31, 2019

	March Actual YTD (A)	March Budget YTD (B)	YTD Budget Variance Incr (Decr) (A-B)	Annual Budget (C)	Annual Projections (D)	Annual Budget Variance Incr (Decr) (D-C)
Revenues:						
Net taxes available for municipal purposes	$ 161,371,786	$ 161,320,593	$ 51,193	$ 645,187,200	$ 645,187,200	$ -
Government transfers	4,247,376	3,445,537	801,839	16,466,234	16,216,234	(250,000)
Sales and user charges	11,105,903	10,895,428	210,475	47,686,150	46,706,150	(980,000)
Sales to other governments	633,082	607,887	25,195	2,441,500	2,441,500	-
Penalties and costs on taxes	654,049	995,200	(341,151)	4,182,000	4,182,000	-
Licenses and permits	474,831	523,970	(49,139)	2,193,108	2,193,108	-
Fines	865,869	761,575	104,294	3,048,145	3,048,145	-
Franchise and concession contracts	2,329,637	2,075,000	254,637	8,300,000	8,300,000	-
Return on investments	6,107,043	5,816,000	291,043	23,432,000	23,432,000	-
Rentals	424,829	388,547	36,282	1,552,400	1,552,400	-
Other	5,945	33,400	(27,455)	160,996	160,996	-
	188,220,350	186,863,137	1,357,213	754,649,733	753,419,733	(1,230,000)
Expenses:						
Salaries, wages and benefits	55,802,055	55,059,834	742,221	224,776,794	225,032,794	256,000
Contracted and general services	12,008,405	17,751,377	(5,742,972)	69,791,072	69,217,072	(574,000)
Purchases from other governments	5,957,890	6,181,815	(223,925)	25,266,500	24,886,500	(380,000)
Materials, goods, supplies and utilities	8,535,152	9,441,168	(906,016)	33,874,566	33,919,566	45,000
Provision for allowances	1,402,072	171,000	1,231,072	774,000	(899,000)	(1,673,000)
Transfers to local boards and agencies	95,000	261,000	(166,000)	521,000	521,000	-
Transfers to individuals and organizations	10,544,815	11,743,786	(1,198,971)	33,643,200	33,643,200	-
Bank charges and short-term interest	41,325	52,690	(11,365)	211,500	211,500	-
Interest on long-term debt	2,982,683	2,984,000	(1,317)	11,840,000	11,840,000	-
Other	2,671	3,700	(1,029)	15,000	15,000	-
Debenture repayment	1,433,054	1,434,000	(946)	17,526,000	17,526,000	-
	98,805,122	105,084,370	(6,279,248)	418,239,632	415,913,632	(2,326,000)
Reserves:						
Transfers to reserves/operations	64,333,687	84,105,073	(19,771,386)	336,410,101	336,410,101	-
	64,333,687	84,105,073	(19,771,386)	336,410,101	336,410,101	-
Operating surplus (deficit)	$ 25,081,541	$ (2,326,306)	$ 27,407,847	$ -	$ 1,096,000	$ 1,096,000

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Municipal Operating Revenues and Expenses (continued)

As of March 31, 2019, the Municipality is showing an annual projected surplus of $1.1 million. The annual projected surplus consists of an operating revenue decrease of $1.2 million and an operating expense decrease of $2.3 million.

Operating Revenues

Year to date operating revenues to March 31, 2019 are $188.2 million. On an annual basis the revenue projection is $753.4 million which reflects a budget decrease of $1.2 million primarily due to a sales and user charges projected decline of $1.0 million less than budget resulting from the timing of the implementation of new user fees from April to June and a reduction in usage of landfill and commercial environmental services.

Operating Expenses

Year to date operating expenses to March 31, 2019 are $98.8 million. On an annual basis the expense projection is $415.9 million which reflect a budget decrease of $2.3 million primarily due to a decline in the provision for allowances of $1.7 million due to the receipt of additional payments on overdue accounts.

Departmental

The Operating Summary Report by Division (page 8) shows a $1.1 million projected surplus from the 2018 budget by department.

- Financial Services - $1.7 million projected surplus from the annual budget. Projected expenses are $1.7 million less than budget in provisions for allowances due to the receipt of additional payment received in 2019.

- Public Works and Transit Services - $2.1 million projected deficit from the annual budget. Projected revenues are reduced in sales and user charges by $1.7 million due to lower than expected usage of landfill and commercial environmental services and the timing of the implementation of new user fees. Projected expenses increased by $0.4 million due to reallocation of funds from other departments.

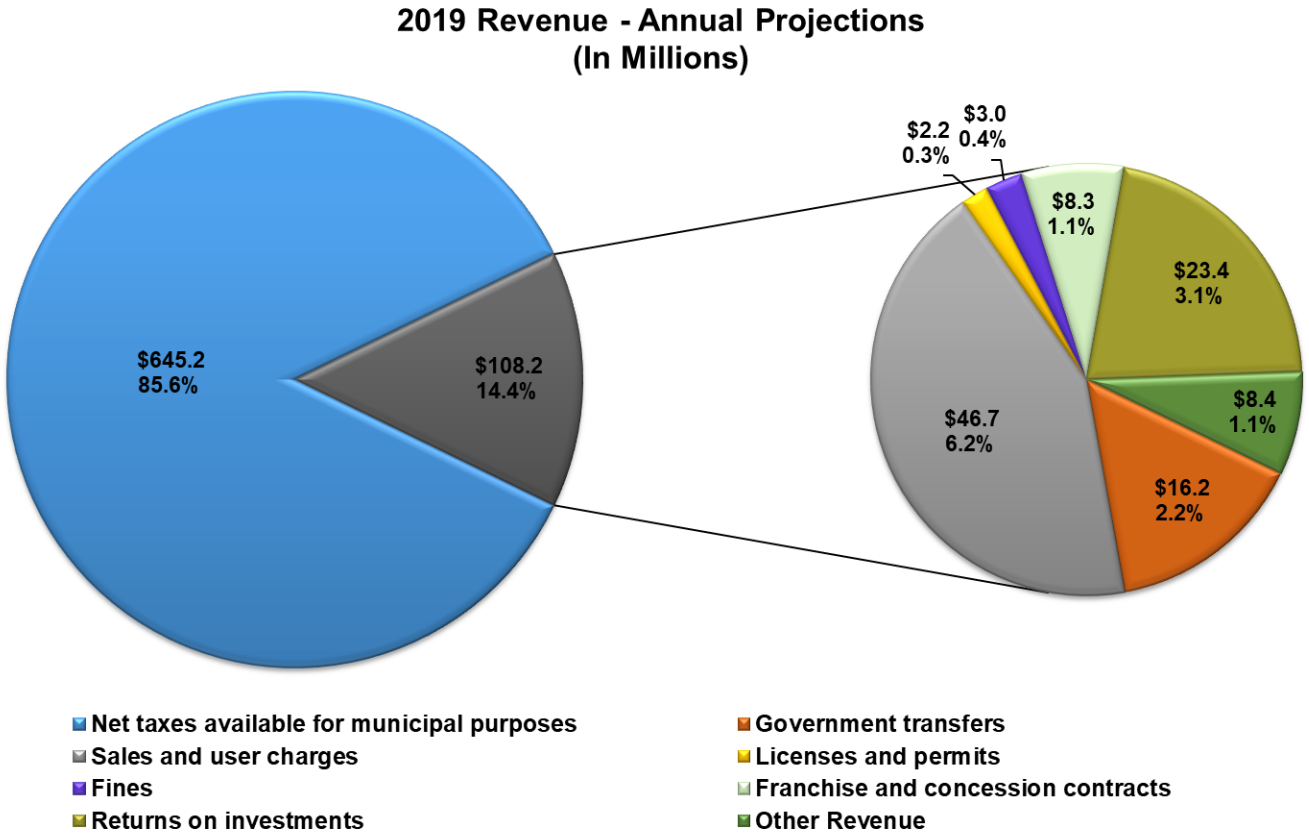
- Corporate Finance - $3.1 million projected surplus from the annual budget. Projected revenues are $0.6 million more than budget in sales and user charges due to an unbudgeted insurance claim receipt from a prior year event. Projected expenses are $2.5 million less than budget due to reallocation of funds to other departments.

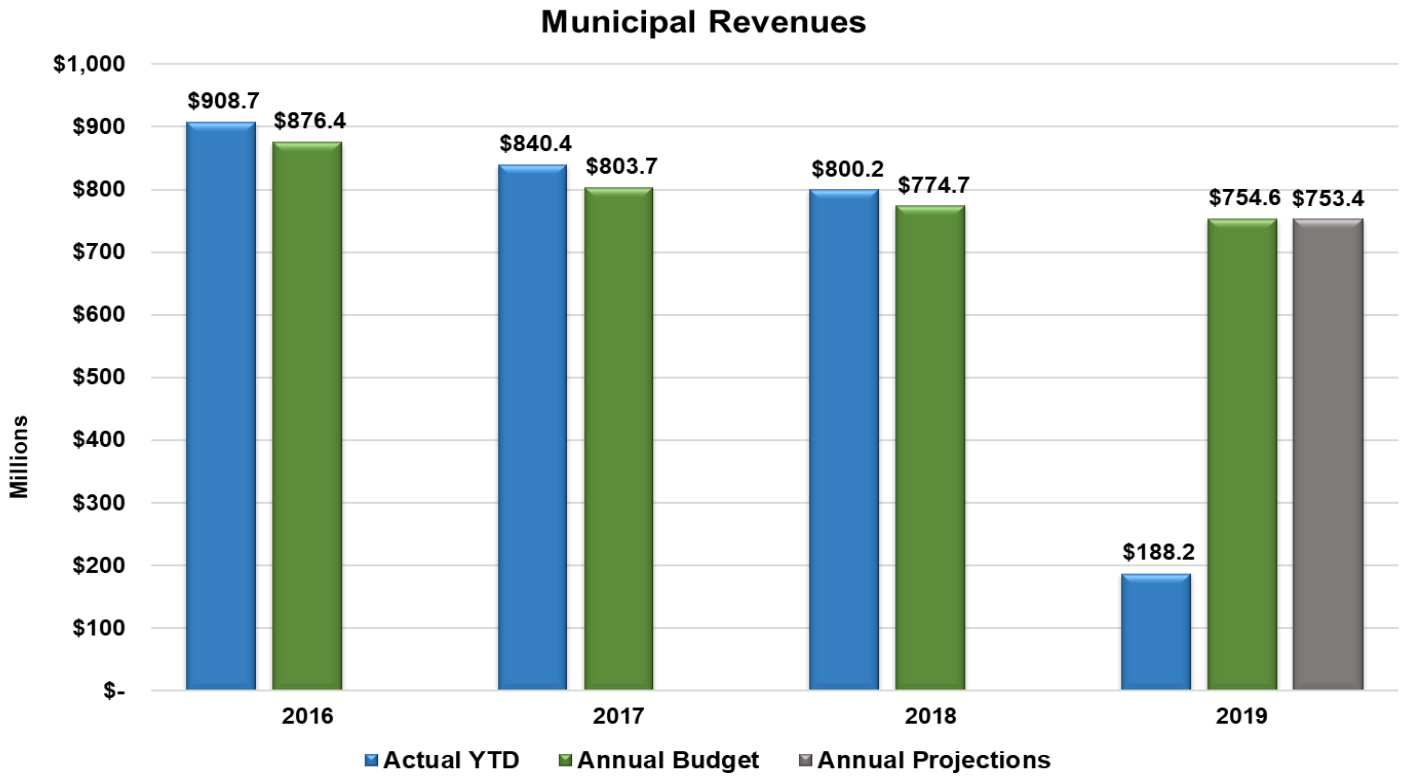
- Other - $1.6 million projected deficit from the annual budget shows in other departments.

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Municipal Operating Revenues and Expenses (continued)

Operating Revenues

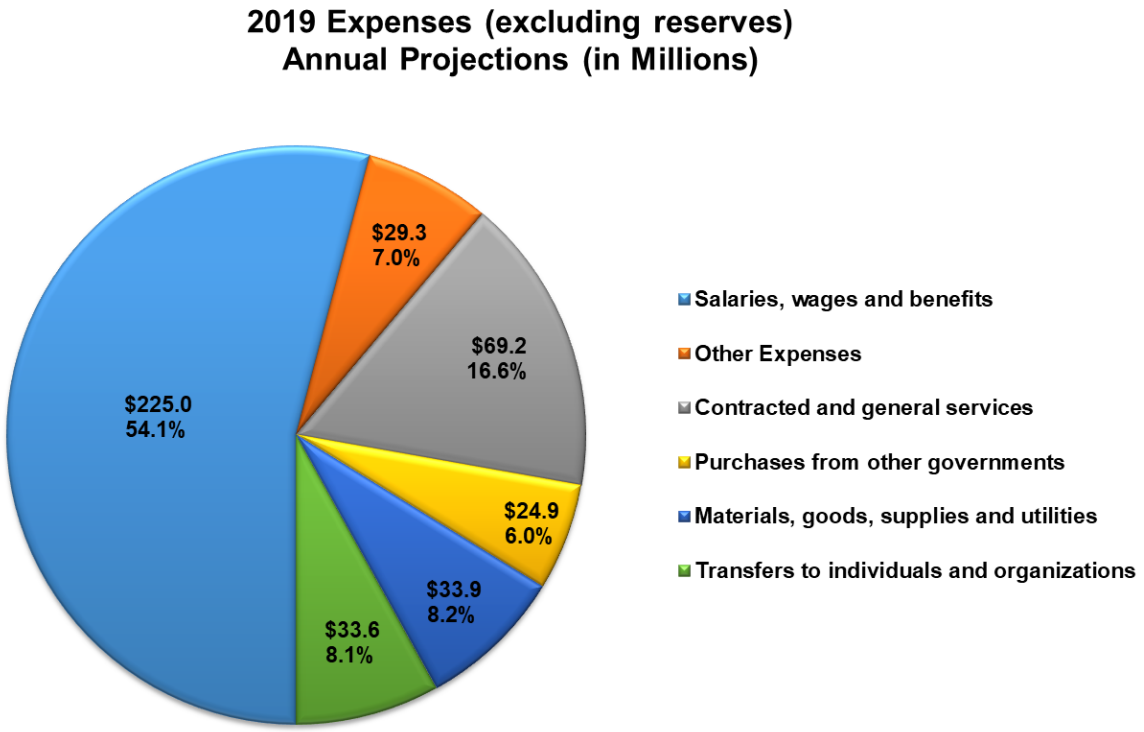


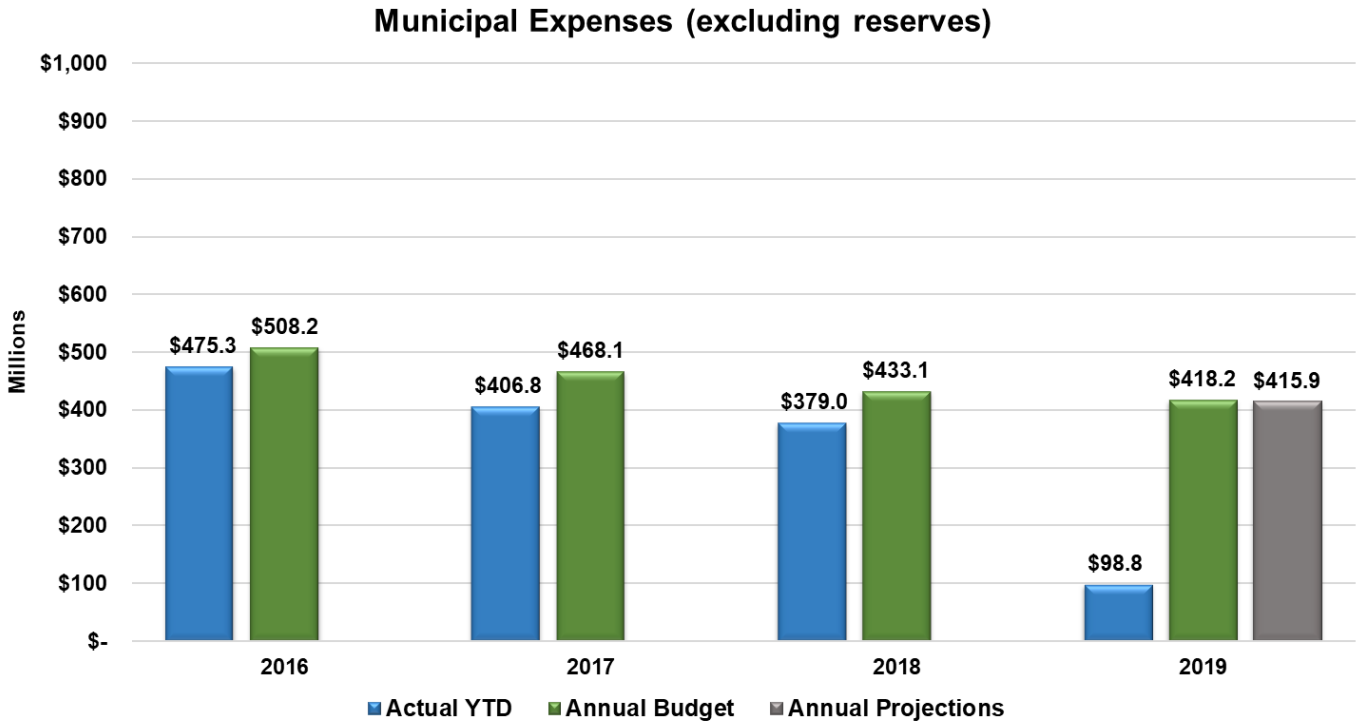


Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Municipal Operating Revenues and Expenses (continued)

Operating Expenses





Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

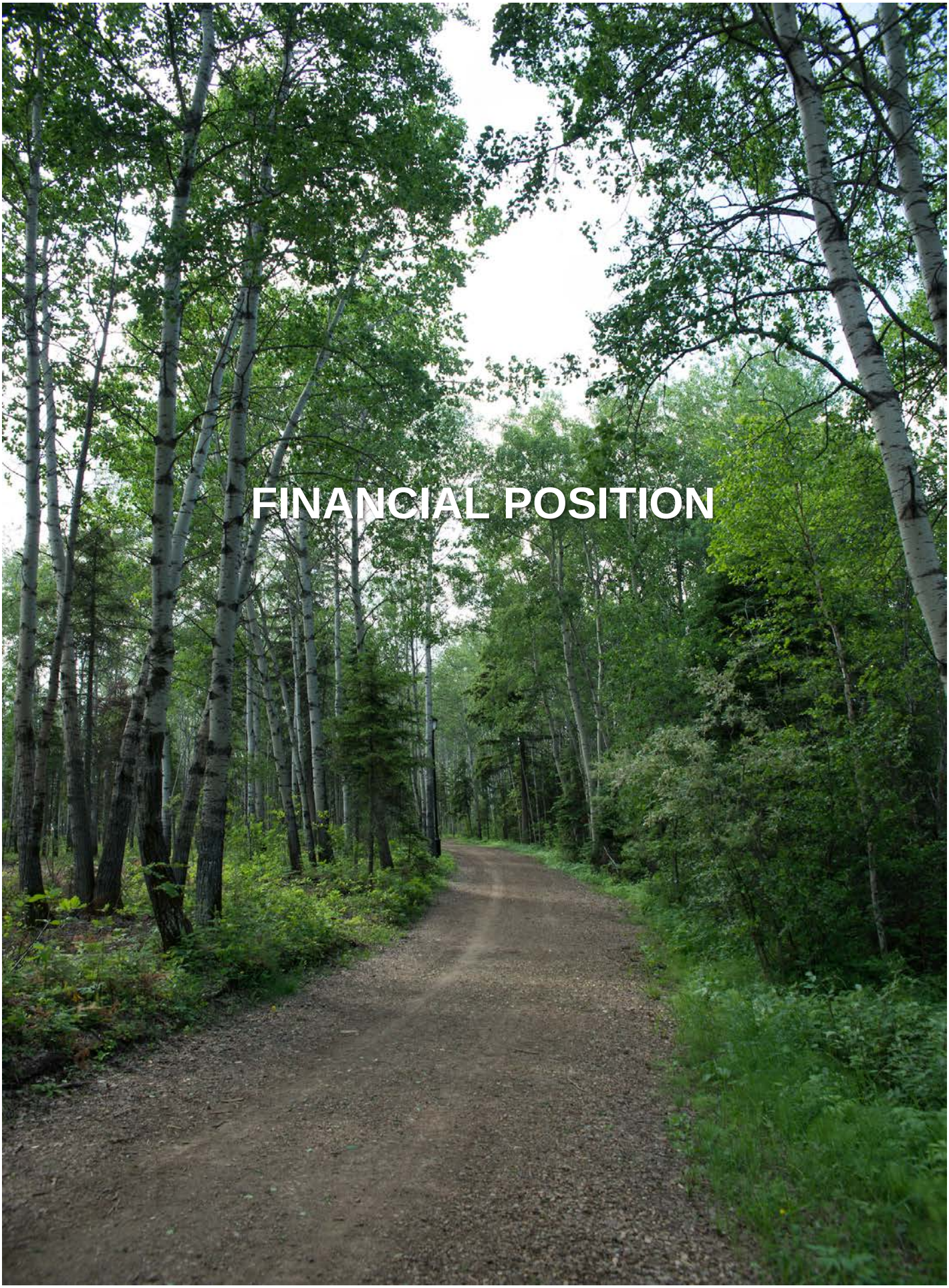
Municipal Operating Revenues and Expenses (continued)

Departmental

For the Period Ending March 31, 2019

	March Actual YTD (A)	March Budget YTD (B)	YTD Budget Variance Incr (Decr) (A-B)	Annual Budget (C)	Annual Projections (D)	Annual Budget Variance Incr (Decr) (D-C)
Mayor and Council						
Revenues	$ -	$ -	$ -	$ -	$ -	$ -
Expenses and Reserves	271,119	392,194	(121,075)	1,464,060	1,463,880	(180)
Division Surplus (Deficit)	**(271,119)**	**(392,194)**	**121,075**	**(1,464,060)**	**(1,463,880)**	**180**
Chief Administrative Officer						
Revenues	(27)	1,750	(1,777)	22,000	22,000	-
Expenses and Reserves	1,335,340	1,443,394	(108,054)	6,098,156	6,313,375	215,219
Division Surplus (Deficit)	**(1,335,367)**	**(1,441,644)**	**106,277**	**(6,076,156)**	**(6,291,375)**	**(215,219)**
Corporate and Community Services						
Revenues	1,931,587	1,098,758	832,829	6,761,921	6,761,921	-
Expenses and Reserves	17,629,391	20,665,055	(3,035,664)	65,044,397	64,768,698	(275,699)
Division Surplus (Deficit)	**(15,697,804)**	**(19,566,297)**	**3,868,493**	**(58,282,476)**	**(58,006,777)**	**275,699**
Financial Services						
Revenues	99,543	107,200	(7,657)	428,000	428,000	-
Expenses and Reserves	1,833,311	3,843,341	(2,010,030)	15,710,003	14,047,203	(1,662,800)
Division Surplus (Deficit)	**(1,733,768)**	**(3,736,141)**	**2,002,373**	**(15,282,003)**	**(13,619,203)**	**1,662,800**
Communications, Stakeholder, Indigenous and Rural Relations						
Revenues	76,685	18,750	57,935	75,840	75,840	-
Expenses and Reserves	1,669,802	2,184,856	(515,054)	8,571,301	8,378,199	(193,102)
Division Surplus (Deficit)	**(1,593,117)**	**(2,166,106)**	**572,989**	**(8,495,461)**	**(8,302,359)**	**193,102**
Engineering						
Revenues	685	300	385	8,580	8,580	-
Expenses and Reserves	1,551,130	1,779,090	(227,960)	8,153,635	8,151,435	(2,200)
Division Surplus (Deficit)	**(1,550,445)**	**(1,778,790)**	**228,345**	**(8,145,055)**	**(8,142,855)**	**2,200**
Human Resources						
Revenues	-	-	-	11,700	11,700	-
Expenses	2,995,979	2,674,371	321,608	10,511,310	11,045,810	534,500
Division Surplus (Deficit)	**(2,995,979)**	**(2,674,371)**	**(321,608)**	**(10,499,610)**	**(11,034,110)**	**(534,500)**
Planning and Development						
Revenues	2,328,216	2,141,060	187,156	8,813,575	8,933,575	120,000
Expenses and Reserves	14,470,524	15,103,625	(633,101)	60,786,571	61,103,816	317,245
Division Surplus (Deficit)	**(12,142,308)**	**(12,962,565)**	**820,257**	**(51,972,996)**	**(52,170,241)**	**(197,245)**
Public Works and Transit Services						
Revenues	10,379,492	11,043,821	(664,329)	47,958,915	46,258,915	(1,700,000)
Expenses and Reserves	39,158,317	40,717,595	(1,559,278)	164,460,488	164,877,805	417,317
Division Surplus (Deficit)	**(28,778,825)**	**(29,673,774)**	**894,949**	**(116,501,573)**	**(118,618,890)**	**(2,117,317)**
Regional Emergency Services						
Revenues	2,433,351	2,353,955	79,396	10,023,202	9,773,202	(250,000)
Expenses and Reserves	10,054,550	9,574,849	479,701	39,153,711	39,934,411	780,700
Division Surplus (Deficit)	**(7,621,199)**	**(7,220,894)**	**(400,305)**	**(29,130,509)**	**(30,161,209)**	**(1,030,700)**
Wood Buffalo Recovery Committee						
Revenues	(2,260)	-	(2,260)	-	-	-
Expenses and Reserves	21,189	-	21,189	-	-	-
Division Surplus (Deficit)	**(23,449)**	**-**	**(23,449)**	**-**	**-**	**-**
Corporate						
Revenues	170,973,078	170,097,543	875,535	680,546,000	681,146,000	600,000
Expenses and Reserves	72,148,157	90,811,073	(18,662,916)	374,696,101	372,239,101	(2,457,000)
Division Surplus (Deficit)	**98,824,921**	**79,286,470**	**19,538,451**	**305,849,899**	**308,906,899**	**3,057,000**
Municipal Operations Revenues	**188,220,350**	**186,863,137**	**1,357,213**	**754,649,733**	**753,419,733**	**(1,230,000)**
Municipal Operations Expenses and Reserves	**163,138,809**	**189,189,443**	**(26,050,634)**	**754,649,733**	**752,323,733**	**(2,326,000)**
Municipal Surplus (Deficit)	**$ 25,081,541**	**$ (2,326,306)**	**$ 27,407,847**	**$ -**	**$ 1,096,000**	**$ 1,096,000**

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)



Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Capital

Capital Project Spending

For the Period Ending March 31, 2019

Project Name	2019 Actual YTD $
Top 20	
Rural Water and Sewer Servicing - Construction	2,927,913
Conklin Multiplex - Construction	2,345,334
Transit Facility - Construction	2,072,051
MacDonald Island Park Sustaining Capital Grant	2,000,000
Confederation Way Sanitary Sewer Phase 2 - Construction	1,333,221
Fort Chipewyan Airfield Rehabilitation	1,039,762
Rural Infrastructure Rehabilitation 2015-2017 - Construction	784,963
Conklin WTP Upgrade Phase 2 - Construction	687,756
Migration of RES to AFRRCS	653,369
Fort McMurray WWTP Process Improvements - Construction	498,475
Southwest Water Supply Line Phase 1 - Construction	495,218
Fort Chipewyan New Cemetery - Design Build	479,255
Fort Chip Winter Rd Culvert Replacement	441,715
Doug Barnes Cabin Expansion - Construction	441,644
Land Acquistion 2013-2014	346,006
Urban Infrastructure Rehabilitation 2016-2018 - Design	317,565
Regional Scada Wan - Construction	263,948
Land Acquisition 2019	238,047
Spray Park Replacement Program - Design Build	210,200
Rural Water & Sewer Servicing - Predesign & Design	149,335
All Other Project Costs	1,592,258
Total Capital Spending	**$ 19,318,035**

**Spending equals total Settlement for the month driven by Service Entry Sheet entries on capital internal orders*

AFRRCS = Alberta First Responders Radion Comms System
RES = Regional Emergency Services
WWTP = Wastewater Treatment Plant

The

The Municipality approved the 2019 capital budget of $257.3 which includes $0.6 million for Public Art and $256.7 million of capital projects. In the first quarter of 2019 the capital budget has been revised to $258.9 million stemming from 2019 capital amendment increases of $2.2 million. In the first quarter of 2019 $19.3 million has been spent on the delivery of capital projects.

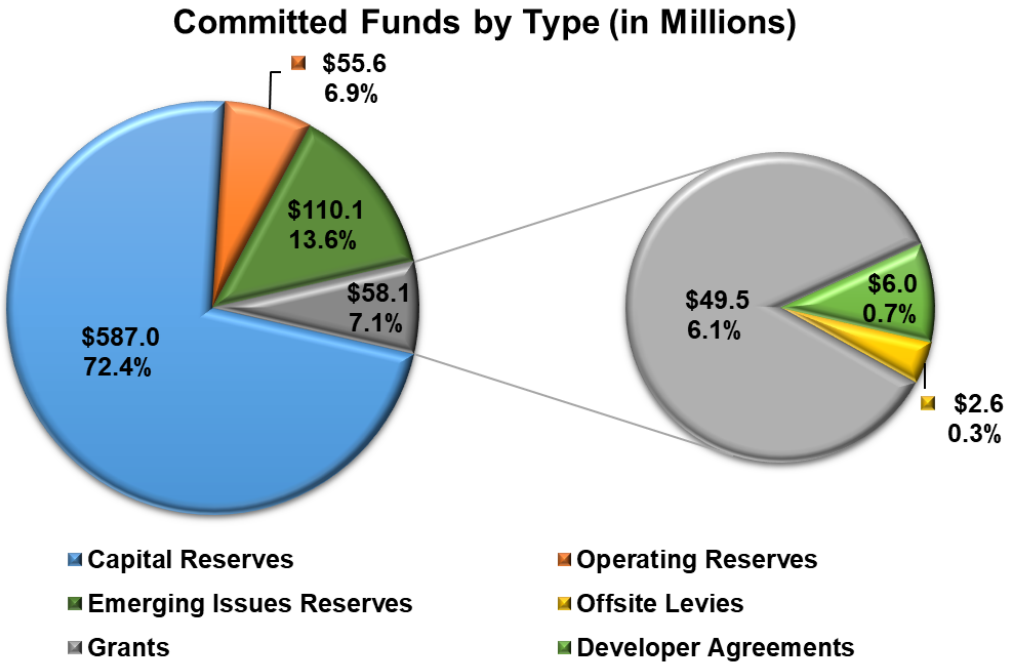
Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Bank and Investments

As of March 31, 2019
(in millions)

Cash		
Operating - Bank Balance	$	169.5
Invesmtents		1,020.2
Total Cash		**1,189.7**
Committed Funds		
Deferred Revenue		
Grants		49.5
Developer Agreements		6.0
Offsite Levies		2.6
		58.1
Reserves		
Committed Funds		
Capital		587.0
Emerging Issues		110.1
Operating		55.6
		752.7
Total Committed Funds		810.8
Uncommitted Balance	**$**	**378.9**

The present value of the cash in the bank plus investments totals $1.2 billion as of March 31, 2019. The commitments against this balance include $58.1 million in deferred revenues, which is money the Municipality has received in advance but is committed to spend in the future, and $752.7 million in committed reserve funds. After deferred revenues and reserves are removed from the available cash and investments, there are approximately $378.9 million in uncommitted funds.



Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Bank and Investments (continued)

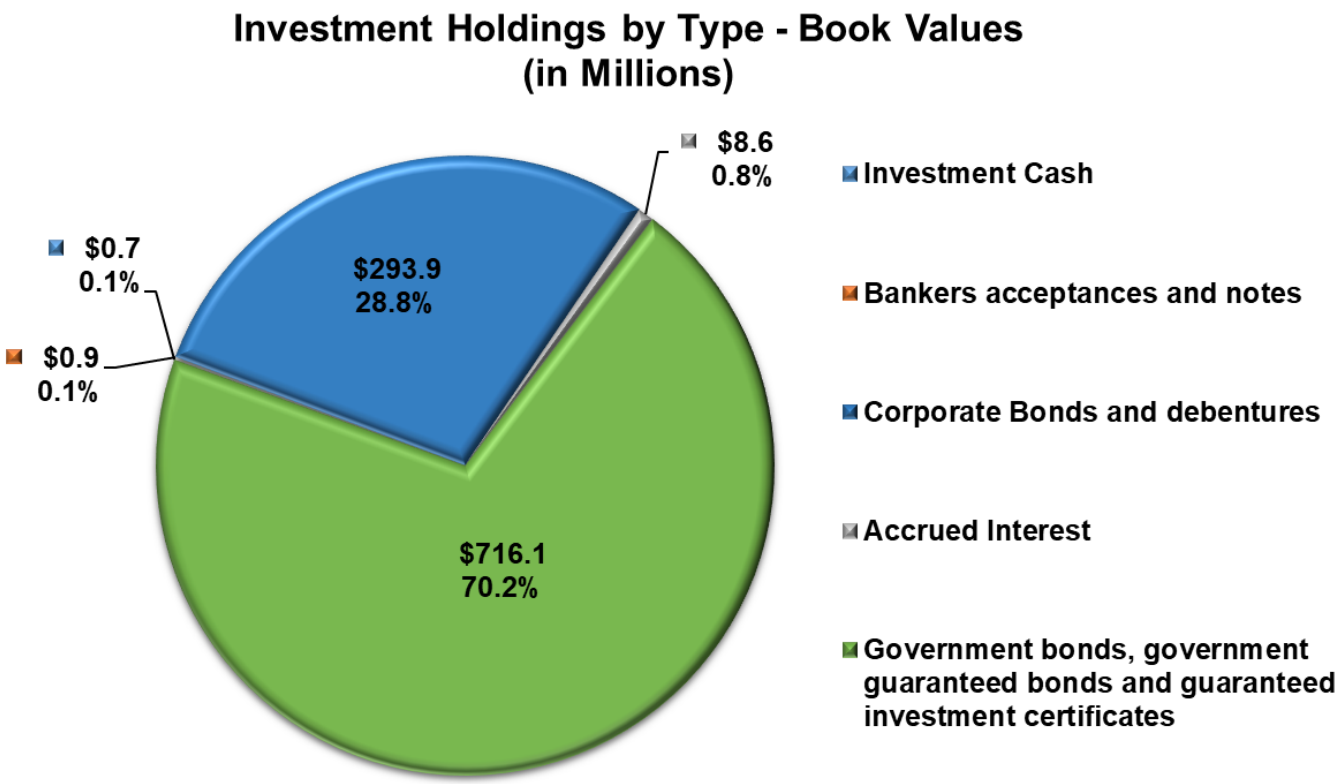
Investments

The Municipality has $1.02 billion in investment holdings as of March 31, 2019 of which $716.8 million are short term investments. Returns on investments to March 31, 2019 total $6.1 million with $4.2 million from investment income and $1.9 million of interest earned from bank accounts.

Investment Holdings

(In Millions)

Type:	Amortized Cost @ December 31, 2018	Amortized Cost @ March 31, 2019	Market Value @ March 31, 2019
Investment Cash	$ 0.3	$ 0.7	$ 0.7
Bankers acceptances and notes	$ -	$ 0.9	$ 0.9
Corporate Bonds and debentures	$ 302.0	$ 293.9	$ 295.2
Accrued Interest	$ 9.5	$ 8.6	$ 8.6
Government bonds, government guaranteed bonds and guaranteed investment certificates	$ 806.8	$ 716.1	$ 729.5
Total	**$ 1,118.6**	**$ 1,020.2**	**$ 1,034.9**



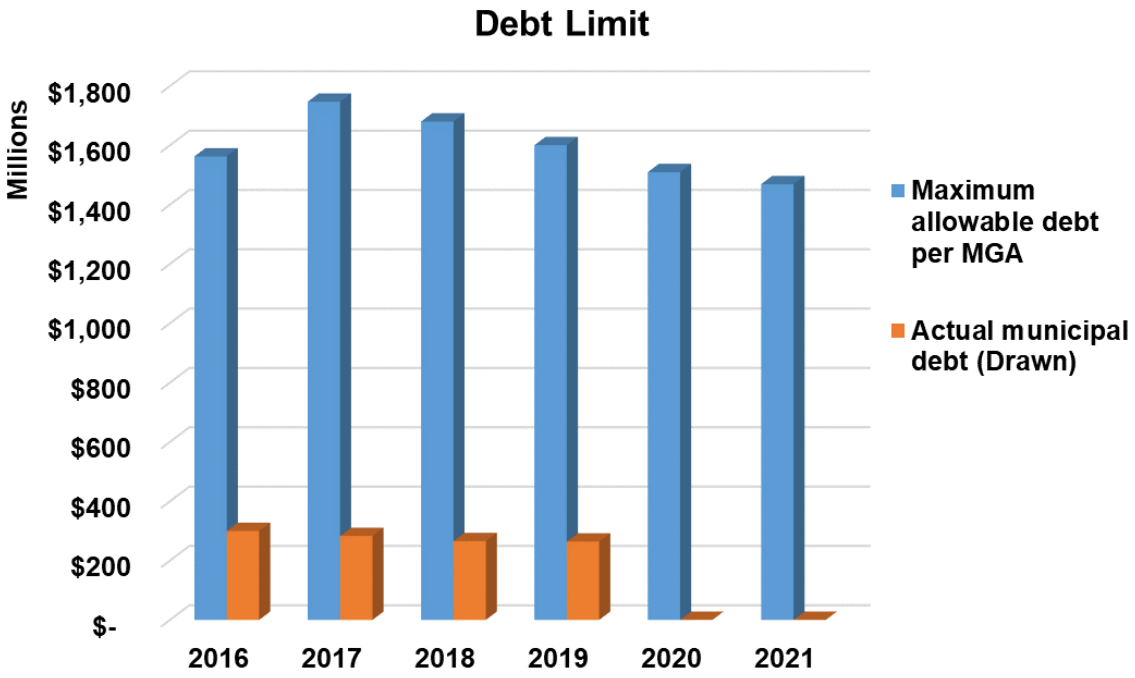
Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Debt

Authority to incur debt for municipalities in Alberta is granted through Alberta Regulation (AR) 255/2000 of the Alberta Municipal Government Act (MGA) and in special cases, variation can be granted through a Ministerial Order. Sections 251 through 274 of the MGA provides guidance regarding indebtedness for operating and capital purposes.

The general debt limits for municipalities in Alberta allow for debt of 1.5 times revenue and 0.25 times revenue for debt service. Regional Municipality of Wood Buffalo's debt limit is set at 2 times revenue and debt service limit is set at 0.35 times revenue through AR255/2000.

Council, through the Debt Management Policy (FIN-120), set the Municipality's limits at 85% of the Alberta Debt Limit Regulation (AR) 255/2000.



As of March 31, 2019, the Municipality has $264.0 million in debt outstanding, $156.4 million in undrawn debt and a total debt commitment of $420.4 million. There is net decrease in debt from December 31, 2018 to March 31, 2019 by $1.4 million due to principal payments. The 2019 debt servicing cost is $3.0 million for the first quarter of 2019.

In the first quarter of 2019 Council approved the repayment of the committed drawn debt. This was completed in April 2019. The committed undrawn debt of $156.4 million will be replaced by other funding by the second quarter of 2021.

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Grants

To date the Municipality has received approval for $6.7 million in capital grants and $4.5 million in operating grants.

There are nine capital grant applications totaling $173.0 million that have been submitted for consideration with the government. The capital grant applications include

- Alberta Community Resilience Program (ACRP) for $32.4 million,
- Alberta Municipal Water/Wastewater Program (AMWWP) for $50.3 million,
- Investing in Canada Infrastructure Program – Green Infrastructure (Federal) for $8.0 million for the Fort Chipewyan Lift Station construction project,
- Investing in Canada Infrastructure Program – Green Infrastructure (Federal) for $20.8 million for the Rural Water and Sewer Servicing project,
- Investing in Canada Infrastructure Program – Green Infrastructure (Federal/Provincial) for $11.9 million for the Flood Mitigation project,
- Disaster Mitigation and Adaptation Fund (DMAF) for $20.3 million,
- Airports Capital Assistance Program (ACAP) for $8.0 million for the Pavement Overlay project,
- GreenTRIP Grant –round 2 for $3.4 million and
- Investing in Canada Infrastructure Program – Public Transit for $17.9 million.

Research into grant opportunities is an on-going process.

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Grants (continued)

Summary of Capital and Operating Grants Awarded
As At March, 2019

Past & Current Capital Grants	2019	2013-2018	Information
Provincial and Federal Allocations			
Basic Municipal Transportation Grant (BMTG)		$ 4,604,388	This program has been rolled into the MSI Grant as of 2014.
Federal Gas Tax Fund (FGTF)		37,279,066	$6,000,000 budgeted in 2017. Actual allocations determined by Federal and Provincial Budgets.
Municipal Sustainability Initiative (MSI)		149,473,496	$18,000,000 budgeted in 2017. Actual allocations determined by Provincial Budget. BMTG was rolled into this program in 2014.
MSI Additional		35,651,294	Part of 2014 Provincial Fiscal Budget ending March 31, 2015.
Engineering			
Alberta Community Partnership (ACP)		779,000	Fort Chipewyan Swimming Pool.
Alberta Community Resilience Program (ACRP)	6,590,000	10,000,000	2019 - Funding awarded for Flood Mitigation Projects - Reaches 7,8,9 (Lower Townsite) 2015 - Funding awarded for Flood Mitigation Projects (deferred).
Alberta Municipal Water/Wastewater Partnership (AMWWP) - Conklin WTP Phase 1 Expansion		4,286,347	Original approval in 2004 was for a $922,500 contribution under the AMWWP program. A cost revision funding request was submitted in 2016 which resulted in additional AMWWP contribution of $4,286,347 under AMWWP. Total grant $5,208,847.25.
Alberta Municipal Water/Wastewater Partnership (AMWWP) - Conklin WTP Phase 2 Upgrades - Construction		764,354	Application submitted Nov 2015. Revised November 2016. Approved for $764,354 representing 27% of eligible costs.
Alberta Municipal Water/Wastewater Partnership (AMWWP) - Fort Chipewyan WTP Expansion		19,756,092	Application submitted Nov 2015. Revised January 21, 2016. Approved for $19,756,092 representing 69.64% of eligible costs.
Alberta Transportation - Project Specific Grant		2,000,000	Highway 69 Intersection improvements at West Airport Boundary Road.
Alberta Transportation - Project Specific Grant		853,891	Highway 63 intersection improvements at Highway 69 and Mackenzie Blvd.
Alberta Transportation - Project Specific Grant		57,399	Landfill Access Upgrading.
Canada 150 Program - Administered by Western Economic Diversification Canada		200,000	2017 - Anzac Community Centre Upgrades
Community Infrastructure Improvement Fund - Administered by Western Economic Diversification Canada		245,160	2013 - Westwood/Westview Community Park upgrade (Community Infrastructure Improvement Fund)
Community Facility Enhancement Program (CFEP)		123,500	The Ptarmigan Nordic Ski Club with the support of the Regional Municipality of Wood Buffalo has secured a grant to offset 50% of the cost of the Furniture, Fixtures and Equipment required for the Doug Barnes Cabin Expansion - Construction project.
Flood Recovery and Erosion Control Program		7,043,525	Five Riverbank Protection Projects.
Strategic Transportation Infrastructure Program (STIP)		574,035	Fort Chipewyan Winter Road Culvert Replacement ($765,380 total cost) 75% approved
Public Works and Transit Services			
Airport Capital Assistance Program (ACAP) Funding		1,588,208	Airfield Lighting Rehabilitation Project at Fort Chipewyan Airport
GreenTRIP Round 1		26,670,000	Transit Facility.
GreenTRIP Round 1		9,255,000	Transit Bus Purchases.
GreenTRIP Round 3		6,459,000	Bus Bay Turn-out project
GreenTRIP Round 3		842,560	Airporter/Paratransit
GreenTRIP Round 3		1,276,667	Shelter Additions.
GreenTRIP Round 3		21,570,614	Intelligent Transportation System.
Public Transit Infrastructure Program (PTIF)		3,451,000	Bus Bay Turn-out project
Fort McMurray Fire Relief Fund Rotary District 5370 Charitable Foundation		75,000	Fort McMurray Port of Entry Rebuild Project
Adventurer Foundation and Fraserway RV		310,000	A donation towards the cost of construction of the Christina Gordon Playground was provided by the Adventurer Foundation, a donor advised fund at The Foundation Office.ca, is the official giving foundation of Fraserway RV LP and the Adventurer Group of Companies.
Regional Emergency Services			
9-1-1 Grant	123,828	320,000	2019 Amount will be used towards the 2019 approved capital project titled 911 Business Continuity Project (Back-up Centre). 2016 Q1 and Q2 amount and the 2015 amount which was transferred from Operating will be used for an approved capital project titled 911 Dispatch Upgrades. The grant runs from July 1st to June 30th annually. 9-1-1 Grants are calculated quarterly based on 9-1-1 revenue and population served by the Public Safety Answering Point (PSAP).
Total Capital Grants	**$ 6,713,828**	**$ 345,509,595**	

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Grants (continued)

Operating Grants	2019	2013-2018	Information
Corporate and Community Services			
Celebrate Canada Grant		$ 36,000	Canadian Heritage provides financial support for Canada Day activities.
Coalitions Creating Equity Program (CCE)	10,000	123,000	2018 - Community Services has developed an application for funding to the Alberta Human Rights and Multiculturalism Grant Program for the Wood Buffalo Equity Coalition Program which will be delivered by the Regional Advisory Committee on Inclusion, Diversity and Equality (RACIDE). 2019 - Community-based Response Model to Acts of Discrimination, Racism and Hate Project Funded
Community Inclusion Grant		30,000	Alberta Justice and Solicitor General - Human Rights, Education and Multicultural Fund 2016 - Diversity Plan 2016 and Beyond 2018 - Diversity and Inclusion Business Recognition Program 2018 - Diversity & Inclusion Employee Census 2019
Community Injury Control Fund (CICF) Grant		4,000	One time grant in 2014
Conoco Phillips		15,000	$5,000 for Green Teen Program in 2016 and $10,000 for planters in Anzac in 2014.
Event Tourism Strategy		60,000	Payment from Province of Alberta for cultural and tourism events.
Family & Community Support Services	1,924,513	10,482,733	Provincial level program through Alberta Human Services. Payment is based on population.
Labour Market Partnerships (LMP) Grant - Inclusive Business Project		51,000	Funding is being provided through the Labour Market Partnerships (LMP) Grant by the Alberta Department of Labour. The project will address the evidenced need for increased workplace education and awareness about inclusion and diversity, develop inclusive workplace evaluation, consultation policies and feedback practices. The overall cost of the project, including in-kind contributions, will be $84,500.
Point in Time Count		50,000	Community Services was successful securing funding from Employment and Social Development Canada (ESDC) for the "Everyone Counts: the 2018 Coordinated Point-in-Time Count.
Reaching Home: Canada's Homelessness Strategy Indigenous Homelessness (Federal)	401,134		2019/2020 - $401,134
Reaching Home: Canada's Homelessness Strategy Designated Communities (Federal)	$1,688,760		2019/2020 - $321,219 2020/2021 - $321,219 2021/2022 - $348,774 2022/2023 - $348,774 2023/2024 - $348,774
Environmental			
Alberta Recycling Municipal Electronics and Paint Round-up Grant		76,479	Alberta Recycling Grant to offset cost to advertise and run the round-up activities.
Alberta Recycling Tire Marshalling Area (TMA)		107,343	The 2015 grant is for the purchase and delivery of the concrete blocks for the containment area. Three new applications were submitted in November 2016. Awarded funding of $30,000 each for Tire Marshalling Areas in Conklin, Janvier and Fort Chipewyan.
Human Resources			
Canada Summer Jobs		92,938	2017 - 17 students 2016 - 29 Students.
Careers - The Next Generation		4,500	A grant to offset the costs of summer students employed at the Water Treatment Plant. $15 per hour x 100 hours x 3 students.
Green Job Initiative - Summer Work Experience		11,424	2018 - 2 students
Summer Temporary Employment Program (STEP) Program		56,100	2017 - 10 Students - $4,200 per student - $42,000 total. 2016 - 5 Labourer Positions.

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Grants (continued)

Operating Grants (continued)	2019	2013-2018	Information
Indigenous and Rural Relations			
Alberta Indigenous Relations		110,000	Grant to assist with the Urban Aboriginal Connection Initiative project - Wood Buffalo Pan Aboriginal Connection project.
Aboriginal Affairs and Northern Development Canada		280,363	Funding for the Urban Aboriginal Strategy.
Planning and Development			
Family and Community Safety Program (Children and Youth Service Grant)		260,837	Funded by Minister of Human Services to provide advocacy services in the community.
Municipal Cannabis Transition Program (MCTP)	88,472	134,292	The MCTP is a program that will support eligible Alberta municipalities with increased enforcement and other implementation costs related to the legalization of cannabis.
Municipal Policing Assistance Grant (MPAG)		7,187,584	Current funding agreement is for two (2) years from April 1, 2018 and ending March 31, 2020. Payment is based on per capita calculation.
Police Officer Grant (POG)		1,800,000	Current agreement is for two (2) years from April 1, 2018 and ending March 31, 2020.
Victims and Survivors of Crime Week 2019	6,000		RCMP and Bylaw Supprt Services received a grant towards their Victims and Survivors of Crime Week 2019 project.
Victims of Crime Fund - Grant to Victims Services	69,360	942,602	Grant to provide services that benefit victims or a class or classes of victims during their involvement with the criminal justice process. 2017 - 3 year grant for Victims Services for 2018-2020. 2019 - Additional Funding to 2018-2020 agreement (2019 - $35,788, 2020 - 33,572)
Victims of Crime Fund - Indigenous Victims Outreach Specialist (IVOS)	300,000		2019 - 3 Year grant for Indigenous Victims Outreach Specialist for 2019-2021
Public Works and Transit Services			
Alberta Recycling Municipal Demonstration Grant		30,000	Grant awarded for $30,000 towards a pour-in-place recycled tire project at the Syncrude Athletic Park.
CN EcoConnexions From the Ground Up		25,000	Tree Canada's CN EcoConnexions From the Ground Up program will provide funding up to $25,000 per project. A minimum of 50% matching funding must come from other sources.
FCM's Municipal Asset Management Program (MAMP)		50,000	Funding has been awarded from the FCM's Municipal Asset Management Program (MAMP) to offset the cost of conducting condition assessments of (50) municipal building facilities.
FireSmart Community Grant Program - Government of Alberta		238,600	Fire Smart Grant from Alberta Government. No call for applications in 2016.
Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program		750,000	The FRIAA FireSmart Program is separate and independent from the Government of Alberta's FireSmart Community Grant Program. Maximum amount of funding for a single project will be $400,000 over the life of the project. The RMWW applied for funding for the following Hazard Reduction activities. $400,000 Birchwood/Conn Creek, $400,000 Anzac, $125,000 Mitigation strategy, $40,000 public education. Applications totaled $965,000. Actual funding awarded $750,000.
HWY 63 Traffic Survey & Transportation Demand Model		225,000	One time Grant in 2013.
Municipal Recreation/Tourism Areas (MR/TA) Grant (Lake Shore)		12,000	Municipal Recreation/Tourism Areas (MR/TA) Grant-Program ended in 2013.
Municipal Recreation/Tourism Areas (MR/TA) Grant (MacDonald Island)		12,000	Municipal Recreation/Tourism Areas (MR/TA) Grant-Program ended in 2013.
Municipal Recreation/Tourism Areas (MR/TA)Grant (Vista Ridge)		12,000	Municipal Recreation/Tourism Areas (MR/TA) Grant-Program ended in 2013.
TD Friends of the Environment		27,019	Eligible projects include Community Gardens, Environmental Education Projects, Outdoor Classrooms, Protection of Endangered Species/Wildlife, Recycling/Composting Programs, Tree Planting and Urban Naturalization Projects, Energy Conservation/Renewable Energy, Research Projects, Habitat restoration. 2017 - Pacific Park Community Garden (Timberlea), 2016 - 20 trees for Dr. Clark School, 2013 - Trees at Fort McMurray First Nation #468.
TD Tree Days		10,200	2017 - Planting of approximately 150 potted trees and shrubs at Vista Ridge on September 24, 2017. 2018 - Planting of approximately 300 trees and shrubs at Beaconhill Lookout in September 16, 2018.

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Grants (continued)

Operating Grants (continued)	2019	2013-2018	Information
Regional Emergency Services			
911 Grant		1,867,308	The objective of the 911 Grant Program is to strengthen and support local delivery of 911. This is being done using funding generated from a monthly 911 levy on cellphones, and by developing provincial standards for 911. All of this is being done in close collaboration with Alberta's 911 centres. A portion of the 2015 funding is reflected as a capital grant on page 1. A portion of the 2016 grant was transferred from Capital.
2014 Flood Readiness Supplies Grant		234,445	One time grant following the flooding of 2013 so that municipalities could replenish their flood-readiness supplies and purchase needed equipment to prepare for future floods.
Emergency Management Preparedness Program (EMPP)		11,525	The objective of the Emergency Management Preparedness Program (EMPP) is to provide an effective and cost-efficient grant program for increased emergency management capacity that resulted in an increased number of trained emergency management practitioners. 2016/2017 grant - $11,525.
Fire Services and Emergency Preparedness Program		59,150	The FSEPP has undergone changes and is now known as the Fire Services Training Program (FSTP). The Emergency Management Preparedness Program (EMPP) has also been created and may fund training for other types of emergency preparedness.
Fire Services Training Program (FSTP) (Formerly Fire Services and Emergency Preparedness Program)		5,800	This program supports the expansion and enhancement of regional fire service training. The objective is to provide an effective and cost-efficient mechanism for increased training capacity that results in a greater number of trained fire service personnel.
RMWB FireSmart Grant Budget includes approximately $2.5 M for capital projects		10,500,000	The Minister of Agriculture and Forestry has recently committed $10.5M to the FireSmart program in the RMWB over the next 3 years. This funding will be provided in the form of an Agriculture and Forestry Development Grants and the Regional FireSmart Committee will have oversight over its spending. An application has been completed with input from the RMWB, the Regional FireSmart Committee and Agriculture and Forestry. Funding was approved August 2017.
Wood Buffalo Recovery Committee			
Canadian Red Cross - Recovery Gift (Includes $3.8 M for FireSmart activities)		10,000,000	The Canadian Red Cross Society will provide these funds to further the Alberta Wildfire relief and recovery. Included in the $10M is $3.8 M for FireSmart activities.
Wildfire Community Preparedness Day		2,200	Wildfire Community Preparedness Day is held annually in May. FireSmart Canada offers up to $500 funding awards to implement neighborhood projects. The RMWB received 4 awards of $500 each plus $200 towards the cost of refreshments for events held in Gregoire Lake, Saprae, Ft. Chipewyan and Conklin.
Wood Buffalo Economic Development Corp			
Canadian Red Cross -Disaster Response Services Agreement Small Business Program (Phase 3B)		992,472	For Support to Small Business Program (Phase 3B) programming for small businesses impacted by the May 2016 Horse River Wildfire disaster in the Regional Municipality of Wood Buffalo
Community and Regional Economic Support (CARES) Program		845,000	2016 - To support the Back to Business Resource Centre and Business Recovery Expositions. 2018 - To support the development of a five-year Economic Development Strategic Plan
Invest Canada - Community Initiatives (ICCI)		5,500	An application submitted by the Economic Development Department for funding for Foreign Direct Investment Tools and Material Development has received approval for $5,500.
Total Operating Grants	**$ 4,488,239**	**$ 47,831,414**	

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Grants (continued)

Capital Grant Applications in Progress	Amount	Information
Engineering		
First Nations Water Tie-In Program	$ -	A new funding opportunity is being administered by Alberta Transportation and Alberta Indigenous Relations Department. Provincially, there is $100 M available over the next 4 years ($25M per year). Funding would be available to integrate drinking water systems with federally supported water systems. The goal is to bring clean, reliable drinking water to all First Nations across the province. First Nations would have the support of Indigenous and Northern Affairs Canada INAC) for their portion. Funding for the initial Feasibility Study will be provided under this program as a first step.
Alberta Community Resilience Program (ACRP)	32,386,009	The Alberta Community Resilience Program (ACRP) is a multi-year grant program supporting the development of long-term resilience to flood and drought events, while supporting integrated planning and healthy functioning watersheds. Engineering submitted an application for eligible components of the Prairie Loop Boulevard Flood Reach 3 and Flood Read 4 projects in 2017. The applications did not receive funding in the 2018-2019 fiscal year and costs were updated in September for consideration in 2019-2020. Applications were also submitted in September for Flood Reaches 7,8,9,10 and 10 JHP. Given the complexity and cost of the project, the RMWB also submitted applications for funding for eligible Flood Reaches to the Investing in Canada Infrastructure Program and the Disaster Mitigation Adaptation Fund.
Alberta Municipal Water/Wastewater Program (AMWWP)	50,296,784	The application for funding of the Rural Water and Sewer Servicing (RWSS) Project was originally submitted in 2015 and was updated for the 2018/2019 AMWWP program. Estimated eligible costs are $55.3M. If successful, the program could fund up to 75% of these costs. Also, additional grant funds of $4,050,246 have been requested for the Fort Chipewyan Water Treatment Expansion Project. This project was awarded a grant in 2016 of approximately $19.7M based on estimates. The projects actual costs are higher than originally estimated so additional grant funding has been requested. In 2018, an application was submitted for the Fort Chipewyan Lift Station #1. Estimated eligible cost is $6.9M. If successful, the grant may fund approximately 69% of the eligible costs.
Investing in Canada Infrastructure Program (ICIP) Green Infrastructure Fort Chipewyan Lift Station Construction Project	8,000,000	An expression of interest was submitted to the Investing in Canada Infrastructure Program (ICIP) for federal funding towards the Fort Chipewyan Lift Station Construction Project.
Investing in Canada Infrastructure Program (ICIP) Green Infrastructure Rural Water and Sewer Servicing (RWSS)	20,810,764	An expression of interest was submitted to the Investing in Canada Infrastructure Program (ICIP) for federal (up to 40%) funding towards eligible components of the Rural Water and Sewer Servicing.
Investing in Canada Infrastructure Program (ICIP) Green Infrastructure Flood Mitigation	11,880,000	The RMWB is seeking federal and provincial funding for flood mitigation work on Reaches 7,8,9 and 10. Total project cost for these sections is estimated at $29.7M.
Disaster Mitigation and Adaptation Fund (DMAF)	20,310,160	In January 2019, the RMWB submitted the full application to the DMAF program for flood mitigation work on Reaches 7,8,9 and 10. Total project cost for these sections is estimated at $50.8M. The maximum request from DMAF is 40% of the total eligible costs.
Public Works and Transit Services		
Airports Capital Assistance Program (ACAP) Pavement Overlay Project	7,992,292	Application submitted in GreenTRIP Grant Round 2 for 66 2/3 % of project costs. Funding requested - Transit Terminal - $3,401,870. Consideration of application is on hold until location of transit terminal has been determined.
GreenTRIP Grant - Round 2	3,401,870	Application submitted in GreenTRIP Grant Round 2 for 66 2/3 % of project costs. Funding requested - Transit Terminal - $3,401,870. Consideration of application is on hold until location of transit terminal has been determined.
Investing in Canada Infrastructure Program - Public Transit	17,905,869	Under the Investing in Canada Infrastructure Program (ICIP), the Regional Municipality of Wood Buffalo has been advised of an allocation of $17.9M over the next 10 years. Applications will need to be submitted for approval to utilize this allocation.
Total Capital Grant in Progress	**$ 172,983,748**	

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

Grants (continued)

Operating Grant Applications in Progress	Amount	Information
Corporate and Community Services		
Connect to Innovate	3,041,055	The Connect to Innovate program will invest up to $500 million by 2021, to bring high-speed Internet to rural and remote communities in Canada. This program will support new "backbone" infrastructure to connect institutions like schools and hospitals with a portion of funding for upgrades and "last-mile" infrastructure to households and businesses. Application was submitted by IT April 2017. Estimated project costs $6,486,432. Funding requested $3,041,055.
Public Works		
Alberta Recycling - Municipal Roundup Program	15,000	This program provides funding to help municipalities host a roundup where our community can drop off their old electronics, paint, tires and used oil materials for recycling.
Celebrate Canada Funding	49,900	The Recreation and Culture division of the Public Works Department has submitted an application to the Celebrate Canada program for funding for the 2019 Canada Day Celebrations.
Recreation Energy Conservation (REC) Program	TBD	Three (3) Expressions of Interest (EOI's) have been submitted to the Recreation Energy Conservation (REC) program. REC helps municipally-owned recreation facilities reduce energy use and GHG emissions by providing financial incentives to help identify energy-saving opportunities and implement energy-saving projects. A single municipality is capped at $750,000 over the program lifespan.
RCMP Support Services		
Regional Emergency Services		
FCC Agrispirit Fund	13,500	An application for funding was submitting to purchase an Extrication Tool for the Janvier Fire Department.
Wildfire Community Preparedness Day 2019	3,000	A total of 6 applications of $500 each were submitted. The Wood Buffalo FireSmart Committee plans to host a FireSmart Awareness Day in Gregoire Lake Estates, Saprae Creek Estates, Conklin, Fort Chipewyan, Anzac and Janvier.
Human Resources		
Summer Work Experience - Green Jobs Initiative	102,816	Wage subsidies up to 50% are available for Green Jobs such as park horticulture and landscaping, parks operations, parks planning, parks technicians, etc. The RWMB has submitted an application for 18 Labourer Positions at a maximum subsidy of $5,712 per job.
Summer Temporary Employment Program (STEP) Program	TBD	STEP is a 4 - 16 week wage subsidy program that provides funding to eligible Alberta employers to hire high school or post secondary students into summer jobs from May to August. A standardized wage subsidy of $7.00/hour to a maximum of 37.5 hours/week will be provided to approved applicants. The deadline for applications for the 2019 program is Feb 8th, 2019.
Total Operating Grant in Progress	**$ 3,225,271**	

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

2016 WILDFIRE
AUTO CHARGE
23 312
REGIONAL MUNICIPALITY OF WOOD BUFFALO
911
EMS
FIRE
PREVENTION
EMERGENCY SERVICES
GLADIATOR

2016 Wildfire

The Municipality has spent $244.2 million in recoverable operating wildfire costs since May 2016 out of which $15.4 million was incurred in the normal operations of the municipality. To date the Province has advanced $198.7 million for reimbursable expenses, Red Cross has advanced $5.0 million and our insurance provider has paid $29.6 million and closed the file as all claims are complete.

Administration is continuing to work with the Province to quantify claims. Total Disaster Recovery Program (DRP) project summary estimate is $363.0 million. As at March 31, 2019 $244.2 million has been submitted to DRP or is a submission in progress.

The Red Cross has entered into an agreement with the Municipality to cover $10 million of certain wildfire related costs and has advanced $5.0 million, of which $2.5 million has been spent on operating expenses, $2.2 million has been received for permits not charged to residents and $0.5 million has been spent on capital expenses towards this initiative.

The Municipality has an agreement with Government of Alberta Agriculture and Forestry to cover $10.5 million of certain FireSmart wildfire related costs and has advanced $7.0 million, of which $1.6 million has been spent on operating expenses and $1.0 million has been spent on capital expenses for this agreement.

2016 Wildfire Funding Received

May 1, 2016 to March 31, 2019

	Response & Recovery Actual	Insurance Actual	FireSmart Actual	Red Cross Actual	Total Actual
Cost Reimbursements:					
DRP Funding	$ 206,479,225	$ -	$ -	$ -	$ 206,479,225
Insurable Advance	-	29,288,188	-	-	29,288,188
FireSmart Advance	-	-	2,646,436	-	2,646,436
Red Cross Advance	-	-	-	5,216,277	5,216,277
Miscellaneous funding	606,263	-	-	-	606,263
Total Municipal 2016 Wildfire Funding Recoverable	207,085,488	29,288,188	2,646,436	5,216,277	244,236,389
Advanced (Unrecovered) 2016 Wildfire Funding	(7,802,856)	341,827	4,364,227	(216,277)	(3,313,079)
Municipal 2016 Wildfire Funding Received and Interest	**$ 199,282,632**	**$ 29,630,015**	**$ 7,010,663**	**$ 5,000,000**	**$ 240,923,310**

2016 Wildfire Project Summary

May 1, 2016 to March 31, 2019

	RMWB Project Estimate	Actuals To Date *	Remaining
DRP Response (Operations and Infrastructure)	$ 139,435,848	$ 135,012,371	$ 4,423,477
DRP Recovery (Operations and Infrastructure)	173,458,148	72,073,117	$ 101,385,031
Insurance	29,630,015	29,288,188	$ 341,827
FireSmart	10,500,000	2,646,436	$ 7,853,564
Red Cross	10,000,000	5,216,277	$ 4,783,723
Total Wildfire 2016 Project Summary	**$ 363,024,011**	**$ 244,236,389**	**$ 118,787,622**

**** Actuals to date reflect submissions to DRP and costs being reviewed for submission.***

Attachment: 1. 2019 Q1 Financial Performance Report (2019 Q1 Financial Performance Report)

COUNCIL REPORT

Meeting Date: May 14, 2019

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Subject: AUMA Resolution: Procurement Options

APPROVALS:

Annette Antoniak

Director	Chief Administrative Officer

Recommended Motion:

THAT the proposed AUMA Resolution: Procurement Options, dated May 14, 2019 (Attachment 1) be approved and submitted for consideration at the 2019 Alberta Urban Municipalities Association Convention.

Summary:

Councillor K. McGrath requested that Administration draft an Alberta Urban Municipalities Association (AUMA) resolution for Council's consideration as it relates to local sourcing and procurement. Administration has drafted the attached resolution for Council's consideration. Should the resolution be supported by Council, it will be submitted to AUMA for consideration.

Background:

In an effort to support local economy, Council members have expressed an interest in reviewing procurement processes to allow for local contractors to be given priority based on pricing, capacity and capabilities. Domestic trade agreements such as the Canadian Free Trade and the New West Partnership Trade Agreements, which are negotiated at the federal and provincial levels of government, do not currently allow for such provisions.

As this initiative could be beneficial to many Alberta municipalities, support from these municipalities can be garnered by submitting a resolution to the upcoming Alberta Urban Municipalities Association convention. Support from other Alberta municipalities would be beneficial in presenting a uniform approach to the Federal and Provincial Government, requesting that consideration be given to allow for local sourcing as part of future negotiations as they relate to trade agreements.

Rationale for Recommendation:

The Alberta Urban Municipalities Association, as representative for Alberta municipalities, is a natural conduit to lobby the Federal and Provincial Government to

support this initiative.

Strategic Priorities:

Responsible Government

Attachments:

1. Proposed AUMA Resolution - Procurement Options

Regional Municipality of Wood Buffalo
Procurement Options

WHEREAS the Canadian Free Trade Agreement and the New West Partnership Trade Agreement have been established as domestic trade agreements;

AND WHEREAS these trade agreements are restrictive as they relate to procurement process and do not consider opportunities or options for local sourcing by municipalities;

AND WHEREAS local sourcing could be beneficial for a number of Alberta municipalities as they would be supporting their own economy;

AND WHEREAS local sourcing would allow that local contractors that pay taxes and employ local people be given priority based on pricing, capacity and capabilities;

NOW THEREFORE, BE IT RESOLVED that the Regional Municipality of Wood Buffalo strongly urge the Alberta Urban Municipalities Association to lobby the provincial government to consider options that would permit greater opportunities for local sourcing when negotiating trade agreements.

BACKGROUND:

The Regional Municipality of Wood Buffalo is looking for an opportunity to support local economy by reviewing local sourcing options within its procurement processes. One option to meet this initiative would be that a municipality, when contracting out and awarding projects, could increase the amount of dollars spent within the community if local contractors could be given priority based on pricing, capacity and capabilities.

Local sourcing could increase the amount of dollars spent within the individual municipalities, thereby supporting the local business community.

Trade agreements which govern procurement processes, are negotiated at the provincial and federal governments therefore, the Alberta Urban Municipalities Association, representing Alberta municipalities, is a natural conduit to lobby the respective governments for support in this initiative.

COUNCIL REPORT

Meeting Date: May 14, 2019

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Subject: Council Appointment - Public Art Committee

APPROVALS:

Annette Antoniak

_____	_____
Director	Chief Administrative Officer

Recommended Motion:

THAT Deepinder Pessi be appointed effective immediately to the Public Art Committee to December 31, 2020.

Summary:

In keeping with the established bylaws, the appointment of individuals to Council committees must be approved by Council; therefore, a recommendation is being made to fill a vacancy that have arisen on the Public Art Committee.

A recruitment campaign was held in the fall 2018, whereby applications were submitted for the various committees that Council appoints to. Council reviewed the applications and wait-listed individuals to be appointed in the event mid-term vacancies arose. The recommended appointee was contacted and has confirmed his continued interest in serving on the Committee and fulfilling the balance of the existing term.

Strategic Priorities:

Responsible Government

COUNCIL REPORT

Meeting Date: May 14, 2019

REGIONAL MUNICIPALITY OF WOOD BUFFALO

Subject: Council Meeting Schedule - May through July 2019

APPROVALS:

Annette Antoniak

_____	_____
Director	Chief Administrative Officer

Recommended Motion:

THAT the regularly scheduled Council meeting of May 28, 2019 be cancelled;

THAT a Special Council meeting be scheduled to occur at 4:00 p.m. on Tuesday, June 4, 2019 in the Jubilee Centre Council Chamber;

THAT a Special Council meeting be scheduled to occur at 4:00 p.m. on Monday, July 8, 2019 in the Jubilee Centre Council Chamber; and

THAT the regular Council meeting scheduled to be held at 4:00 p.m. on Tuesday, July 9, 2019 be rescheduled to begin at 1:00 p.m. on Tuesday, July 9, 2019.

Summary and Background:

At the 2018 Organizational Meeting of Council, regular Council meetings were set to occur on the 2nd and 4th Tuesday of each month. In accordance with the *Municipal Government Act*, Council may call Special Meetings as required and cancel regularly scheduled meetings with adequate notice to the public.

The majority of Council members will be traveling to Quebec City for the Federation of Canadian Municipalities (FCM) Conference taking place May 30 - June 2, 2019. As a result, quorum is compromised for the May 28 regularly scheduled Council meeting. Administration is recommending that the May 28 Council meeting be cancelled, and a Special Meeting be held at 4:00 p.m. on Tuesday, June 4, 2019 to address regular Council business.

In addition, Administration anticipates bringing forward the project accommodation moratorium bylaw for consideration of 1st reading at the June 11, 2019 regular Council meeting and proposes that the required public hearing occur at 1:00 p.m. on July 9, 2019. As such, Administration is proposing that Council call a Special Council meeting on Monday, July 8, 2019 at 4:00 p.m. to address any remaining regular Council business prior to the scheduled summer recess (July 10 - September 9) to ensure that July 9, 2019 is set aside for the purpose of holding the public hearing (as well as

consideration of 2nd and 3rd readings) of the project accommodation moratorium bylaw.

Rationale for Recommendation:

By dealing with the scheduling of these meetings in May, the public is provided with advance opportunity to understand Council's meeting schedule and the various matters being brought forward to Council; therefore promoting transparency and accountability.

Strategic Priorities:

Responsible Government