REGIONAL MUNICIPALITY OF WOOD BUFFALO

COUNCIL REPORT

Meeting Date: April 28, 2015

Subject:	Regional Municipality of Wood Buffalo Appointer Representatives - Fort McMurray Airport Authority

APPROVALS:

David Leflar, Director
Marcel Ulliac, Chief Administrative Officer

Administrative Recommendations:

1. THAT the December 14, 2010 Resolution appointing the Chief Administrative Officer and the Executive Director, Stakeholder Relations as the Municipality's representatives to attend the Fort McMurray Airport Authority annual Appointers Meeting be rescinded.

2. THAT two Councillors be appointed to represent the Municipality at the Fort McMurray Airport Authority 2015 Appointers Meeting and reconsider the matter annually at the Organizational Meeting of Council.

Summary:

The Regional Municipality of Wood Buffalo (RMWB), as an appointer for the Fort McMurray Airport Authority (FMAA), is required to send one or two representatives to the annual Appointers Meetings. In 2010, Council appointed the Chief Administrative Officer and the then Executive Director, Stakeholder Relations as the Municipality's representatives. The position of Executive Director, Stakeholder Relations no longer exists, therefore, the Municipality currently has only 1 representative.

Background:

On June 30, 2009, the Municipality and the Fort McMurray Regional Airport Commission petitioned the Government of Alberta to incorporate the FMAA. On December 1, 2009, the FMAA was established by Order in Council 605/2009.

Four organizations appoint directors to the FMAA: the Municipality, the Fort McMurray Chamber of Commerce, the Oil Sands Community Alliance and the CUPE Local 1505 (the "Appointers"). In addition to appointing directors, the Municipality is required to appoint one or two representatives who attend an annual Appointers meeting which must be held within 135 days after the end of each fiscal year on December 31 ("Appointers Meetings"). The Municipality can appoint a specific individual or a certain officeholder to be a representative.

Notice for an Appointers Meeting must be sent out at least 30 days prior to the Appointers Meeting. Appointers may add items to the agenda by sending in notice of the item in writing at least 14 days prior to the Appointers Meeting.

At the Appointers Meeting, the FMAA must provide the following documents: its annual financial statements together with the auditor's report on them, its annual report for the previous fiscal year and a statement of its operational goals for the current fiscal year.

Notably, the FMAA is required to have an independent performance review conducted every five years with the first five year period beginning on the date on which the FMAA first managed the airport. Appointers are entitled to receive a free copy of this review.

On December 14, 2010, the Municipality appointed two officeholders as its representatives: the Chief Administrative Officer and the then position of Executive Director, Stakeholder Relations. Considering that this matter has not been reviewed in over four years, it is appropriate for Council to revisit the appointment of the Municipality's representatives.

Appointing and sending representatives to the annual Appointers Meetings is not only a statutory obligation but the key means by which the Municipality can ensure the FMAA is meeting its purposes pursuant to the *Regional Airports Authorities Act*.

In considering the matter, Council has the following options:

- Nominate one officeholder (i.e. Office of Mayor, Office of Councillor or Office held by a member of Administration) to attend future Appointers Meetings in addition to the existing Chief Administrative Officer's appointment;

- Rescind the previous appointments and nominate one or two new representatives (certain officeholders – Administration positions) to attend future Appointers Meetings;

- Rescind the previous appointments and nominate one or two new representatives (specific individuals) to attend the 2015 Appointers Meeting and reconsider the matter annully at the Organizational Meeting of Council; or

- Delegate the authority to the Chief Administrative Officer to appoint one or two certain officeholder representatives (Adminstration positions) to attend the Appointers Meetings.

Rationale for Recommendations:

Appointing Councillors as the Municiaplity's representatives for the Appointers Meeting allows Council to exercise its governance role.

Appointing two representatives will ensure that the Municpality is adaquately and appropriately represented at the Appointers Meeting.

The annual Appointers Meeting is the sole opportunity for Councillors to be directly engaged with the FMAA.