



Administrative Briefing

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray

Tuesday, September 16, 2014
6:00 p.m.

From time to time, items will be scheduled which must be dealt with in private due to the sensitive or confidential nature of the matter, and in such cases, the specific section of the Freedom of Information and Protection of Privacy Act will be referenced on the agenda.

Agenda

Call to Order

1. Adoption of Agenda
2. Minutes from Administrative Briefing - September 2, 2014
3. Urban Snow and Ice Control Policy Review
4. Flood Mitigation Program Update

Motion to Move In Camera

5. Flood Mitigation Program
(In Camera pursuant to Section 25 of the Freedom of Information and Protection of Privacy Act)
6. CAO Update - Personnel Matters
(In Camera pursuant to Section 17 of the Freedom of Information and Protection of Privacy Act)

Motion to Reconvene in Public

Adjournment

Unapproved Minutes of an Administrative Briefing 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, September 02, 2014, commencing at 6:00 p.m.

Present: M. Blake, Mayor
T. Ault, Councillor
G. Boutilier, Councillor (via teleconference)
L. Bussieres, Councillor
J. Cardinal, Councillor
P. Meagher, Councillor
K. McGrath, Councillor
J. Stroud, Councillor

Absent: J. Chadi, Councillor
S. Germain, Councillor
A. Vinni, Councillor

Administration: M. Ulliac, Interim Chief Administrative Officer
S. Kanzig, Chief Legislative Officer
D. Soucy, Legislative Officer
R. Kendall, Supervisor

Call to Order

The Mayor called the meeting to order at 6:04 p.m.

1. Adoption of Agenda

Moved by Councillor P. Meagher that the Agenda be adopted as presented.

CARRIED UNANIMOUSLY

2. Minutes from Previous Administrative Briefing - June 17, 2014

Moved by Councillor T. Ault that the minutes from the Administrative Briefing dated June 17, 2014 be adopted as presented.

CARRIED UNANIMOUSLY

Motion to Move In Camera

Moved by Councillor P. Meagher that the Administrative Briefing move in camera pursuant to Section 27 of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

**3. Legal Matters
(In-camera, pursuant to Section 27 of the Freedom of Information and Protection of Privacy Act)**

Motion to Reconvene in Public

Moved by Councillor T. Ault that the Administrative Briefing reconvene in public.

Councillor K. McGrath was not present for this vote.

CARRIED

The Administrative Briefing was held in camera between 6:06 p.m. and 7:40 p.m.

Adjournment

Moved by Councillor P. Meagher that the meeting be adjourned.
CARRIED UNANIMOUSLY

The meeting adjourned at 7:42 p.m.

Mayor

Chief Legislative Officer


Administrative Briefing Request Form

Administrative Briefing Information:

An Administrative Briefing is an opportunity for Administration to present information to the Mayor and Councillors on matters falling under one of the exceptions to disclosure in the FOIP Act. There will be no debate, decision or direction from the Mayor and Councillors at any Administrative Briefing.

Please note that unless specifically requested, there will be a maximum of 10 minutes for each presentation with an additional 20 minutes allotted for questions from Elected Officials per item.

Department:	Public Operations				
Subject:	Urban Snow and Ice Control Policy Review				
Objective:	To brief the Mayor and Councillors on a proposed comprehensive snow and ice control program review.				
Summary of Issue:	<p>Administration would like to conduct a comprehensive snow and ice control program review which will include public engagement session and surveys being completed in November 2014 with a report back to Council in December 2014.</p> <p>Administration had presented option on May 20, 2014, but after further review we noted some challenges with the recommended options that were presented. Providing an enhanced SNIC program requires consideration to be given to reviewing and clarifying our priority levels for arterial, secondary, residential and gravel roads. Further consultation is required to address the challenges with plowing snow and sidewalk maintenance.</p> <p>With growing and evolving demographics in Wood Buffalo, the Municipality will endure additional pressures to provide an enhanced winter maintenance program that may include sidewalk clearing.</p>				
Attachments: (to be submitted with this form)	Power Point presentation				
Presenters: (name, title and department)	Robert Kirby, Director, Public Operations (Acting)				
Attendees: (name, title and department)	Kevin Scoble, Executive Director, Public Infrastructure (Acting)				
Proposed Administrative Briefing Date: September 16, 2014					
<p>Approvals:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%; text-align: center;"> <u>Robert Kirby</u> Director </td> <td style="width: 33%; text-align: center;"> <u>Kevin Scoble</u> for: Interim Chief Operating Officer </td> <td style="width: 33%; text-align: center;"> <u>Marcel Ulliac</u> Interim Chief Administrative Officer </td> </tr> </table>			<u>Robert Kirby</u> Director	<u>Kevin Scoble</u> for: Interim Chief Operating Officer	<u>Marcel Ulliac</u> Interim Chief Administrative Officer
<u>Robert Kirby</u> Director	<u>Kevin Scoble</u> for: Interim Chief Operating Officer	<u>Marcel Ulliac</u> Interim Chief Administrative Officer			



URBAN SNOW AND ICE CONTROL (SNIC)

Robert Kirby
Director, Public Operations (Acting)

SNIC PROGRAM

UPDATE

- May 20, 2014 – Administrative Briefing
- Research started on other similar municipality SNIC standards
- Research has identified challenges that require clarity from the community engagement sessions
- Community engagement sessions and surveys to begin in November 2014.



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

SNIC CONSIDERATIONS

SUB HEADING

- Identifying priority levels
- Exploring options to on-street parking challenges for residential snow removal
- The ability to plow snow to the right versus snow removal
- Sidewalk winter maintenance

SNOW PLOWING



SNOW PLOWING – The pushing of accumulated snow from the roadway surface either to the sides of the roadway or the centre of the roadway in order to maintain no less than one traffic lane in each direction.

BLADING



BLADING / SNOW REMOVAL - Using a grader to blade the compacted snow off the road which is followed-up by blowing the snow into trucks and having it shipped to a snow dump.

MATERIAL SPREADING

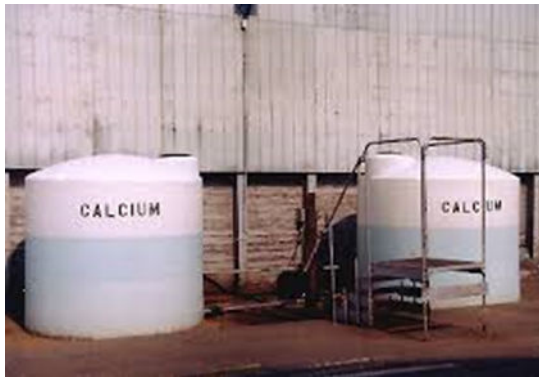


Salting – Sodium Chloride is used as a de-icer and is spread when road temperatures are between 0 to -15 degree

Sanding – Used to create traction on road surfaces and is spread when salt is no longer effective at melting ice and snow

MATERIAL SPREADING

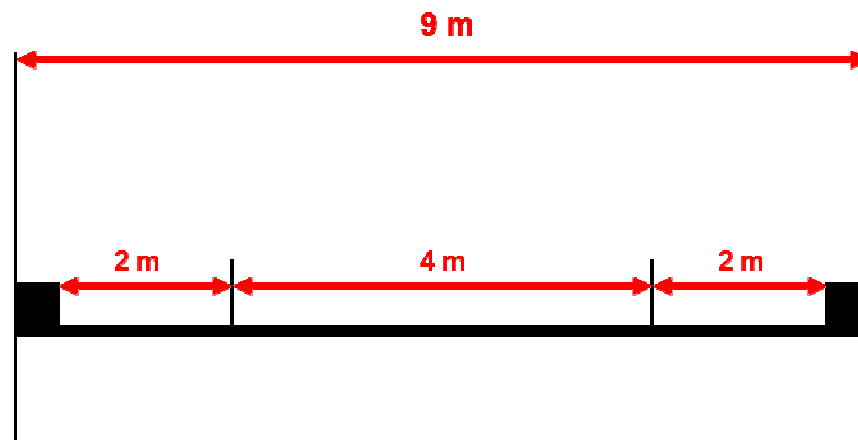
Calcium Chloride – Used as a pre-wetting liquid to help adhere sand and salt to road surfaces.



OPERATIONAL CHALLENGES



PARKING CHALLENGES



NEXT STEPS



- Comprehensive review of SNIC program
- Community engagement sessions along with surveys to take place in November
- Administration will provide research and engagement feedback along with SNIC program recommendations to Council in December 2014.

EVOLVING DEMOGRAPHICS

SIDEWALK CLEARING



With growing and evolving demographics in Wood Buffalo, the Municipality will endure additional pressures to provide an enhanced winter maintenance program that may include sidewalk clearing.



Administrative Briefing Request Form

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Department:	City Centre
Subject:	Flood Mitigation Program/Plan
Objective:	To provide Council with an update on the Flood Mitigation Program/Plan for the Lower Townsite
Summary of Issue:	Administration is finalizing the concept plan and costs for the Flood Mitigation Program/Plan and intends to update Council in advance of submitting a funding request to the Province of Alberta.
Attachments: (to be submitted with this form)	Power Point Presentation
Presenters: (name, title and department)	K. Scoble, (Acting) Executive Director; E. Haque, Director
Attendees: (name, title and department)	Brian Moore - (Acting) Director, City Centre Kashif Khan - Senior Project Manager, Engineering
Proposed Administrative Briefing Date: <div style="text-align: right;">September 16, 2014</div>	
Approvals: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 30%;"> <u>Emdad Haque</u> Director </div> <div style="width: 30%; text-align: center;"> <hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>Executive Director </div> <div style="width: 30%; text-align: center;"> Kevin Scoble for: Interim Chief Administrative Officer </div> </div>	

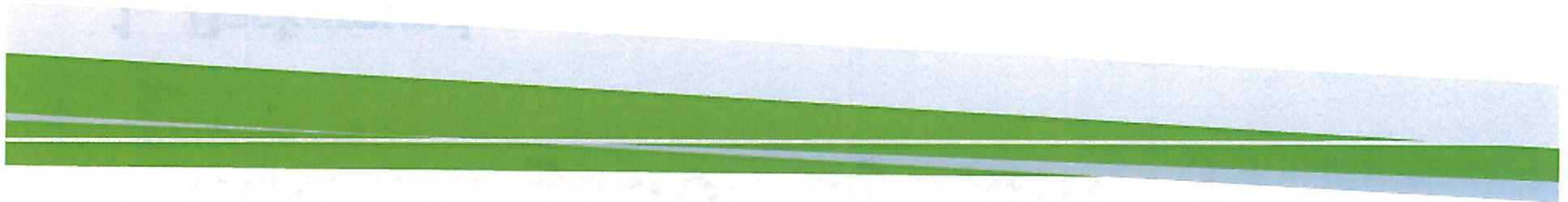
Flood Mitigation Program Update

Administration Briefing

September 16, 2014

Kevin Scoble, Acting Executive Director Public Infrastructure

Emdad Haque, Director, Engineering



Flood Mitigation System

- 1. Background**
- 2. Flood Plan**
- 3. Flood Mitigation Costs**
- 4. Application for Provincial Funding**



Recorded Ice Jam Levels for Athabasca River at Clearwater River Mouth

Year	Water Level (metres)
1875	252.0 (1:500 flood event)
1885	248.0
1928	248.5
1936	250.2
1977	247.9
1997	247.5

2000 Trillium Engineering and Hydrographics Inc. Study

- **1:40 ice jam flood level: 248.5 m**
- **1:100 ice jam flood level: 250.0 m**
- **Council of the day approved staged implementation of a flood Mitigation system to the 1:40 ice jam flood level**

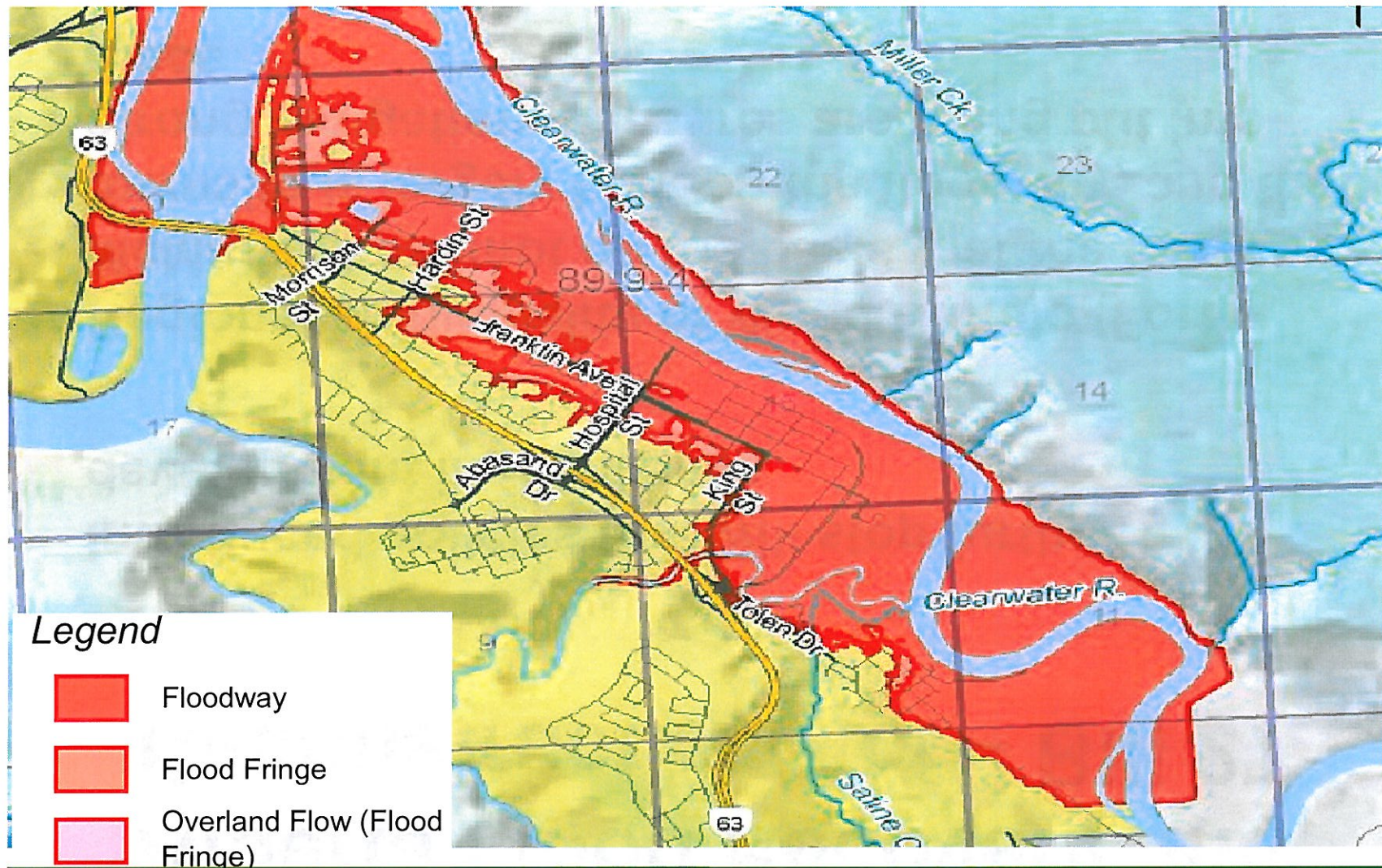
June 2013 Flood Event



Alberta Flood Recovery and Reconstruction Act – Bill 27

- **Introduced policies that will stop further development in floodways**
- **Regional Municipality of Wood Buffalo (Fort McMurray) exempt on the basis that the lower townsite is largely built on the floodway, and that strong mitigation measures are being put into place**

Flood Hazard Map



Land Use Bylaw Amendment (November 26, 2013)

- **Amendment brings Bylaw into alignment with Provincial regulations regarding flood plain management**
- **Habitable areas allowed above 1:100 ice jam flood level**
- **Non-habitable areas are allowed below the 1:100 ice jam flood level**

Flood Mitigation Planning

- Updated *Flood Mitigation Strategy* began fall 2013
- Mitigation to 1:100 year ice jam flood level
- A combination of elevated roadways, trails, floodwalls and floodgates, and built up development to provide a perimeter dike
- Implement flood Mitigation and park development concurrently

Northwest Hydraulics Ltd.

September 2014 Report

- Verified flood projections**
- Reviewed changes in City Centre**
- Looked at option of building the system to the 1:100 year ice jam flood level of 250.0 with no freeboard**
- Revised flood Mitigation cost estimates**
- Planned Mitigation consistent with MDP and the Waterfront Program**
- Develop a range of flood Mitigation measures to create a continuous flood Mitigation system**

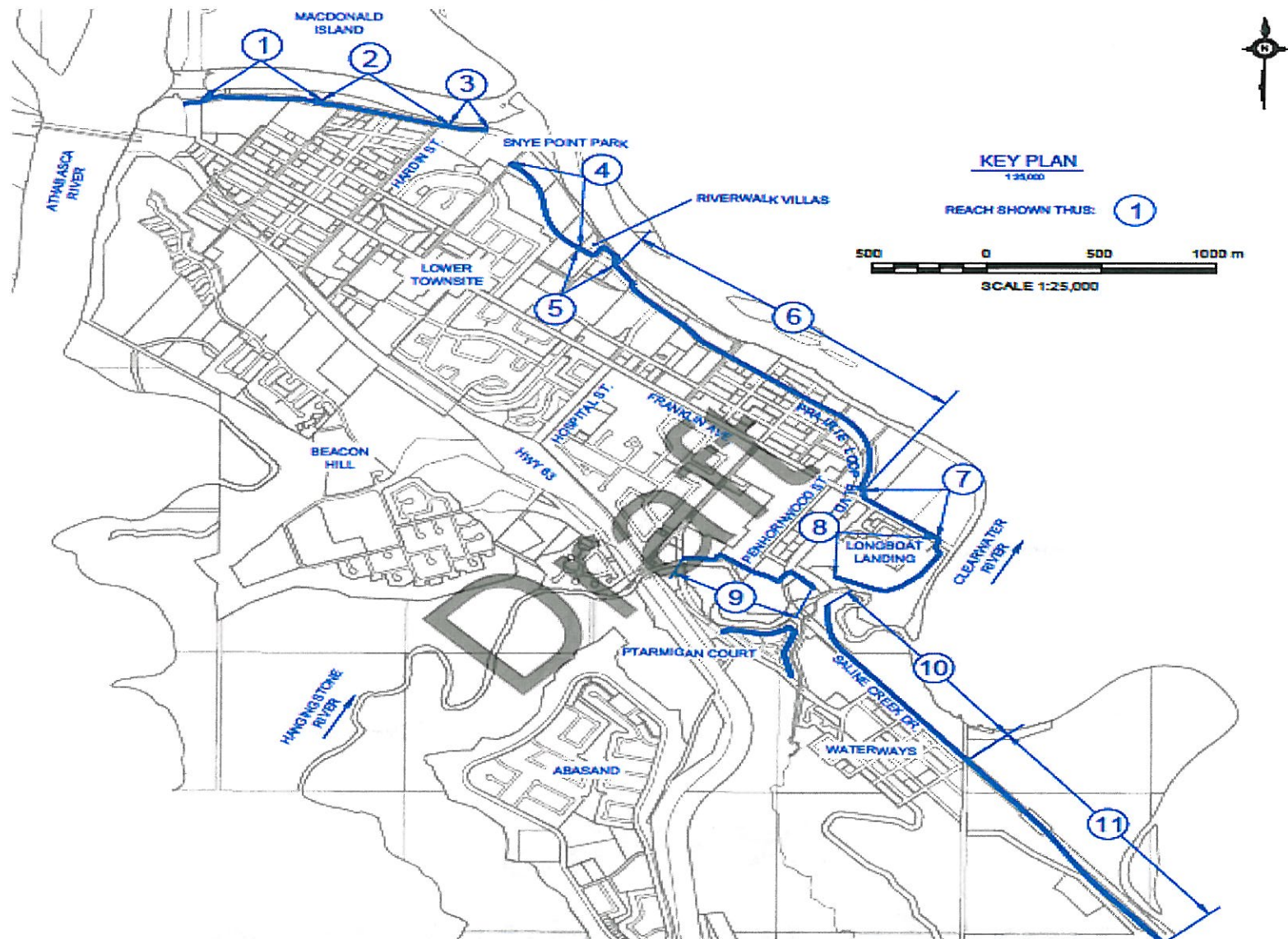
Northwest Hydraulics Ltd.

September 2014 Report

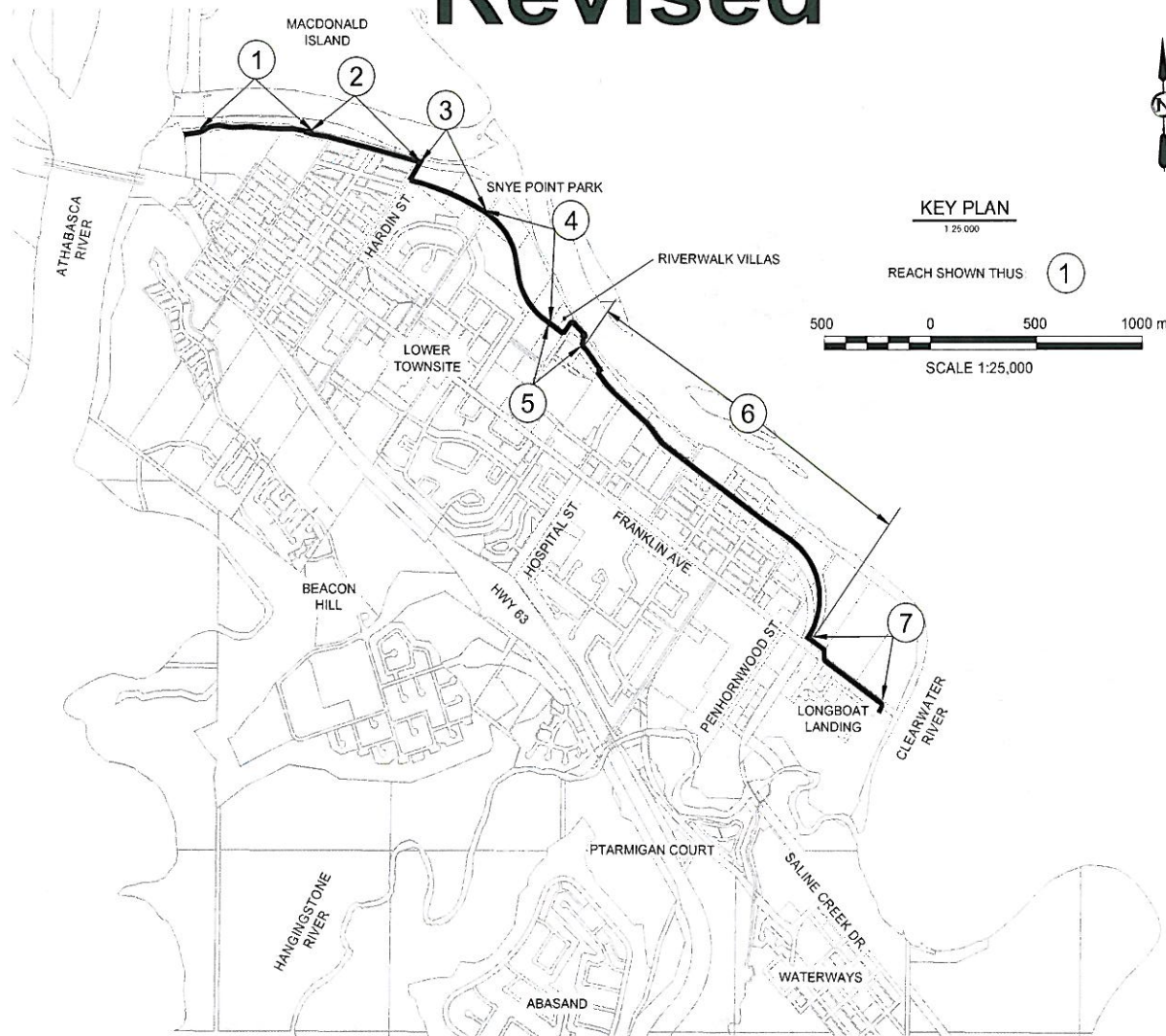
Acknowledged:

- **New development approved and constructed between 2000 and 2014**
- **Movement of rivers' shoreline as a result of natural erosion processes**
- **Newly discovered flood potential of the Hangingstone River (1:100 year event in 2013)**
- **Importance of not providing a flood Mitigation system that physically or visually blocks human or ecological access between upland areas and the water's edge**

Flood Mitigation System

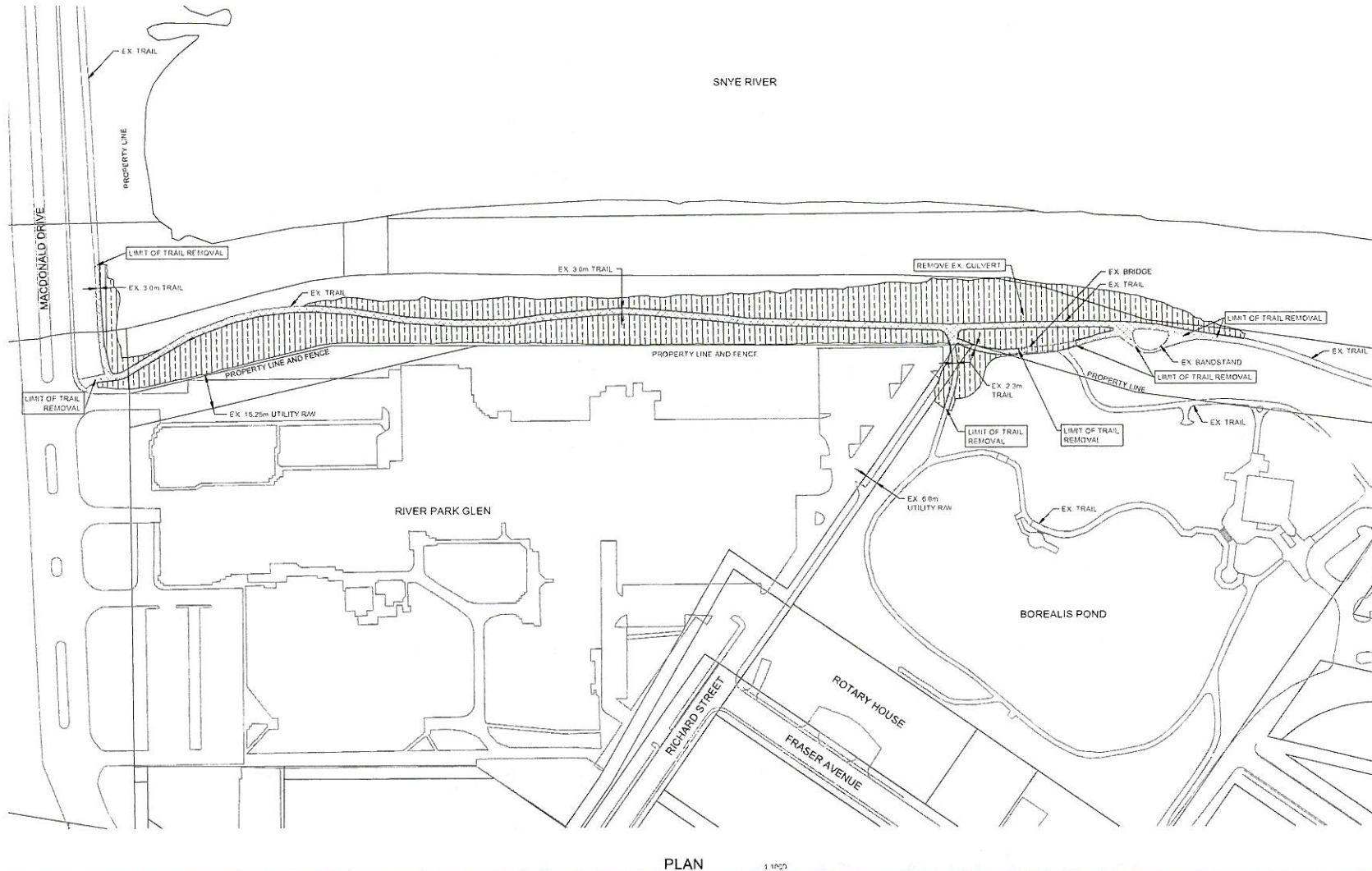


Flood Mitigation System - Revised

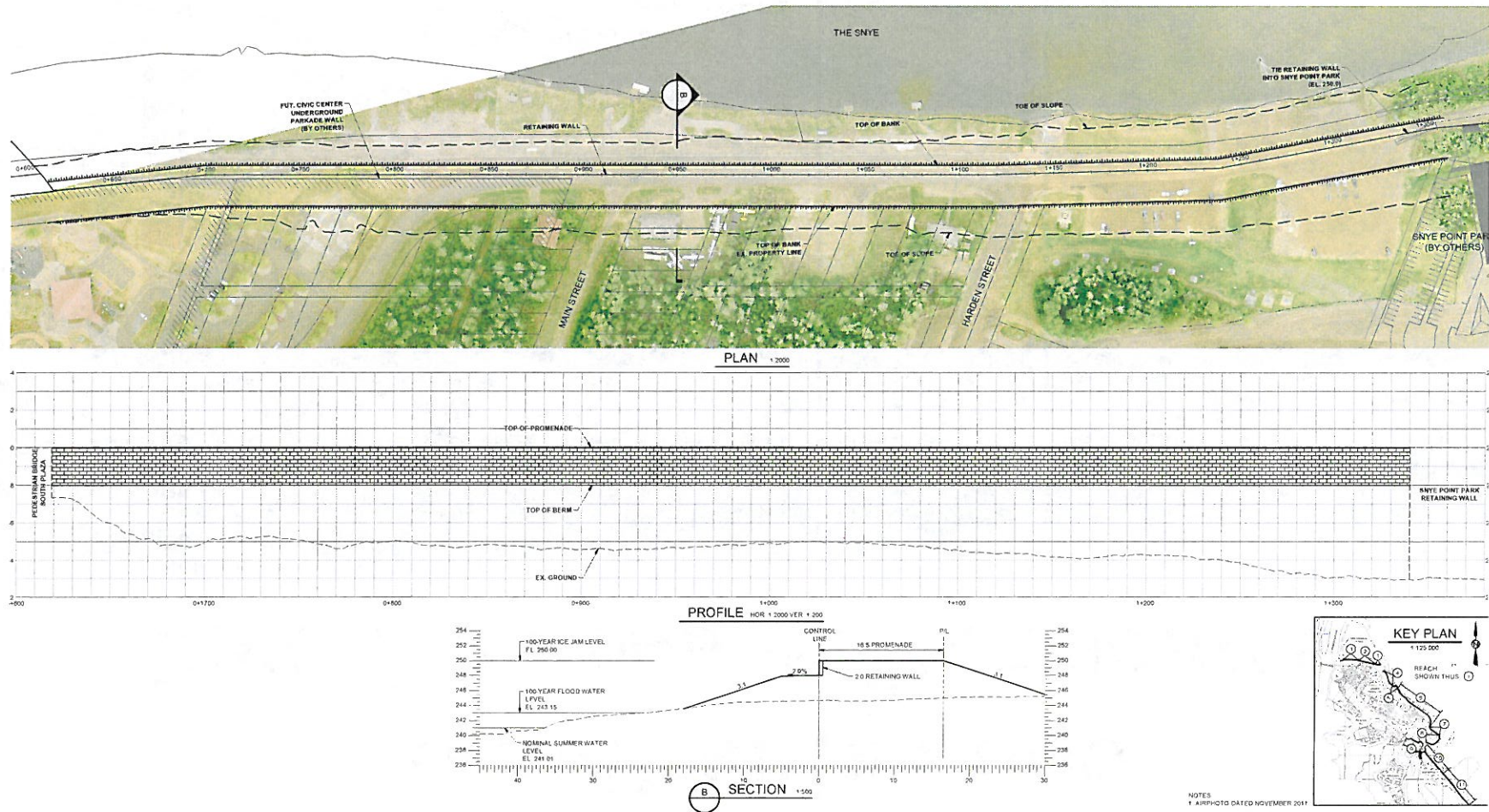


Flood Protection Measures by Reach	
Reach	Description of Flood Mitigation
1	Elevated trail
2	Floodwall/Urban terrace (option is elevated trail / elevated Prairie Loop Boulevard)
3	Floodwall / Urban terrace / elevated Prairie Loop Blvd (option is elevated Prairie Loop Boulevard)
4	Snye Park elevated fill area / elevated Prairie Loop Blvd
5	Floodwall / floodgates / elevated berm
6	Elevated Prairie Loop Boulevard
7	Elevated Trail
8	Non-accessible berm
9	Non-accessible berm / elevated park trail
10	Elevated trail
11	Non-accessible berm
Other Reach	Retaining/Flood Wall etc. To be determined

Reach 1 – Elevated Trail



Reach 2/3 – Floodwall/Urban Terrace



Reach 4/5 – elevated Snye Point/Prairie Loop Blvd/Floodwalls/Floodgates



Reach 6 – Elevated Prairie Loop Boulevard



Reach 6 – Elevated Prairie Loop Boulevard / Berm / Floodgate



Reach 6/7 – Elevated Prairie Loop Blvd / Elevated Trail



Reach 7/8 – Elevated trail / Non-accessible Trail



Reaches 8/9/10 – Elevated Trails / Non-accessible berm



Reach 9 – Elevated Trail / Non-accessible Berm



Reaches 10/11 – Elevated Trail / Non-accessible Berm



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September 2014 Report

- Accepted by Administration as a guiding document to upcoming detailed design and implementation
- Reach alignments are conceptual only and require further assessment

Flood Mitigation Priorities

- **Based on**
 - Risk of flooding
 - Economic impact
 - Benefit to community
 - Environmental benefit
 - Coordination with other projects

Flood Mitigation Phases

Phase 1 –

Dike system around City Centre bounded by the Snye, the Clearwater River, and the Hangingstone River (Reaches 1 – 9).

Phase 2 –

Dike system between Waterways and the Clearwater River/Hangingstone River

Phase 3 –

Flood Mitigation for Other Reach/Area

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September 2014 Report

Costs

- Increased dramatically since 2000
- Sources of quality fill material have been exhausted, and the costs of raw materials reflect the need to haul in the significant amount of fill from far outside City Centre
- Estimated costs do not reflect waterfront park system costs
- Sections built to the 1:40 – costs reflect the incremental cost to take to 1:100 level

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September 2014 Report

Costs

- Some sections include elevating Prairie Loop Boulevard at additional cost in order to maintain physical and ecological access between uplands and the water's edge
- Cost estimates were peer reviewed and subsequently revised subsequent to submission of the report

Budget Requirements

	Project	2014 and earlier budgets	2015	2016	2017	Total Project Cost (Inflated to future cost \$)
1	Concept Design and Project Management Costs	420,000	270,000	270,000	270,000	1,230,000
2	Borrow site development		2,759,150			2,759,150
Lower Townsite						
3	Reach 1	3,761,000				3,761,000
4	Reach 2		1,003,543	13,447,476		14,451,019
5	Reach 3	233,424	2,427,604			2,661,028
6	Snye Point	5,700,000				5,700,000
7	Reach 4	1,680,649	1,680,649			3,361,298
8	Reach 5	283,830	3,803,324			4,087,154
9	Reach 6 **		2,946,717	32,637,833		35,584,550
10	Reach 7	978,300	13,109,216			14,087,516
11	Reach 8	1,747,128	23,411,513			25,158,641
12	Reach 9	402,436	5,392,643			5,795,079
	City Side Flood Pumping and Miscellaneous			2,341,906	2,494,130	4,836,036
Waterways						
13	Reach 10			976,230	13,931,776	14,908,006
14	Reach 11			1,002,920	14,312,673	15,315,593
16	Miscellaneous Stormwater		1,285,076	1,368,606	1,457,565	4,111,247
17	Connecting Street Tie-ins (Waterways only)			0	0	0
Other Area						
15	Other Reach				48,800,000	48,800,000
	Annual Budget Requirement	\$15,206,767	\$58,089,435	\$52,044,971	\$81,266,144	\$206,607,317

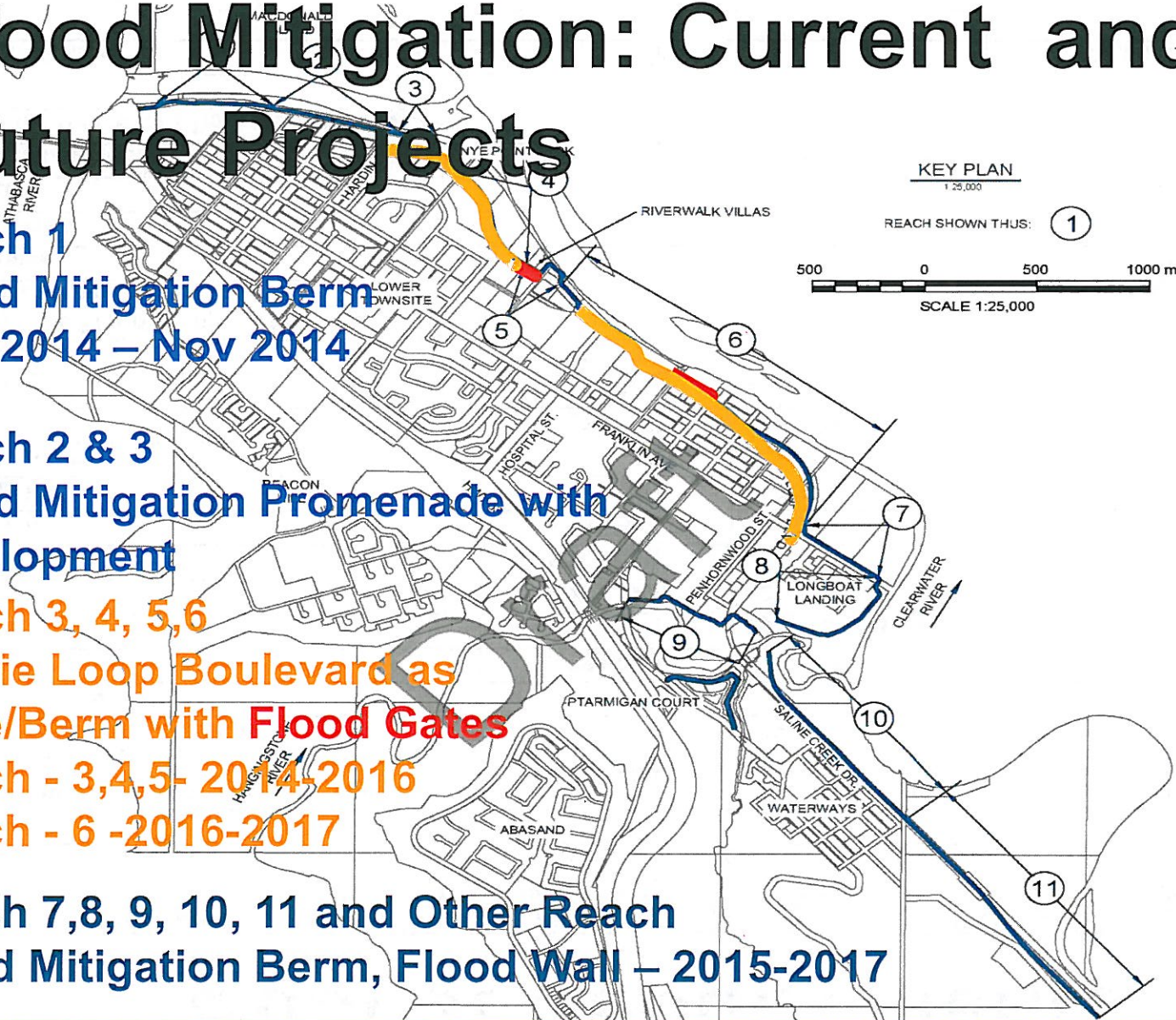
Flood Mitigation: Current and Future Projects

Reach 1
Flood Mitigation Berm
July 2014 – Nov 2014

Reach 2 & 3
Flood Mitigation Promenade with
development

Reach 3, 4, 5, 6
Prairie Loop Boulevard as
Dyke/Berm with Flood Gates
Reach - 3,4,5- 2014-2016
Reach - 6 -2016-2017

Reach 7,8, 9, 10, 11 and Other Reach
Flood Mitigation Berm, Flood Wall – 2015-2017



Alberta Community Resilience Program

- **3-year \$325 million Provincial grant program**
 - Year 1 - \$110 million
 - Year 2 - \$110 million
 - Year 3 - \$105 million
- **Cost-sharing Per Project Dollar Value**
 - 90% of first \$3 million
 - 70% of costs > \$3 million

Alberta Community Resilience Program

- **Requires a Statement of Community Priorities approved by Council**
 - Identify priorities for flood mitigation and planned projects over next three years
- **Application for entire program to Council for endorsement at September 23, 2014 meeting**

Alberta Community Resilience Program

Application Deadlines

- 2014/2015 Fiscal Year
 - September 30, 2014
- 2015/2016 Fiscal Year
 - March 31, 2015
 - September 30, 2015
- 2016/2017 Fiscal Year
 - March 31, 2016
 - September 30, 2016

Questions?