



Wood Buffalo Recovery Committee

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray

Wednesday, February 08, 2017
6:00 p.m.

Agenda

In Camera (3:00 p.m. – 5:00 p.m.)

- Advice from Officials
(in camera pursuant to section 24 of the *Freedom of Information and Protection of Privacy Act*)
- Personnel Matters
(in camera pursuant to section 17 of the *Freedom of Information and Protection of Privacy Act*)

Call To Order

Adoption of Agenda

Minutes of Previous Meetings

1. Minutes of the Wood Buffalo Recovery Committee Meeting - January 25, 2017

Presentations

2. Tanya MacAulay and Laurie Gaudet, Supply Chain Management re: Request for Proposals Process and Social Procurement
3. Andrea Haley, Economic Development re: Small Business Workforce Support Program

New and Unfinished Business

4. Proposed Temporary Urban Accommodation - Sapræ Creek Industrial
- delegations
5. 2017 Tax Relief
- delegations
- 5 (B) Amendment to Bylaw No. 16/013
- delegations
6. Sub-Committee Reports
7. Wildfire Recovery Team Update

Adjournment

Unapproved Minutes of a Meeting of the Wood Buffalo Recovery Committee held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Wednesday, January 25, 2017, commencing at 6:00 p.m.

Present: J. Bancarz, Chair
N. Aubrey
M. Farrington
S. Germain, Councillor
M. Giles
K. Jenkins
A. Vinni, Councillor

Absent: K. Fleury
K. McGrath, Councillor

Administration: D. Woodworth, Recovery Team Lead
J. Brown, Supervisor, Legislative Services
S. Soutter, Legislative Officer

Call To Order

Chair J. Bancarz called the meeting to order at 6:02 p.m.

Adoption of Agenda

Moved by M. Giles that the agenda be adopted as presented.
CARRIED UNANIMOUSLY

Minutes of Previous Meetings

1. Minutes of Wood Buffalo Recovery Committee meeting - January 11, 2017

Moved by Councillor A. Vinni that the minutes of the Wood Buffalo Recovery Committee meeting held on January 11, 2017 be approved as presented.
CARRIED UNANIMOUSLY

Presentations

2. Elaine Read and Lunzaya Nlandu, CAREERS: The Next Generation re: Youth Rebuilding Fort McMurray

Elaine Read and Lunzaya Nlandu, CAREERS: The Next Generation, provided an overview of the non-profit organization indicating that Youth Rebuilding Fort McMurray is a new initiative to ensure youth are considered in the rebuild of the community. The presenters provided the Committee with a number of recommendations on how the organization can be supported throughout the rebuild.

Moved by J. Bancarz that the recommendations presented by CAREERS: Next Generation be referred to the Recovery Task Force for review.

CARRIED UNANIMOUSLY

3. Rob de Pruis, Insurance Bureau of Canada (IBC) re: Insurance update including Dispute Resolution Information

Rob de Pruis, Insurance Bureau of Canada, provided an update regarding insurance impacts of the wildfire and presented an overview of the dispute resolution options that are available for consumers.

4. Barbara Rex, Recovery Task Force re: Mental Health Update

Barbara Rex, Psychosocial Coordinator, Recovery Task Force, promoted self-care and mental well-being, as well as commented on Bell Let's Talk Day.

5. Laurie-Anne St. George and Erin O'Neill, Recovery Task Force re: Firebreak Program Update

Laurie-Anne St. George, Rebuild Supervisor, and Erin O'Neill, Operations Manager, Recovery Task Force, presented a summary of the extent of damages to firebreak properties, and a status update on the Firebreak Program.

New and Unfinished Business

6. 2017 Tax Relief

Marc Fortais, Chief of Staff, Recovery Task Force, and Philip Schofield, Director, Assessment and Taxation, provided an overview of the 2017 Tax Relief report, noting that this request is similar to the request made to Council for 2016 Tax Relief.

The following motion was presented by Councillor A. Vinni: "THAT the Wood Buffalo Recovery Committee (WBRC) recommend to Council the following:

1. That Council use its authority under s. 347 of the *Municipal Government Act* to cancel the municipal portion of property taxes payable for 2017 on residential properties in accordance with the following:

For every residential property that continues to be uninhabitable because it was destroyed or irreparably damaged by the wildfire: cancellation of the amount representing the pro-rated daily amount of the whole municipal portion of tax, including land and building, multiplied by the number of days in 2017 until the first to occur of:

- (a) Completion of reconstruction of the residence on the property as determined through the issuance of a final occupancy permit,
- (b) Sale of the property to a new owner, or
- (c) The end of the calendar year 2017;

2. That Council ask the Mayor to make a request to the Government of Alberta, on Council's behalf, to waive that portion of the provincial education requisition for 2017 that would ordinarily be payable by property owners for whom the municipal portion of property tax is cancelled pursuant to Council's exercise of its authority under s. 347 of the *Municipal Government Act*;
3. That Council direct Administration to make application to the Government of Alberta for funding support in an amount equal to the property taxes cancelled pursuant to Council's exercise of its authority under s. 347 of the *Municipal Government Act*;
4. That Council enact a bylaw to override the provisions of the Tax Penalty Bylaw in order to effect cancellations or refunds of penalties applied on January 1, 2017 to residential property taxes in arrears, to the extent that such penalties arise from the portion of the tax arrears that relates to the 2016 provincial education requisition, such overriding bylaw to be effective if and when and to the extent that the Government of Alberta pays a refund to the RMWB of all or a portion of the amount paid by the RMWB to the Government of Alberta on account of the 2016 provincial education requisition."

Moved by M. Giles that the 2017 Tax Relief matter be deferred to the February 8, 2017 Wood Buffalo Recovery Committee Meeting.

CARRIED UNANIMOUSLY

Exit and Return

Councillor S. Germain exited the Chamber at 7:34 p.m. and returned at 7:36 p.m.

7. Sub-Committee Reports

Marty Giles, Chair of the Mitigation and Economy Sub-Committees, introduced Dennis Warr, Mitigation Supervisor, Recovery Task Force, who provided information on a recent trip to Slave Lake. Kelly Hansen, Economic Development Manager, also provided an update on the Small Business Workforce Support Program.

Kim Jenkins, Chair of the Rebuild Sub Committee, provided an update on the rebuild progress to date.

Chair Jeanette Bancarz, provided an update on the people pillar and support that is being provided to teachers in the community.

8. Wildfire Recovery Team Update

Dana Woodworth, Recovery Team Leader, provided an update on the tasks of recovery team to date.

Adjournment

As all scheduled business matters had been concluded, Chair J. Bancarz declared the meeting adjourned at 8:18 p.m.

Chair

Chief Legislative Officer

Supply Chain Management

Regional Municipality of Wood Buffalo

February 8, 2017



Supply Chain Organization

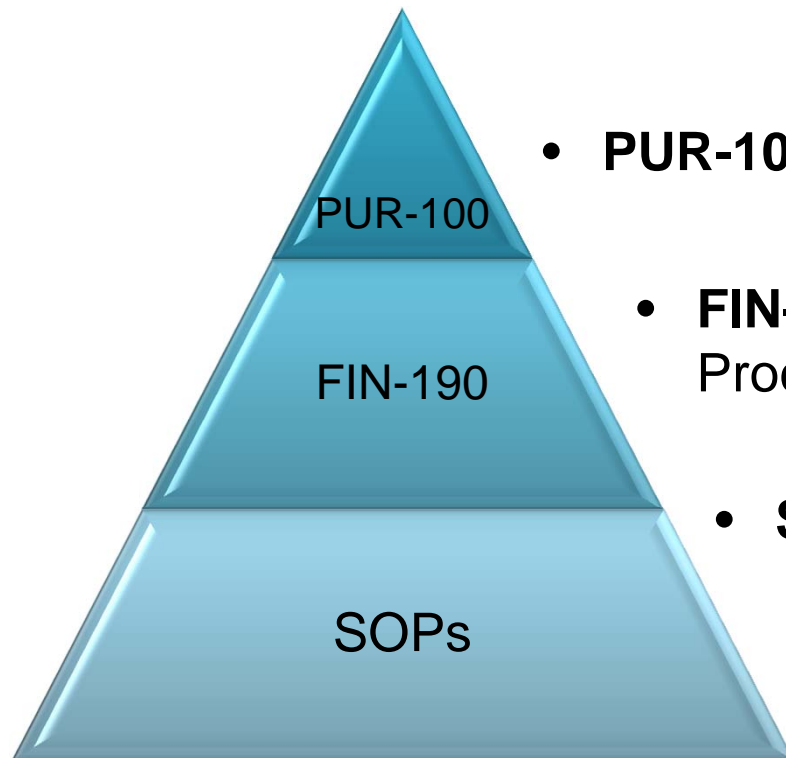


Supply Chain Overview

All RMWB functions are performed in accordance with relevant :

- Trade Agreements
- Council Policy
- Administrative Procedures
- Standard Operating Procedures
- Municipal Development Plan
- Public Procurement Law

RMWB Specific Governance



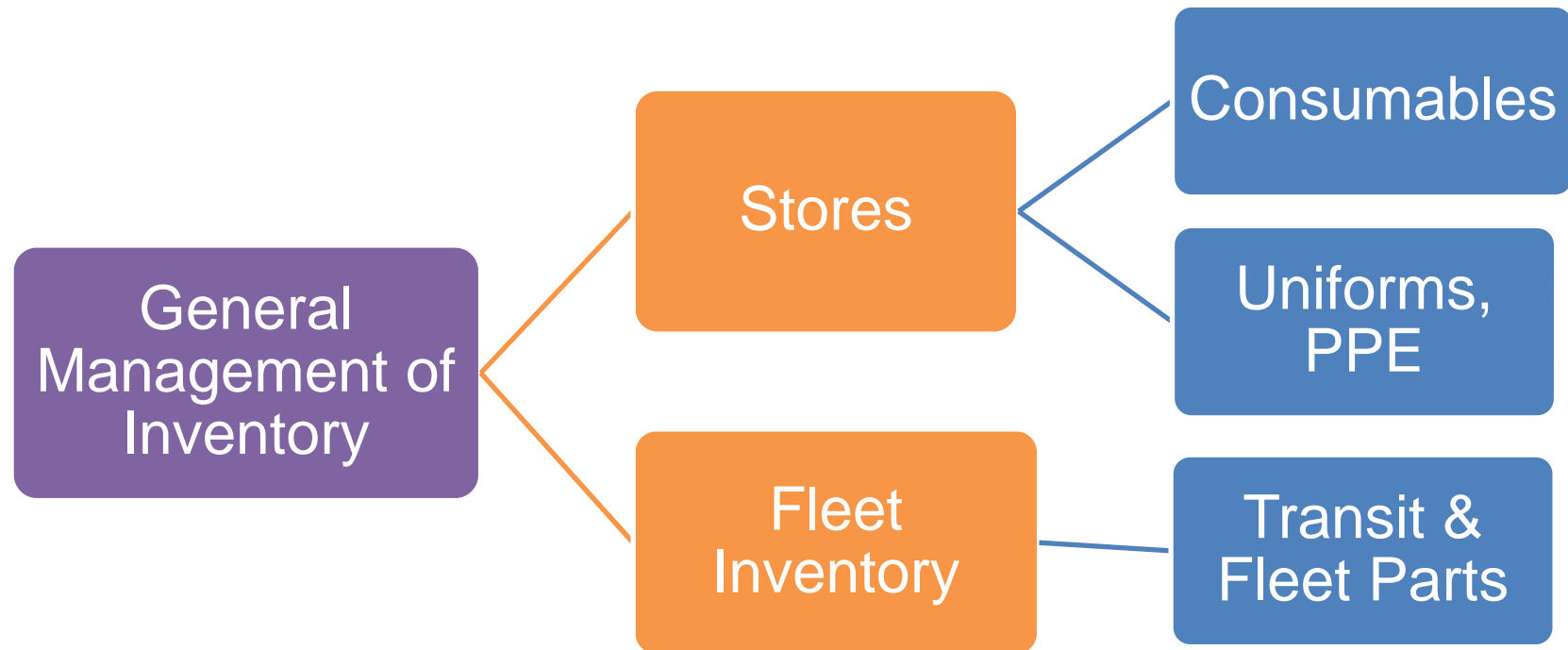
- **PUR-100** Council Approved Procurement Policy
- **FIN-190** Procurement Administrative Procedure
- **SOP** – 20 Standard Operating Procedures
 - Processes
 - Purchase Order Changes
 - Creation of Formal Contracts, etc.

Accounts Payable

- Processes 25,000+ Invoices/Year
- Vendor Payments of \$800+ M/Year

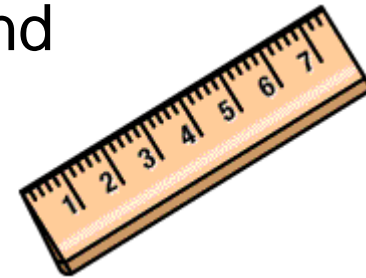


Stores & Fleet Inventory Management



Measurements & Reporting

- Establish and analyze baseline metrics used for further improvement strategies
- Measure compliance with Policy and Procedures
- Identify areas for cost reduction



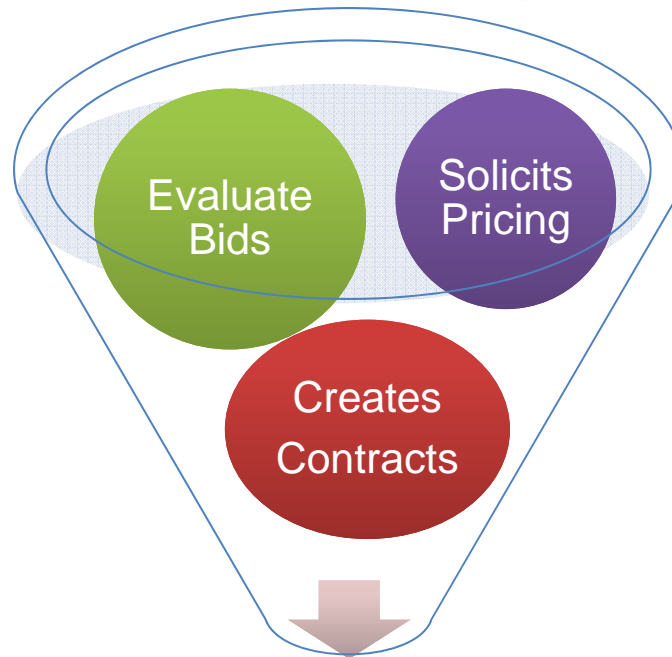
Procurement Department Overview

The Procurement Department is committed to procure all goods and services:

- Efficiently
- Fairly
- In a transparent and cost competitive way



Procurement Department



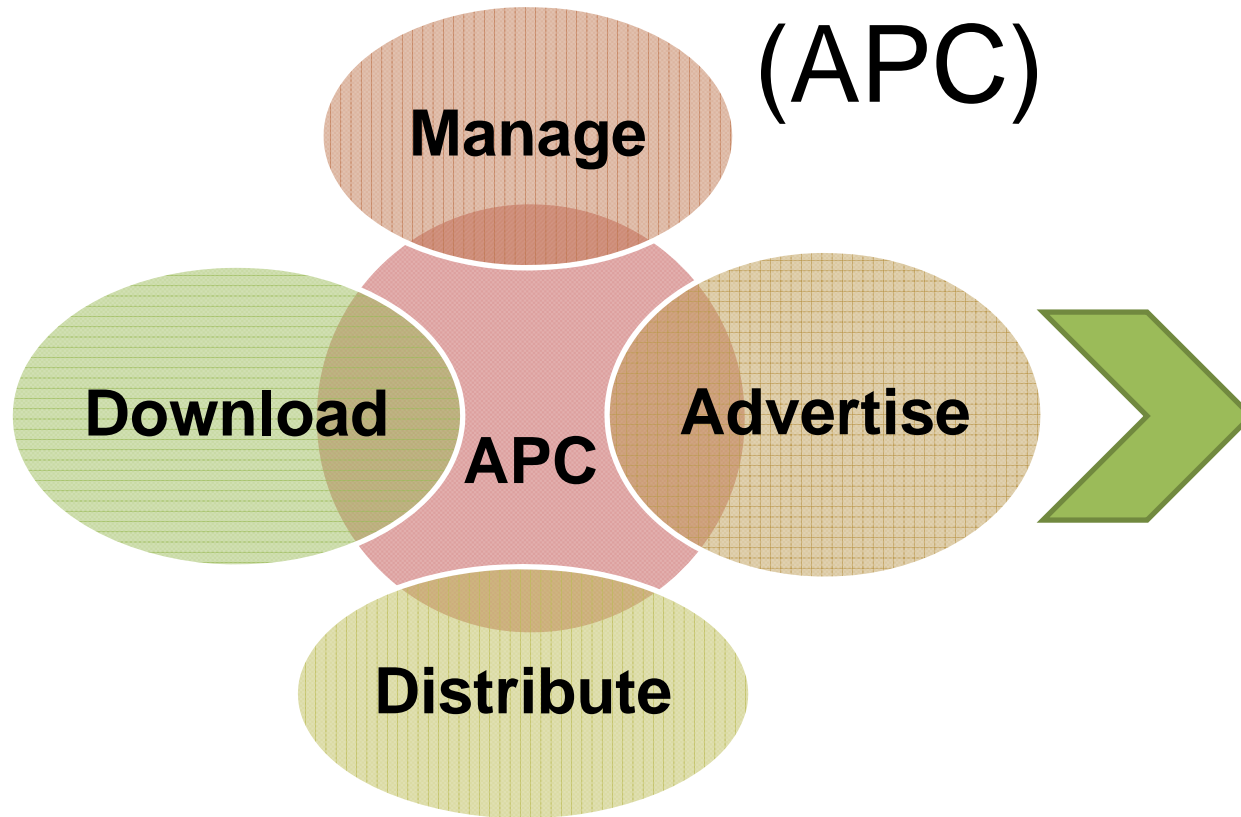
At any point in time: Average of 70 Projects
17 – 25 Public Postings

Treaty Thresholds

AIT Thresholds (MASH)	New West Partnership Trade Agreement
\$100,000 or greater (goods)	\$75,000 or greater (goods)
\$100,000 or greater (services)	\$75,000 or greater (services)
\$250,000 or greater (construction)	\$200,000 or greater (construction)

Above these limits, all bids posted publically on APC

Alberta Purchasing Connection (APC)



Purchasing Opportunities in Alberta for:

- Goods
- Services
- Construction

Increased Visibility for Under Threshold Bids

The screenshot shows the website of the Regional Municipality of Wood Buffalo. The browser address bar displays <http://asset.rmwb.ca/rfq/>. The page features a navigation menu with categories: LIVING, VISITING, DOING BUSINESS, MUNICIPAL GOVERNMENT, MUNICIPAL SERVICES, and EMPLOYMENT. A sidebar on the left lists various municipal departments, including Chief Administrative Officer, Assessment & Taxation, Communications and Stakeholder Relations, Community Services, Economic Development, Emergency Services & Law Enforcement, Engineering, Environmental Services, Financial Services, First Nation and Métis Nation Relations, Human Resources, Information & Advisory Services, and Land Administration. The main content area is titled "Requests for Quotation" and shows a list of current requests. The first request, RFQ 4255, is for a Researcher / Report Writer, with a closing date of Jan. 31, 2017. The second request, RFQ 13623, is for Self Watering Hanging Planters, with a closing date of Feb. 1, 2017. Both requests include a description of the work and a link to download the request document.

Regional Municipality of Wood Buffalo

Requests for Quotation | Re...

LIVING VISITING DOING BUSINESS MUNICIPAL GOVERNMENT MUNICIPAL SERVICES EMPLOYMENT

Municipal Departments

- Chief Administrative Officer
- Assessment & Taxation
- Communications and Stakeholder Relations
- Community Services
- Economic Development
- Emergency Services & Law Enforcement
- Engineering
- Environmental Services
- Financial Services
- First Nation and Métis Nation Relations
- Human Resources
- Information & Advisory Services
- Land Administration

> Home > Municipal Government > Municipal Departments > Supply Chain Management Department > Requests for Quotations

Requests for Quotation

Current Requests for Quotation.

QU#	Title	Closing Date/Time
RFQ 4255	Researcher / Report Writer	Jan. 31, 2017 (2:00:59 p.m. Mountain Time)
<p>The Advisory Council on Aging (ACOA) is seeking a researcher / report writer to complete a comprehensive report that will serve as a call to action regarding Seniors needs. The report must relate to the World Health Organization (WHO) senior friendly requirement outcomes. Two report versions are required; • One full-length version for ACOA that includes all cited sources, methodology and rationale as well as any raw data collected. • One short community friendly version 8 pages or less that gives a summary of work done and findings.</p> <p>Download(s): RFQ RFEI 4255 Document # 1</p>		
13623	Self Watering Hanging Planters	Feb. 1, 2017 (2:00:59 p.m. Mountain Time)
<p>200 self watering planters, 24" diameter x 12" high, 2 gallon / 8 liter, Dark Grey</p> <p>Download(s): RFQ 13623 Document # 1 RFQ 13623 Document # 2</p>		

Vendor Registry “Bid Blast”

@ www.rmwb.ca “Doing Business”



- Over 1,000 Vendors have registered on our database
- The database will be used to push below threshold procurements out via an email alert to all registered vendors
- The database will not create a preferred vendor list
- The database will collect information to broaden the vendor base in our quoting requests

What is Social Public Procurement

Social Procurement is an emerging, currently under-utilised tool, that seeks to better leverage existing public sector spend to achieve key public policy goals:-

- An opportunity to align spend with community values and strategic objectives
- A less transactional, more strategic approach to public sector procurement
- Requires a shift in procurement culture
- A new approach to Inclusive Economic Development
- Improves lives – skills training, jobs for full-time residents & opportunities for those facing barriers to employment
- No legislative changes are required

Social Value

		1	2	3		4	5	6
	RMWB Social Value Goals	Infrastructure Over \$200K	Goods Over 75K	Services Over 75K		Construction Under 200K	Under \$75K	Under \$10K
		No Geographic Weighting Allowed				Geographic Weighting Allowed		
	Primary Objective	Social Value – Sector Connections				Local Visibility – Bid Blast		
	Local Jobs – Hiring of Full-time residents	Barriered Hiring				5-10 pts Locally Owned/Operated	10-15 pts Local/ Hiring through Choices	No Opportunity
B	Skills Development Apprenticeships, upskilling	Skills Training				5 pts For hiring through Choices	No Opportunity	No Opportunity
C	Supportive Employment 5 Levels barriered groups	Reward Partnerships with Social Profits		High Social Value Services		Reward Partnerships with Social Profits	Services with High Social Value 33 pts	Direct Award to a <u>Non Profit</u>
D	Supply Chain Diversity SME Access		Reward Diverse Hiring Practices			Minimal Opportunity	Micro & SME Easy Access	1 st contract opportunity
E	Diverse Hiring & Social Profit Sector Capacity Building	Stimulate Cross -Sector Partnerships	Reward Diverse Hiring Practices	Reward Diverse Hiring Practices		Stimulate Cross -Sector Partnerships 5 pts	Increased lead times	1 st contract opportunity
F	Supply Chain Diversity Ownership: Local, Indigenous, Minority	Indigenous Suppliers				5-10 pts Locally Owned/Operated	10-15 pts Local/Social	1 st contract opportunity
G	Community Benefit Clause – Public Asset					No Opportunity	No Opportunity	No Opportunity
H	Recovery Specific Objective							
I	Other – None of the above							

RMWB 2016 Wildfire Recovery – Campaign Plan

KEY ACTION AREAS

PRIMARY OBJECTIVES

People

Enhance the well being of all RMWB residents:

1. Ensure our children have access to quality education throughout recovery.
2. Ensure all have the opportunity to actively participate in locally organized leisure, sports, and recreational activities.
3. Provide opportunities for the region to gather and celebrate our spirit, pride, and resilience through arts, culture and spiritual activities.
4. Provide emotional support through the implementation of a robust, community-based psychosocial recovery plan focused on wellness and resiliency.
5. Ensure residents are engaged and well informed.

Economy

Reinvigorate economic activity:

1. Enable businesses (urban, rural and Indigenous) as they return and recover from the consequences of the wildfire.
2. Support oil and gas production within the RMWB by minimizing wildfire impacts on the local work force.
3. Maximize the local economic benefits of recovery operations to the RMWB business community.
4. Reaffirm and enhance our ability to provide regional services and programs.
5. Seize diversification opportunities as part of recovery.



Social Procurement
Works Horizontally to Support Strategic Priorities

What we are learning about Social Procurement

Stretches Suppliers to build more Inclusive Partnerships

Builds more social responsibility in to the supply chain

Stimulates the Development of Local Market Capacity

to create jobs & to bid on public sector contracts

Leverages Existing Spend to Improve Social Outcomes apprenticeships, contracts with equity seeking groups etc

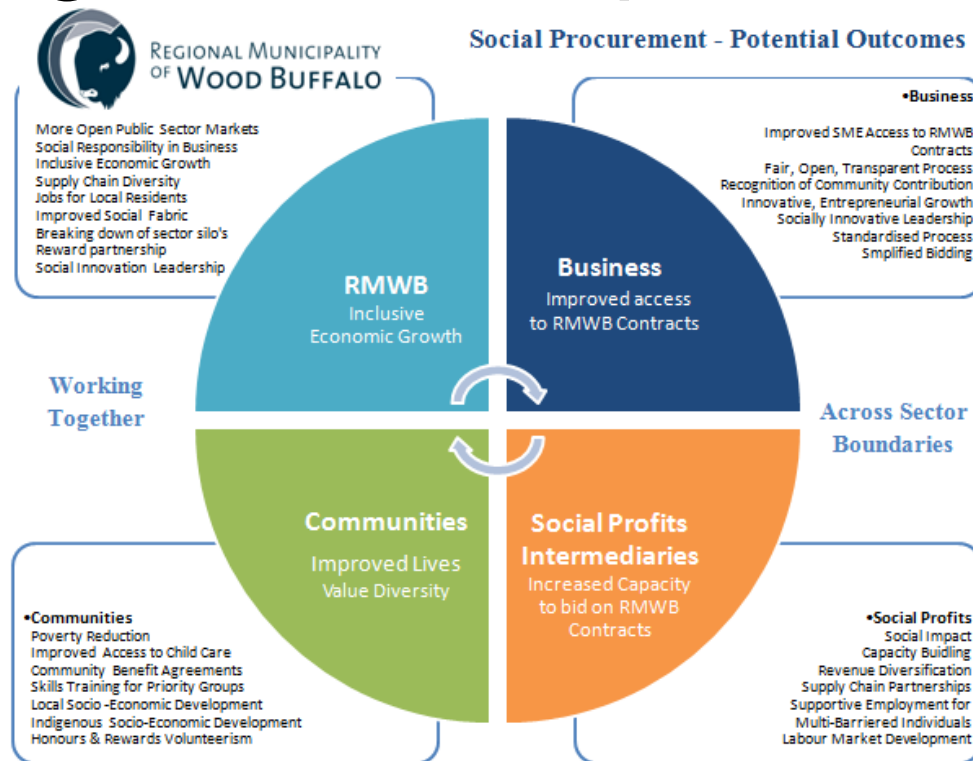
Improves Supply Chain Diversity

SME and Social Enterprises access to government contracts

Works as a Catalyst for Innovation & Entrepreneurialism

Signals to the market, that contracts are awarded to firms that work to enhance, rather than diminish, social value

Building Partnerships





REGIONAL MUNICIPALITY
OF **WOOD BUFFALO**

**Alberta's
First Social RFQ**
Centre of Hope
& Choices
Employment

33 pts Price
33 pts Capability
33 pts Social
Value



On September 13th 2016, council approved a Social Procurement framework and earned certification as Alberta's first *Buy Social* municipality. To proactively seek social and economically sustainable benefits for the region, the RMWB is committed to transforming the method of purchasing goods and services.

Social Procurement ensures that goods and services will continue to be accessed through a competitive and transparent bidding process, while also seeking to proactively deliver social value in the community.

This Social RFQ places equal value on Price, Capability and Social Value
In this RFQ Social Value is defined by the contractor's level of commitment to sourcing and supporting general labour, through a subcontractor relationship with The Centre of Hope.

**Request for Quotations
For
Urban Snow Clearing for Municipal Parking lots and sidewalks**

Request for Quotation No.: **QU4134**

Issued: **September 27, 2016**

Submission Deadline: **October 18, 2016 @ 14:00:59 (Alberta Time)**

Thank you
Questions?

WOOD BUFFALO RECOVERY COMMITTEE REPORT

Meeting Date: February 8, 2017

Subject: Temporary Urban Accommodation (2016-DP-00253)

APPROVALS:

Erin O'Neill, Operations Manager Dana Woodworth, Recovery Team Leader
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Recommendation:

That the Wood Buffalo Recovery Committee recommend refusal of development permit application 2016-DP-00253.

Summary:

Bylaw No. 16/014 amended Land Use Bylaw 99/059 to allow Temporary Urban Accommodation as a discretionary use in the Urban Service Area to provide temporary accommodations for persons who have entered and will be entering the Regional Municipality of Wood Buffalo for temporary periods of time to perform tasks related to assisting the region in recovery and rebuilding. Notwithstanding, Council desires to ensure that development of temporary accommodation occurs only if required to respond to the extraordinary circumstances caused by wildfire damage and does not unnecessarily flood the market with excess housing.

An application was made in July 2016 for a 1,068 bed camp which the Wood Buffalo Recovery Committee recommended to refuse requesting additional information. The applicant has since provided additional information.

Background:

In July 2016, an application was made for a 1,068 bed temporary urban accommodation within the Sapræ Creek Industrial Park. The applicant indicated that the target clientele for this facility will be construction workers and workers associated with the rebuild.

As per Bylaw 16/014 “all applications for Development Permits for Temporary Urban Accommodation must be reviewed by the Wood Buffalo Recovery Committee and any comments or recommendations of that Committee must be taken into consideration by the Development Officer who determines whether to issue a Development Permit, with or without conditions.” Bylaw 16/014 further states that “Temporary Urban Project Accommodation must be removed from every site on which it is approved for development not later than June 30, 2017, unless a time extension is applied for not later than May 17, 2017 and is approved by the Development Authority.”

In August 2016, the Wood Buffalo Recovery Committee refused the development permit application requesting the following additional information:

1. Analysis detailing the community need of the project accommodation including the clientele and/or projects that will be using the facility.
2. Rationale of the Proposed Location justifying the site of the project.
3. Phasing proposal based on community needs assessment.
4. Business plan detailing the plan operations and percent occupancy in winter against other seasons.
5. Plan for dismantle on June 30, 2017.

The applicant provided comments back to Planning & Development in December 2016 indicating that there is an apparent need in the community for temporary housing, both for residents (that have been unable to return) and contractors for the rebuild. They have proposed that the original proposal be scaled back from 1,068 beds to 329 beds for Phase 1, however has requested a 30 month extension to the June 30, 2017 removal date stated in the Bylaw as the ability to build and finance the temporary development and the large mobilization costs involved, the permit duration is an issue.

Wood Buffalo Housing and Development Corporation is currently reporting over 200 vacancies which is comprised of 1, 2 and 3 bedroom apartments and townhouses and 4 bedroom duplexes. Based on an informal review of Kijiji and Facebook, there appears to be several vacant units available in town. The Wood Buffalo Recovery Task Force Housing Coordinator has been in touch with Wood Buffalo Housing and has discussed the possibility of working with contractor companies to make units available for contractors within their current inventory. Wood Buffalo Housing and Development Corporation are considering this option.

Rationale for Recommendation(s):

The current vacancy within the rental market coupled with the limited demand for the Government of Alberta's proposed interim housing does not support the construction of temporary project accommodation within the Urban Service Area at this point in time. Further Bylaw 16/014 contemplated removal of these temporary project accommodations by June 30, 2017 and while an extension can be applied for; the actual need has not been validated.

Strategic Plan Linkages:

Pillar 4 – Building an Effective Land Strategy

Wood Buffalo Recovery Task Force Tax and Assessment Timelines & 2017 Tax Relief



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Assessment Timelines

- July 1 – Valuation date
- Dec 31 – Physical condition of property



Taxation Timelines

- May – 1st, 2nd and 3rd reading of Tax Rate Bylaw
- May 30th - Tax notice mailed out
- June 30th – Taxes due



Penalty Timelines

- Jan 1 – 9% arrears taxes
- July 1 – 3% current taxes, 2% arrears taxes
- Sept 1 – 7% current taxes, 2% arrears taxes
- Nov 1 – 3% current taxes, 2% arrears taxes



Section 347 of the MGA

Cancellation, reduction, refund or deferral of tax

If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- a.) cancel or reduce taxes;
- b.) cancel or refund all or part of a tax;
- c.) defer the collection of a tax

2017 Tax Relief

- Cancellation of the municipal portion of 2017 taxes for destroyed or irreparably damaged residential properties that remain uninhabitable.
- Relief only provided until any one of the following occur:
 - final occupancy
 - sale of the property
 - the end of the 2017 calendar year
- Request the Government of Alberta to waive a portion of the provincial education requisition for 2017 for any property, where the municipal portion of property tax is cancelled.
- Request the Government of Alberta for funding support in amount equal to any municipal property taxes cancelled.



2017 Tax Relief Why?

- Recognize the continued loss of utility of the home while rebuild is occurring, which is aligned to the 2016 Council Resolution that was passed August 30, 2016.
- Aligned with precedence's such as in Slave Lake where taxes were forgiven for 3 years after the disaster.
- Potential reimbursement from the GOA for both the Municipal and the Education portion.



Subject: 2017 Tax Relief**APPROVALS:**

Dana Woodworth, Recovery Team Leader
Elsie Hutton, Chief Financial Officer

Administrative Recommendations:

THAT the Wood Buffalo Recovery Committee (WBRC) recommend to Council the following:

1. That Council use its authority under s. 347 of the *Municipal Government Act* to cancel the municipal portion of property taxes payable for 2017 on residential properties in accordance with the following:

For every residential property that continues to be uninhabitable because it was destroyed or irreparably damaged by the wildfire: cancellation of the amount representing the pro-rated daily amount of the whole municipal portion of tax, including land and building, multiplied by the number of days in 2017 until the first to occur of:

- (a) Completion of reconstruction of the residence on the property as determined through the issuance of a final occupancy permit,
 - (b) Sale of the property to a new owner, or
 - (c) The end of the calendar year 2017;
2. That Council ask the Mayor to make a request to the Government of Alberta, on Council's behalf, to waive that portion of the provincial education requisition for 2017 that would ordinarily be payable by property owners for whom the municipal portion of property tax is cancelled pursuant to Council's exercise of its authority under s. 347 of the *Municipal Government Act*;
 3. That Council direct Administration to make application to the Government of Alberta for funding support in an amount equal to the property taxes cancelled pursuant to Council's exercise of its authority under s. 347 of the *Municipal Government Act*;
 4. That Council enact a bylaw to over-ride the provisions of the Tax Penalty Bylaw in order to effect cancellations or refunds of penalties applied on January 1, 2017 to residential property taxes in arrears, to the extent that such penalties arise from the portion of the tax arrears that relates to the 2016 provincial education requisition, such over-riding bylaw to be effective if and when and to the extent that the Government of Alberta pays a refund to the RMWB of all or a portion of the amount paid by the RMWB to the Government of Alberta on account of the 2016 provincial education requisition.

Summary:

The disaster caused by the destructive wildfires of May 2016 has resulted in hardship for many residents of the Municipality and financial difficulties for many whose lives and income streams were disrupted with the loss of their home.

In accordance with section 347(1), “If a Council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following with or without conditions:

- (a) Cancel or reduce tax arrears;
- (b) Cancel or refund all or part of a tax;
- (c) Defer the collection of a tax.”

Also, under section 345(1) of the MGA, a Council has the authority to impose penalties in any year following the year in which the taxes were imposed or any later date specified in a bylaw. Under the authority of that section, the RMWB Council has passed the Tax Penalty Bylaw, No. 95/041 (Attachment 1)

The WBRC acknowledges the many challenges faced by residents to rebuild homes that have been destroyed or irreparably damaged and recommends to Council that additional tax relief be provided to this specific group of residents.

In addition, the Regional Municipality of Wood Buffalo (RMWB) has requested the Government of Alberta to cancel the education tax portion of the 2016 property tax bill in accordance with the Council resolution of August 30, 2016 (Attachment 2) for all residents. If this formal cancellation is approved by the GOA, residents will receive additional credits/refunds related to this amount and any associated penalties will also need to be adjusted accordingly.

Background:

On May 31, 2016, Council passed Bylaw 16/010 (Attachment 3) to amend the tax penalty provisions of Bylaw 95/041 (Attachment 1) for property taxes levied against a residential property for the 2016 calendar year only, so that all property tax payers of the Municipality will be relieved of the need to make payment of those taxes and avoid late payment penalties, until December 31, 2016. This penalty cancellation was viewed to be fair and equitable to allow all citizens additional time to pay their taxes.

In addition to the penalty cancellation, on August 30, 2016, Council passed an additional resolution (Attachment 2) to cancel the municipal portion of property taxes payable for 2016 on residential properties. All credits and refunds related to the resolution have been completed and a letter has been sent to the GOA regarding Municipal and education tax relief (Attachment 4).

Budget/Financial Implications:

The cancellation of the municipal portion of property taxes payable for 2017 on residential properties as outlined in Administrative Recommendation 1 is estimated at \$1.3M. The estimate

was calculated utilizing the applicable 2016 tax rate and preliminary assessment information currently available.

In the event the request to the Government of Alberta to waive that portion of the provincial education requisition for 2017 is approved, a further reduction of \$2M would be provided to the applicable residential property accounts. This estimate was also based on preliminary assessment information and the 2016 tax rate.

Rationale for Recommendation:

Administration and the Recovery Task Force have made many recommendations to Council with the objective to remove barriers to allow residents to facilitate rebuilding.

The process of recovery is complex and many activities needed to occur prior to the formal start of the rebuild including, but not limited to; sifting through ash, the removal and disposal of debris, the approval from the Chief Medical Officer of Health to re-occupy restricted areas, revised permitting processes, amendments to the Land Use Bylaw through the overlay and ensuring the continued health and safety of residents.

The processes mentioned above required time to complete and residents were left with a short window to begin rebuilding in advance of cold weather conditions. Many residents still have much work to do in order to complete their rebuild and they continue to face financial challenges and difficulties on their path to return home.

In cases of similar natural disasters, such as the Slave Lake fire, the Government of Alberta generously assisted residents in the payment of municipal property taxes, and the RMWB is looking for similar consideration for our residents.

Also, the recommendation to cancel any penalties applied to the portion of taxes arising from the 2016 provincial education requisition, contingent upon receiving a refund from the Government of Alberta of all or a portion of the amount already paid by the RMWB, provides Administration with authorization to facilitate the credit/refund process if a favorable decision is received and creates a level playing field for all residents.

Strategic Plan Linkages:

Pillar 1 – Building Responsible Government

Recovery Plan Linkages:

People
Rebuild

Attachments:

1. Bylaw 95/041
2. Council Report Taxation Matters – August 30, 2016
3. Bylaw Amendment 16/010
4. Letter to Minister of Municipal Affairs re. Municipal and Education Tax Relief

BYLAW NO. 95/041**OF THE MUNICIPALITY OF WOOD BUFFALO
IN THE PROVINCE OF ALBERTA**

BEING A BYLAW OF THE MUNICIPALITY OF WOOD BUFFALO TO PROVIDE FOR THE IMPOSITION OF PENALTIES ON ALL UNPAID TAXES INCLUDING REAL PROPERTY TAXES, LOCAL IMPROVEMENT TAXES, BUSINESS TAXES, SPECIAL TAXES, OIL WELL DRILLING EQUIPMENT TAXES, AND BUSINESS REVITALIZATION ZONE LEVIES.

WHEREAS Section 344 of the Municipal Government Act being Chapter M-26.1, 1994 and amendments allows Council to pass a by-law to impose penalties in the year in which a tax is imposed if the tax remains unpaid after the date shown on the tax notice. A penalty under this section is imposed at the rate set out in this bylaw. The penalty must not be imposed sooner than 30 days after the tax notice is sent out.

WHEREAS Section 345 of the said Municipal Government Act allows Council to pass a bylaw to impose penalties in any year following the year in which a tax is imposed if the tax remains unpaid after December 31 of the year in which it is imposed. A penalty under this section is imposed at the rate set out in the bylaw. The penalty must not be imposed sooner than January 1 of the year following the year in which the tax was imposed or any later date specified in the bylaw.

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

- 1. That all tax notices shall specify therein the date of mailing which date shall be the date the notices leave the business premises of the Municipality.**
- 2. Clauses 3 to 12 below , apply to all properties and tax payers throughout the Municipality of Wood Buffalo, except those properties and tax payers which annually pay more than one million dollars (\$1,000,000.) in taxes and have entered into an agreement with the said Municipality to pay taxes on an installment basis.**
- 3. That all taxes shall be due and payable at the business office of the Municipality of Wood Buffalo, or at such other offices as may be deemed acceptable by the Municipality within thirty (30) days of mailing the notice and that payment may be made by cash, cheque or money order payable at par to the Municipality of Wood Buffalo.**

4. That a three percent (3%) penalty shall be imposed on the thirty-first day following the mailing of the notice on all current taxes that remain unpaid on the close of the previous business day. For the 1996 taxation year only the 3% penalty will not be applicable to residential properties located within Wards 2, 3 and 4.
5. That a further seven percent (7%) penalty shall be imposed on September 1st of the current year on all current taxes, excluding previous penalties imposed, that remain unpaid on the close of the previous business day. For the 1996 taxation year only the 7% penalty will not be applicable to residential properties located within Wards 2, 3 and 4.
6. That a further three percent (3%) penalty shall be imposed on November 1st of the current year on all current taxes, excluding previous penalties imposed, that remain unpaid on the close of the previous business day.
7. That all current year penalties imposed shall be added to and form part of the current unpaid taxes except for purposes of calculating current year penalties.
8. That all taxes and accumulated penalties, remaining unpaid after December 31st of the year for which they were levied shall be subject to a further nine percent (9%) penalty imposed on January 1st of the following year.
9. That a further two percent (2%) penalty shall be imposed on the thirty-first (31st) day following the mailing of the then current year real property tax notices or July 1st, whichever is later, on all arrears taxes and accumulated penalties remaining unpaid on the close of the previous business day.
10. That a further two percent (2%) penalty shall be imposed on September 1st on all arrears taxes and accumulated penalties remaining unpaid on the close of the previous business day.
11. That a further two percent (2%) penalty shall be imposed on November 1st on all arrears taxes and accumulated penalties remaining unpaid on the close of the previous business day.
12. That all arrears penalties imposed shall be added to and form part of the unpaid taxes and shall be included for the purpose of calculated arrears penalties.
13. That nothing in this bylaw shall be construed to extend the time for payment of the taxes; nor in any way, to impose the right of distress or any other legal remedy available to the Municipality of Wood Buffalo for the collection of taxes or penalties imposed.
14. This bylaw shall come into force as of and on the date of the third and final reading.

15. That bylaw No. 93/32 of the City of Fort McMurray and Ministerial Order #680/88 of the Province of Alberta (I.D. 143) shall be repealed as of the date which this bylaw comes into force.

This Bylaw shall take effect on the day of the final passing thereof.

READ a first time in Council this 28th day of November, 1995.

READ a second time in Council this 28th day of November, 1995.

READ a third time in Council this 12th day of December, 1995.

CERTIFIED A TRUE COPY


MAYOR


REGIONAL CLERK


REGIONAL CLERK



COUNCIL REPORT

Meeting Date: August 30, 2016

Subject: Wood Buffalo Recovery Committee Recommendation – Taxation Matters

Wood Buffalo Recovery Committee Recommendations:

THAT Council use its authority under s. 347 of the *Municipal Government Act* to cancel the municipal portion of property taxes payable for 2016 on residential properties, in accordance with the following:

1. For all residential properties that were required to be evacuated due to the wildfire: cancellation of 1/12 of the tax (the “base tax cancellation amount”);
2. For every residential property that was not allowed to be re-occupied after general re-entry in the first week of June due to actions taken pursuant to recommendations of the Chief Medical Officer of Health: cancellation of the base tax cancellation amount plus cancellation of an additional amount representing the pro-rated daily amount of the whole municipal portion of tax multiplied by the number of days in 2016 commencing June 1, 2016 that the property in question was not allowed to be re-occupied;
3. For every residential property that became uninhabitable because it was destroyed or irreparably damaged by the wildfire: cancellation of the base tax cancellation amount plus cancellation of an additional amount representing the pro-rated daily amount of the whole municipal portion of tax other than that portion attributable to the land only, multiplied by the number of days from June 1, 2016 until the first to occur of:
 - (a) completion of reconstruction of the residence on the property,
 - (b) sale of the property to a new owner, or
 - (c) the end of the calendar year 2016;
4. That the Government of Alberta be requested to remove the education tax levy to be consistent with the cancelled portion of municipal property taxes identified in sections 1 through 3 of this motion; and
5. That an application be made to the Government of Alberta for funding support to offset the cancelled portion of municipal property taxes.

Summary and Background:

On July 11, 2016 Councillor McGrath served notice of a motion to be debated at the Council meeting on July 26, 2016, with respect to specific cancellations of municipal property taxes for

destroyed, damaged or restricted entry properties. Subsequently Councillor McGrath withdrew that motion, advising that he would request that the matter be addressed by the Wood Buffalo Recovery Committee.

At the August 24, 2016 Wood Buffalo Recovery Committee meeting, the Recovery Task Force presented options on providing tax relief to residents who have been displaced from their homes due to the May 2016 wildfire. The potential impact to tax revenue of the proposed options from the Recovery Task Force was also provided.

The Recovery Task Force is engaged in discussions with the Government of Alberta regarding the potential for tax relief in relation to the education tax levy. It is anticipated that, upon a formal approval from the Government of Alberta, the amount of relief could be at least equal to any forgiveness committed to by the Municipality. It has also been indicated that any such relief for the education tax levy by the Government of Alberta would not impact the provision of revenue to local schools.

At the August 24, 2016 Wood Buffalo Recovery Committee meeting, the following resolutions were passed:

THAT Council use its authority under s. 347 of the *Municipal Government Act* to cancel the municipal portion of property taxes payable for 2016 on residential properties, in accordance with the following:

1. For all residential properties that were required to be evacuated due to the wildfire: cancellation of 1/12 of the tax (the “base tax cancellation amount”);
2. For every residential property that was not allowed to be re-occupied after general re-entry in the first week of June due to actions taken pursuant to recommendations of the Chief Medical Officer of Health: cancellation of the base tax cancellation amount plus cancellation of an additional amount representing the pro-rated daily amount of the whole municipal portion of tax multiplied by the number of days in 2016 commencing June 1, 2016 that the property in question was not allowed to be re-occupied;
3. For every residential property that became uninhabitable because it was destroyed or irreparably damaged by the wildfire: cancellation of the base tax cancellation amount plus cancellation of an additional amount representing the pro-rated daily amount of the whole municipal portion of tax other than that portion attributable to the land only, multiplied by the number of days from June 1, 2016 until the first to occur of:
 - (a) completion of reconstruction of the residence on the property,
 - (b) sale of the property to a new owner, or
 - (c) the end of the calendar year 2016;

4. That the Government of Alberta be requested to remove the education tax levy to be consistent with the cancelled portion of municipal property taxes identified in sections 1 through 3 of this motion; and
5. That an application be made to the Government of Alberta for funding support to offset the cancelled portion of municipal property taxes.

Rationale for Recommendations:

The Wood Buffalo Recovery Committee would like to recognize the additional burdens faced by residents who have been displaced from their homes due to the extraordinary circumstances brought on by the 2016 wildfire.

Strategic Plan Linkage:

Pillar 1 – Building Responsible Government

Attachment:

- I. August 24, 2016 Unapproved Wood Buffalo Recovery Committee Meeting Minutes

BYLAW NO. 16/010

A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO PROVIDE RELIEF FROM PENALTIES FOR UNPAID 2016 PROPERTY TAXES

WHEREAS Bylaw 95/041 of the Regional Municipality of Wood Buffalo provides for penalties on unpaid property taxes, pursuant to the authority vested in the Municipality under section 344 of the *Municipal Government Act*;

AND WHEREAS the disaster caused by the destructive wildfires of May 2016 has resulted in hardship for all residents of the Municipality and financial difficulties for many whose lives and income streams were disrupted by mandatory evacuation;

AND WHEREAS the Council considers it just and equitable in the circumstances to over-ride the tax penalty provisions of Bylaw 95/041 for property taxes levied in 2016 so that all property tax payers of the Municipality will be relieved of the need to make payment of those taxes in order to avoid late payment penalties, until December 31, 2016;

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

1. No penalties shall be applied under Section 4, Section 5 or Section 6 of Bylaw 95/041 in respect of taxes levied under the 2016 Tax Rate Bylaw, regardless of when the 2016 Tax Rate Bylaw is passed and regardless of when 2016 tax notices are issued or sent.
2. This bylaw comes into force when it is passed.

READ a first time this 31st day of May, 2016.

READ a second time this 31st day of May, 2016.

READ a third and final time this 31st day of May, 2016.

SIGNED and PASSED this _____ day of _____, 2016.

Mayor

Chief Legislative Officer

January 11, 2017



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Attachment 4

The Honorable Danielle Larivee
Minister of Municipal Affairs and
Minister of Service Alberta
204 Legislature Building
10800-97 Avenue
Edmonton, AB T5K 2B6

OFFICE OF THE MAYOR
MELISSA BLAKE

Dear Minister Larivee,

The Regional Municipality of Wood Buffalo (RMWB) is grateful for the continued support from the Government of Alberta (GOA) as we continue to work through the challenges associated with the long term recovery of our community.

On August 30, 2016, RMWB Council passed a resolution to cancel the municipal portion of property taxes payable for 2016 on residential properties, in accordance with the following:

1. For all residential properties (that were required to be evacuated due to the wildfire): cancellation of 1/12 of the tax (the "base tax cancellation amount");
2. For every residential property that was not allowed to be re-occupied after general re-entry in the first week of June due to actions taken pursuant to recommendations of the Chief Medical Officer of Health: cancellation of the base tax cancellation amount plus cancellation of an additional amount representing the pro-rated daily amount of the whole municipal portion of tax multiplied by the number of days in 2016 commencing June 1, 2016 that the property in question was not allowed to be re-occupied;
3. For every residential property that became uninhabitable because it was destroyed or irreparably damaged by the wildfire: cancellation of the base tax cancellation amount plus cancellation of an additional amount representing the pro-rated daily amount of the whole municipal portion of tax other than that portion attributable to the land only, multiplied by the number days from June 1, 2016 until the first to occur of:
 - (a) completion of reconstruction of the residence on the property,
 - (b) sale of the property to a new owner, or
 - (c) the end of the calendar year 2016.
4. That the GOA be requested to remove the education tax levy to be consistent with the cancelled portion of municipal property taxes identified in sections 1 through 3 of this motion; and
5. That an application be made to the GOA for funding support to offset the cancelled portion of municipal property taxes.

The municipal portion of property taxes outlined through the above motion has a total value of \$3,388,315 and has been formally cancelled due to the economic hardship currently being experienced by our residents due to the devastation of the 2016 Wildfire.

The loss of municipal tax dollars due to each section of the motion are as follows:

1. \$1,918,986
2. \$189,234
3. \$1,280,095

In similar cases of natural disaster, such as in Slave Lake, the GOA has generously assisted residents in the payment of municipal property taxes and the RMWB is seeking similar consideration.

Further to the request for reimbursement of the Municipal portion of taxes it should be noted that the majority of property taxation burden borne by residents is comprised of the Education Levy. Therefore, the RMWB requests that the GOA cancel the Education Levy on residents based on the same criteria as outlined in the motion. The total value of the requested cancellation for the Education Levy is \$5,119,857.

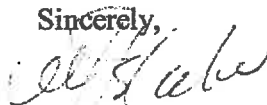
In addition to the above requests for reimbursement, the resultant loss of assessable property due to the 2016 Wildfire will be in excess of \$700 million; this will have an adverse effect on the residents of Wood Buffalo if the equalized assessment apportionment remains as currently apportioned. The 2017 education apportionment will be based on the 2015 assessment roll for the RMWB. The significant reduction to the assessment base, resulting from the 2016 Wildfire, was not foreseen by the authors of the apportionment formula.

Respectfully, I request that the GOA either provide a grant to the RMWB to compensate for the reduction in the assessment base or formally recalculate the equalized payment, so as to recognize the reduction in assessment base related to this unprecedented event.

It should be noted, that a further request for reimbursement may be made at a later date related to additional cancellation of taxes for the 2017 year for destroyed and un-occupied properties. The Recovery Task Force is exploring options related to tax certainty for residents that continue to be impacted as a result of the devastation of the 2016 Wildfire.

Thank you for your continued support towards the recovery of our region.

Sincerely,



Melissa Blake
Mayor

Cc: Council

Enclosed: Council Report and Approved Council Meeting Minutes – August 30, 2016

THAT the following be recommended to Council for approval:

THAT Bylaw No. 16/013, being a bylaw to establish the Wood Buffalo Recovery Committee, be amended to replace Section 8 with the following:

“Initial appointments of members of the Committee shall be for a term ending on May 3rd 2018 and subsequent appointments will be for terms established by Council, annually, if they choose.”