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| REGIONAL MUNICIPALITY OF WOOD BUFFALO | **Council Meeting**<br><br>Council Chamber<br>Municipal Building - Jubilee Centre<br>9909 Franklin Avenue, Fort McMurray<br><br>Tuesday, January 8, 2008 - 6:00 p.m. |

# Agenda

**Call to Order**

**Opening Prayer**

**Adoption of Agenda**

**Minutes of Previous Meetings**

A. Regular Meeting – November 27, 2007
B. Special Meeting – December 10, 2007

**Delegations**

A. Mr. Bryan Lutes, President, Wood Buffalo Housing & Development Corporation re: WBHDC Request for Grant to Offset Marshall House Off-Site Levies

*Those individuals in attendance at the meeting will be provided with an opportunity to address Council regarding an item on the agenda, with the exception of those items for which a Public Hearing is required or has been held. Consistent with all delegations, each presentation will be allowed a maximum of five minutes.*

**Public Hearings**

A. Public Hearing re: Highway 69/Clearwater River Valley – E ½ 19 & NW 20 88-8-W4M
   - Bylaw No. 07/069 - Highway 69/Clearwater River Valley Area Structure Plan Amendment
   - Bylaw No. 07/070 - Land Use Bylaw Amendment
B. Business Arising from Public Hearing
   - Highway 69/Clearwater River Valley – E ½ 19 & NW 20 88-8-W4M
     - Bylaw No. 07/069 - Highway 69/Clearwater River Valley Area Structure Plan Amendment *(2nd & 3rd readings)*
     - Bylaw No. 07/070 - Land Use Bylaw Amendment *(2nd & 3rd readings)*

**Reports**

A. Wood Buffalo Housing & Development Corporation Request for Grant to Offset Marshall House Off-Site Levy
B. RCMP/Bylaw and Search & Rescue Warehouse
C. Development Permit Application - Lot 1, Block 1, Plan 892 2128 and Parts of River Lots 23 & 24 (Longboat Landing)

**New and Unfinished Business**

**Updates**

A. Reporting of Councillors on Boards and Committees
   *(Councillor Blair, Byron, Chadi, Clarkson and Allen)*
B. Mayor's Update

**Adjournment**

REGIONAL MUNICIPALITY OF WOOD BUFFALO

# Request To Make A Presentation At A Council Meeting Or Public Hearing

Requests to make a public presentation must be received by 12:00 noon on the Wednesday immediately preceding the scheduled meeting/hearing. *Presentations are a maximum of 5 minutes in duration.* Additional information may be submitted to support your presentation.

| CONTACT INFORMATION | |
|---|---|
| **Name of Presenter:** | Bryan Lytes President Wood Buffalo Housing & Dev Corp. |
| **Mailing Address:** | 9911-9915 - Franklin Ave. |
| **Telephone Number:** | 799-0490 (Day) If we cannot confirm your attendance, your request may be removed from the Agenda. |
| **E-Mail Address** (if applicable): | bryan@wbhadc.ca |
| **PRESENTATION INFORMATION** | |
| **Preferred Date of Presentation:** | Jan 8, 2008 |
| **Topic:** | Council Report re: WBHDC's request for grant to offset Marshall House losses. |
| **Please List Specific Points/Concerns:**<br><br>**If speaking at a Public Hearing, clearly state your support or opposition to the bylaw along with any related information:** | 1. Clarify accuracy of Council Report on this matter.<br>2. Re word request for grant to cover a portion of the capital costs of opening a 110 bed homless shelter at Marshall House. |
| **Action Being Requested of Council:** | Approve a capital grant of $341,683 for Marshall House Shelter |

*As per Procedure Bylaw No. 06/020, a request to make a presentation may be referred or denied.*

RECEIVED
JAN 02 2008
LEGISLATIVE & LEGAL SERVICES

Please return completed form, along with any additional information, to:

**Chief Legislative Officer**
Regional Municipality of Wood Buffalo
9909 Franklin Avenue
Fort McMurray, AB T9H 2K4
Telephone: (780) 743-7001
Fax: (780) 743-7028

Please Note: All presentations are heard at a public meeting; therefore, any information provided is subject to FOIP guidelines and may be released upon request.

| | |
|---|---|
| REGIONAL MUNICIPALITY OF WOOD BUFFALO | **Public Hearing**<br>Council Chamber<br>Municipal Building – Jubilee Centre<br>9909 Franklin Avenue, Fort McMurray<br><br>Tuesday, January 8, 2008 - 6:00 p.m. |

# Agenda

**1. Call To Order**

**2. Public Hearing re: Highway 69/Clearwater River Valley – E1/2 19 & NW 20 88-8-W4M**

- **Bylaw No. 07/069 – Highway 69/Clearwater River Valley Area Structure Plan Amendment**
- **Bylaw No. 07/070 Land Use Bylaw Amendment**

A. Opening Statement
   - Mr. Dennis Peck, Manager, Current Planning

B. Written Presentations *(None received)*

C. Verbal Presentations *(No requests received)*

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

E. Questions of Council

F. Closing Statement

**3. Closure of Public Hearing**

# REGIONAL MUNICIPALITY OF WOOD BUFFALO
# COUNCIL REPORT

| | |
|---|---|
| To: | Mayor and Council |
| From: | Planning & Development |
| Date: | January 8, 2008 |
| Subject: | Highway 69/Clearwater River Valley – E ½ 19 & NW 20 88-8-W4M<br>- Bylaw No. 07/069 - Highway 69/Clearwater River Valley Area Structure Plan Amendment<br>- Bylaw No. 07/070 - Land Use Bylaw Amendment |

**ISSUE:**

The Municipality has received an application to redesignate land along Highway 69 currently designated as Open Space to Business Industrial lands.

**REFERENCE:**

- Bylaw 99/058 – Highway 69/ Clearwater River Valley Area Structure Plan
- Bylaw 00/005 – Municipal Development Plan
- Bylaw 99/059 – Land Use Bylaw

**HISTORY:**

The Highway 69/ Clearwater River Valley Area Structure Plan (ASP) states "industrial development should be concentrated to facilitate efficient provision of roads and other municipal services". The subject land is adjacent to an existing 5.5 hectares of business industrial development currently owned by the applicant. The ASP encourages future industrial uses to be allocated in this area, at the former drive-in site.

**OPTIONS:**

1. Council may adopt the proposed amendment
2. Council may modify the proposed amendment
3. Council may deny the proposed amendment

**ANALYSIS:**

The land requested to be amended is 2.43 hectares in size. If approved the entire industrial site would encompass approximately 8 hectares of land. Environmental buffers have been incorporated into the proposed development design. The ASP notes that development along the highway should be aesthetically pleasing and ensure adequate buffers and setbacks from both the Clearwater River and Saline Creek. The developer has completed a Traffic Impact Assessment to the satisfaction of Alberta Infrastructure and Transportation. If this amendment is adopted by

Council the developer will still need to comply with all environmental standards set out within the ASP and the Land Use Bylaw.

The subject lands are suitable for the proposed use of industrial lands. There is a demand for additional industrial land within the Regional Municipality of Wood Buffalo. This proposed development will help to alleviate pressures currently facing other industrial parks in the region.

## ATTACHMENTS:

1. Bylaw 07/069 - Highway 69/Clearwater River Valley Area Structure Plan Amendment
2. Bylaw 07/070 - Land Use Bylaw Amendment

## ADMINISTRATIVE RECOMMENDATIONS:

**Bylaw No. 07/069 - Area Structure Plan Amendment**

1. THAT Bylaw No. 07/069, being an amendment to the Highway 69/Clearwater River Valley Area Structure Plan, be read a second time.

2. THAT Bylaw No. 07/069 be read a third and final time.

**Bylaw No. 07/070 - Land Use Bylaw Amendment**

3. THAT Bylaw No. 07/070, being an amendment to the Land Use Bylaw, be read a second time.

4. THAT Bylaw No. 07/070 be read a third and final time.

**BYLAW NO. 07/069**

**BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND HIGHWAY 69/CLEARWATER RIVER VALLEY AREA STRUCTURE PLAN BYLAW NO. 99/058**

WHEREAS Section 632 of the Municipal Government Act, R.S.A., 2000, Chapter M-26 and amendments thereto authorizes Council to enact a bylaw adopting an Area Structure Plan.

AND WHEREAS Section 191(1) of the Municipal Government Act, R.S.A., 2000, Chapter M-26 and amendments thereto authorizes Council to adopt a bylaw to amend an Area Structure Plan.

NOW THEREFORE, the Regional Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, in open meeting hereby enacts as follows:

1. THAT Bylaw No. 99/058 is amended by changing the designation for part of E ½ 19 & NW 20 88-8-W4M, as shown on Schedule "A" attached hereto and forming part of this bylaw, from "Open Space" to "Business Industrial";

2. THAT the Chief Administrative Officer shall be authorized to consolidate this bylaw; and

3. THAT this bylaw shall be passed and become effective when it receives third reading and is signed by the Mayor and Chief Legislative Officer.

READ a first time this 27th day of November, 2007.

READ a second time this day of , 2008.

READ a third and final time this day of , 2008.

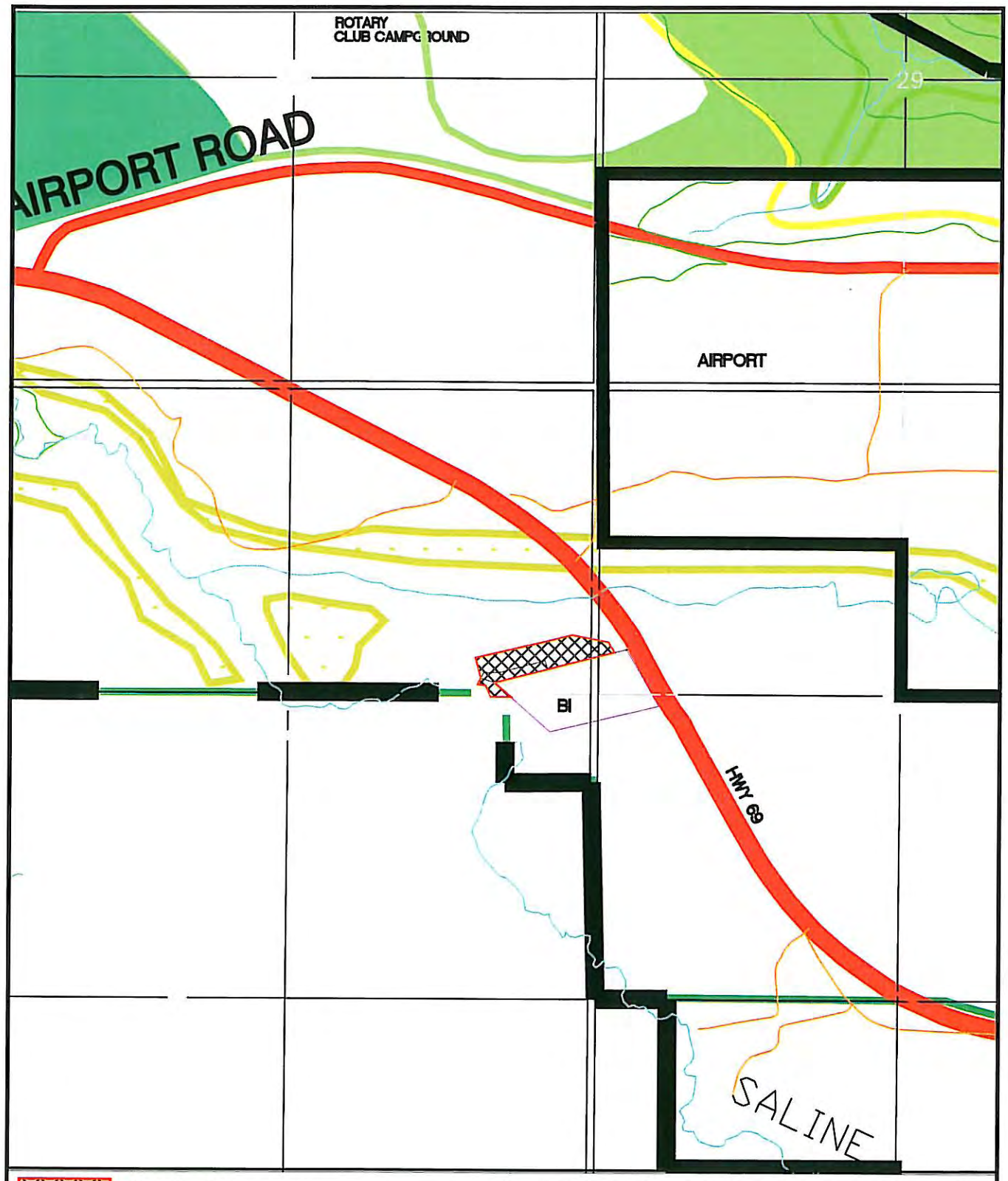
SIGNED and PASSED this _____ day of _____, A.D. 2008.

_____
MAYOR

_____
CHIEF LEGISLATIVE OFFICER

Bylaw No. 07/069

Schedule "A"




Subject Property

## Area Structure Plan Amendment

Part of E 1/2 19 and NW 20 88-8-W4M
From Open Space to Business Industrial

N

Camp Site-LUB-ND

**BYLAW NO. 07/070**

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

WHEREAS Section 632 of the Municipal Government Act, R.S.A., 2000, Chapter M-26 and amendments thereto authorizes Council to enact a bylaw adopting a Land Use Bylaw.

AND WHEREAS Section 191(1) of the Municipal Government Act, R.S.A., 2000, Chapter M-26 and amendments thereto authorizes Council to adopt a bylaw to amend a Land Use Bylaw

NOW THEREFORE, the Regional Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, in open meeting hereby enacts as follows:

1. THAT Bylaw No. 99/059 is amended by changing the designation for part of E ½ 19 & NW 20 88-8-W4M as shown on Schedule "A" attached hereto and forming part of this bylaw, from "Urban Expansion" to "Business Industrial";

2. THAT the Chief Administrative Officer shall be authorized to consolidate this bylaw; and

3. THAT this bylaw shall be passed and become effective when it receives third reading and is signed by the Mayor and Chief Legislative Officer.

READ a first time this 27th day of November, 2007.

READ a second time this day of , 2008.

READ a third and final time this day of , 2008.

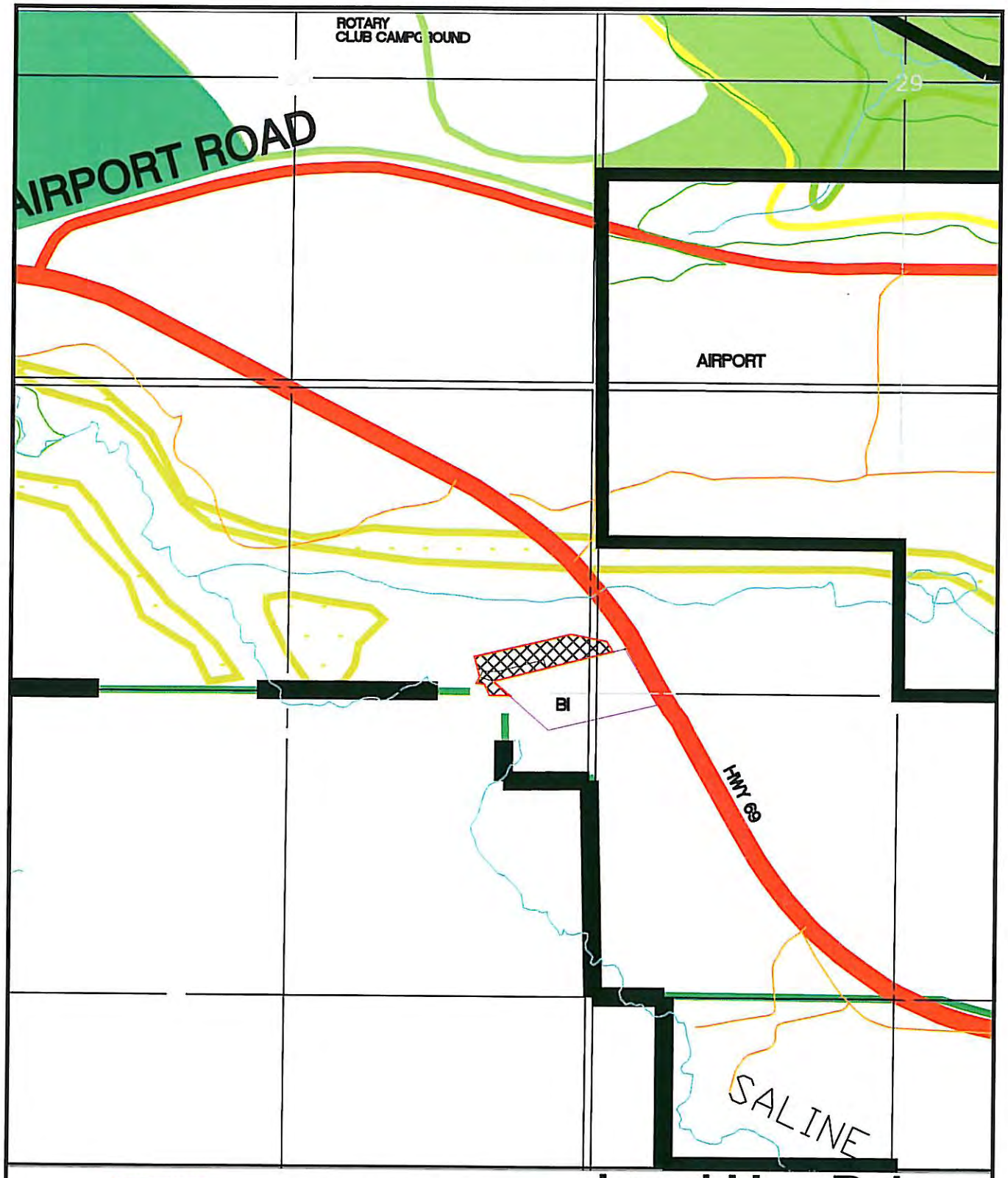
SIGNED and PASSED this _____ day of _____, A.D. 2008.

_____
MAYOR

_____
CHIEF LEGISLATIVE OFFICER

Bylaw No. 07/070

Schedule "A"




Subject Property

# Land Use Bylaw

Part of E 1/2 19 and NW 20 88-8-W4M

From Urban Expansion to Business Industrial

N

Camp Site-LUB-NO

# REGIONAL MUNICIPALITY OF WOOD BUFFALO
# COUNCIL REPORT

| | |
|---|---|
| To: | Mayor and Council |
| From: | Administration |
| Date: | January 8, 2008 |
| Subject: | Wood Buffalo Housing & Development Corporation Request for Grant to Offset Marshall House Off-Site Levy |

**ISSUE:**

The Regional Municipality of Wood Buffalo has been requested by Wood Buffalo Housing & Development Corporation (WBH&DC) to provide an off-setting grant in the amount of $341,683 to assist with additional levy costs associated with the development permit issued to change the use from commercial to hostel at Marshall House.

**REFERENCE:**

WBH&DC Letter of Request – 28 August 2007

**HISTORY**

Due to an extreme need in the community in the winter of 2005, when the Salvation Army shelter and mat program were over subscribed, the Homelessness Committee conducted a search to determine if the community could identify emergency shelter for the homeless and a provider to administer the program. None stepped forward or were identified.

WBH&DC, a member of the Homelessness Committee, had Marshall House, a fairly profitable enterprise located centrally in the Lower Townsite that had retail on the main floor and transitional housing for the working poor on the 2nd and 3rd floors. The Wood Buffalo Housing and Development Corporation mission is "A Home for All in Our Community". The majority of their portfolio is applied to subsidized and affordable housing.

To meet the immediate need, WBH&DC altered their policy on Marshall House to use the 2nd and 3rd floors for the homeless during the winter of 2006/07. Reluctant to operate a homeless shelter, the Corporation searched for a community group to administer the shelter program, with no success. With an ever-increasing demand for shelter over that winter, WBH&DC went to the private sector to raise the funds to renovate Marshall House to provide more room and better security. They closed Marshall House in the Spring of 2007 for renovations.

The first floor of Marshall House is now a homeless shelter with 110 beds.

The 2nd & 3rd floors of Marshall House now offer a secure place where working residents caught between homes can stabilize their lives, focus on their futures and search for long term housing.

Four of the Marshall House suites are reserved for rural residents who need to visit the city for short term stays and medical appointments. Residents pay a low rental rate and have the opportunity to put their names on WBH&DC's waiting list. The total facility is capable of housing approximately 200 clients. It re-opened in July 2007.

The use changed on Marshall House when they converted the main floor from commercial to hostel. An off-site levy was charged as a condition of the development permit, in accordance with s.650 of the Municipal Government Act. WBH&DC approached the Municipality to waive the off-sites, but in order to get the occupancy permit to re-open, again due to community need; they paid the off-sites. WBH&DC then applied to the Municipality for relief so they could reinvest the money into the program. WBH&DC subsidizes the homeless program out of their operating budget and grants, which is the basis for rents for their subsidized and affordable housing clients.

## ALTERNATIVES:

1. Approve the grant request
2. Deny the grant request

## ANALYSIS:

The Government of Canada and the Government of Alberta have renewed and strengthened their homelessness funding program and the Regional Municipality continues as the administrator of the region's homelessness plan under the program. The Homelessness Committee is composed of many interested advocates and stakeholders in the provision of housing the homeless and it helps to facilitate collaboration between stakeholders. The Homelessness Committee is responsible for:

- Coordination of the development of the Regional Municipality of Wood Buffalo plan for addressing the needs of the homeless in our region
- Managing funding allocation
- Coordinating and monitoring the progression of projects
- Advocating and supporting agencies in accessing other sources of funding for operational and capital projects
- Facilitating collaboration between stakeholders

Wood Buffalo Housing & Development Corporation has filled a void and our Community Services Department works jointly with WBH&DC to explore funding opportunities. Our corporate citizens were generous in their support of the capital improvements.

On the Marshall House Conversion, the permits are issued; the off-site levies are paid. The remaining issue is to determine if the municipality wishes to grant WBH&DC an amount equal to the amount paid for off-site levies so they can return those funds to the administration of the Marshall House project. Section 650 provides that off-site levies, once taken, cannot be applied as a grant.

An off-site levy may be used to pay for:

a) all or part of the capital cost of new or expanded facilities for the storage, transmission, treatment or supplying of water;
b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
c) new or expanded storm sewer drainage facilities;
d) new or expanded roads required for or impacted by a subdivision or development;
e) land required for or in connection with any facilities described above.

Funds are available within the Emerging Issues Reserve or the anticipated 2007 Operating Budget surplus but, homelessness is a federal/provincial responsibility, not a municipal mandate. The charge is valid and should be considered a part of the construction cost for the facility. There appears to be no technical justification for the municipality to issue this size of special grant.

## ATTACHMENT:

1. Letter of request from Wood Buffalo Housing & Development Corporation, dated August 28, 2007

## ADMINISTRATIVE RECOMMENDATION:

THAT the Wood Buffalo Housing & Development Corporation's request for a grant to offset off-site levies paid on the Marshall House project be denied; and,

THAT Administration be directed to continue working with the Homelessness Committee to coordinate additional programs and search for funding.

WBHD
WOOD BUFFALO HOUSING AND DEVELOPMENT CORPORATION

August 28, 2007

Aug. 30/07
(2) PCS
For Council, please
WAW

(1)

Mr. Bill Newell
Regional Manager
Regional Municipality of Wood Buffalo
7th Floor, Jubilee Centre
9909 Franklin Avenue
Fort McMurray, AB T9H 2K4

Dear Sir:

**RE: Marshall House – Offsite Levies**

In the fall of 2006 Wood Buffalo Housing & Development Corporation ("WBHDC") opened Marshall as a homeless shelter. The clients were housed on the second and third floors.

To better accommodate the Marshall House clients WBHDC made a decision to renovate the main floor of Marshall House and accommodate up to 110 homeless in an open concept shelter.

With the redevelopment of the property we were advised that the property was subject to off-site levies in accordance with Bylaw 03/060. Due to the change of use – from commercial to a hostel – the off-site levies increase from $51,237 to $392,920. All levies have been paid in order to allow the Shelter to re-open.

Marshall House provides a much needed service in the community. The additional $341,683 in levies was not anticipated in the budgeting of the project and will have a substantial impact on the viability of the shelter. We are requesting an off-setting grant from the Regional Municipality of Wood Buffalo in the amount of $341,683 which will assist WBHDC in our efforts to operate the shelter on a break-even basis. Your assistance in this matter will be greatly appreciated.

If you have any questions please do not hesitate to call.

Yours truly,

BRYAN LUTES
President

REGIONAL MANAGER
RECEIVED
AUG 29 2007
REGIONAL MUNICIPALITY
OF WOOD BUFFALO

Corporate Office
9011 – 9915 Franklin Avenue, Fort McMurray, Alberta T9H 2K4
Telephone: (780) 799-4050 • Fax (780) 799-4025
www.wbhadc.ca

# REGIONAL MUNICIPALITY OF WOOD BUFFALO
# COUNCIL REPORT

| | |
|---|---|
| To: | Mayor and Council |
| From: | RCMP |
| Date: | January 8, 2008 |
| Subject: | RCMP/Bylaw and Search & Rescue Warehouse |

**ISSUE:**

To obtain funding for a RCMP/Bylaw and Search & Rescue Warehouse on the Timberlea Detachment site.

**REFERENCE:**

Major Community Facilities Program Business Case

**HISTORY:**

This report was previously submitted to Mayor and Council on October 9, 2007, and referred back to Administration for additional information. Appendix "A" is included to answer specific questions posed by Mayor and Council.

Presently, both RCMP/Bylaw and Search & Rescue have limited storage in small Quonset sheds at the municipal building on highway 69. This space is used to store RCMP large seized property items and equipment such as snowmobiles, quads, and seasonal tires. Also, Search & Rescue use it to store their equipment such as quads and snowmobiles. This space has a higher municipal use and the RCMP/Bylaw storage must relocate.

The new Timberlea Detachment scheduled to open in August of 2008 contains a storage facility, however, it is not sufficient to meet the current and projected needs for RCMP/Bylaw Services.

Police vehicles need both summer and winter tires specifically designed for pursuit. The Fort McMurray RCMP Detachment is required to bulk order and store them due to storage pressures on local businesses. The current practice of traveling to Edmonton due to a lack of sufficient inventory to acquire tires for police vehicles requires significant down time for Members. The Fort McMurray RCMP Detachment has approximately 83 police/bylaw vehicles in their fleet, including 2008 additions.

The contractor currently on the Timberlea site has agreed to add a Warehouse to the project for $260,000 in conjunction with the existing construction schedule. This would allow relocation of current items to the Timberlea site, opening up the space in the highway 69 building for other Municipal departments to utilize.

Additionally, the Fort McMurray Search & Rescue Society is a non-profit organization that works in partnership with the RCMP, Regional Municipality of Wood Buffalo and other volunteer search and rescue organizations in Alberta. The Search & Rescue Society would also like to construct a Warehouse to house their rescue and specialized equipment for searches, such as snowmobiles, quads and boats. The current site contractor has agreed to construct the Search & Rescue Warehouse at an estimated cost of $192,000.

Search & Rescue is pursuing a Provincial Government grant in the amount of $200,000 that would reimburse the municipality for their portion of the project. Building the Warehouse for the RCMP/Bylaw needs, in conjunction with the needs of the Search & Rescue Warehouse will afford the Municipality an ability to provide an in-kind contribution to the Search & Rescue group assisting them in qualifying for a Major Community Facilities Program grant through the Provincial Government.

The municipality would enter into a lease agreement with Search & Rescue for continued use of the Warehouse.

No funding has been previously secured in the 2008 Capital Budget. A 6% inflation cost has been added to the October 9th total on the advice of ACI as the present estimates are expected to increase by RFP time.

**OPTIONS:**

1. Approve funding for both projects.
2. Approve funding for the RCMP/Bylaw Warehouse only.
3. Approve the funding for the Search & Rescue Warehouse, identifying other matching contributions.
4. Deny the request.

**ANALYSIS:**

No commercial or municipal alternatives for tire storage have been identified. There is a demand for the currently used building & space on highway 69 and the RCMP and the Search & Rescue must relocate to another facility. If the Warehouse is not built on the current Timberlea site it will continue to be a challenge to secure and store large seized property items as well as equipment. RCMP and Bylaw's growth has been substantial over the past three years, increasing the demand for equipment and seized property storage. We could consider not storing tires for future use after the seasonal changeover, however, that option is estimated to be $84,000 per year for discarding the tires before complete use and wear. Based on current estimates, constructing an adequate Warehouse now would be a six (6) year payback, and is much more secure and convenient. The area on the property where the Warehouses would be built has limited use due to its location and limitation. This request resolves an immediate need.

The Municipality does not have a common tire storage site itself. Most municipal vehicles use year-round tires, although there are a limited number out in the open in the back of the fleet maintenance contractor's lot.

The RCMP is hiring a Fleet Technician to deal with the monitoring, maintenance and tracking of tires and equipment. Having the Warehouse at the site will assist in more efficient access thus reducing the need to use trained RCMP officers for maintenance of equipment. Members often have to manage fleet maintenance and repairs and having the equipment on site will assist keeping members focused on police duties. The vehicles and tires would be taken to a local tire shop for tire changes.

**Search & Rescue** is a natural fit on the RCMP site as they will be accessing the training room. Their equipment is presently stored with the RCMP equipment in the building on highway 69 as they are often directed by RCMP in their duties. This would also allow for members to be involved in some of the cross-training. Equipment is shared throughout the year and both parties often mobilize together. It is anticipated that the Search & Rescue project will be funded by grant, although that is not confirmed at this time until we have the approval of this project.

Both Warehouses will blend in with the other building that presently holds RCMP/Bylaw quads and skidoos. The site can be arranged to not impede in any future development, if approved.

If the Search & Rescue project does not receive municipal support and contributions at this time, they will continue to be challenged on there mobilization times.

## ATTACHMENT:

1. Council Briefing Note
2. Appendix “A” – Answers to Questions from October 9, 2007
3. Fort McMurray Search & Rescue Society Planning Outlook and Business Case.

## ADMINISTRATIVE RECOMMENDATION:

THAT $480,000.00 be committed from the Capital Infrastructure Reserve for the RCMP/Bylaw and Search & Rescue Society Warehouse, on the condition that any Provincial grant received by the Search & Rescue Society for the project shall be used to reimburse the Municipality for construction costs.

REGIONAL MUNICIPALITY OF WOOD BUFFALO

# Council Briefing Notes

## Re: Joint RCMP/Bylaw Warehouse and Search & Rescue Warehouse

**Background**

### RCMP/Bylaw Warehouse

Currently, the contractor on site has advised that he can begin construction by firstly preparing the site then constructing the building.

- Estimated cost for demolition of curbs etc. and construction of building is projected at approximately $192,000.
- An additional $68,000 is for Municipal fees, permits, heating, and hoarding if required.
- An in kind Municipal contribution for the Search & Rescue component would include $90,000 through a MOU for an approximate 15 year lease for the facility to Search & Rescue. This cost has been removed as a capital cost from the original budget submission.
- Total actual cost estimate is $260,000 for construction, demolition, miscellaneous permits and fees, heating, and hoarding. Heating and hoarding costs are likely to be reduced as construction will not likely be started before summer.
- A proper RFP could be sought and other contractors considered, should this be desirous of Council, however, Administration does not believe there will be significant costs savings with another contractor.
- The objective of the proposal is to provide an opportunity to assist Search & Rescue with finding a more permanent home. This would require matching funds from the Municipality. Accomplishing this requirement meets another pressure being experienced by RCMP/Bylaw and centralizes the two Warehouses.
- Another option to consider is funding the construction of the entire Search & Rescue Warehouse at the Timberlea site, and disregard the RCMP/Bylaw Warehouse. This would require RCMP/Bylaw to remain in the highway 69 building and also take over the Search & Rescue component in the highway 69 building. The cost would be the same to the Municipality.

## Search and Rescue Warehouse

The Fort McMurray Search & Rescue Society is a non-profit organization that works in partnership with the RCMP, Regional Municipality of Wood Buffalo and other volunteer search and rescue organizations in Alberta. The growing population of Fort McMurray demands that these types of public services be upgraded and supported within the community.

The Fort McMurray Search & Rescue requires the following:

- Municipal funding in the amount of $192,000 to construct a Warehouse to house their equipment such as boats, quads, etc. which aid in searches. Through Provincial grant funding the Search & Rescue Society is hoping to receive $200,000 that will be repaid to the Municipality.
- The Search & Rescue Warehouse will be built on municipal land. Search & Rescue will utilize the following in kind services: land, lease agreement and costs, use of RCMP community room for training and meeting purposes, utilities, maintenance, and partnership training.
- The Warehouse will accommodate Search & Rescue's needs until they are able to find land and construct a bigger facility.
- This would be an excellent opportunity to demonstrate a partnership with a non-profit organization, the Municipality, and the Provincial government.
- The construction of the RCMP/Bylaw Warehouse provides the conduit contribution to the project that will enhance the requirement of matching funds from the Municipality enabling Search & Rescue to access the grant funding through the Major Community Facilities Program.
- Should the grant application from the Province be approved, the cost to the Municipality for the project is estimated to be $252,000.
- Should the Search & Rescue meet their long term goals, their Warehouse built on the Timberlea site could be turned over to the Municipality.

# Appendix "A"

## Answers to Mayor and Council's questions from October 9, 2007

1) Were there any other quotes obtained other than the contractor on site?

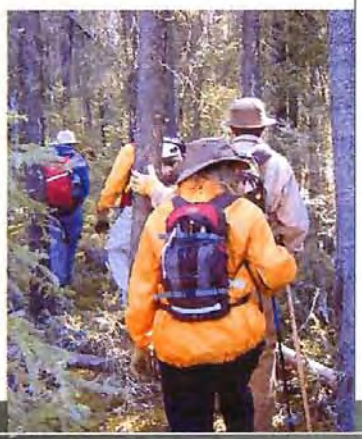
   There were two other estimates received from other contractors. Their costs were slightly under that of the current site contractor, however for all these estimates, they did not do a comprehensive analysis of costs. Without a formal RFP, the costs are estimates only.

2) Who is moving into the space at highway 69 building if we were to relocate?

   The Space Allocation Committee has not made that decision; they are only trying to identify potential available space. However, due the location other departments are desirous of the location.

3) What is the timeline for the move if given the direction to proceed?

   This project would coincide with the opening of the new Timberlea facility which is expected to be in August of 2008. We would plan for the move and the relocation of the equipment for August 2008.



# FORT McMURRAY SEARCH & RESCUE SOCIETY PLANNING OUTLOOK AND BUSINESS CASE

MAJOR COMMUNITY FACILITY PROGRAM APPLICATION

September 2007

**MAJOR COMMUNITY FACILITIES PROGRAM**

# BUSINESS CASE

**FORT McMURRAY SEARCH & RESCUE SOCIETY**

**September 21, 2007**

**Contents**


1. Executive Summary

2. Project Details

   - **2.1** Organization Information & current assets
   - **2.2** Project Need
   - **2.3** Project Status and Proposed Schedule
   - **2.4** Regional Co-operation
   - **2.5** Community Access

3. Proposed Phase 1 Staging Facility budget breakdown

4. Proposed equipment budget breakdown

5. Proposed vehicle budget breakdown

6. Proposed Phase 3 budget breakdown

7. Funding Structure and Cash flow analysis

8. Conclusions / Planned Outcomes

**Appendix A** – Schedule

**Appendix B** – Letter of Public Support

**Appendix C** – Search and Rescue Alberta Letter

**Appendix D** – Pine Lake Tornado Response Summary

**Appendix E** – Council Resolution

**MAJOR COMMUNITY FACILITIES PROGRAM**

# BUSINESS CASE

**FORT McMURRAY SEARCH & RESCUE SOCIETY**

**September 21, 2007**

## 1. Executive Summary

*The applicant* is the Fort McMurray Search & Rescue Society. (F.M.S.A.R) Charitable Organization Number 88970 7667 RR0001, Alberta Corporate Registries Society Number 505639682.

F.M.S.A.R. is a non-profit organization founded in 1993 by a group of community volunteers with the desire to contribute their skills for the benefit of those who have become lost or missing. This community group works in partnership with the Royal Canadian Mounted Police, the Regional Municipality of Wood Buffalo and other volunteer search and rescue organizations in Alberta. F.M.S.A.R. is ready to provide their volunteer services anywhere and at anytime.

F.M.S.A.R. is fundraising and pursuing a variety of initiatives to strengthen their ability to recruit, train and provide services to the Regional Municipality of Wood Buffalo. *The project* consists of a 3 phase plan.

**Phase One** is a staging facility constructed in the parking area of the new RCMP detachment in the Timberlea Subdivision. It is a natural location to provide a consolidated community use facility for Search and Rescue. Significant costs can be saved if the project were to proceed forward while the applicable trades for the detachment are still mobilized on site. (until approximately March of 2008.)

**Phase Two** is a mobile command post, which will provide increased capability to co-ordinate large area and multi-day searches.

**Phase Three** is a consolidated staging facility constructed on a 4 acre parcel at Saline Creek equipped with the required equipment and vehicles.

The total funding required for the 3 phases is currently estimated to be $1,655,000.

*The need* is to have the ability to have central muster points for community members making up the F.M.S.A.R. where equipment is stored and ready for deployment on short notice. Currently equipment is dispersed throughout the community, at individual residences and in leased space where the lease is expiring. Valuable time is lost and resources are difficult to co-ordinate when the services of F.M.S.A.R. are called upon. The Timberlea RCMP

detachment and future consolidated facility would also provide community space for conference and training which also does not currently exist.
As Fort McMurray is also divided by the Athabasca river, the facilities at Timberlea and Saline Creek would make resources available at both ends of the city, on both sides of the river. (See diagram below)

With the population of Fort McMurray growing by nine percent per year, there is a pressing demand for this type of public service to be upgraded and supported. Fundraising, Municipal and Provincial support are critical to the continuation and future success of the society. It is also important to note that the search and rescue volunteers involved save the communities they serve enormous human resources costs that would otherwise be necessary to provide a similar paid service, especially when large scale natural disasters occur, as they did in Pine Lake in the summer of 2000.

*The planned outcome* is to provide F.M.S.A.R. with permanent facilities, sufficient equipment, training and ability to mobilize as required to service the ever expanding city of Fort McMurray and the Regional Municipality of Wood Buffalo. This will serve to stabilize and revitalize F.M.S.A.R. which will in turn enable better volunteer recruitment which is critical to the long term viability of the group.

A contribution of $200,000 is being requested from the Province of Alberta's Major Community Facilities Program with the remaining sum required to complete the $1,655,000 being raised by a combination of municipal support and fundraising efforts.

When these items are put in place, citizens and tasking agencies will have confidence that F.M.S.A.R. can provide the necessary and expected level of professional service that will save lives and assist when coping with regional disasters.

## PHASE 1

RMWB CONTRIBUTION:

- MUNICIPAL FUNDING ($150,000)
  - Land
  - Lease and agreement costs
- IN KIND SERVICES:
  - Use of RCMP community room for training and meeting purposes
  - Utilities
  - Maintenance
  - Partnership training

+

ALBERTA LOTTERY FUND

MCFP GRANT FUNDING:

- $200,000

FALL 2007

**SEARCH AND RESCUE SHED**

## PHASE 2

FUNDRAISING SUPPORT:
$80,000

($50,000 for structure, $30,000 for equipment)

**INTEGRATED MOBILE COMMAND POST**

## PHASE 3

4 ACRE PARCEL AT SALINE CREEK THROUGH ROTARY CLUB

FUNDRAISING SUPPORT:
$745,000 Building
$120,000 Equipment
$360,000 Vehicles

**COMPLETE FACILITY WITH AMENITIES FOR ADMINISTRATION SPACE, STORAGE AND TRAINING**

**TOTAL FUNDING: $1,655,000**

# FORT McMURRAY SEARCH & RESCUE SOCIENTY PLANNING OUTLOOK

September 2007 - September 2011

## 2.1 ORGANIZATION INFORMATION

Fort McMurray Search & Rescue Society (F.M.S.A.R.) is a non-profit organization founded in 1993 by a group of committed volunteers with a desire to contribute their skills for the benefit of those who have become lost or missing. Working in partnership with the Royal Canadian Mounted Police, the Regional Municipality of Wood Buffalo and other volunteer search and rescue organizations in Alberta, the team is ready to provide their volunteer services anywhere and at anytime.

**Agency Name, Address and Contact person, email address, Phone & fax:**

Fort McMurray Search and Rescue Society
P.O. Box 5053
Fort McMurray, Alberta
T9H 3G2
John Brittle, email Buttons4@shaw.ca phone W: 791-4908, C: 743-9602

**List Board Members, their positions and phone numbers:**

| | | |
|---|---|---|
| • President: | John Brittle | (780) 743-9602 |
| • Past President | Dan Lines | (780) 743-0361 |
| • VP Operations | Doug Flint | (780) 791-5365 |
| • Secretary: | Rob Duffy | (780) 791-3844 |
| • Treasurer: | Paul Hagar | (780) 791-0288 |
| • Director of Equipment | Dave Young | (780) 791-9984 |
| • Training Officer: | Dan Lines | (780) 743-0361 |
| • Public Relations: | Sandra Peters | (780) 714-3691 |
| • CASARA Liaison | John Brittle | (780) 743-9602 |
| • RCMP Liaison: | Ian Shardlow | (780) 799-8850 |
| • Fundraising Director: | Ken Saunderson | (780) 743-8778 |
| • Director at Large | Jason Graves | (780) 715-0016 |

**Legal Status:**

Canada Customs and Revenue Agency Charitable Business Registration Number: 88970 7667 RR 0001

The RCMP is the federal agency tasked with the primary responsibility for ground search and rescue in Canada. As a result, Fort McMurray Search & Rescue Society works with the RCMP to provide services in the event of emergencies.

F.M.S.A.R.:

- Are prepared to respond wherever necessary to incidents requiring personnel with search and rescue skills.
- Continue development of skills resources and training programs to increase operational effectiveness and readiness.
- Deliver services with professionalism and compassion while preserving the safety of its members.
- Is a team that provides an essential and necessary service to the community.

- Conduct themselves as search and rescue professionals.
- Place the safety of team members as the primary priority during all search and rescue activities.
- Show respect for others.
- Acknowledge the value of the time and resources contributed by individual team members.
- View the personal growth and continued learning as essential to the efficient and effective operation of the team.
- Strives to maintain a maximum state of readiness to respond to search and rescue incidents.
- Strives for excellence while contributing to the team according to individual abilities.
- Maintain a ready inventory of search and rescue resources .

**Meetings and Training:**

All members of the team take the Emergency Response Institute SAR Basic Skills Course as provided for by SAR Alberta. This 60-hour course is a standardized course covering search theory, the incident command system and basic survival. The Fundamentals course culminates in a multi-hour night search. Members also take a navigation course, Standard First Aid and CPR.

All members continuously take training throughout the year. Participation in training exercises is essential to maintaining skill levels. After the basics, all members are encouraged to take such additional training as they see necessary. Some of the courses that can be arranged include mantracking, Swift-Water Rescue, quad safety, snowmobile safety, knot tying and GPS proficiency. The team encourages any member to learn those skills that are of interest to the member and may be of assistance in an emergency. Managing the Lost Person Incident (MLPI) provides a thorough and up-to-date introduction to land search management. Topics include: predicting lost person behavior, establishing the search area, setting and shifting search priorities, measuring coverage, allocating SAR resources, using SAR technology, coping with searcher stress, and managing the various roles and functions needed to successfully conduct a search. Emphasis is placed upon the employment of a modular incident command system, starting with the initial response and expanding as necessary through the remainder of the incident. The team meets every month on the first Thursday except July and August.

**Typical Operations:**

Every search is an emergency and members of Fort McMurray Search & Rescue Society can expect to be called upon at any time of the day or night. Members participate in searches, as they are able.

The first aspect of any search and rescue incident is the assembly of resources and obtaining the necessary information from the RCMP. Depending on circumstances, Fort McMurray Search & Rescue Society may be called upon to assist in searches for lost or missing people, downed aircraft, evidence or injured or trapped people following a major disaster.

After being briefed by the police, F.M.S.A.R. search managers prepare a search strategy to focus our resources in the areas where it is believed the greatest success can be achieved.

The search managers and assistants will then dispatch search teams in the urgent search for clues. The initial stages of a search may include the dispatch of highly mobile "hasty teams". These teams will move quickly to look for clues in areas of high probability. Following the hasty teams, search teams will be sent in. A trained member of Fort McMurray Search & Rescue Society will be assigned to lead one of these teams. Their search will be more thorough and will work through sectors of reasonable probabilities. These trained teams are also looking for clues and are able to cover significant areas with surprising success rates. Teams will continue to look for clues and will report their findings to the command post by radio.

As clues are found, the search manager may dispatch specialist searchers to follow up on them. Such specialists may include mantrackers who are carefully trained in the art of following tracks through all kinds of terrain. In other cases, it may be possible to employ the services of a police service dog. A member of Fort McMurray Search & Rescue Society may be assigned to accompany the service dog and his handler.

Once a lost or missing person is located, the first half of the task may be over. The next task is to rescue that lost or missing person. Often this task is easy. The person may be able to walk out or a vehicle may have easy access to the site. In other cases, however, this may not be the case. For difficult circumstances, using specialized training, the rescue team can safely extract the lost person from their predicament while maintaining the safety of the rescuer.

Following every search and rescue operation and training exercise, the team undergoes a critical debriefing to discover what the team did well, what could be improved and how the team can be better prepared for the next incident. Following a real operation, the team works together with trained critical stress debriefing professionals as needed.

**Funding & Current Assets:**

As an independent volunteer association, Fort McMurray Search & Rescue Society receives all its funding through donations and fundraising events. As a charitable organization registered with Revenue Canada, donations to the Association are tax deductible. Since F.M.S.A.R.'s inception, and until recently, members often paid for equipment and supplies from their own pocket in an effort to keep the group operational. This is however not sustainable and it has contributed to having negative impact on morale and recruitment.

**Donated and Purchased equipment includes**:

- 2001 Chevrolet Suburban (donated)
- 1999 Ford Explorer (donated)
- Two 2001 Honda quads
- Two 2003 Polaris snowmobiles

- Trailer to haul the quads or snowmobiles
- An equipment trailer
- Assorted training, rescue, safety and survival gear.

Storage space has been made available through the local RCMP, but not sufficiently to house all required equipment in one, secure place. The lease for this space is also expiring leaving F.M.S.A.R. with few options for storage. This has meant that F.M.S.A.R. has had to gather the appropriate equipment from where ever it is being kept whenever called upon to provide service. This often increases the amount of time needed before teams are ready to assist the tasking agency.

## 2.2 PROJECT NEED

With the forecast development of the Oilsands and recent Census information indicating that The Regional Municipality of Wood Buffalo potentially will increase from the current 84,000 person population to 120,000 by the year 2010. Fort McMurray is one of the fastest growing communities in Canada with a 9% per year increase. These growing pains are being felt by a variety of public service organizations, including F.M.S.A.R.

Given the increasing size of the municipality, a more formal and better-equipped Search and Rescue organization is required to service the community. The vast boreal forest that makes up the region supports a large population of fishermen, hunters, trappers and ATV enthusiasts that is increasing along with the growth of the area. Combined with temperature and widely varying environmental conditions that are typical of Northern Canadian geography, a rapid response to missing persons reports is often critical to ensuring survival.

Forest fires and the increasing potential for other natural and man-made disasters in the district also underscore the importance of emergency readiness in the region. Attached for reference is a summary of the response provided to the Pine lake Tornado. **SEE APPENDIX D**

These factors depict the environment of increased demand for a well-equipped search and rescue organization.

In researching and conferring with Search and Rescue organizations from across Alberta, Canada and North America, F.M.S.A.R. has put together a list of required facilities and equipment, which, when in place will provide tasking agencies with the expected level of professional service.

## 2.3 PROJECT STATUS AND PROPOSED SCHEDULE

Currently fundraising is underway for priority initiatives. The Timberlea RCMP detachment is under construction and initiation of the Phase 1 staging facility is to commence immediately to take advantage of trades already on site to avoid incurring mobilization costs that would be required if the project were tendered on a stand-alone basis.

Other phases of the work and capital acquisition will be executed as indicated on the attached schedule. **SEE APPENDIX A**

## 2.4 REGIONAL CO-OPERATION

The Regional Municipality of Wood Buffalo recognizes the importance of maintaining emergency readiness and finding members of its community that are lost or in distress. As such, these initiatives will receive ongoing support from the municipality wherever possible. **REFER TO ATTACHED APPENDIX E.**

Members of the local community also strongly support F.M.S.A.R.. **REFER TO APPENDIX B**

Provincially, there is now recognition by the government of the important resource that are the various search and rescue societies around Alberta. Attached is a letter from the president of search and rescue Alberta highlighting some of the issues. **REFER TO APPENDIX C**

## 2.5 COMMUNITY ACCESS

As an entirely volunteer staffed, not for profit organization, the projects outlined are inherently community based and open to the community. Recruitment is a key aspect of providing vitality to the organization. The construction and acquisition of associated infrastructure and equipment will have a reciprocal effect on providing more opportunities to members of the public to join the organization.

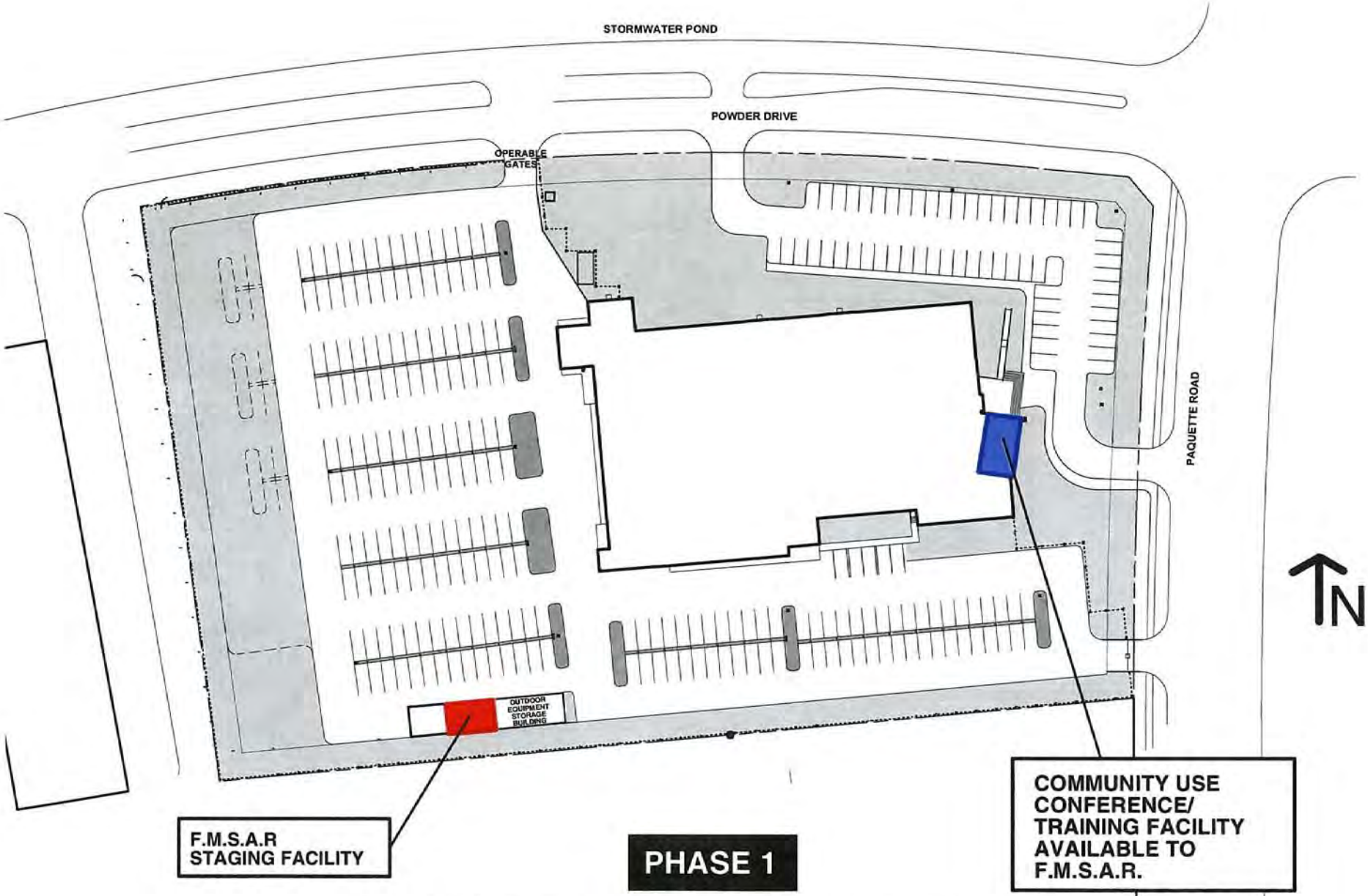
The increased community participation benefits the community not only by strengthening the ability to mobilize to provide service but it also increases the awareness and education and builds co-operative spirit by working side by side for a unified cause.

Fort McMuray Search Rescue Society: **PHASE 1 TIMBERLEA STAGING** Summary/Budget

9/26/07

| | B | C | D | E | F |
|---|---|---|---|---|---|
| 1 | | Quantity | Cost | Total | Priority |
| 2 | | | | | |
| 3 | Construction Estimate for Staging Building | | | $192,000.00 | 1 |
| 4 | Misc., Fees, Permits, Heating/Hoarding (Municipal Support) | | | $68,000.00 | 1 |
| 5 | RMWB (Municipal Support) Land Lease (15 years) | 15 | $6,000.00 | $90,000.00 | 1 |
| 6 | | | | | |
| 7 | | | | | |
| 8 | **SubTotal** | | | **$350,000.00** | |
| 9 | | | | | |
| 10 | | | | | |
| 11 | | | | | |
| 12 | | | | | |

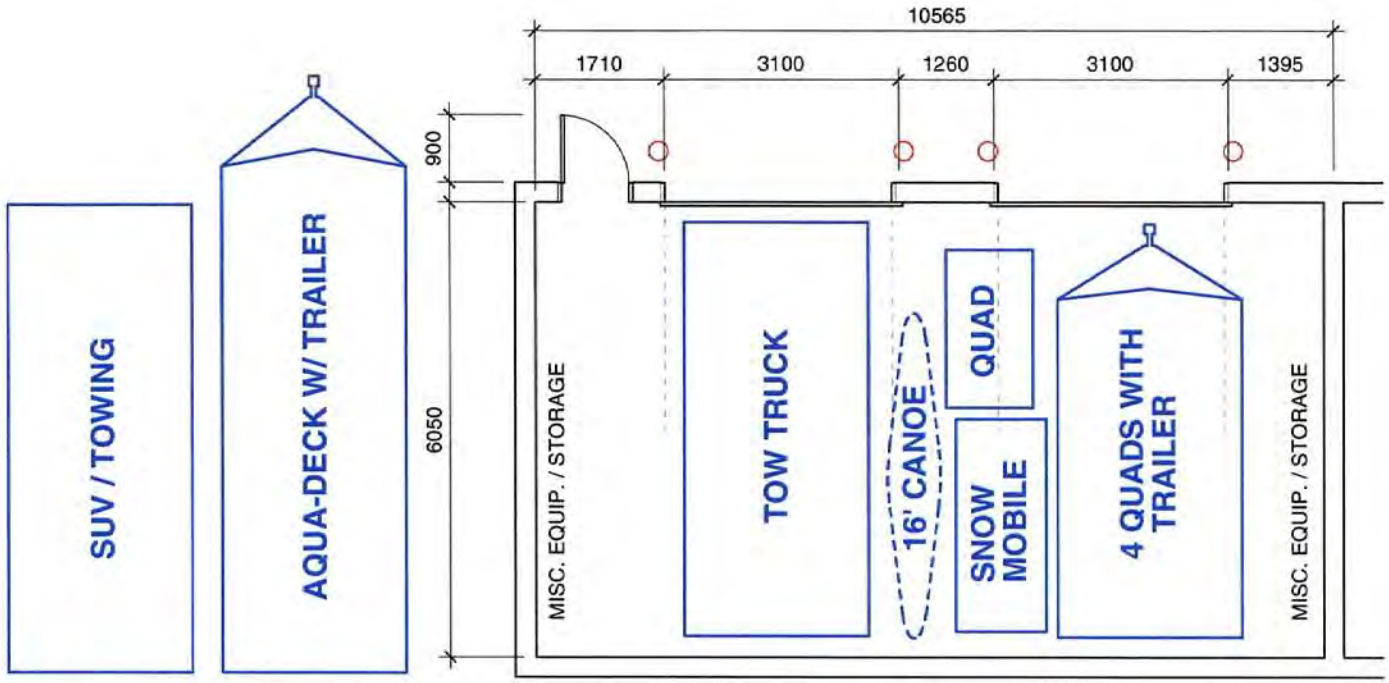
Revised: 9/26/07




**PHASE 1**

# FORT McMURRAY SEARCH & RESCUE SOCIETY
## Timberlea RCMP site context

September 2007




**PHASE 1**

# FORT McMURRAY SEARCH & RESCUE SOCIETY SHED PLAN

September 2007

SCALE 1 : 100

MARSHALL-LEE CONSTRUCTION CORP.

**Date: July 19, 2007**
**Job Name: RCMP Timberlea**
**Job Number: 46**
**Contract PO:**
**Scope of work:** **CCO# 15 CR# 21**

**Architect: ACI Architecture Inc**
**Attn: Steve Shamchuk**

We herewith submit the following quotation for your review.

| **Description** | | | |
|---|---|---|---|
| Subtrade # 1: Permasteel | | $68,627.00 | |
| Subtrade # 2: Goldbar | | $12,242.45 | |
| Subtrade # 3: Agra Foundations **(CASING EXTRA)** | | $18,400.00 | |
| Subtrade # 4: Performax Painting | | $3,500.00 | |
| Subtrade # 5: Borealis Electric | | $12,186.44 | |
| Subtrade # 6: Overhead Door | | $12,774.00 | |
| **Sub Total** | | $127,729.89 | |
| | 5% | $6,386.49 | |
| **Sub Total** | | | $134,116.38 |
| **Own Forces** | | | |
| See Worksheet | | $47,559.00 | |
| **Sub Total** | | $47,559.00 | |
| Overhead | 10% | $4,755.90 | |
| **Sub Total** | | $52,314.90 | |
| Profit | 10% | $5,231.49 | |
| **Sub Total** | | | $57,546.39 |
| **Total** | | | $191,662.77 |

See attached back up documents Yes X No

We reserve the right to correct this quote for errors and omissions

Jim Lee

Project Manager
Title

BOX 3209, 110 YELLOWHEAD ROAD • SPRUCE GROVE, ALBERTA T7X 3A5 • (780) 962-3515 • FAX (780) 962-2952
INFO@MARSHALL-LEECORP.COM • WWW.MARSHALL-LEECORP.COM

MARSHALL-LEE CONSTRUCTION CORP.

## Worksheet CCO#15 CR #21

| | Quantity | Price | | Material Cost | Labor Cost | Total |
|---|---|---|---|---|---|---|
| | | Mat | Labour | | | |
| Slab Placed & Finish | 74m2 | | $25.00 | | $1,850.00 | $1,850.00 |
| Concrete | 10m3 | $275.00 | | $2,750.00 | | $2,750.00 |
| Grade Beam Concrete | 7m3 | $275.00 | $60.00 | $1,925.00 | $420.00 | $2,345.00 |
| Form | 44m2 | $20.00 | $80.00 | $880.00 | $3,520.00 | $4,400.00 |
| Install Labour | 75hrs | | $85.00 | | $6,375.00 | $6,375.00 |
| Pile Layout | 6hrs | | $85.00 | | $510.00 | $510.00 |
| Backfill Mech | 20m3 | | $125.00 | | $2,500.00 | $2,500.00 |
| Sump Pit Supply & Install | 1pc | | | $1,200.00 | $400.00 | $1,600.00 |
| Freight | | | | $1,600.00 | | $1,600.00 |
| Granular U/S Slab | 15m2 | $40.00 | $65.00 | $600.00 | $975.00 | $1,575.00 |
| Bollards | 4pcs | $1,600.00 | | $6,400.00 | | $6,400.00 |
| Install Door & Frame | | | | | $350.00 | $350.00 |
| Doors & Frame | 1 | | | $962.00 | | $962.00 |
| Hardware | | | | $998.00 | | $998.00 |
| Rebar | | | | | | $1,400.00 |
| Concrete Apron | 14m2 | $200.00 | | | | $2,880.00 |
| Living | 15 days | | | $140.00 | | $2,100.00 |
| Travel | 6 trips | $450.00 | | | | $2,700.00 |
| Grade and Level | 74m2 | $20.00 | | | | $1,480.00 |
| Working Foreman | 4 days | | | | | $2,784.00 |
| | | | | | | **$47,559.00** |

BOX 3209, 110 YELLOWHEAD ROAD • SPRUCE GROVE, ALBERTA T7X 3A5 • (780) 962-3515 • FAX (780) 962-2952
INFO@MARSHALL-LEECORP.COM • WWW.MARSHALL-LEECORP.COM

# REGIONAL MUNICIPALITY OF WOOD BUFFALO
# COUNCIL REPORT

| | |
|---|---|
| To: | Mayor and Council |
| From: | Planning and Development Department |
| Date: | January 8, 2008 |
| Subject: | Development Permit Application - Lot 1, Block 1, Plan 892 2128 and Parts of River Lots 23 & 24 (Longboat Landing) |

**ISSUE:**

A Development Permit application (#2007-1822) for a 72-Unit Apartment Building has been received by the Planning and Development Department, and as it is within a DC-R4 District the matter requires a decision by the Regional Council who is the Development Authority.

**REFERENCES:**

- Longboat Landing, Volume 1: Land Use Planning Brief (2004).
- Bylaw No. 99/059 – Land Use Bylaw
- Bylaw No. 01/044 – Lower Townsite Redevelopment Plan

**HISTORY:**

In July 2005, Council approved the Longboat Landing, Volume 1: Land Use Planning Brief (2004), which was based upon the Lower Townsite Redevelopment Plan. This document defined a Comprehensive Land Use Plan for the future development of this area. This concept included a variety of building types totaling 1,100 units that included high-rise apartments, 4-storey apartments, stacked town homes and row housing. Subsequently, Council redistricted the lands to DC-R4 – Direct Control High Density Residential District, and on June 15, 2005 Council issued a Development Permit (#2005-0387) for a total of 168 units that consisted of two Apartment Buildings (39 units each), nine stacked townhouses (54 units), and row townhousing (36 units).

A total of 72 units, of the originally approved 168 units, have been completed within two apartment buildings and three stacked townhousing buildings (18 units) on two parcels created by Plan 072 8201.

As outlined in the developer's November 8, 2007 letter (attached) they seek by this new application to substitute the 72 units currently not constructed under their original Development Permit #2005-0387 for the development of a 72-unit apartment in an adjacent area. This proposal does not alter their approved portion of available sanitary sewer capacity within the Lower Townsite, and it otherwise allows the developer to address price sensitivity and lack of market demand for the currently approved housing types.

## OPTIONS:

1. Council may adopt the proposed amendments.
2. Council may reject the proposed amendments.
3. Council may amend the proposed amendments

## ANALYSIS:

This proposal differs from the Longboat Landing Comprehensive Land Use Plan accepted by Council in 2005 as it substitutes an area of future row townhousing for an apartment building. The proposed change is viewed as minor with respect to the approved concept; however, a future amendment of the Longboat Landing Comprehensive Land Use Plan that addresses this change and others should be undertaken with any further deviation from the concept as alluded to in the developer's letter of November 8, 2007.

The building on the proposed site meets the required building setback, parking, and landscaping to the satisfaction of the Planning and Development Department.

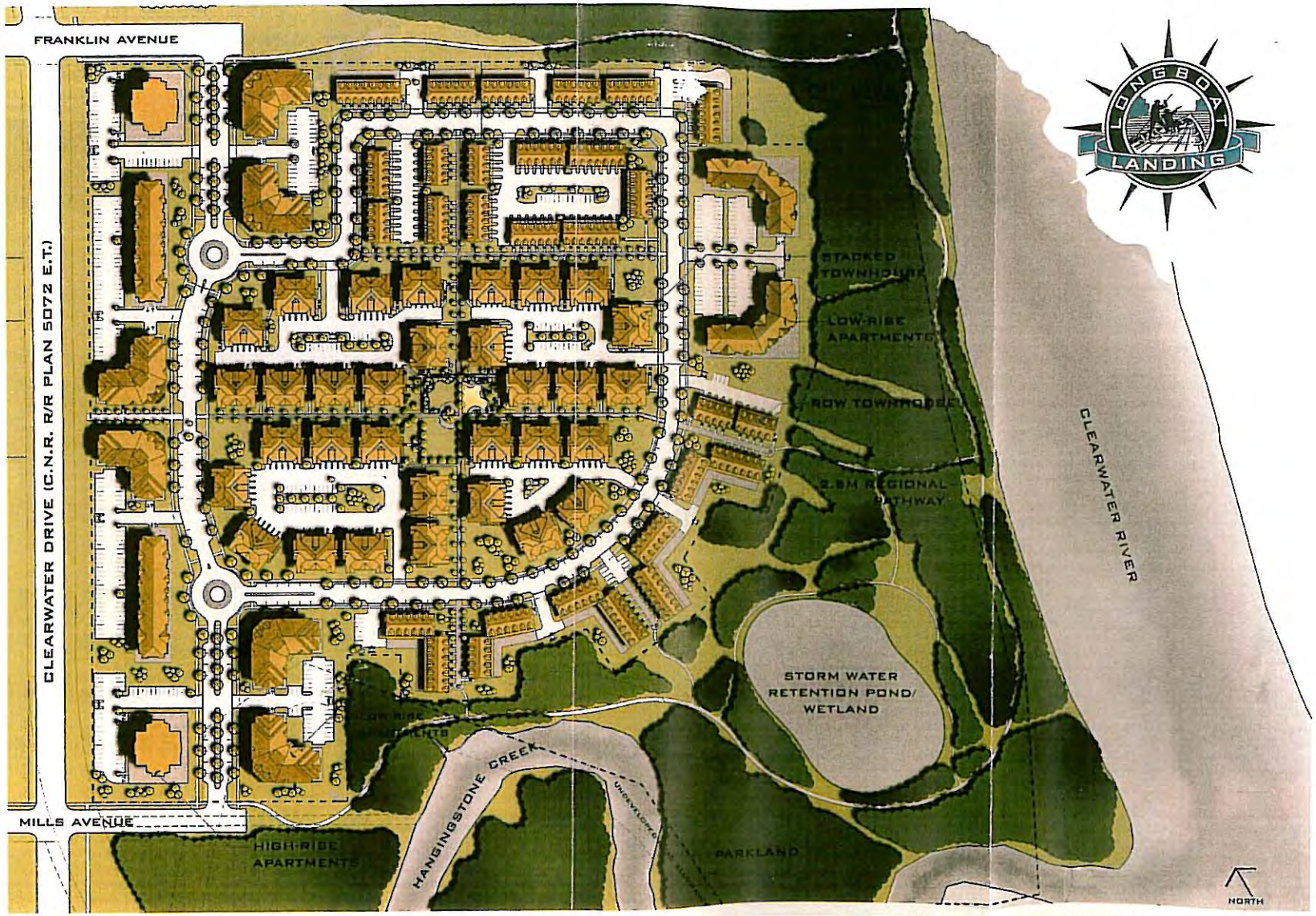
## ATTACHMENTS:

1. Longboat Landing, Volume 1: Land Use Planning Brief (2004)
2. Developer's November 8, 2007 letter

## ADMINISTRATIVE RECOMMENDATION:

THAT Development Permit #2007-1822 be approved, subject to the following:

- No further development for building forms that are not in conformance with the Longboat Landing, Volume 1: Land Use Planning Brief, as formerly agreed to by Council, shall be supported without first considering an amendment of the Planning Brief.


FRANKLIN AVENUE
CLEARWATER DRIVE (C.N.R. R/R PLAN 5072 E.T.)
MILLS AVENUE
STACKED TOWNHOUSE
LOW-RISE APARTMENTS
ROW TOWNHOUSE
2.5M REGIONAL PATHWAY
CLEARWATER RIVER
STORM WATER RETENTION POND/ WETLAND
HANGINGSTONE CREEK
UNDEVELOPED
PARKLAND
HIGH-RISE APARTMENTS
NORTH

*Clearwater Village Properties Inc.*
*Suite 103, 743 Railway Avenue, Canmore, Alberta T1W 1P2*

November 8, 2007

Alanna McDonagh
Planner 1, Planning and Development
Regional Municipality of Wood Buffalo
9909 Franklin Avenue
Fort McMurray, AB
T9H 2K4

Dear Alanna:

Clearwater Village Properties is pleased to submit this application for a 72 unit four storey wood frame apartment in Longboat Landing. The building is consistent with the appearance in form and exterior finishes of the overall project architecture and of the townhouse product it replaces. It conforms with the site requirements as approved by Council under the DCR4 landuse and requires no alterations to the site development of deep services, streetscape or transportation within the planned municipal road right of way.

In July 2005, Council approved the 284 unit first phase of Longboat Landing consisting of 4 storey apartments, stacked town homes and row townhouse product. This provided us with a cross section of building types in order to gauge the market reception to a master planned community that offered significant green space and a pedestrian oriented development unique in Fort McMurray.

Fort McMurray is a uniquely volatile market in which to develop. What was appropriate to the market when the project was presented to Council is no longer valid today. The reasons for this are largely the price sensitivity of larger units resulting from increased constructions costs that far out strip increases in wages. Our existing product offering does not address the entry level demand for smaller and less expensive apartments and we need to rebalance the range of product by replacing some of the row townhouse with an entry level apartment. This project was approved at a time when the time to construct and building cost of the individual product types was nearly half what it is today. We need to address the product mix and size in order to succeed and contribute to the community housing stock.

Our initial Development Permit was for 168 units of which only the two 4 storey apartments (totaling 78 units) and three stacked town homes (totaling 18 units) are under construction for a total of 96 out of the 168 units. We will not start construction on

the balance of the Stacked Town Homes (remaining 36 units) or the 20 Row Houses until such time that we can satisfy the requirements with respect to sanitary servicing beyond the 168 unit limit on sanitary discharge. This leaves 72 units that still fall within the scope for the number of units in the 168 unit Development Permit.

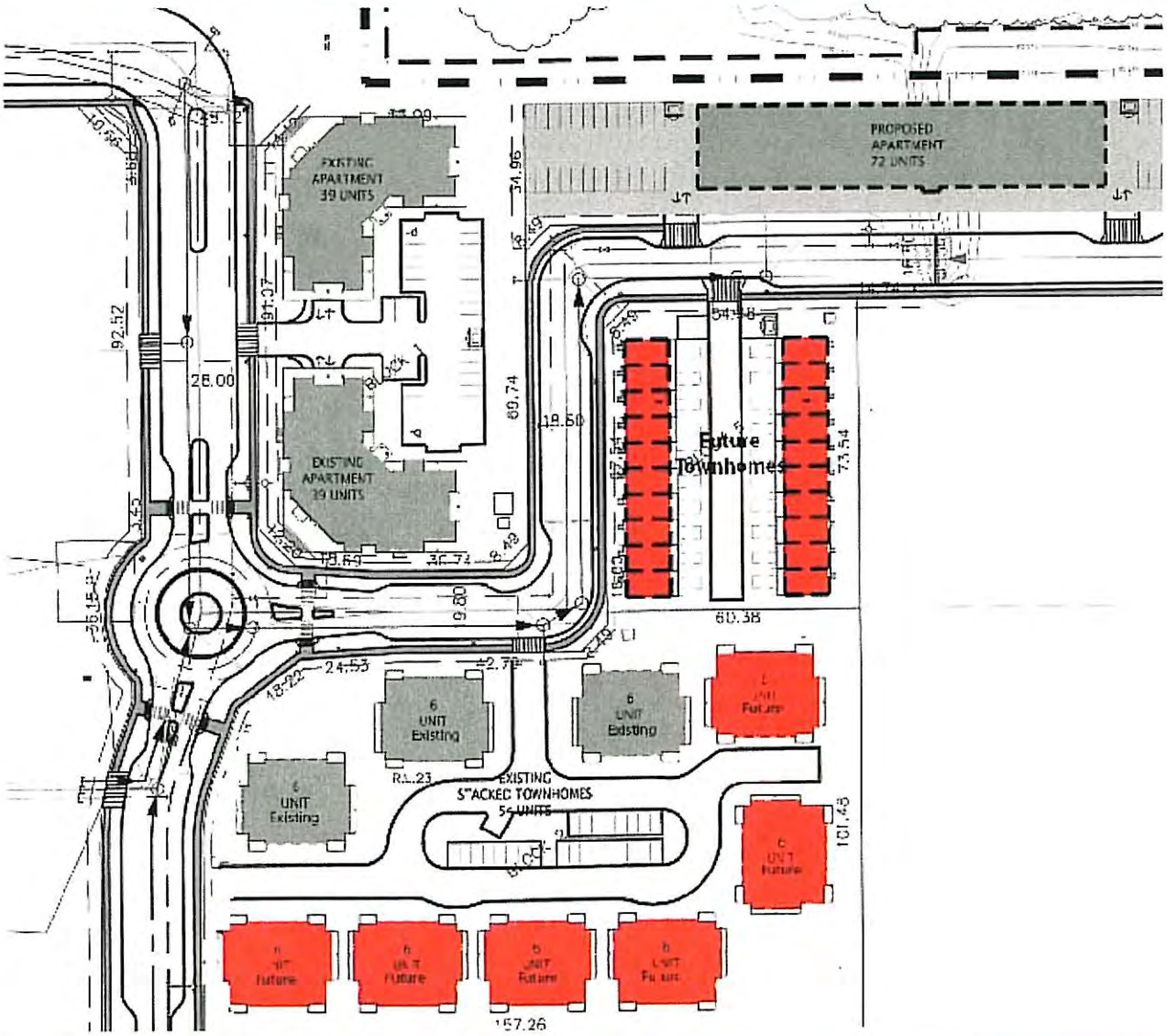
This application respects the spirit of the Council approval in promoting pedestrian interests over automotive and the use of internal green space to connect with the Lower Townsite. We are replacing town house product with apartment product in the area of the project that will have the least visual impact on both the remainder of the property but also with respect to the Lower Townsite and the Clearwater River. It will produce units that the market needs and accepts already (smaller and lower priced) thus replacing product that the market clearly cannot afford ($600,000+ townhouses).

At a later date, through a separate process with Planning and Development and Engineering, our intention is to construct the remaining 36 Stacked Townhomes (in addition to the 18 under construction) and 20 Row Townhouses that were approved in the initial 168 unit phase. This would involve the acceptance of water conservation technologies by the RMWB that respect the current discharge into the municipal sanitary system and equate those savings as additional units. This would mean that when taken as a whole with the addition of the 72 unit apartment our discharge would not exceed that of the 168 unit first phase Permit. This approval does not presume to increase the overall 1100 unit density on Landing development. It would, however, establish what the criteria would be and what benefit that would translate into in terms of units through the use of water saving technologies for future applications.

With respect to the next DP application operating beyond the 168 unit first phase and within the 284 unit approval by Council, we will bring forward a plan that addresses changes we would like to make with respect to the product mix within the project and an increase in the number of units overall. We recognize that any increase in units will be dependent on maintaining or reducing the current level of discharge overall into the municipal sanitary system. We also commit to maintaining the urban design principals that inherent in the approval by Council of the master plan with respect to pedestrian movement and green space connectivity.

Attached to this letter is our plan showing the units we are putting on hold in red and the proposed 72 unit apartment.

Regards,

Doug Churchill
VP Development and Construction

# HISTORY IN THE MAKING