



## **Council Meeting**

Council Chamber  
Municipal Building - Jubilee Centre  
9909 Franklin Avenue, Fort McMurray

Tuesday, March 25, 2008  
6:00 p.m.

### **Amended Agenda**

#### **Call to Order**

#### **Opening Prayer**

#### **Adoption of Agenda**

#### **Minutes of Previous Meetings**

- A. Regular Meeting – March 11, 2008

#### **Delegations**

*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.*

#### **Bylaws**

- A. Debenture Borrowing Bylaws for Engineering 2008 Capital Projects (*three Bylaws for 2<sup>nd</sup> and 3<sup>rd</sup> readings*)
- B. Bylaw No. 08/026 – Debenture Borrowing Bylaw – Land Acquisition (*2<sup>nd</sup> and 3<sup>rd</sup> readings*)
- C. Bylaw No. 08/021 – Debenture Borrowing Bylaw – Rural and Urban Emergency Vehicle Fleet Replacement

#### **Reports**

- A. 2008 Municipal Census
- B. *Appointments to Council Committees*

#### **New and Unfinished Business**

#### **Updates**

- A. Reporting of Councillors on Boards and Committees (*Councillors Meagher, Germain, Janvier, Rebus and Vyboh*)
- B. Mayor's Update

#### **Adjournment**

# REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

**To:** Mayor and Council  
**From:** Engineering  
**Date:** March 25, 2008  
**Subject:** Debenture Borrowing for 2008 Engineering Capital Projects  
               - Bylaw No. 08/023 - Gregoire East Sanitary Outfall  
               - Bylaw No. 08/024 - Lift Station 1A - Pump Upgrades  
               - Bylaw No. 08/025 - Force Mains/Lift Station 1B to Wastewater Treatment Plant

## **ISSUE:**

Approval of debenture borrowing is required in order to proceed with projects previously approved through the Capital Budget process.

## **REFERENCE:**

1. Municipal Government Act Section 251(1)
2. 2008 Capital Budget

## **HISTORY:**

The following projects were approved by Council in the 2008 Capital Budget and identified debenture borrowing as a source of funding:

Bylaw #	Project Name	Debenture Amount	Description
08/023	Gregoire East Sanitary Outfall	\$14,520,000	This proposed sanitary sewer outfall will provide new sewer capacity to the Gregoire/Mackenzie Area and relieve current sewer trunk overflow conditions from Beacon hill through to Lift Station 1A. The preliminary alignment of the new Gregoire East Sanitary Outfall extends approximately 5 KM from the Gregoire Drive to Lift Station 1B. The construction methodology requires a combination of open cut and trenchless technologies.
08/024	Lift Station 1A – Pump Upgrades	\$3,900,000	This project will increase the pumping capacity of the Lower Town site Lift Station 1A to reduce the occurrence of overflow conditions and accommodate future growth. The completion of the pump upgrade is coordinated with the completion of twin 750mm Force Mains from Lift Station 1A to Waste Water Treatment Plant.
08/025	Forcemains – Lift station 1B to Waste Water Treatment Plant	\$34,744,654	This project involves the construction of one forcemain from Lift Station 1B to Lift Station 1A then two forcemain lines from Lift Station 1A to Waste Water Treatment Plant in addition to the Penhorwood Diversion Line. This project was identified in May 2007 as an immediate/interim measure to be undertaken. It will partly mitigate the pressure on the sanitary sewer collection system south of the Athabasca River as a result of new developments in these areas.

**ANALYSIS:**

The 2008 Capital Budget was approved on December 10, 2007 and identified debenture borrowing as a source of funding for the above-noted projects.

These bylaws are brought forward for Council consideration as the Municipal Government Act requires Council approval of any borrowing. Debenture funds are drawn down by the Municipality upon conclusion of the project or whenever significant costs have been incurred. No borrowing costs are incurred if the project is delayed or does not proceed.

As all the projects exceed five (5) years in duration, advertising is required in accordance with Section 251 of the Municipal Government Act.

**ATTACHMENTS:**

1. Bylaw No. 08/023 w/amortization schedule and 2008 Capital Budget Request Form
2. Bylaw No. 08/024 w/amortization schedule and 2008 Capital Budget Request Form
3. Bylaw No. 08/025 w/amortization schedule and 2008 Capital Budget Request Form

**ADMINISTRATIVE RECOMMENDATIONS:**

1. THAT the following debenture borrowing bylaws be read a second time:
  - Bylaw No. 08/023 – Gregoire East Sanitary Outfall
  - Bylaw No. 08/024 – Lift Station 1A – Pump Upgrades
  - Bylaw No. 08/025 – Force Mains – Lift Station 1B to Waste Water Treatment Plant
2. THAT the following debenture borrowing bylaws be read a third and final time:
  - Bylaw No. 08/023 – Gregoire East Sanitary Outfall
  - Bylaw No. 08/024 – Lift Station 1A – Pump Upgrades
  - Bylaw No. 08/025 – Force Mains – Lift Station 1B to Waste Water Treatment Plant

## **BYLAW NO. 08/023**

**BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AUTHORIZE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO INCUR AN INDEBTEDNESS BY THE ISSUANCE OF DEBENTURES IN THE AMOUNT OF FOURTEEN MILLION FIVE HUNDRED TWENTY THOUSAND DOLLARS (\$14,520,000.00) FOR THE PURPOSE OF THE GREGOIRE EAST SANITARY OUTFALL.**

WHEREAS the Council of the Regional Municipality of Wood Buffalo has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize the financing, undertaking and completion of the Gregoire East Sanitary Outfall;

WHEREAS the Regional Municipality of Wood Buffalo has made plans, specifications and estimates for the project and confirms the total cost of the Gregoire East Sanitary Outfall is \$14,520,000.00.

WHEREAS in order to complete the said project, it will be necessary for the Regional Municipality of Wood Buffalo to borrow the sum of \$14,520,000.00, for a period not to exceed ten (10) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred in this bylaw.

WHEREAS the principal amount of the outstanding debt of the Regional Municipality of Wood Buffalo at December 31, 2006 is \$201,896,286.00 and no part of the principal or interest is in arrears;

WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of ten (10) years;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta;

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

1. That for the purpose of the Gregoire East Sanitary Outfall the sum of FOURTEEN MILLION FIVE HUNDRED TWENTY THOUSAND DOLLARS (\$14,520,000.00) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Regional Municipality of Wood Buffalo at large, of which amount the full sum of \$14,520,000.00 is to be paid by the Regional Municipality of Wood Buffalo at large.
2. The proper officers of the Municipality are hereby authorized to issue debentures on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Gregoire East Sanitary Outfall.

3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed ten (10) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed fourteen (14) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw shall become effective when it has received third reading and been signed by the Mayor and Chief Legislative Officer.

READ a first time this 26<sup>th</sup> day of February, 2008.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

CERTIFIED A TRUE COPY

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF LEGISLATIVE OFFICER

\_\_\_\_\_  
CHIEF LEGISLATIVE OFFICER

## Debenture Schedule

Gregoire East Sanitary Outfall

Principal	\$14,520,000.00
Interest	6.00%
Term	10
Payments	\$1,972,802.75

Year	Beginning Balance	Interest	Payment	Principal	End Balance
					\$14,520,000.00
1	\$14,520,000.00	\$871,200.00	\$1,972,802.75	\$1,101,602.75	\$13,418,397.25
2	\$13,418,397.25	\$805,103.83	\$1,972,802.75	\$1,167,698.92	\$12,250,698.33
3	\$12,250,698.33	\$735,041.90	\$1,972,802.75	\$1,237,760.85	\$11,012,937.47
4	\$11,012,937.47	\$660,776.25	\$1,972,802.75	\$1,312,026.50	\$9,700,910.97
5	\$9,700,910.97	\$582,054.66	\$1,972,802.75	\$1,390,748.10	\$8,310,162.87
6	\$8,310,162.87	\$498,609.77	\$1,972,802.75	\$1,474,192.98	\$6,835,969.89
7	\$6,835,969.89	\$410,158.19	\$1,972,802.75	\$1,562,644.56	\$5,273,325.33
8	\$5,273,325.33	\$316,399.52	\$1,972,802.75	\$1,656,403.23	\$3,616,922.10
9	\$3,616,922.10	\$217,015.33	\$1,972,802.75	\$1,755,787.43	\$1,861,134.67
10	\$1,861,134.67	\$111,668.08	\$1,972,802.75	\$1,861,134.67	\$0.00
Total		Interest \$5,208,027.53	Payment \$19,728,027.53	Principal \$14,520,000.00	



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

## CAPITAL REQUEST

**PROJECT NAME** Gregoire East Sanitary Outfall **\$** **14,520,000**

**PROJECT LOCATION** Fort McMurray

**SPONSOR DEPARTMENT** Planning & Development

**SPONSOR DIVISION** Engineering Services

**MUNICIPAL FUNCTION** 42 - Sanitary Sew - Coll/Disposal

**TYPE OF PROJECT** Public Utility

Type of Cost Estimate

- ☐ Detailed (+/-15%)  
☐ Preliminary (+/-30%)  
☐ Conceptual (+/- 50%)  
☒ Strategic (+/- 100%)

Project Timeline

Pre-Design		Design		Construction or Purchase	
Start (mmm-yy)	Finish (mmm-yy)	Start (mmm-yy)	Finish (mmm-yy)	Start (mmm-yy)	Finish (mmm-yy)
Jan-08	May-08	May-08	Aug-08	Aug-08	Dec-08

### Description of Project

This proposed sanitary sewer outfall will provide new sewer capacity to the Gregoire/MacKenzie Area and relieve current sewer trunk overflow (non compliant) conditions from Beacons Hill through to Lift Station 1A. The preliminary alignment of the new Gregoire East Sanitary Outfall extends approximately 5 KM from the Gregoire Drive to Lift Station 1B. The construction methodology requires a combination of open cut and trenchless technologies.

### Additional Funding Information

Approximately 50% of estimated Project Cost may be recoverable through future growth subject to the regular updating and implementation of Offsite Levy ByLaws and the application and collection of Developer Contributions (Saline Creek Plateau and others).

Year	Annual Cost	Federal Grants	Provincial Grants	Reserve	Operating Budget	Other Sources	Debt/Future Financed
Prior	-						
2008	14,520,000						14,520,000
2009	-						
2010	-						
2011	-						
2012	-						
<b>TOTAL</b>	<b>14,520,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,520,000</b>

### Operating Costs (Savings)

	2008	2009	2010
Maintenance		50,000	100,000
Insurance		500,000	500,000
Select cost type			
Select cost type			
	-	550,000	600,000

Have operating impacts been budgeted for? Yes

### Accountability Roles

Sponsor Department Contact: Salem Abushawashi, Engineering Services

Project Lead Contact: Wayne MacIntosh, Supervisor of Development and Technical Services

Business Case Contact: Wayne MacIntosh, Supervisor of Development and Technical Services

Priority Score

**66**

## **BYLAW NO. 08/024**

**BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AUTHORIZE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO INCUR AN INDEBTEDNESS BY THE ISSUANCE OF DEBENTURES IN THE AMOUNT OF THREE MILLION NINE HUNDRED THOUSAND DOLLARS (\$3,900,000.00) FOR THE PURPOSE OF THE LIFT STATION 1A – PUMP UPGRADES.**

WHEREAS the Council of the Regional Municipality of Wood Buffalo has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize the financing, undertaking and completion of the Lift Station 1A – Pump Upgrades;

WHEREAS the Regional Municipality of Wood Buffalo has made plans, specifications and estimates for the project and confirms the total cost of the Lift Station 1A – Pump Upgrades is \$3,900,000.00.

WHEREAS in order to complete the said project, it will be necessary for the Regional Municipality of Wood Buffalo to borrow the sum of \$3,900,000.00, for a period not to exceed ten (10) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred in this bylaw.

WHEREAS the principal amount of the outstanding debt of the Regional Municipality of Wood Buffalo at December 31, 2006 is \$201,896,286.00 and no part of the principal or interest is in arrears;

WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of ten (10) years;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta;

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

1. That for the purpose of the Lift Station 1A – Pump Upgrades the sum of THREE MILLION NINE HUNDRED THOUSAND DOLLARS (\$3,900,000.00) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Regional Municipality of Wood Buffalo at large, of which amount the full sum of \$3,900,000.00 is to be paid by the Regional Municipality of Wood Buffalo at large.
2. The proper officers of the Municipality are hereby authorized to issue debentures on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Lift Station 1A – Pump Upgrades.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect,

namely semi-annual or annual equal payments of combined principal and interest installments not to exceed ten (10) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed fourteen (14) percent.

4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw shall become effective when it has received third reading and been signed by the Mayor and Chief Legislative Officer.

READ a first time this 26<sup>th</sup> day of February, 2008.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

CERTIFIED A TRUE COPY

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF LEGISLATIVE OFFICER

\_\_\_\_\_  
CHIEF LEGISLATIVE OFFICER

## Debenture Schedule

Lift Station 1A - Pump Upgrades

Principal	\$3,900,000.00
Interest	6.00%
Term	10
Payments	\$529,885.04

Year	Beginning Balance	Interest	Payment	Principal	End Balance
					\$3,900,000.00
1	\$3,900,000.00	\$234,000.00	\$529,885.04	\$295,885.04	\$3,604,114.96
2	\$3,604,114.96	\$216,246.90	\$529,885.04	\$313,638.14	\$3,290,476.82
3	\$3,290,476.82	\$197,428.61	\$529,885.04	\$332,456.43	\$2,958,020.40
4	\$2,958,020.40	\$177,481.22	\$529,885.04	\$352,403.81	\$2,605,616.58
5	\$2,605,616.58	\$156,336.99	\$529,885.04	\$373,548.04	\$2,232,068.54
6	\$2,232,068.54	\$133,924.11	\$529,885.04	\$395,960.92	\$1,836,107.62
7	\$1,836,107.62	\$110,166.46	\$529,885.04	\$419,718.58	\$1,416,389.04
8	\$1,416,389.04	\$84,983.34	\$529,885.04	\$444,901.69	\$971,487.34
9	\$971,487.34	\$58,289.24	\$529,885.04	\$471,595.80	\$499,891.54
10	\$499,891.54	\$29,993.49	\$529,885.04	\$499,891.54	\$0.00
Total		Interest \$1,398,850.37	Payment \$5,298,850.37	Principal \$3,900,000.00	



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

## CAPITAL REQUEST

**PROJECT NAME** Lift Station 1A - Pump Upgrades **\$** 3,900,000

**PROJECT LOCATION** Fort McMurray

**SPONSOR DEPARTMENT** Planning & Development

**SPONSOR DIVISION** Engineering Services

**MUNICIPAL FUNCTION** 42 - Sanitary Sew - Coll/Disposal

**TYPE OF PROJECT** Public Utility

Type of Cost Estimate

- ☐ Detailed (+/-15%)  
☐ Preliminary (+/-30%)  
☐ Conceptual (+/- 50%)  
☒ Strategic (+/- 100%)

Project Timeline

Pre-Design		Design		Construction or Purchase	
Start (mmm-yy)	Finish (mmm-yy)	Start (mmm-yy)	Finish (mmm-yy)	Start (mmm-yy)	Finish (mmm-yy)
Jul-07	Dec-07	Dec-07	Apr-08	Jun-08	Dec-08

### Description of Project

This project will increase the pumping capacity of the Lower Townsite Lift Station 1A to reduce the occurrence of overflow conditions (non compliant) and accommodate future growth. The completion of the pump upgrade is coordinated with the completion of the twin 750mm Force Mains from Lift Station 1A to Waste Water Treatment Plant.

### Additional Funding Information

Capital Costs can be fully recovered through future growth subject to the regular updating and implementation of Offsite Levy Bylaws and the application and collection of Developer Contributions.

Year	Annual Cost	Federal Grants	Provincial Grants	Reserve	Operating Budget	Other Sources	Debtenture Financed
Prior	-						
2008	3,900,000						3,900,000
2009	-						
2010	-						
2011	-						
2012	-						
<b>TOTAL</b>	<b>3,900,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,900,000</b>

### Operating Costs (Savings)

	2008	2009	2010
Maintenance		(50,000)	(100,000)
Insurance		(500,000)	(500,000)
Select cost type			
Select cost type			
	-	(550,000)	(600,000)

Have operating impacts been budgeted for? Yes

### Accountability Roles

Sponsor Department Contact: Salem Abushawashi, Engineering Services

Project Lead Contact: Wayne MacIntosh, Supervisor of Development and Technical Services

Business Case Contact: Wayne MacIntosh, Supervisor of Development and Technical Services

Priority Score

66

## **BYLAW NO. 08/025**

**BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AUTHORIZE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO INCUR AN INDEBTEDNESS BY THE ISSUANCE OF DEBENTURES IN THE AMOUNT OF THIRTY FOUR MILLION SEVEN HUNDRED FOURTY FOUR THOUSAND SIX HUNDRED FIFTY FOUR DOLLARS (\$34,744,654.00) FOR THE PURPOSE OF THE FORCEMAINS – LIFT STATION 1B TO WASTE WATER TREATMENT PLANT (WWTP).**

WHEREAS the Council of the Regional Municipality of Wood Buffalo has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize the financing, undertaking and completion of the Force mains – Lift Station 1B to Waste Water Treatment Plant (WWTP);

WHEREAS the Regional Municipality of Wood Buffalo has made plans, specifications and estimates for the project and confirms the total cost of the Force mains – Lift Station 1B to Waste Water Treatment Plant (WWTP) is \$40,000,000.00.

WHEREAS in order to complete the said project, it will be necessary for the Regional Municipality of Wood Buffalo to borrow the sum of \$34,744,654.00, for a period not to exceed ten (10) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred in this bylaw.

WHEREAS the principal amount of the outstanding debt of the Regional Municipality of Wood Buffalo at December 31, 2006 is \$201,896,286.00 and no part of the principal or interest is in arrears;

WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of ten (10) years;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta;

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

1. That for the purpose of the 2008 Force mains – Lift Station 1B to Waste Water Treatment Plant (WWTP) the sum of THIRTY FOUR MILLION SEVEN HUNDRED FOURTY FOUR THOUSAND SIX HUNDRED FIFTY FOUR DOLLARS (\$34,744,654.00) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Regional Municipality of Wood Buffalo at large, of which amount the full sum of \$34,744,654.00 is to be paid by the Regional Municipality of Wood Buffalo at large.
2. The proper officers of the Municipality are hereby authorized to issue debentures on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the

Forcemains – Lift Station 1B to Waste Water Treatment Plant.

3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed ten (10) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed fourteen (14) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw shall become effective when it has received third reading and been signed by the Mayor and Chief Legislative Officer.

READ a first time this 26<sup>th</sup> day of February, 2008.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

CERTIFIED A TRUE COPY

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF LEGISLATIVE OFFICER

\_\_\_\_\_  
CHIEF LEGISLATIVE OFFICER

## Debenture Schedule

Forcemains - Lift Station 1B to Waste Water Treatment Plant

Principal	\$34,744,654.00
Interest	6.00%
Term	10
Payments	\$4,720,685.20

Year	Beginning Balance	Interest	Payment	Principal	End Balance
					\$34,744,654.00
1	\$34,744,654.00	\$2,084,679.24	\$4,720,685.20	\$2,636,005.96	\$32,108,648.04
2	\$32,108,648.04	\$1,926,518.88	\$4,720,685.20	\$2,794,166.32	\$29,314,481.73
3	\$29,314,481.73	\$1,758,868.90	\$4,720,685.20	\$2,961,816.29	\$26,352,665.43
4	\$26,352,665.43	\$1,581,159.93	\$4,720,685.20	\$3,139,525.27	\$23,213,140.16
5	\$23,213,140.16	\$1,392,788.41	\$4,720,685.20	\$3,327,896.79	\$19,885,243.37
6	\$19,885,243.37	\$1,193,114.60	\$4,720,685.20	\$3,527,570.60	\$16,357,672.78
7	\$16,357,672.78	\$981,460.37	\$4,720,685.20	\$3,739,224.83	\$12,618,447.94
8	\$12,618,447.94	\$757,106.88	\$4,720,685.20	\$3,963,578.32	\$8,654,869.62
9	\$8,654,869.62	\$519,292.18	\$4,720,685.20	\$4,201,393.02	\$4,453,476.60
10	\$4,453,476.60	\$267,208.60	\$4,720,685.20	\$4,453,476.60	\$0.00
Total		Interest \$12,462,197.98	Payment \$47,206,851.98	Principal \$34,744,654.00	

REGIONAL MUNICIPALITY  
OF WOOD BUFFALO**CAPITAL REQUEST**

**PROJECT NAME**      **Forcemains - Lift station 1B to WWTP**      \$      **40,000,000**

**PROJECT LOCATION**      Fort McMurray

**SPONSOR DEPARTMENT**      Planning & Development

**SPONSOR DIVISION**      Engineering Services

**MUNICIPAL FUNCTION**      66 - Planning and Development

**TYPE OF PROJECT**      Public Utility

Type of Cost Estimate

- ☐ Detailed    (+/-15%)  
☐ Preliminary    (+/-30%)  
☒ Conceptual    (+/- 50%)  
☐ Strategic    (+/- 100%)

Project Timeline

Pre-Design		Design		Construction or Purchase	
Start (mmm-yy)	Finish (mmm-yy)	Start (mmm-yy)	Finish (mmm-yy)	Start (mmm-yy)	Finish (mmm-yy)
				Feb-08	Mar-09

**Description of Project**

This project involves the construction of one forcemain from Lift Station 1B to Lift Station 1A then two forcemain lines from Lift Station 1A to Waste Water Treatment Plant in addition to the Penhorwood Diversion Line. This project has been identified at this time (May 2007) as an Immediate/Interim measure to be undertaken ASAP in order to partly mitigate the pressure on the sanitary sewer collection system south of the Athabasca River as a result of new developments in these areas. A Council Report for a Bylaw amendment that includes this recommendation was approved on May 8th, 2007 Council meeting.

**Additional Funding Information**

This cost of \$40M is for the construction. Land acquisition is budgeted for by Land Management Division in a separate Business Case. MSI Grant

Year	Annual Cost	Federal Grants	Provincial Grants	Reserve	Operating Budget	Other Sources	Debtenture Financed
Prior	-						
2008	35,000,000		2,627,673				32,372,327
2009	5,000,000		2,627,673				2,372,327
2010	-						
2011	-						
2012	-						
<b>TOTAL</b>	<b>40,000,000</b>	<b>-</b>	<b>5,255,346</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>34,744,654</b>

**Operating Costs (Savings)**

	2008	2009	2010
Select cost type	-		
Select cost type			
Select cost type			
Select cost type			
Have operating impacts been budgeted for?	Yes		

**Accountability Roles**

Sponsor Department Contact: Salem Abushawashi  
 Project Lead Contact: Salem Abushawashi  
 Business Case Contact: Salem Abushawashi

Priority Score

**78**

# REGIONAL MUNICIPALITY OF WOOD BUFFALO

## COUNCIL REPORT

To:	Mayor and Council
From:	Planning and Development
Date:	March 25, 2008
Subject:	Bylaw No. 08/026 - Debenture Borrowing Bylaw – Land Acquisition

### **ISSUE:**

Approval of debenture borrowing is required in order to proceed with projects previously approved through the Capital Budget process.

### **REFERENCE:**

1. Municipal Government Act Section 251(1)
2. 2008 Capital Budget

### **HISTORY:**

A land acquisition fund in the amount of \$32,000,000 was approved by Council in the 2008 Capital Budget and identified debenture borrowing as a source of funding. The purpose of the fund is to allow the Municipality to acquire any required land.

### **ANALYSIS:**

The 2008 Capital Budget was approved on December 10, 2007 and identified debenture borrowing as a source of funding for the above-noted project.

These bylaws are brought forward for Council consideration as the Municipal Government Act requires Council approval of any borrowing. Debenture funds are drawn down by the Municipality upon conclusion of the project or whenever significant costs have been incurred. No borrowing costs are incurred if the project is delayed or does not proceed.

As the project exceeds five (5) years in duration, advertising is required in accordance with Section 251 of the Municipal Government Act.

### **ATTACHMENTS:**

1. Bylaw No. 08/026 w/amortization schedule and 2008 Capital Budget Request Sheet

### **ADMINISTRATIVE RECOMMENDATIONS:**

1. THAT Bylaw No. 08/026, being a debenture borrowing bylaw for land acquisition, be read a second time.
2. THAT Bylaw No. 08/026 be read a third and final time.

## **BYLAW NO. 08/026**

**BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AUTHORIZE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO INCUR AN INDEBTEDNESS BY THE ISSUANCE OF DEBENTURES IN THE AMOUNT OF THIRTY TWO MILLION DOLLARS (\$32,000,000.00) FOR THE PURPOSE OF LAND ACQUISITION.**

WHEREAS the Council of the Regional Municipality of Wood Buffalo has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize the financing, undertaking and completion of Land Acquisition;

WHEREAS the Regional Municipality of Wood Buffalo has made plans, specifications and estimates for the project and confirms the total cost of Land Acquisition is \$35,000,000.00.

WHEREAS in order to complete the said project, it will be necessary for the Regional Municipality of Wood Buffalo to borrow the sum of \$32,000,000.00, for a period not to exceed twenty five (25) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred in this bylaw.

WHEREAS the principal amount of the outstanding debt of the Regional Municipality of Wood Buffalo at December 31, 2006 is \$201,896,286.00 and no part of the principal or interest is in arrears;

WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of twenty five (25) years;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta;

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

1. That for the purpose of Land Acquisition the sum of THIRTY TWO MILLION DOLLARS (\$32,000,000.00) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Regional Municipality of Wood Buffalo at large, of which amount the full sum of \$32,000,000.00 is to be paid by the Regional Municipality of Wood Buffalo at large.
2. The proper officers of the Municipality are hereby authorized to issue debentures on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely Land Acquisition.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest

installments not to exceed twenty five (25) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed fourteen (14) percent.

4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw shall become effective when it has received third reading and been signed by the Mayor and Chief Legislative Officer.

READ a first time this 26<sup>th</sup> day of February, 2008.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF LEGISLATIVE OFFICER

## Debenture Schedule

### Land Acquisition

Principal	\$32,000,000.00
Interest	6.00%
Term	25
Payments	\$2,503,254.98

Year	Beginning Balance	Interest	Payment	Principal	End Balance
					\$32,000,000.00
1	\$32,000,000.00	\$1,920,000.00	\$2,503,254.98	\$583,254.98	\$31,416,745.02
2	\$31,416,745.02	\$1,885,004.70	\$2,503,254.98	\$618,250.28	\$30,798,494.74
3	\$30,798,494.74	\$1,847,909.68	\$2,503,254.98	\$655,345.30	\$30,143,149.44
4	\$30,143,149.44	\$1,808,588.97	\$2,503,254.98	\$694,666.02	\$29,448,483.42
5	\$29,448,483.42	\$1,766,909.01	\$2,503,254.98	\$736,345.98	\$28,712,137.44
6	\$28,712,137.44	\$1,722,728.25	\$2,503,254.98	\$780,526.74	\$27,931,610.71
7	\$27,931,610.71	\$1,675,896.64	\$2,503,254.98	\$827,358.34	\$27,104,252.37
8	\$27,104,252.37	\$1,626,255.14	\$2,503,254.98	\$876,999.84	\$26,227,252.53
9	\$26,227,252.53	\$1,573,635.15	\$2,503,254.98	\$929,619.83	\$25,297,632.69
10	\$25,297,632.69	\$1,517,857.96	\$2,503,254.98	\$985,397.02	\$24,312,235.67
11	\$24,312,235.67	\$1,458,734.14	\$2,503,254.98	\$1,044,520.84	\$23,267,714.83
12	\$23,267,714.83	\$1,396,062.89	\$2,503,254.98	\$1,107,192.09	\$22,160,522.74
13	\$22,160,522.74	\$1,329,631.36	\$2,503,254.98	\$1,173,623.62	\$20,986,899.12
14	\$20,986,899.12	\$1,259,213.95	\$2,503,254.98	\$1,244,041.04	\$19,742,858.08
15	\$19,742,858.08	\$1,184,571.48	\$2,503,254.98	\$1,318,683.50	\$18,424,174.59
16	\$18,424,174.59	\$1,105,450.48	\$2,503,254.98	\$1,397,804.51	\$17,026,370.08
17	\$17,026,370.08	\$1,021,582.20	\$2,503,254.98	\$1,481,672.78	\$15,544,697.30
18	\$15,544,697.30	\$932,681.84	\$2,503,254.98	\$1,570,573.14	\$13,974,124.15
19	\$13,974,124.15	\$838,447.45	\$2,503,254.98	\$1,664,807.53	\$12,309,316.62
20	\$12,309,316.62	\$738,559.00	\$2,503,254.98	\$1,764,695.99	\$10,544,620.64
21	\$10,544,620.64	\$632,677.24	\$2,503,254.98	\$1,870,577.74	\$8,674,042.89
22	\$8,674,042.89	\$520,442.57	\$2,503,254.98	\$1,982,812.41	\$6,691,230.48
23	\$6,691,230.48	\$401,473.83	\$2,503,254.98	\$2,101,781.15	\$4,589,449.33
24	\$4,589,449.33	\$275,366.96	\$2,503,254.98	\$2,227,888.02	\$2,361,561.30
25	\$2,361,561.30	\$141,693.68	\$2,503,254.98	\$2,361,561.30	\$0.00
Total		Interest \$30,581,374.57	Payment \$62,581,374.57	Principal \$32,000,000.00	



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

## CAPITAL REQUEST

**PROJECT NAME** Land acquisition **\$** 35,000,000

**PROJECT LOCATION** Fort McMurray

**SPONSOR DEPARTMENT** Planning & Development

**SPONSOR DIVISION** Land Management

**MUNICIPAL FUNCTION** 68 - Land, Housing & Bldg Rentals

**TYPE OF PROJECT** Land

Type of Cost Estimate

- ☐ Detailed (+/-15%)  
☐ Preliminary (+/-30%)  
☐ Conceptual (+/- 50%)  
☒ Strategic (+/- 100%)

Project Timeline

Pre-Design		Design		Construction or Purchase	
Start (mm-yy)	Finish (mm-yy)	Start (mm-yy)	Finish (mm-yy)	Start (mm-yy)	Finish (mm-yy)
				Jan-08	Dec-08

### Description of Project

General land acquisitions for ongoing and future projects.

### Additional Funding Information

Year	Annual Cost	Federal Grants	Provincial Grants	Reserve	Operating Budget	Other Sources	Debtenture Financed
Prior	3,000,000			3,000,000			
2008	32,000,000						32,000,000
2009	-						
2010	-						
2011	-						
2012	-						
<b>TOTAL</b>	<b>35,000,000</b>	-	-	3,000,000	-	-	32,000,000

### Operating Costs (Savings)

2008 2009 2010

Select cost type

Select cost type

Select cost type

Select cost type

Have operating impacts been budgeted for? Yes

### Accountability Roles

Sponsor Department Contact: Susan Motkaluk

Project Lead Contact: Ed Salmon, Manager, Land Services

Business Case Contact: Ed Salmon, Manager, Land Services

Priority Score

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# REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Council
From:	Regional Emergency Services
Date:	March 25, 2008
Subject:	Bylaw No. 08/021 – Debenture Borrowing Bylaw – Rural and Urban Emergency Vehicle Fleet Replacement

## **ISSUE:**

Debenture borrowing is required for the Rural and Urban Emergency Vehicle Fleet Replacement in the amount of \$2,310,000.00.

## **REFERENCE:**

2008 Capital Budget

## **HISTORY:**

The Emergency Vehicle Life Cycle Replacement Policy recommends that Urban Rescues and Pumpers be replaced every twenty (20) years, Ambulances be replaced every eight (8) years, Rural Pumper be replaced twenty-five (25) years, or sooner based upon a condition survey that evaluates the vehicle's overall serviceability as an emergency response vehicle. The following apparatus are past their life cycle due to mileage or condition survey and require replacement:

- Fort McMurray Rescue (20 yr) – 2000 – condition survey (\$820,000.00 total of 3 units)
- Fort McKay Rescue – condition survey (dollars from Rescue above)
- Wildland (20 yr) – 1969 – 39 years old (\$100,000.00 plus Wildland Reserve)
- Ambulance (8 yr) – 2001 – condition survey (mileage) (\$300,000.00)
- Ambulance (8 yr) – 2003 – condition survey mileage) (\$300,000.00)
- Fort Chipewyan Pumper (25 yr) – 1981 – 27 years old (\$320,000.00)
- Janvier Pumper (25 yr) – 1980 – 28 years old (\$350,000.00)
- Chief's Squad (8 yr) – 1999 – 9 years old (\$60,000.00)
- Squad 12 (8 yr) – 1997 – 11 years old (\$60,000.00)

## **ANALYSIS:**

The 2008 Capital Budget was approved on December 10, 2007 and identified debenture borrowing as a source of funding for the above-noted project.

This bylaw is brought forward for Council consideration as the Municipal Government Act requires Council approval of any borrowing. Debenture funds are drawn down by the Municipality only when a project commences and funds have been committed or expended, therefore, no costs are incurred if a project is delayed or does not proceed as planned.

## **BYLAW NO. 08/021**

**BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AUTHORIZE THE COUNCIL OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO INCUR AN INDEBTEDNESS BY THE ISSUANCE OF DEBENTURES IN THE AMOUNT OF TWO MILLION THREE HUNDRED TEN THOUSAND DOLLARS (\$2,310,000.00) FOR THE PURPOSE OF THE RURAL AND URBAN EMERGENCY VEHICLE FLEET REPLACEMENT.**

WHEREAS the Council of the Regional Municipality of Wood Buffalo has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize the financing, undertaking and completion of the Rural and Urban Emergency Vehicle Fleet Replacement;

WHEREAS the Regional Municipality of Wood Buffalo has made plans, specifications and estimates for the project and confirms the total cost of the Rural and Urban Emergency Vehicle Fleet Replacement is \$2,410,000.00.

WHEREAS in order to complete the said project, it will be necessary for the Regional Municipality of Wood Buffalo to borrow the sum of \$2,310,000.00, for a period not to exceed ten (10) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred in this bylaw.

WHEREAS the principal amount of the outstanding debt of the Regional Municipality of Wood Buffalo at December 31, 2006 is \$201,896,286.00 and no part of the principal or interest is in arrears;

WHEREAS the estimated lifetime of the project financed under this bylaw is equal to, or in excess of ten (10) years;

AND WHEREAS all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta;

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

1. That for the purpose of the Rural and Urban Emergency Vehicle Fleet Replacement the sum of TWO MILLION THREE HUNDRED TEN THOUSAND DOLLARS (\$2,310,000.00) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Regional Municipality of Wood Buffalo at large, of which amount the full sum of \$2,310,000.00 is to be paid by the Regional Municipality of Wood Buffalo at large.
2. The proper officers of the Municipality are hereby authorized to issue debentures on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the Rural and Urban Emergency Vehicle Fleet Replacement.

3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed ten (10) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed fourteen (14) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw shall become effective when it has received third reading and been signed by the Mayor and Chief Legislative Officer.

READ a first time this 12<sup>th</sup> day of February, A.D., 2008.

READ a second time this 25<sup>th</sup> day of March, 2008.

READ a third and final time this 25<sup>th</sup> day of March, 2008.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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MAYOR

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CHIEF LEGISLATIVE OFFICER

As the above projects exceed five (5) years in duration, advertising is required in accordance with Section 251 of the Municipal Government Act.

**ATTACHMENTS:**

1. Bylaw No. 08/021
2. Amortization Schedule
3. Capital Budget Worksheet.

**ADMINISTRATIVE RECOMMENDATION:**

1. THAT Bylaw No. 08/021, being a debenture borrowing bylaw for the Rural and Urban Emergency Vehicle Fleet Replacement, be read a second time.
2. THAT Bylaw No. 08/021 be read a third and final time.

## Debenture Schedule

Rural & Urban Emergency Vehicle Fleet Replacement

Principal	\$2,310,000.00
Interest	6.00%
Term	10
Payments	\$313,854.98

Year	Beginning Balance	Interest	Payment	Principal	End Balance
					\$2,310,000.00
1	\$2,310,000.00	\$138,600.00	\$313,854.98	\$175,254.98	\$2,134,745.02
2	\$2,134,745.02	\$128,084.70	\$313,854.98	\$185,770.28	\$1,948,974.73
3	\$1,948,974.73	\$116,938.48	\$313,854.98	\$196,916.50	\$1,752,058.23
4	\$1,752,058.23	\$105,123.49	\$313,854.98	\$208,731.49	\$1,543,326.75
5	\$1,543,326.75	\$92,599.60	\$313,854.98	\$221,255.38	\$1,322,071.37
6	\$1,322,071.37	\$79,324.28	\$313,854.98	\$234,530.70	\$1,087,540.66
7	\$1,087,540.66	\$65,252.44	\$313,854.98	\$248,602.54	\$838,938.12
8	\$838,938.12	\$50,336.29	\$313,854.98	\$263,518.70	\$575,419.43
9	\$575,419.43	\$34,525.17	\$313,854.98	\$279,329.82	\$296,089.61
10	\$296,089.61	\$17,765.38	\$313,854.98	\$296,089.61	\$0.00
Total		Interest \$828,549.83	Payment \$3,138,549.83	Principal \$2,310,000.00	



**PROJECT NAME** Rural & Urban Emergency Vehicle Fleet \$ **2,410,000**  
Replacement

**PROJECT LOCATION** Municipal-Wide Implementation

**SPONSOR DEPARTMENT** Regional Emergency Services

**SPONSOR DIVISION** Urban Emergency Services

**MUNICIPAL FUNCTION** 23 - Fire Protection

**TYPE OF PROJECT** Fleet

Type of Cost Estimate

- ☐ Detailed (+/-15%)  
☒ Preliminary (+/-30%)  
☐ Conceptual (+/- 50%)  
☐ Strategic (+/- 100%)

Project Timeline

Pre-Design		Design		Construction or Purchase	
Start (mmm-yy)	Finish (mmm-yy)	Start (mmm-yy)	Finish (mmm-yy)	Start (mmm-yy)	Finish (mmm-yy)
				Jan-08	Dec-08

### Description of Project

In 2008, the following vehicles need to be replaced: Two (2) Ambulances - \$600,000; Fort Chipewyan Pumper Truck - \$320,000; Fort MacKay Pumper Truck - \$350,000; One (1) Fort McMurray Fire Department & One (1) Ft McKay (rented) 3/4 ton truck - Light Rescue Vehicle Units & Equipment Replacement - \$820,000; Wildland Response Vehicle - \$200,000; Regional Fire Chief Vehicle Replacement - \$60,000; and Deputy Chief Fleet Replacement Vehicle - \$60,000.

### Additional Funding Information

Debenture Funding. Funding for Wildland Response Vehicle could be offset with WUI reserve funds of \$100,000. There are no additional operating costs associated with replacement vehicles.

Year	Annual Cost	Federal Grants	Provincial Grants	Reserve	Operating Budget	Other Sources	Debenture Financed
Prior	-						
2008	2,410,000					100,000	2,310,000
2009	-						
2010	-						
2011	-						
2012	-						
TOTAL	2,410,000	-	-	-	-	100,000	2,310,000

### Operating Costs (Savings)

	2008	2009	2010
Select cost type			
Select cost type			
Select cost type			
Select cost type			
	-	-	-
Have operating impacts been budgeted for?	Not applicable		

### Accountability Roles

Sponsor Department Contact: Brian Makey, Deputy Chief of Operations, Regional Emergency Services

Project Lead Contact: Brian Makey, Deputy Chief of Operations, Regional Emergency Services

Business Case Contact: Brian Makey, Deputy Chief of Operations, Regional Emergency Services

Priority Score

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# REGIONAL MUNICIPALITY OF WOOD BUFFALO

## COUNCIL REPORT

To:	Mayor and Council
From:	Planning & Development
Date:	March 25, 2008
Subject:	Request to Proceed with a 2008 Municipal Census

### **ISSUE:**

The Municipal Government Act requires a motion from Council to authorize the population count of citizens through a Census.

### **REFERENCE:**

Municipal Government Act, 63/2001 Determination of Population Regulation

### **HISTORY:**

The 2005 and 2006 Municipal Census were conducted in partnership with Keyano College. In 2007 the Municipal Census was conducted in partnership with Keyano College and a new partner, the Population Research Lab of the University of Alberta. A similar partnership will continue in 2008.

### **ALTERNATIVES:**

1. Proceed with the 2008 Census
2. Do not proceed with the 2008 Census

### **ANALYSIS:**

Population counts provided to Alberta Municipal Affairs have a direct impact on the grant funding provided to the Region. Based on our agreement with Alberta Municipal Affairs, conducting an annual Census allows for the inclusion of the shadow population. It is important to note that other local organizations use the Municipal Census as support for increased funding.

### **ADMINISTRATIVE RECOMMENDATIONS:**

THAT Administration be authorized to conduct a Municipal Census in 2008.

# REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Council
From:	Legislative and Legal Services
Date:	March 25, 2008
Subject:	Appointments to Council Committees

## **ISSUE:**

Annual appointment of residents to various Boards and Committees.

## **HISTORY:**

Each year, the Regional Municipality of Wood Buffalo undertakes a recruitment campaign to solicit applications from residents who are interested in serving on a municipal board or committee. In early 2008, the recruitment campaign was conducted from Friday, February 7<sup>th</sup> until Thursday, March 6<sup>th</sup>. The process involved advertising in local newspapers and community newsletters, distribution of flyers in rural communities, news features on local radio stations, and distribution of notification through the Chamber of Commerce's WinFax service. As a result, a total of 27 applications were received to fill 15 current and/or upcoming vacancies on four (4) boards and committees.

Applications are reviewed by a Selection Committee comprised of the Mayor and three Members of Council. The Committee met on Tuesday, March 25<sup>th</sup> to review the applications received and make recommendations with respect to appointments, in keeping with the provisions of the respective municipal bylaws.

## **ATTACHMENTS:**

1. Notes from Selection Committee Meeting – March 25, 2008

## **SELECTION COMMITTEE RECOMMENDATIONS:**

THAT the following appointments be approved:

- **Assessment Review Board** – Deborah Kerr, Maureen McDonald and Dwight McIntosh, for the period April 1-December 31, 2008; and Justyna Herman as an alternate member for the period April 1-December 31, 2008;
- **Fort McMurray Regional Airport Commission** – Nick DeHoog for the period April 1, 2008–December 31, 2008; Frances Jean and Bruce Piggott for the period April 1, 2008-December 31, 2010;
- **MacDonald Island Park Corporation** – Nick Sanders for the period April 1, 2008-December 31, 2009; and
- **Regional Advisory Committee on Inclusion, Diversity and Equality** - Colin Cartwright, Sarah Sevinj Jesulo and Tony Punko for the period April 1-December 31, 2008; and Myra MacKay, Keltie Paul and Monte Vickerson for the period April 1, 2008-December 31, 2009.