



Council Meeting

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

Tuesday, April 22, 2008
6:00 p.m.

Agenda

Call to Order

Opening Prayer

Adoption of Agenda

Minutes of Previous Meetings

- A. Regular Meeting – April 8, 2008

Delegations

- A. Brian Lutes, Wood Buffalo Housing and Development Corporation

Re: Request for approval to enter into construction mortgages

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.

Business Arising from Delegations

- A. Request for Approval to Enter into Construction Mortgages - Wood Buffalo Housing and Development Corporation

Bylaws

None Scheduled.

Reports

- A. Installation of Traffic Controls – Millennium Drive
- B. Community Plan on Homelessness and Affordable Housing Funding
- C. Ward 2 By-Election (Fort Chipewyan, Fort MacKay, Fort Fitzgerald)
- D. Wood Buffalo Housing and Development Corporation – Appointment of Treasurer
- E. Eco-Industrial Park (*report to follow*)

New and Unfinished Business

Updates

- A. Reporting of Councillors on Boards and Committees
(*Councillors Germain, Janvier, Rebus, Vyboh, and Meagher*)
- 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 LUTES	
Mailing Address:	9011 – 9915 Franklin Avenue Fort McMurray, AB	
Telephone Number:	799-4045	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:	April 22, 2007
Topic:	Palisades@ Prospect Pointe The Shores @ Meadow Creek Village Sandpiper Cove Hawthorne Heights
Please List Specific Points/Concerns: If speaking at a Public Hearing, clearly state your support or opposition to the bylaw along with any related information:	Request to move forward with financing for: <ul style="list-style-type: none"> • Palisades@ Prospect Pointe • The Shores @ Meadow Creek Village • Sandpiper Cove • Hawthorne Heights
Action Being Requested of Council:	Request Regional Council's approval to: <ol style="list-style-type: none"> 1. Enter into a construction mortgage for Palisades @ Prospect Pointe not to exceed \$11,800,000; 2. Enter into construction and long term take mortgages for The Shores @ Meadow Creek Village not to exceed \$11,200,000; 3. Enter into construction and long term take out mortgages for Sandpiper Cove not to exceed \$17,800,000; and 4. Enter into a construction mortgage for Hawthorne Heights not to exceed \$22,800,000.

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

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.

**Subject: Request for Approval to Enter into Construction Mortgages –
Wood Buffalo Housing & Development Corporation**

APPROVALS:

		<u>R. Burkard, CAO</u>
General Manager	Deputy Chief Administrative Officer	Chief Administrative Officer

Administrative Recommendation(s):

THAT the Wood Buffalo Housing and Development Corporation be authorized to enter into construction and/or long-term takeout mortgages for the following projects:

- Hawthorne Heights (Parcel D).....\$22,800,000 (maximum)
- Sandpiper Cove (Parcel D)\$17,800,000 (maximum)
- Palisades – Prospect Pointe.....\$11,800,000 (maximum)
- The Shores @ Meadow Creek Village Stage VIII\$11,200,000 (maximum)

Summary:

The Wood Buffalo Housing and Development Corporation has requested approval to enter into construction and/or long-term takeout mortgages for four of its projects. Council authorization is required for any borrowing undertaken by the Corporation.

Background:

The Wood Buffalo Housing and Development Corporation is requesting approval to proceed with securing construction and/or long-term takeout mortgages for the Hawthorne Heights, Sandpiper Cove, Palisades and Meadow Creek Village projects. The attached briefing notes (Attachments 1-4) from the Wood Buffalo Housing and Development Corporation provide a description and financial details for each of the noted projects.

Rationale for Recommendation(s):

As a member of the Wood Buffalo Housing and Development Corporation, the Municipality is required to authorize any borrowing undertaken by the Corporation. In order for the Corporation to continue operations and facilitate the provision of much-needed housing, it is recommended that approval be granted for the various construction and/or long-term takeout mortgages.

Attachments:

1. WBHDC Briefing Note – Summary of recommendations
2. WBHDC Briefing Note – Hawthorne Heights (Parcel D)
3. WBHDC Briefing Note – Sandpiper Cove (Parcel D)
4. WBHDC Briefing Note – Palisades – Prospect Pointe
5. WBHDC Briefing Note – The Shores @ Meadow Creek Village Stage VIII



Wood Buffalo Housing and Development Corporation

**BRIEFING NOTE TO
MUNICIPAL COUNCIL**

- ISSUE:** Approval from Regional Council to enter into construction and/or long term mortgages on the following Wood Buffalo Housing & Development Corporation projects:
- **Palisades @ Prospect Pointe**
 - **The Shores @ Meadow Creek Village**
 - **Sandpiper Cove**
 - **Hawthorne Heights**

BACKGROUND:

The underlying strategic goal of Wood Buffalo Housing & Development Corporation is to create "access to housing" for our designated community.

SUMMARY OF RECOMMENDATIONS:

<p>Palisades@ Prospect Point</p>	<p>1. That the Board of Directors approves the commencement of The Palisades located in Prospect Pointe subject to receipt of a Construction Tender within the proposed capital budget for the Project.</p> <p>AND</p> <p>2. That the Board of Directors seek approval of Regional Council for Wood Buffalo Housing & Development Corporation entering into a construction mortgages for the Project not to exceed \$11,800,000;</p> <p>AND</p> <p>3. That the Board of Directors authorize the signature of the Construction Contract and mortgage documents when received by the appropriate signatories and seal as applicable.</p>
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<p>The Shores @ Meadow Creek Village</p>	<ol style="list-style-type: none"> 1. That the Board of Directors approves the commencement of The Shores @ Meadow Creek Village subject to receipt of a Construction Tender within the proposed capital budget for the Project. <p>AND</p> <ol style="list-style-type: none"> 2. That the Board of Directors seek approval of Regional Council for Wood Buffalo Housing & Development Corporation entering into construction and long term takeout mortgages for the Project not to exceed \$11,200,000; <p>AND</p> <ol style="list-style-type: none"> 3. That the Board of Directors authorize the signature of the Construction Contract and mortgage documents when received by the appropriate signatories and seal as applicable.
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<p>Sandpiper Cove</p>	<ol style="list-style-type: none"> 1. That the Board of Directors approves the commencement of Sandpiper Cove located on Parcel D subject to receipt of a Construction Tender within the proposed capital budget for the Project. <p>AND</p> <ol style="list-style-type: none"> 2. That the Board of Directors seek approval of Regional Council for Wood Buffalo Housing & Development Corporation entering into construction and long term takeout mortgages for the Project not to exceed \$17,800,000. <p>AND</p> <ol style="list-style-type: none"> 3. That the Board of Directors authorize the signature of the Construction Contract and mortgage documents when received by the appropriate signatories and seal as applicable.
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<p>Hawthorne Heights</p>	<ol style="list-style-type: none"> 1. That the Board of Directors approves the commencement of Hawthorne Heights located on Parcel D subject to receipt of a Construction Tender within the proposed capital budget for the Project. <p>AND</p> <ol style="list-style-type: none"> 2. The Board of Directors seek approval of Regional Council for Wood Buffalo Housing & Development Corporation entering into a construction mortgage not to exceed \$22,800,000; <p>AND</p> <ol style="list-style-type: none"> 3. That the Board of Directors authorize the signature of the Construction Contract and loan documents when received by the appropriate signatories and seal as applicable.
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APPROVED at a meeting of the
Board of Directors on April 9, 2008.

Ravi Natt, Chair



Wood Buffalo Housing and Development Corporation

**BRIEFING NOTE TO
BOARD OF DIRECTORS**

ISSUE: Hawthorne Heights (Parcel D)

BACKGROUND:

The Corporate underlying Strategic Goal is to create "access to housing" for our designated community.

DISCUSSION:

1. Project Description

This project is located on a 7.02 acre lot in Parcel D and will consist of 108 apartments and 20 townhouse in a 'for sale' project. The units will sell at 10% below market with an affordability caveat registered against title. These units will also participate in the WBHDC second mortgage program. In addition, WBHDC will purchase approximately 48 of the units to add it its rental portfolio. The net rentals from those units will be used to offset the rental rates on all Corporation units.

2. Project Economics

The economics of the project are as follows:

i) Land:

- a. the land was granted to the Corporation for the sum of \$1.00 in 2008;
- b. The Valuation Report prepared by Altus Group dated March 17, 2008 shows the current value of this seven acre parcel as \$10,400,000;
- c. The Corporation will complete the project in 2009.

ii) Buildings:

A total of 128 units consisting of:

- 108 - 2 and 3 bedroom apartments in 3 buildings; and
- 20 Townhouses

3. Project Costs

1.	Land (est. cost to develop)		\$	376,400
2.	Development:			
	• Soft Costs	\$2,648,913		
	• 5% Contingency	<u>\$ 132,446</u>	\$	2,781,358
3.	Construction:			
	• Hard Costs	\$31,754,440		
	• 10% Contingency	\$ 3,192,084		
	• 5% Project Man Fee	<u>\$ 1,755,646</u>	\$	<u>36,868,570</u>
	TOTAL PROJECT COST			\$40,026,328

4.	Project Equity		
	Land	\$10,400,000	
	Provincial Grant @ \$150,000/ Door	<u>\$19,200,000</u>	\$29,600,000
5.	Project Value		
	Construction	\$40,026,328	
	Land	<u>\$10,400,000</u>	
	Total Project Value		\$50,049,929

6. Project Financing

A Provincial Grant in the amount of \$150,000/door has been received for a total of \$19,200,000.

The project is predicated upon a total construction cost of \$40,026,328 less 90% of grant or \$17,280,000. A construction loan in the amount of \$22,746,328 will be required. RCB will be used to finance the construction of the project. RCB construction loan to be repaid from the proceeds of sale of the units.

Project Costs	\$40,026,328
Grants (90%)	(\$17,280,000)
Construction loan	(\$22,746,328)
 Sales Proceeds	 \$48,520,000

7. Construction

Construction will take approximately 18 months to complete from the starting date, estimated to be May, 2008.

RECOMMENDATIONS:

1. **That the Board of Directors** approves the commencement of Hawthorne Heights located on Parcel D subject to receipt of a Construction Tender within the proposed capital budget for the Project.
- AND
2. **The Board of Directors** advise Regional Council of Wood Buffalo Housing & Development Corporation's intent to enter into a construction mortgage not to exceed \$22,800,000;
- AND
3. **That the Board of Directors** authorize the signature of the Construction Contract and loan documents when received by the appropriate signatories and seal as applicable.

SUBMITTED BY: David Peters
DATE: April 8, 2008

APPROVED at a meeting of the
Board of Directors on April 9, 2008.

Ravi Natt, Chair



Wood Buffalo Housing and Development Corporation

**BRIEFING NOTE TO
BOARD OF DIRECTORS**

ISSUE: Sandpiper Cove (Parcel D)

BACKGROUND:

The Corporate underlying Strategic Goal is to create "access to housing" for our designated community.

DISCUSSION:

1. Project Description

This project is located on a 6.97 acre lot in Parcel D. The project will consist of a two apartment blocks and 20 town houses. All units will be added to our rental portfolio. The Corporation, through a land grant from the province, will own the land.

2. Project Economics

The economics of the project are as follows:

i) Land:

- a. the land was granted to the Corporation for the sum of \$1.00 in 2008;
- b. The Valuation Report prepared by Altus Group dated March 17, 2008 shows the current value of this seven acre parcel as \$11,320,000;
- c. The Corporation will complete the project in 2009

ii) Buildings:

A total of 172 units consisting of:

- One 68 unit apartment building consisting of one bedroom (600 sq. ft.) and two bedroom (800 sq.ft.) units;
- One 75 unit apartment building consisting of one bedroom (600 sq. ft.) and two bedroom (800 sq. ft.) units; and
- 20 Townhouses – five 4-plex buildings. The townhouses are 1200 sq. ft. three bedroom units.

3. Project Costs

1.	Land (est. cost to develop)		\$ 420,400
2.	Development:		
	• Soft Costs	\$2,408,674	
	• 5% Contingency	<u>\$ 120,432</u>	\$ 2,529,074
3.	Construction:		
	• Hard Costs	\$32,730,528	
	• 10% Contingency	\$ 3,295,413	
	• 5% Project Man Fee	<u>\$ 1,812,477</u>	<u>\$38,062,018</u>
	TOTAL PROJECT COST		\$41,011,492

4. Project Equity			
Land	\$11,300,000		
Provincial Grant @ \$150,000/ Door	<u>\$25,800,000</u>	\$37,100,000	

5. Project Value			
Construction	\$41,011,492		
Land	<u>\$11,300,000</u>		
Total Project Value		\$52,311,491	

6. Project Financing

A Provincial Grant in the amount of \$150,000/door will be received for a total of \$25,800,000

The project is predicated upon a total construction loan of **\$17,791,492**. RBC will be used to finance the construction of the project.

7. Construction

Construction will take approximately 18 months to complete from the starting date, estimated to be in May, 2008.

RECOMMENDATIONS:

1. **That the Board of Directors** approves the commencement of Sandpiper Cove located on Parcel D subject to receipt of a Construction Tender within the proposed capital budget for the Project.

AND

2. **That the Board of Directors** advise Regional Council of Wood Buffalo Housing & Development Corporation's intent to enter into construction and long term takeout mortgages for the Project not to exceed \$17,800,000.

AND

3. **That the Board of Directors** authorize the signature of the Construction Contract and mortgage documents when received by the appropriate signatories and seal as applicable.

SUBMITTED BY: David Peters
DATE: April 8, 2008

APPROVED at a meeting of the
Board of Directors on April 9, 2008.

Ravi Natt, Chair



Wood Buffalo Housing and Development Corporation

**BRIEFING NOTE TO
BOARD OF DIRECTORS**

ISSUE: Palisades – Prospect Pointe

BACKGROUND:

The Corporate underlying Strategic Goal is to create "access to housing" for our designated community.

DISCUSSION:

1. Project Description

This project is located on a 1.8 acre lot in Prospect Pointe. The project will consist of 31 town houses for sale through the Home Ownership program. The Corporation owns the land from the Prospect Pointe deal.

2. Project Economics

The economics of the project are as follows:

i) Land:

- a. the land was purchased from GoA in 2003, development and transferred to the project at cost in 2008.
- b. The Valuation Report prepared by Altus Group dated March 17, 2008 shows the current value of this 1.8 acre parcel at \$1,400,000/acre;
- c. A proportionate share of the Global land acquisition costs will be recovered by the project; and
- d. The Corporation will complete the project in 2008/2009

ii) Buildings:

A total of 31 for sale townhouse units.

3. Project Costs

1.	Land (est. cost to develop)		\$	775,000
2.	Development:			
	• Soft Costs	\$481,397		
	• 5% Contingency	<u>\$ 24,070</u>	\$	505,467
3.	Construction:			
	• Hard Costs	\$9,105,018		
	• 10% Contingency	\$ 894,227		
	• 5% Project Man Fee	<u>\$ 491,825</u>	\$	<u>10,491,070</u>

TOTAL PROJECT COST \$11,771,537

4. Project Equity			
	Land	\$2,500,000	
	Owner Equity	\$ 442,884	
5. Project Value			
	Construction	\$11,771,537	
	Land	<u>\$ 2,500,000</u>	
	Total Project Value		\$13,776,671

6. Project Financing

The project is predicated upon a total construction cost of **\$11,771,537**. Owner equity in the amount of \$442,884 will required and RBC will be used to finance the remaining construction cost of the project. All costs of the construction will be recovered from the sale of the units to retail purchasers.

7. Construction

Construction will take approximately 18 months to complete from the starting date, estimated to be in June, 2008.

RECOMMENDATIONS:

1. **That the Board of Directors** approves the commencement of The Palisades located in Prospect Pointe subject to receipt of a Construction Tender within the proposed capital budget for the Project.
- AND
2. **That the Board of Directors** advise Regional Council of Wood Buffalo Housing & Development Corporation's intent to enter into a construction mortgage for the Project not to exceed \$11,800,000;
- AND
3. **That the Board of Directors** authorize the signature of the Construction Contract and mortgage documents when received by the appropriate signatories and seal as applicable.

SUBMITTED BY: David Peters
DATE: April 9, 2008

APPROVED at a meeting of the
Board of Directors on April 9, 2008.



Ravi Natt, Chair



Wood Buffalo Housing and Development Corporation

**BRIEFING NOTE TO
BOARD OF DIRECTORS**

ISSUE: The Shores @ Meadow Creek Village
Stage VIII

BACKGROUND:

The Corporate underlying Strategic Goal is to create "access to housing" for our designated community.

DISCUSSION:

1. Project Description

This project is one of the three last pieces of land to build on in Meadow Creek Village. The project will consist of a 38 unit for rent apartment block built on a two acre parcel of land. The Corporation, through a land grant from the province, owns the land.

2. Project Economics

The economics of the project are as follows:

i) Land:

- a. the land was granted to the Corporation for the sum of \$1.00 in 2004;
- b. The Valuation Report prepared by Altus Group dated March 17, 2008 shows the current value of this two acre parcel as \$2,400,000;
- c. A proportionate share of the global construction costs will be recovered from the project;
- d. The Corporation will complete the project in 2008/2009.

ii) Buildings:

A 38 unit for rent apartment consisting of 24 - 540 sq. ft one bedroom units and 14 - 750 sq. ft. two bedroom units.

3. Project Costs

1.	Land (est. cost to develop)		\$ 640,519
2.	Development:		
	• Soft Costs	\$888,842	
	• 5% Contingency	<u>\$ 44,442</u>	\$ 933,285
3.	Construction :		
	• Hard Costs	\$8,731,010	
	• 5% Contingency	430,551	
	• 5% Project Man Fee	<u>452,078</u>	<u>\$ 9,613,639</u>
	TOTAL PROJECT COSTS		\$11,187,443

4. **Project Equity**

Land	\$2,400,000	
Equity share of global lands	<u>\$ 417,610</u>	\$ 2,817,620

5. **Project Value**

Construction	\$11,187,442	
Land	<u>\$ 2,817,620</u>	
Total Project Value		\$13,244,543

6. **Project Financing**

The project is predicated upon a total capital cost of **\$11,187,442**. RBC will be used to finance the construction of the project.

7. **Construction**

Construction will take approximately 12 to 18 months to complete from the starting date, estimated to be in late May, 2008

RECOMMENDATIONS:

1. **That the Board of Directors** approves the commencement of The Shores @ Meadow Creek Village subject to receipt of a Construction Tender within the proposed capital budget for the Project.

AND

2. **That the Board of Directors** advise Regional Council of Wood Buffalo Housing & Development Corporation's intent to enter into construction and long term takeout mortgages for the Project not to exceed \$11,200,000;

AND

3. **That the Board of Directors** authorize the signature of the Construction Contract and mortgage documents when received by the appropriate signatories and seal as applicable.

SUBMITTED BY: David Peters
DATE: April 8, 2008

Subject: Installation of Traffic Controls – Millennium Drive

APPROVALS:

W. Holodniuk, GM

General Manager

S. Motkaluk, Deputy CAO

Deputy Chief Administrative Officer

R. Burkard, CAO

Chief Administrative Officer

Administrative Recommendation(s):

1. THAT the Regional Municipality of Wood Buffalo implement intersection improvements on Millennium Drive at the intersection of Parsons Creek Drive / Dominion Drive by installing a pedestrian activated signal.
2. THAT the 2008 Capital Budget be amended as identified in Attachment 1 – Capital Budget Amendment Request – Millennium Pedestrian Signal, dated April 22, 2008;

Summary:

The purpose of this report is to request an amendment to the 2008 Capital Budget to facilitate installation of pedestrian activated crosswalk signals on Millennium Drive at the intersection of Millennium Drive and Parsons Creek Drive / Dominion Drive.

This matter is before Council as the Municipal Government Act requires a resolution of Council to adopt a budget or budget amendment.

Background:

The Regional Municipality of Wood Buffalo has received requests from concerned parents, parent groups and school administration to install a pedestrian activated crosswalk traffic signal on Millennium Drive at the intersection of Millennium Drive and Parsons Creek Drive / Dominion Drive. Administration solicited the help of a consultant to determine if the traffic signals were warranted.

The report received from the consultant recommended the installation of pedestrian activated traffic signals. Although the recommendation was made using recognized standards and guidelines, the installation of a pedestrian signal may be precedent setting for existing and future school zones, and may be considered an increase in service levels. The Municipality will have to complete reviews for all school zones and install the same standard. If that is the case, it will mean \$2 to \$5 Million for signal installations in future years.

Alternatives:

1. Install the signals as recommended by the consultant, Associated Engineering.
2. Install a 4-way stop condition as a much less costlier option.
3. Leave the intersection as is.

Budget/Financial Implications:

The implication to the 2008 Capital Budget would be an unbudgeted amount of \$250,000 coming from the Capital Infrastructure Reserve. The implication to future year's Capital Budgets could be \$2 to \$5 Million in total for other school zones improvements and \$20,000 per intersection for annual maintenance costs.

Rationale for Recommendation(s):

The existing intersection is a two way stop condition whereby the side streets (Parsons Drive and Dominion Drive) are a stop condition and Millennium Drive is free flowing. Existing traffic volumes combined with pedestrian movements warrant a need for intersection improvement. This is based on analysis performed according to the Pedestrian Crossing Control Manual by Transportation Association of Canada. To further substantiate the warrant, the existing intersection will fail when the build-out projected traffic volumes of subdivisions to the north are realized. If a 4-way stop condition is installed, the level of service on Millennium will be significantly reduced throughout the day. The installation of the pedestrian activated signal will allow almost free flow pedestrian movement across Millennium Drive when required and facilitate free flow vehicular traffic during off-peak times for pedestrian movements. Because of the impending failure of the intersection, a full set of signals will be required at some point in the future. The pedestrian crossing signals would be an interim step to that solution.

Attachments:

1. Capital Budget Amendment Request – Millennium Pedestrian Signal
2. Capital Infrastructure Reserve Statement

**Regional Municipality of Wood Buffalo
Capital Budget Amendment Request, April 22, 2008
2008**

CURRENT PROJECT NAME: Millennium Pedestrian Signal
 AMENDED PROJECT NAME:
 SPONSOR DEPARTMENT: Operations & Maintenance Project Amendment
 SPONSOR BRANCH: Infrastructure

CURRENT PROJECT BUDGET

Unfunded capital project

Current Priority Score

42

<i>Year</i>	<i>Annual Cost</i>	<i>Fed Grants</i>	<i>Prov Grants</i>	<i>Reserves</i>	<i>Operating Budget</i>	<i>Other Sources</i>	<i>Debtenture Financed</i>
<i>Prior</i>	72,816		54,612		18,204		
<i>2008</i>	-						
<i>2009</i>	-						
<i>Thereafter</i>	-						
TOTAL	72,816	-	54,612	-	18,204	-	-

DESCRIPTION/REASONS FOR BUDGET AMENDMENT

Basic Capital Grant and Pay As You Go Reserve. Funding source is Capital Infrastructure Reserve. Parents, parent groups and school administration have requested the pedestrian signal installation. A report was received from a consultant warranting and recommending the installation. Council has placed a high priority on this project. Project was initially funded from Basic Capital Grant but the funding source has since been re-allocated to other projects. The project cost estimate has risen substantially from the original estimate.

AMENDED PROJECT BUDGET (Only required if project is new, deferred, or amended)

Funded capital project

Amended Priority Score

42

<i>Year</i>	<i>Annual Cost</i>	<i>Fed Grants</i>	<i>Prov Grants</i>	<i>Reserves</i>	<i>Operating Budget</i>	<i>Other Sources</i>	<i>Debtenture Financed</i>
<i>Prior</i>	-						
<i>2008</i>	250,000			250,000			
<i>2009</i>	-						
<i>Thereafter</i>	-						
TOTAL	250,000	-	-	250,000	-	-	-

ADDITIONAL INFORMATION

Public Works - Infrastructure Branch
Sponsor Department

Darcy Elder (Manager, Infrastructure)
Kevin Eaton (Supervisor, Road Maintenance)
Project Lead

PLEASE NOTE: Deferred projects must follow the budget process. Deferring a project to a future year does not grant pre-budget approval for that project.

**Regional Municipality of Wood Buffalo
Capital Infrastructure Reserve Summary 2008
Includes Pending Approval
As of March 11, 2008**

2008 Beginning balance ***	\$42,307,073.55	
Add:		
2008 Budgeted Tax Revenue Transfer (May 2008)	37,143,677.00	
Less:		
2008 Budgeted CIR Commitments	(55,709,602.00)	
Council Res. # 08-011 RCMP/Bylaw and Search and Rescue Warehouse	(480,000.00)	
Council Res. # 08-024 Parcel F Fill Acquisition	(500,000.00)	
Council Res # 08-033 Eco-Industrial Park Land Transfer	(1,200,000.00)	
Council Res #08-035 Archie Simpson Arena	(4,820,358.00)	
Uncommitted Reserve Balance		<u>\$16,740,790.55</u>
 <u>Pending Council Reports</u>		
Fine Arts Centre Partnership	(2,000,000.00)	
Installation of Traffic Controls - Millennium Drive	(250,000.00)	
Uncommitted Reserve Balance after Pending Items		<u><u>\$14,740,790.55</u></u>

***Note: 2008 Beginning Balance unaudited - subject to change pending finalization of 2007 year end.

REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor and Council
From:	Community Services Department
Date:	April 22, 2008
Subject:	Community Plan on Homelessness and Affordable Housing Funding Allocation

ISSUE:

In order to disperse funding related to The Community Plan on Homelessness and Affordable Housing Funding (The Plan), the Community Services Advisory Committee is submitting recommendations to Council for their approval.

REFERENCE:

1. Homeless Funding Conditional Grant Agreement between the Regional Municipality of Wood Buffalo and Alberta Municipal Affairs and Housing
2. Contribution Agreement Community Entity Model between the Regional Municipality of Wood Buffalo and the Federal Ministry of Human Resources and Social Development
3. Outreach Initiative Pilot Project Conditional Grant Agreement between the Regional Municipality of Wood Buffalo and Alberta Municipal Affairs and Housing
4. Community Services Advisory Committee Bylaw No. 06/042

HISTORY:

Since 2001, the Regional Municipality of Wood Buffalo has acted as the Community Based Organization responsible for the dispersal of funds contributed by the Federal and Provincial Governments to community organizations. The funds are dispersed based on The Plan. The funding was received from Alberta Municipal Affairs and Housing and the Federal Ministry of Human Resources and Social Development.

The Municipality, as a member of the Homelessness Initiative Steering Committee, has helped community organizations build capacity to better serve the homeless and near homeless population within the Region.

The process for notifying community organizations about the opportunity to receive funding included several community meetings with organizations who provide services to the homeless or at risk population in Fort McMurray. As well, the call for proposals was advertised in the Fort McMurray Today newspaper on three separate occasions; February 15, 2008, February 22, 2008 and February 29, 2008.

Administration received three proposals requesting a total of \$624,833.30. The amount of funding available for allocation for the 2008/2009 year is \$1,146,663.00. Administration will advertise another call for proposals in the fall 2008 for the remaining funds.

ALTERNATIVES:

1. Allocate funding based on compliant requests.
2. Do not allocate funding.

ANALYSIS:

Applications were screened for compliance with The Plan’s priorities and reviewed by a subcommittee of the Homelessness Initiative Steering Committee on March 10, 2008. All applications and recommended allocations were reviewed and approved by the Community Services Advisory Committee on March 17, 2008.

ATTACHMENTS:

1. Summary of Funding Recommendations
2. Summary of Proposals

ADMINISTRATIVE RECOMMENDATION:

THAT funding for the Community Plan on Homelessness and Affordable Housing be allocated as follows:

- Fellowship Baptist Church - Centre of Hope\$160,000.00
- Fort McMurray Association for Community Living.....\$ 58,000.00
- Fellowship Baptist Church - Centre of Hope.....\$400,000.00

**COMMUNITY PLAN ON HOMELESSNESS & AFFORDABLE HOUSING
2008/2009**

SUMMARY OF FUNDING RECOMMENDATIONS

Federal Homelessness Partnership Strategy Funding Available \$401,663.00 Provincial Homelessness Initiative Funding Available \$200,000.00					
Grant No	Organization	Priority	Amount Requested	Recommended Allocation	Percentage of request
CPH-200809-001	Fellowship Baptist Church - Centre of Hope	1	\$164,913.30	\$160,000.00	97%
CPH-200809-002	Association for Community Living	1	\$58,420.00	\$58,000.00	99%
Provincial Outreach Initiative Pilot Project Funding Available \$545,000.00					
CPH-Outreach 200809-01	Fellowship Baptist Church - Centre of Hope	1	\$401,500.00	\$400,000.00	99%

**COMMUNITY PLAN ON HOMELESSNESS & AFFORDABLE HOUSING
SUMMARY OF PROPOSALS**

Federal Homelessness Partnership Strategy 2008/09

Provincial Homelessness Initiative 2008/09

Provincial Outreach Initiative Pilot Project 2008/09

TOTAL AVAILABLE FUNDING: \$1,146,663.00

Grant	Name of Organization	Purpose	Comments
CPH-200809-001	Fellowship Baptist Church- Centre of Hope	Provide extended hours of operation to include weekends and statutory holidays. To renovate one shower/bathroom that is unusable.	This is a continuation of a proposal submitted in the 2007/08 proposals.
CPH-200809-002	Fort McMurray Association for Community Living	To assist homeless individuals who require support in order to secure a job and maintain it.	This is a continuation of a proposal submitted in the 2007/08 proposals.
CPH-Outreach 200809-01	Fellowship Baptist Church- Centre of Hope	Provide outreach services to those individuals without any housing or who are temporarily housed.	This will be the second year of the pilot project funding. This will be an essential service in helping to remove the barriers that prevent people from moving into housing.

Subject: Ward 2 By-Election (Fort Chipewyan, Fort MacKay, Fort Fitzgerald)

APPROVALS:

S. Kanzig, CLO

General Manager

K. Greig, Deputy CAO

Deputy Chief Administrative Officer

R. Burkard, CAO

Chief Administrative Officer

Administrative Recommendation(s):

1. THAT Pauline Gauthier be appointed Returning Officer for the Regional Municipality of Wood Buffalo, to conduct the 2008 Ward 2 by-election.

THAT Monday, May 12, 2008 be set as nomination day.

THAT Wednesday, June 4, 2008, between the hours of 12:00 noon and 8:00 p.m. be set as advance vote day for the 2008 Ward 2 by-election.

THAT Monday, June 9, 2008 be set as election day to hold the 2008 Ward 2 by-election; and

THAT voting stations be established on election day, June 9, 2008 at the following locations:

- Fort Chipewyan Municipal Contact Office, Fort Chipewyan,
- Fort MacKay School, Fort MacKay, and
- Smith's Landing First Nation, Fort Fitzgerald.

2. THAT Bylaw No. 08/032, being a bylaw to establish various locations to receive nominations for the 2008 Ward 2 by-election be read a first time.
3. THAT Bylaw No. 08/032 be read a second time.
4. THAT Bylaw No. 08/032 be considered for third reading.
5. THAT Bylaw No. 08/032 be read a third and final time.
6. THAT \$20,000 be utilized from the 2008 Legislative and Legal Services Department Operating Budget to fund the Ward 2 By-election.

Summary:

A by-election must be held in Ward 2 due to the recent resignation of Councillor John Chadi. A resolution of Council is required to appoint a Returning Officer, set dates for advance votes, nomination day and election day and establish voting stations. A bylaw is also required to establish locations to receive nomination.

Background:

Councillor Chadi submitted his resignation from Council, effective March 11, 2008. As the vacancy occurred more than 18 months before the next general election, the Municipal Government Act states that election day is 90 days after the vacancy occurs, unless Council sets an earlier date for a by-election.

Budget/Financial Implications:

It is estimated that the cost will be approximately \$20,000 which will be funded from the 2008 Legislative and Legal Services Department Operating Budget.

Rationale for Recommendation(s):

Based on the 90 day limit established by the Municipal Government Act, a by-election must be held by Monday, June 9, 2008. Nomination day is required to be held exactly four (4) weeks prior to election day (May 12, 2008). In order to meet the legislative requirements of the Local Authorities Election Act, Bylaw No. 08/032 is being submitted to receive all three readings.

Attachments:

1. Bylaw No. 08/032

BYLAW NO. 08/032

BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO ESTABLISH VARIOUS LOCATIONS TO RECEIVE NOMINATIONS FOR THE 2008 WARD 2 BY-ELECTION.

WHEREAS Section 28 of the Local Authorities Election Act (Alberta) allows a Municipal Council to pass a bylaw establishing locations where nominations may be received on nomination day;

AND WHEREAS the Municipal Council of the Regional Municipality of Wood Buffalo deems it appropriate to establish various locations to receive nominations between 10:00 a.m. and 12:00 noon on nomination day for the 2008 Ward 2 By-election;

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

1. For purposes of the 2008 Ward 2 By-election to be held in June, 2008, nominations may be received at the following locations:
 - Fort Chipewyan - Municipal Office
 - Fort MacKay- Fort McKay Public School
2. This Bylaw shall become effective when it receives third and final reading and has been signed by the Mayor and Chief Legislative Officer.

READ A FIRST TIME THIS DAY OF , A.D. 2008.

READ A SECOND TIME THIS DAY OF , A.D. 2008.

READ A THIRD AND FINAL TIME THIS DAY OF , A.D. 2008.

Signed and passed this day of , A.D. 2008.

CERTIFIED A TRUE COPY

MAYOR

CHIEF LEGISLATIVE OFFICER

CHIEF LEGISLATIVE OFFICER

**Subject: Wood Buffalo Housing and Development Corporation -
Appointment of Treasurer**

APPROVALS:

S. Kanzig, CLO

General Manager

K. Greig, Deputy CAO

Deputy Chief Administrative Officer

R. Burkard, CAO

Chief Administrative Officer

Administrative Recommendation(s):

THAT Mr. Keith Minaker be appointed as Treasurer of the Wood Buffalo Housing and Development Corporation for the duration of his term of office, which ends on December 31, 2010.

Summary/Background:

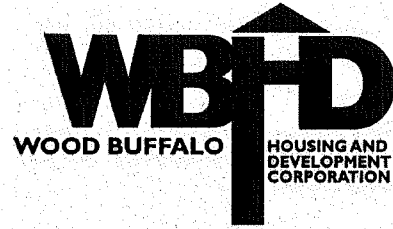
The Wood Buffalo Housing and Development Corporation has submitted a request asking that Mr. Keith Minaker be appointed as Treasurer of the Wood Buffalo Housing and Development Corporation. Council is required to approve the appointment of a Chairperson and Treasurer of the Wood Buffalo Housing and Development Corporation.

Rationale for Recommendation(s):

The Articles of Association for the Corporation require that the appointment of the Treasurer be made by resolution of Council.

Attachments:

1. Letter of Request from Wood Buffalo Housing and Development Corporation, dated March 4, 2008.



March 4, 2008

Mr. Kevin Greig
Regional Municipality of Wood Buffalo
9909 Franklin Avenue
Fort McMurray, AB T9H 2K4

Dear Sir:

**RE: Wood Buffalo Housing & Development Corporation
Appointment of Treasurer**

As you are aware, the Regional Municipality of Wood Buffalo retains the right to appoint the chairman and Treasurer for Wood Buffalo Housing & Development Corporation while the Board of Directors appoints the Vice-Chair and Secretary. The appointments are for a term of service set at the discretion of the Municipality.

At our Annual General Meeting held on August 22, 2007 the Board of Directors nominated a slate of candidates as officers of the Board – Chair, Vice-Chair, Treasurer and Secretary. Respectively the nominees were Ravi Natt, Fred Arbter, Michael Allen and David Brady.

As Mr. Allen was a successful candidate in the October Civic Election, the position of Treasurer became vacant. At a Board Meeting held on February 6, 2008 the Board nominated Keith Minaker as Treasurer and Chair of the Audit & Finance Committee.

We would request that you take forward this recommendation to the next Council meeting to have the Regional Council appoint Keith Minaker as Treasurer of the Wood Buffalo Housing & Development Corporation until the next Annual General Meeting of the Members.

Yours truly,

RAVI NATT, Chair