



Council Meeting

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray

Tuesday, September 9, 2008
6:00 p.m.

Amended Agenda

Call to Order

Opening Prayer

Adoption of Agenda

Minutes of Previous Meetings

1. Regular Meeting – August 26, 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 - None Scheduled

Reports

2. Council Expense Budget – Request for Adjustment
3. Capital Budget Amendment and Scope Change – Doug Barnes Trailhead Redevelopment

New and Unfinished Business

Updates

- Mayor's Update
- Reporting of Councillors on Boards and Committees

Adjournment

Subject: Council Expense Budget – Request for Adjustment**APPROVALS:**

Audrey Rogers, for Chief Legislative Officer

Rod Burkard, Chief Administrative Officer

Administrative Recommendation(s):

THAT Councillor David Blair be authorized to exceed his total 2008 budget allocation of \$27,500, by an additional \$19,200; and

THAT the additional budget allocation be accommodated within the existing Legislative (Council) Operating Budget.

Summary:

A request has been received from Councillor David Blair for additional budget funds for the balance of the 2008 fiscal year to facilitate participation in Council meetings and/or events. The Elected Officials Compensation, Travel, Expense and Support Policy requires Council's approval for any expenditure in excess of the total annual budget for an elected official.

Background:

Council members are assigned individual annual budgets to cover day-to-day business expenses, training and development, and vehicle repair and maintenance based on the current Compensation Policy. These budgets are reviewed on an annual basis and adjustments are recommended as deemed necessary, however, only minimal adjustments have been required since the Policy's inception.

Recently, significant increases in travel and accommodation costs, as well as an increase in the number of meetings and/or events attended, have resulted in individual budgets being consumed in a much shorter time frame than anticipated. It has become evident that current budgets are not sufficient at this time to allow Council members to handle the responsibilities vested in their position in an effective and efficient manner. In light of the above, a number of adjustments have been identified and will be brought forward for consideration through the 2009 Operating Budget process.

In addition, a budget adjustment is required to ensure that Councillor Blair is in compliance with the Policy and to enable him to conduct Council business for the balance of the year.

Subject: Capital Budget Amendment and Scope Change – Doug Barnes Trailhead Redevelopment

APPROVALS:

Carol Theberge, General Manager, Community Services

Rod Burkard, Chief Administrative Officer

Administrative Recommendation(s):

THAT the 2008 Capital Budget be amended as identified in Attachment 1 – Capital Budget Amendment Request – Doug Barnes Trailhead Redevelopment dated September 9, 2008; and

THAT the scope of work for the Doug Barnes Trailhead Redevelopment be changed to allow for the construction of a joint use facility.

Summary:

The Doug Barnes Trailhead Redevelopment Project, originally approved in the 2007 Capital Budget, included enhancements to the trailhead with improved parking, off highway vehicle restriction gates, fencing, way finding and interpretive signage, seating and site fixtures amounting to \$100,000. Instead of the identified work in the capital budget, the department proposed to construct a joint use facility (garage) in collaboration with Ptarmigan Nordic Ski Club.

Background:

The existing equipment storage area at the Doug Barnes Trailhead is in poor condition. Ptarmigan Nordic Ski Club has raised \$60,000 dollars for the construction of a new facility. The Municipality proposes to revise the scope of work to the Doug Barnes Trailhead Redevelopment Project to reallocate the 100,000.00 from the previous identified project to construct a joint use facility with Ptarmigan Nordic Ski Club. Per original scope of work identified in the Doug Barnes Trailhead Redevelopment Project will be performed as part of the Birchwood Trail Rehabilitation project approved in 2008

Rationale for Recommendation(s):

The Municipality will reduce operational costs as a result of the construction.

Attachments:

- 1) Capital Budget Amendment Request, September 9, 2008 – Doug Barnes Trailhead Redevelopment
- 2) Letter from Ptarmigan Nordic Ski Club
- 3) Approved Capital Request – Birchwood Trail Rehabilitation

**Regional Municipality of Wood Buffalo
Capital Budget Amendment Request, September 9, 2008
2008**

Attachment 1

CURRENT PROJECT NAME: Doug Barnes Trailhead Redevelopment
 AMENDED PROJECT NAME:
 SPONSOR DIVISION & DEPT: Community and Protective Services/Community Services Project Amendment
 SPONSOR BRANCH: Parks & Outdoor Rec

CURRENT PROJECT BUDGET

Funded capital project

Current Priority Score

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Operating Budget	Other Sources	Debt/Finance
Prior	100,000			100,000			
2008	-						
2009	-						
Thereafter	-						
TOTAL	100,000	-	-	100,000	-	-	-

DESCRIPTION/RATIONALE FOR BUDGET AMENDMENT

To amend the original scope of the Doug Barnes TrailHead Redevelopment project **from** parking improvement, fencing and wayfinding enhancement **to** upgrading the existing garage as it is now in very poor condition. Having a working garage on site is more efficient as it will save travel time, hence we are proposing for change in project scope. Note: The current budget is \$100K, however the cost of the proposed project with the new scope of work is worth \$160K. We have a guaranteed donation of 60K from Ptarmigan Nordic Ski Club.

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

Funded capital project

Amended Priority Score
0

Year	Annual Cost	Fed Grants	Prov Grants	Reserves	Operating Budget	Other Sources	Debt/Finance
Prior	100,000			100,000			
2008	60,000					60,000	-
2009	-						
Thereafter	-						
TOTAL	160,000	-	-	100,000	-	60,000	-

ADDITIONAL INFORMATION

Community and Protective Services/Community Services
 Sponsor Division

Ken Ball
 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.

Ptarmigan Nordic Ski Club

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Parks & Outdoor Recreation
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Email: Nina.Caines@woodbuffalo.ab.ca

Tuesday, June 17, 2008

Dear Nina,

This is to inform you that the Ptarmigan Nordic Ski Club will be contributing \$60,000.00 to the building of the Birchwood Garage Project. The funds have been set aside in our account for use toward this project. We will wait for further instruction from the Regional Municipality of Wood Buffalo in regards to when and how the funds should be transferred.

If there are any questions, please contact me at 838-7161 (cell).

Thank you,

Denise McKay
Vice President, Ptarmigan Nordic Ski Club



PROJECT NAME Birchwood Trail Rehabilitation \$ 5,375,000

PROJECT LOCATION Fort McMurray

SPONSOR DEPARTMENT Community Services

SPONSOR DIVISION Parks

MUNICIPAL FUNCTION 72 - Recreation Bldg & Facility

TYPE OF PROJECT Parks/Trails

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	Feb-08	Mar-08	Apr-08	May-08	Sep-08

Description of Project

The intent of the project is to rehabilitate the existing Birchwood trails and trail amenities which will include trail widening and brushing, bridge construction and rehabilitation, upgrade trail surface to wood chip and gravel, replace existing boardwalks, installation of way finding signage, placement of site furnishing like benches, trash receptacles and trail lighting

Additional Funding Information

CFEB Grant

Year	Annual Cost	Federal Grants	Provincial Grants	Reserve	Operating Budget	Other Sources	Debt/Finance
Prior	-						
2008	5,375,000			5,375,000			
2009	-						
2010	-						
2011	-						
2012	-						
TOTAL	5,375,000	-	-	5,375,000	-	-	-

Operating Costs (Savings)

	2008	2009	2010
Personnel costs	(4,640)	(4,640)	(4,640)
Maintenance	(4,000)	(4,000)	(4,000)
Select cost type			
Select cost type			
	(8,640)	(8,640)	(8,640)

Have operating impacts been budgeted for? Yes

Accountability Roles

Sponsor Department Contact: Stephen Clarke, Manager Community Services

Project Lead Contact: Paul Foster, Landscape Architect, Parks and Outdoor Recreation

Business Case Contact: Paul Foster, Landscape Architect, Parks and Outdoor Recreation

Priority Score

34