



## **Council Organizational Meeting**

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

Monday, October 29, 2007  
7:00 p.m.

### **Agenda**

#### Call to Order

1. Adoption of Agenda
2. 2008 Council Schedule
3. Council Committee Representation – 2007/2008
4. Deputy and Acting Mayor Roster – 2007/2008
5. Adjournment

# REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To:	Mayor and Council
From:	Legislative and Legal Services
Date:	October 29, 2007
Subject:	2008 Council Schedule

## **ISSUE:**

Legislation requires that Council review and confirm its Council meeting schedule on an annual basis.

## **REFERENCE:**

- Municipal Government Act, R.S.A. 2000, c.M-26.1
- Bylaw No. 06/020 - Procedure Bylaw
- Order In Council No. 817/94

## **HISTORY**

Both the Municipal Government Act and the Municipality's Procedure Bylaw require that Council hold an annual organizational meeting within 15 days of the third Monday in October. One of the issues which must be addressed at the organizational meeting is the setting of Council's meeting schedule for the coming year.

A need has also been identified to schedule a special Council meeting in December to address the 2008 Capital and Operating Budgets.

## **ANALYSIS:**

A review was undertaken of the current Council schedule, and it has been determined that municipal business is being effectively conducted with the current schedule of two regular meetings per month. Should the need arise, Council may also schedule special meetings to deal with urgent or emergent issues at any time throughout the year.

The community engagement model has proven to be an effective means of engaging residents in the various rural communities, therefore, it is recommended that Council continue this function, with the date of the event being determined by the hosting community. Lastly, recess periods are typically scheduled during the summer months and the winter Holiday season. In the event that an urgent or emergent issue should arise during a schedule recess period, Council would still have the option of scheduling a special meeting to deal with the matter.

Council's input was sought relative to the scheduling of meetings, recess periods and community engagements, and their feedback is represented in the recommendations.

**RECOMMENDATIONS:**

1. THAT a special Council meeting be scheduled to take place on Monday, December 10, 2007, at 6:00 p.m. in the Jubilee Centre Council Chambers, for the purpose of considering the 2008 Capital and Operating Budgets.
2. THAT regular Council meetings be held at 6:00 p.m. on the second and fourth Tuesday of each month in the Jubilee Centre Council Chambers, with the exception of Tuesday, November 11, 2008.
3. THAT 2008 Community Engagement Initiatives be held in Fort Chipewyan, Janvier and Sapræ Creek, at a date to be determined by community leaders.
4. THAT a Summer Recess be held from July 9, 2008 – August 24, 2008, and a Holiday Recess be held from December 10, 2008 – January 11, 2009.

# REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To: Mayor and Council  
From: Legislative and Legal Services  
Date: October 29, 2007  
Subject: Council Committee Representation – 2007/2008

## **ISSUE:**

Legislation requires that Council review and confirm its representation on various agencies, boards and committees on an annual basis at its organizational meeting.

## **REFERENCE:**

1. Municipal Government Act, R.S.A. 2000, c.M-26.1
2. Bylaw No. 06/020 - Procedure Bylaw

## **HISTORY:**

Both the Municipal Government Act and the Municipality's Procedure Bylaw require that Council hold an annual organizational meeting within 15 days of the third Monday in October. One of the matters which must be considered at the organizational meeting is the appointment of Council members to various agencies, boards and committees.

## **ANALYSIS:**

Administration conducted a comprehensive review of the time requirements and meeting schedule of each of the agencies, boards and committees requiring or requesting Council representation. Council's input was then sought and their feedback is represented in the recommendations.

## **RECOMMENDATIONS:**

1. THAT Council Members be appointed to represent Council on Part 9 Corporations, as follows:
  - Fort McMurray Regional Airport Commission ..... Councillor Chadi
  - MacDonald Island Park Corporation ..... Councillor Byron
  - Wood Buffalo Housing and Development Corporation ..... Councillor Allen
2. THAT Council Members be appointed to represent Council on Council Committees, as follows:
  - Business Revitalization Zone Association ..... Councillor Clarkson
  - Communities In Bloom Committee..... Councillors Blair and Meagher
  - Community Identification Committee..... Councillors Meagher and Rebus
  - Community Services Advisory Committee..... Councillor Blair

- Regional Advisory Committee on Inclusion, Diversity & Equality ..... Councillor Janvier
- Resource Development Review Committee..... Councillor Germain
- Selection Committee ..... Councillors Allen, Rebus and Vyboh

3. THAT Council Members be appointed to represent Council on external committees, as follows:

- ALPAC Landscape Advisory Committee ..... Councillor Byron
- Clearwater Heritage River Committee ..... Councillor Meagher
- Commuter Air Access Network of Alberta ..... Councillor Chadi
- Inter-City Forum on Social Policy ..... Councillor Clarkson
- Leadership Wood Buffalo ..... Councillor Clarkson
- Oil Sands Discovery Centre Advisory Committee..... Councillor Meagher
- Senior Citizens Liaison ..... Councillor Byron

# REGIONAL MUNICIPALITY OF WOOD BUFFALO COUNCIL REPORT

To: Mayor and Council  
From: Legislative and Legal Services  
Date: October 29, 2007  
Subject: Deputy and Acting Mayor Appointments – 2007/2008

## **ISSUE:**

Legislation requires that Council review and confirm its Council meeting schedule on an annual basis.

## **REFERENCE:**

1. Municipal Government Act, R.S.A. 2000, c.M-26.1
2. Bylaw No. 06/020 - Procedure Bylaw

## **HISTORY:**

Both the Municipal Government Act and the Municipality's Procedure Bylaw require that Council hold an annual organizational meeting within 15 days of the third Monday in October. One of the matters to be considered at the organizational meeting is the establishment of a Deputy and Acting Mayor Roster for the coming year.

## **ANALYSIS:**

Both the Deputy and Acting Mayor positions may require an extensive time commitment, as the expectation is that the designated individual, in the absence of the Mayor, will step in and perform the Mayor's role as required. The Mayor's position is a full time position, therefore the designate is expected to be readily available, on short notice, to perform the necessary duties, including chairing Council meetings, interacting with federal and provincial officials, public speaking, attending various meetings, ceremonies and banquets, addressing AEUB hearings and/or other provincial bodies as required.

Additionally, Council's Procedure Bylaw requires that the Deputy and Acting Mayor roster be established on a rotational basis for periods of three-months, as determined at the annual organizational meeting. Keeping the above time commitment in mind, Council's input was sought and their feedback is represented in the recommendations.

## **RECOMMENDATIONS:**

THAT the following Deputy and Acting Mayor Roster be adopted for the period November 1, 2007 until October 31, 2008:

- November 1, 2007 – January 31, 2008 .....Deputy Mayor – Clarkson; Acting Mayor - Byron
- February 1, 2008 – April 30, 2008.....Deputy Mayor – Blair; Acting Mayor - Allen
- May 1, 2008 – July 31, 2008 .....Deputy Mayor – Germain; Acting Mayor - Chadi
- August 1, 2008 – October 31, 2008 .....Deputy Mayor – Vyboh; Acting Mayor - Meagher