



Council

Jubilee Centre Council Chamber
9909 Franklin Avenue, Fort McMurray, AB T9H 2K4

Tuesday, September 11, 2018
6:00 PM

Agenda

1. **Call to Order**
2. **In-Camera Session**
 - 2.1. Advice from Officials
(in camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*)
3. **Adoption of Agenda**
4. **Minutes of Previous Meetings**
 - 4.1. Council Meeting – September 4, 2018
5. **Presentations and Delegations**
 - 5.1. Tracy With, Banister Research, and Lynda McLean, Communications and Stakeholder Relations re: 2018 Citizen Satisfaction Survey
6. **Unfinished Business**
 - 6.1. Bylaw No. 18/020 - Procedure Bylaw
 1. THAT Bylaw No. 18/020, being the Procedure Bylaw, be read a second time.
 2. THAT Bylaw No. 18/020 be read a third and final time.

7. New Business

7.1. Residential On-Street Parking Study

1. THAT Council accept recommendations to mitigate safety concern listed as item one on Attachment 1, Recommendations of Residential On-Street Parking Study, with public engagement prior to implementation.
2. THAT Council accept recommendations to mitigate safety concerns listed as items two through nine on Attachment 1, Recommendations of Residential On-Street Parking Study, Implementation by Administration.

7.2. Communities in Bloom Committee Appointments

THAT Funke Banjoko and Cathy Steeves be appointed to the Communities in Bloom Committee effective immediately to December 31, 2019.

7.3. Rescheduling of the September 25, 2018 Council Meeting

THAT the September 25, 2018 Council meeting be rescheduled to Monday, October 1, 2018.

Adjournment

Minutes of a Meeting of the Council of the Regional Municipality of Wood Buffalo held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, September 4, 2018, commencing at 6:00 PM.

Present: Don Scott, Mayor
Mike Allen, Councillor
Krista Balsom, Councillor
Bruce Inglis, Councillor
Sheila Lalonde, Councillor
Keith McGrath, Councillor
Phil Meagher, Councillor
Verna Murphy, Councillor
Jeff Peddle, Councillor
Jane Stroud, Councillor
Claris Voyageur, Councillor

Administration: Annette Antoniak, Chief Administrative Officer
Jade Brown, Chief Legislative Officer
Jamie Doyle, Deputy Chief Administrative Officer
Marc Fortais, Director, Public Works
Matthew Hough, Director, Engineering
Lynda McLean, Director, Communications and Stakeholder Relations
Brad McMurdo, Acting Director, Planning and Development
Linda Ollivier, Director, Financial Services
Susan Trylinski, Acting Director, Legal Services

Call to Order

Mayor D. Scott called the meeting to order at 3:30 p.m.

Motion to move in camera

THAT the meeting move in camera pursuant to sections 24(1), 25(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act*.

| | |
|------------------|--|
| RESULT: | CARRIED [UNANIMOUS] |
| MOVER: | Verna Murphy, Councillor |
| SECONDER: | Claris Voyageur, Councillor |
| FOR: | Scott, Balsom, Inglis, Lalonde, Murphy, Peddle, Stroud, Voyageur |

2.2. Tax Matter

(in camera pursuant to section 25(1) of the *Freedom of Information and Protection of Privacy Act*)

Arrival:

Councillor M. Allen joined the meeting at 3:33 p.m.

2.3. Litigation Update

(in camera pursuant to section 27(1) of the *Freedom of Information and Protection of Privacy Act*)

Arrival:

Councillor P. Meagher joined the meeting at 4:32 p.m.

2.4. Advice from Officials

(in camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*)

2.5. CAO Update to Council - Intergovernmental Meeting

(in camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*)

Recess:

A recess occurred from 5:30 p.m. to 6:00 p.m., at which time the meeting was reconvened in the Council Chamber.

Arrival:

Councillor K. McGrath joined the meeting at 6:00 p.m.

Motion to reconvene in public

THAT the meeting reconvene in public.

RESULT: CARRIED [UNANIMOUS]

MOVER: Phil Meagher, Councillor

SECONDER: Jeff Peddle, Councillor

FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

Adoption of Agenda

3.1. Motion to Approve Agenda

THAT the Agenda be approved as presented.

| | |
|------------------|---|
| RESULT: | CARRIED [UNANIMOUS] |
| MOVER: | Verna Murphy, Councillor |
| SECONDER: | Claris Voyageur, Councillor |
| FOR: | Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur |

Minutes of Previous Meetings

4.1. Special Council Meeting - July 9, 2018

THAT the Minutes of the Special Council Meeting held on July 9, 2018 be approved as presented.

| | |
|------------------|---|
| RESULT: | CARRIED [UNANIMOUS] |
| MOVER: | Sheila Lalonde, Councillor |
| SECONDER: | Jane Stroud, Councillor |
| FOR: | Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur |

4.2. Special Council Meeting - July 10, 2018

THAT the Minutes of the Special Council Meeting held on July 10, 2018 be approved as presented.

| | |
|------------------|---|
| RESULT: | CARRIED [UNANIMOUS] |
| MOVER: | Krista Balsom, Councillor |
| SECONDER: | Phil Meagher, Councillor |
| FOR: | Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur |

4.3. Regular Council - Meeting - July 10, 2018

THAT the Minutes of the Regular Council Meeting held on July 10, 2018 be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Phil Meagher, Councillor
SECONDER: Claris Voyageur, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

4.4. Special Council Meeting - July 23, 2018

THAT the Minutes of the Special Council Meeting held on July 23, 2018 be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Jeff Peddle, Councillor
SECONDER: Jane Stroud, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

4.5. Special Council Meeting - July 31, 2018

THAT the Minutes of the Special Council Meeting held on July 31, 2018 be approved as presented.

RESULT: CARRIED [UNANIMOUS]
MOVER: Phil Meagher, Councillor
SECONDER: Claris Voyageur, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

Unfinished Business

5.1. Bylaw No. 18/018 - Vehicle for Hire Bylaw Amendment

Brad McMurdo, Director, Planning and Development and Rich Walkinshaw, Supervisor, Bylaw Services, provided an overview of the proposed Vehicle for Hire Bylaw Amendment.

Penny Skinner, Manager, Sun Taxi, spoke in support of the proposed Bylaw.

Abdihanan Hussein, taxi driver, spoke in opposition of the proposed Bylaw, specifically as it relates to the \$3.00 surcharge being passed on to either the driver or the customer.

Councillor M. Allen put forward the following motion for consideration:

“That Bylaw No. 18/018, being an amendment to the Vehicle for Hire Bylaw be read a second time.”

Exit and Return

Councillor K. McGrath exited the Chamber at 6:58 p.m. and returned at 6:59 p.m.

Following discussion, it was agreed that additional information and further discussion was required on this matter.

Councillor M. Allen then put forward the following deferral motion:

MOTION:

THAT second reading of Bylaw No. 18/018 be deferred for a two-month period;
and

THAT Administration bring forward recommendations with respect to the Taxi Advisory Committee.

| | |
|------------------|---|
| RESULT: | CARRIED [UNANIMOUS] |
| MOVER: | Mike Allen, Councillor |
| SECONDER: | Jeff Peddle, Councillor |
| FOR: | Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur |

Council requested that Administration communicate to stakeholders the Council meeting date when this matter will be returning for consideration.

New Business

6.1. Bylaw No. 18/020 - Procedure Bylaw

MOTION:

THAT Bylaw No. 18/020, being the Procedure Bylaw, be read a first time.

RESULT: CARRIED AS FIRST READING [UNANIMOUS]
MOVER: Krista Balsom, Councillor
SECONDER: Claris Voyageur, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

6.2. Strategic Plan Progress Report, Second Quarter, 2018

Kari Donnelly, Director, Human Resources, presented the Strategic Plan Progress Report and members of the Senior Leadership Team addressed questions of Council.

MOTION:

THAT the Strategic Plan Progress Report for the second quarter of 2018 be accepted as information.

RESULT: CARRIED [UNANIMOUS]
MOVER: Mike Allen, Councillor
SECONDER: Claris Voyageur, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

6.3. Second Quarter 2018 Financial Performance Update

Linda Ollivier, Director, Financial Services, presented the 2018 Financial Performance Update.

Exit and Return

Councillor K. Balsom exited the Chamber at 7:42 p.m. and returned at 7:44 p.m.
Councillor S. Lalonde exited the Chamber at 8:04 p.m. and returned at 8:06 p.m.

MOTION:

THAT the Second Quarter 2018 Financial Performance Update be accepted as information.

RESULT: CARRIED [UNANIMOUS]
MOVER: Phil Meagher, Councillor
SECONDER: Jeff Peddle, Councillor
FOR: Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur

Through discussion, Council requested that Administration provide Council with a detailed breakdown of the \$18M surplus identified in this report.

6.4. 2018 Q2 Capital Budget Fiscal Amendments Update

Linda Ollivier, Director, Financial Services, presented the 2018 Second Quarter Capital Budget Fiscal Amendments Update.

Exit and Return

Councillor B. Inglis exited the Chamber at 8:16 p.m. and returned at 8:18 p.m.

MOTION:

THAT the 2018 Q2 Capital Budget Fiscal Amendments update, as summarized on Attachment #1 (2018 Capital Budget Fiscal Amendments, dated June 30, 2018), be accepted as information.

| | |
|------------------|---|
| RESULT: | CARRIED [UNANIMOUS] |
| MOVER: | Phil Meagher, Councillor |
| SECONDER: | Claris Voyageur, Councillor |
| FOR: | Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur |

6.5. 2017 Tax Relief Request for 165 Black Bear Crescent, Fort McMurray and 101 Garson Place, Fort McMurray

Philip Schofield, Regional Assessor, spoke to the recommendations before Council related to 2017 tax relief requests.

MOTION:

THAT the request for cancellation of the 2017 municipal tax portion for 165 Black Bear Crescent, Fort McMurray in the amount of \$81.65, be approved.

| | |
|------------------|---|
| RESULT: | CARRIED [UNANIMOUS] |
| MOVER: | Phil Meagher, Councillor |
| SECONDER: | Claris Voyageur, Councillor |
| FOR: | Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur |

Councillor P. Meagher put forward the following motion for consideration:

“THAT the request for cancellation of the tax penalty imposed under Bylaw 95/041 (tax penalty) on property located at 101 Garson Place, Fort McMurray be denied.”

Councillor M. Allen then put forward the following amending motion for consideration:

THAT the motion be amended by deleting the words “be denied” and inserting the words “be approved”; and by adding the following:

THAT Administration be directed to develop and bring forward a policy to address special circumstances in the future.

| | |
|------------------|--|
| RESULT: | CARRIED [10 TO 1] |
| MOVER: | Mike Allen, Councillor |
| SECONDER: | Claris Voyageur, Councillor |
| FOR: | Scott, Allen, Balsom, Inglis, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur |
| AGAINST: | Lalonde |

Voting then occurred on the original motion, as amended:

MOTION:

THAT the request for cancellation of the tax penalty imposed under Bylaw 95/041 (tax penalty) on property located at 101 Garson Place, Fort McMurray be approved, and

THAT Administration be directed to develop and bring forward a policy to address special circumstances in the future.

| | |
|------------------|--|
| RESULT: | CARRIED [10 TO 1] |
| MOVER: | Phil Meagher, Councillor |
| SECONDER: | Claris Voyageur, Councillor |
| FOR: | Scott, Allen, Balsom, Inglis, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur |
| AGAINST: | Lalonde |

6.6. Tax Relief request for Years 2011 - 2018 at 185 Northland Drive, Conklin

Phillip Schofield, Regional Assessor, provided an overview of the report related to tax relief request for 185 Northland Drive, Conklin.

Jeffrey O'Donnell, Rural Coalition and Tanis Robillard, property owner, spoke in opposition to the recommendation before Council and provided information to Council, with respect to the property in question.

Councillor P. Meagher put forward the following motion for consideration:

“THAT the request for tax relief, in the amount of \$22,565.58, for the property located at 185 Northland Drive in Conklin, be denied”.

Exits and Returns

Councillor K. Balsom exited the Chamber at 8:45 p.m. and returned at 8:47 p.m.

Councillor K. McGrath exited the Chamber at 8:46 p.m. and returned at 8:47 p.m.

Recess

A recess occurred between 8:57 p.m. and 9:08 p.m. during which time the information provided by the presenters (handout) was distributed to Council.

Following discussion, Councillor M. Allen put forward the following deferral motion for consideration:

MOTION:

THAT the report Tax Relief Request for Years 2011 - 2018 at 185 Northland Drive, Conklin be deferred to October 1, 2018.

| | |
|------------------|---|
| RESULT: | CARRIED [10 TO 1] |
| MOVER: | Mike Allen, Councillor |
| SECONDER: | Bruce Inglis, Councillor |
| FOR: | Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Voyageur |
| AGAINST: | Stroud |

Council requested that Administration provide a detailed breakdown of the amount of the relief requested, confirmation of how assessment values were established on an annual basis and confirmation that the property owner received assessment notices.

Adjournment

The meeting adjourned at 9:43 p.m.

Mayor

Chief Legislative Officer

Regional Municipality of Wood Buffalo

2018 Citizen Satisfaction Survey
Presentation of Results



Banister
Research

September 11, 2018

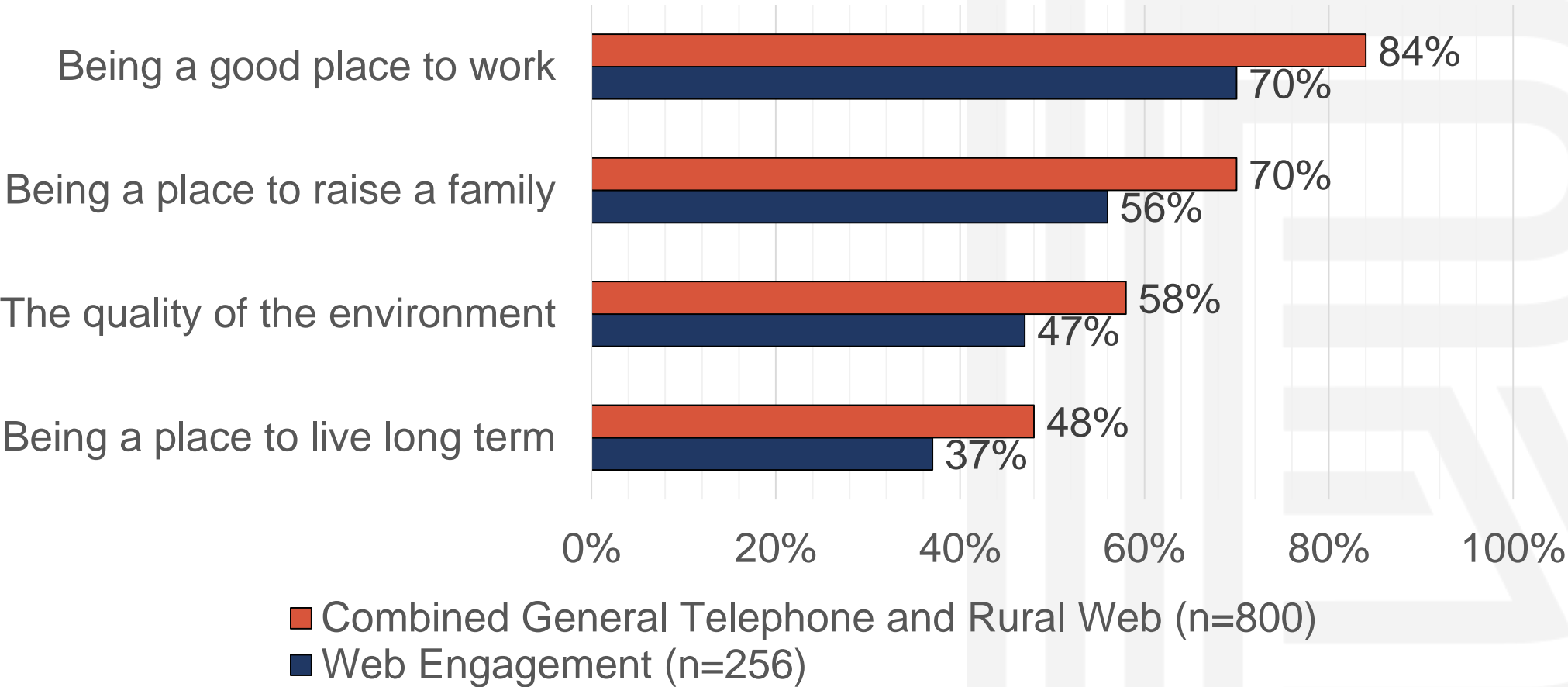
Study Background and Methodology

The Regional Municipality of Wood Buffalo contracted Banister Research to conduct a Citizen Satisfaction Survey from June 26 to July 18 to help the RMWB better understand the needs and concerns of its residents.

- Total 800 surveys:
 - 733 were completed by residents of Fort McMurray.
 - 67 were completed by those in rural areas.
- Margin of error no greater than ± 3.5 at the 95% confidence level.
- Results were weighted by age and gender.
- As a public engagement opportunity, a separate web-based survey was open to the general public: 256 surveys were completed.

Overall Perceptions

How would you rate the region in terms of...*

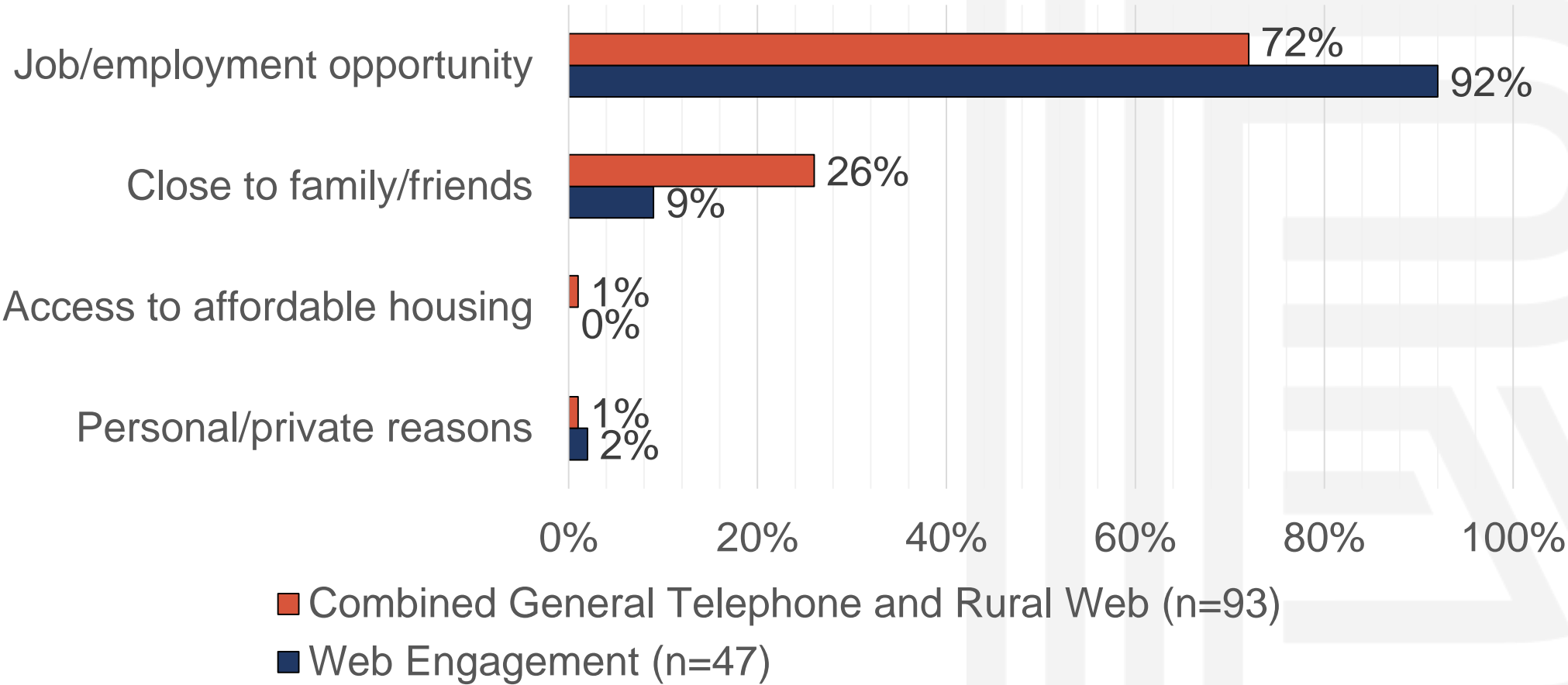


*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)



Quality of Life

Why did you move to the RMWB? (Top Responses)



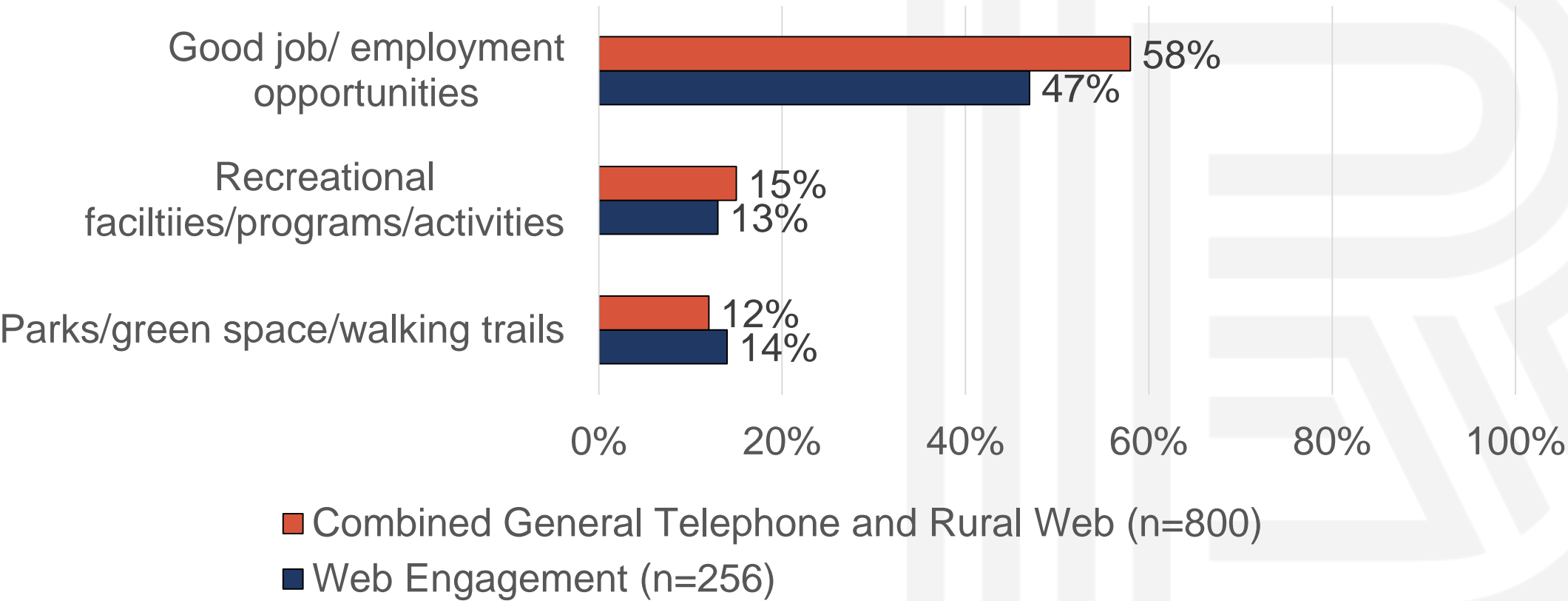
Attachment: RMWB Presentation_Sept. 11 final (2018 Citizen Satisfaction Survey)



*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)

Quality of Life

Top Factors Contributing Positively to Quality of Life

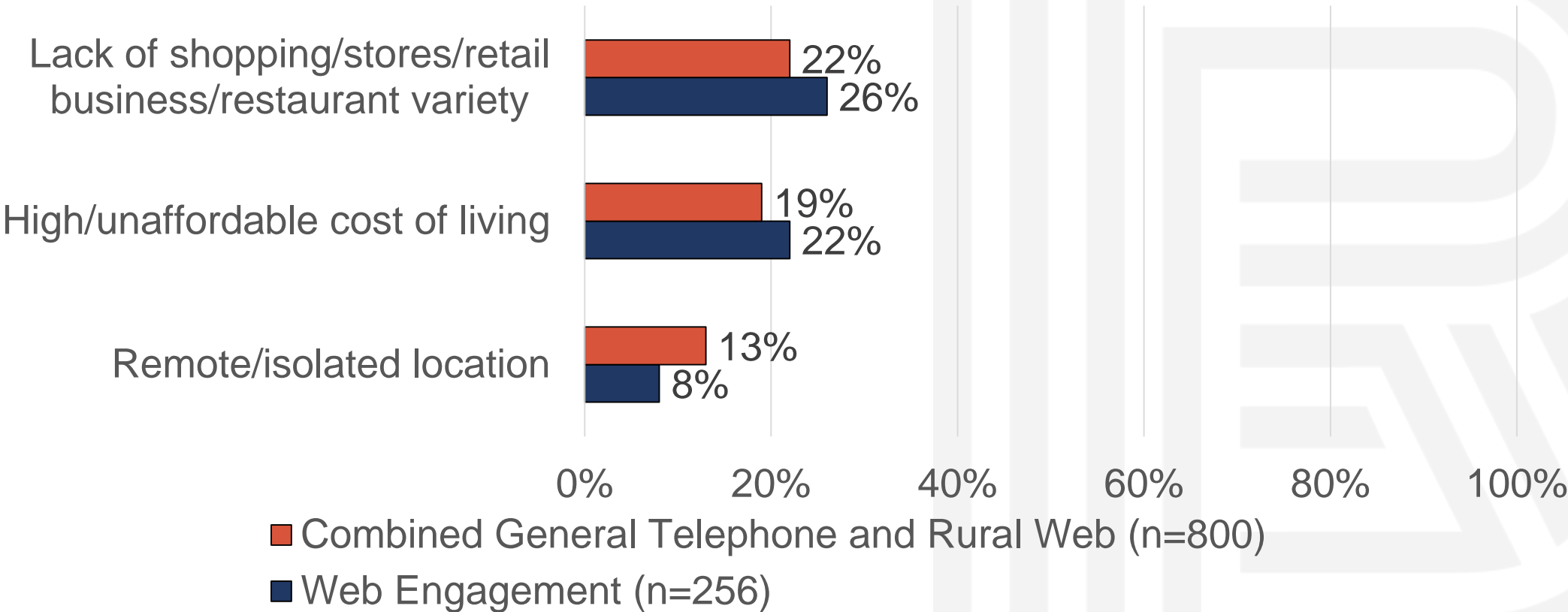


Attachment: RMWB Presentation_Sept. 11 final (2018 Citizen Satisfaction Survey)



Quality of Life

Top Factors Contributing Negatively to Quality of Life

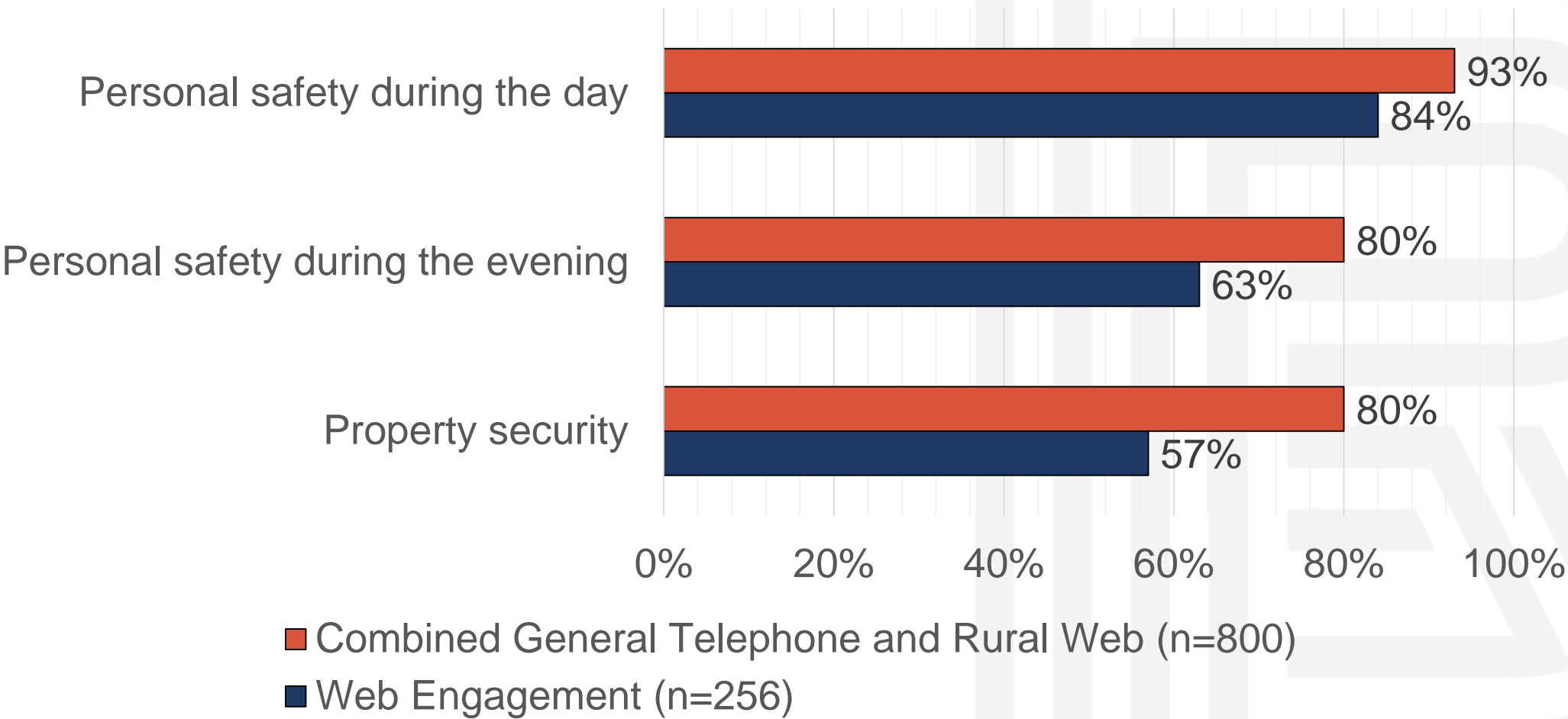


Attachment: RMWB Presentation_Sept. 11 final (2018 Citizen Satisfaction Survey)



Safety

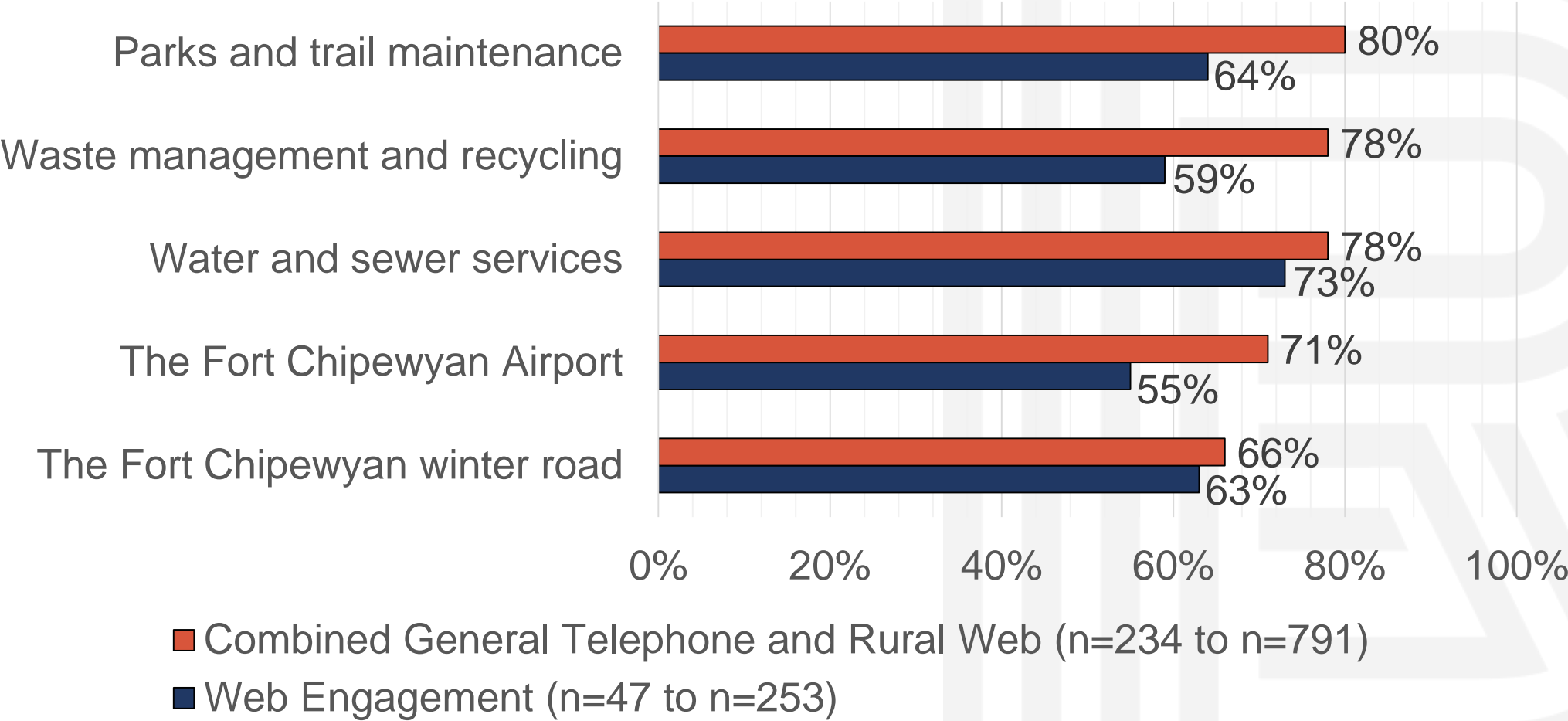
How would you rate your level of...?*



*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)



Satisfaction with Municipal Services

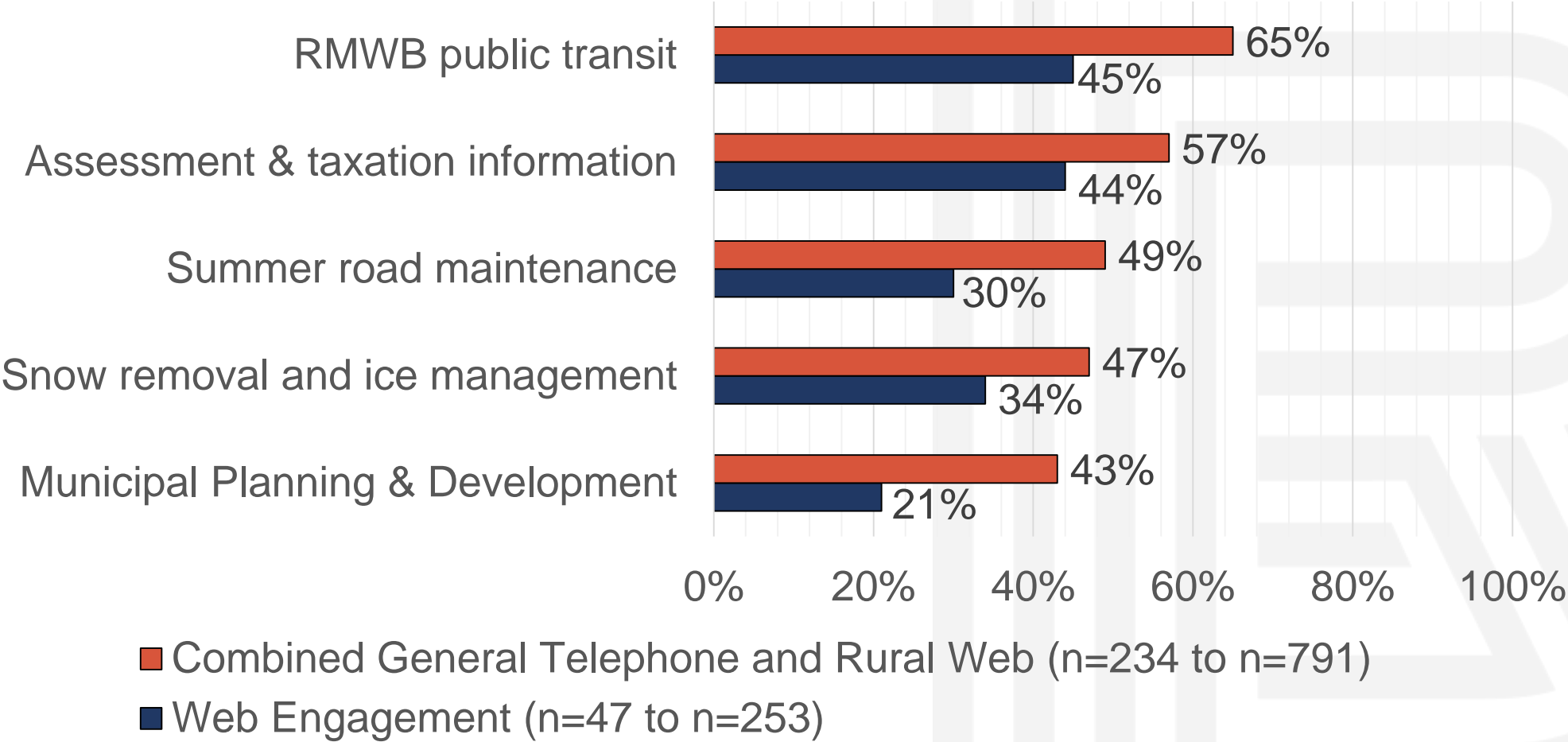


Attachment: RMWB Presentation_Sept. 11 final (2018 Citizen Satisfaction Survey)



*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)
Base: Excludes “Don’t know/Not stated” responses

Satisfaction with Municipal Services (cont'd)



Attachment: RMWB Presentation_Sept. 11 final (2018 Citizen Satisfaction Survey)

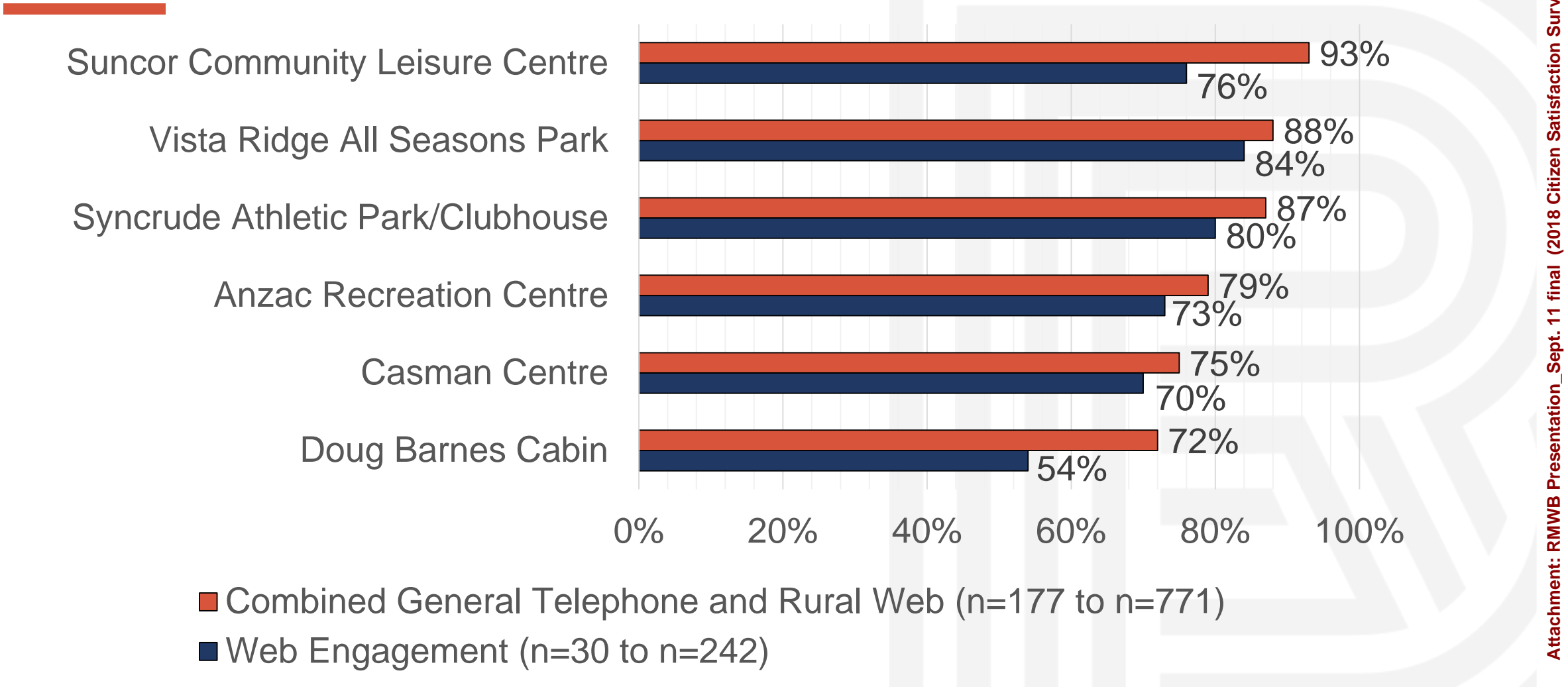


*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)
Base: Excludes "Don't know/Not stated" responses

Satisfaction versus Importance:

- Telephone and web respondents identified the following as **strengths** (higher than average satisfaction and importance):
 - Parks and trail maintenance
 - Waste management and recycling
 - Water and sewer services
- The following were identified as **areas for improvement** (higher than average importance, but lower than average satisfaction):
 - Municipal planning and development
 - Snow removal and ice management

Satisfaction with Municipal Facilities

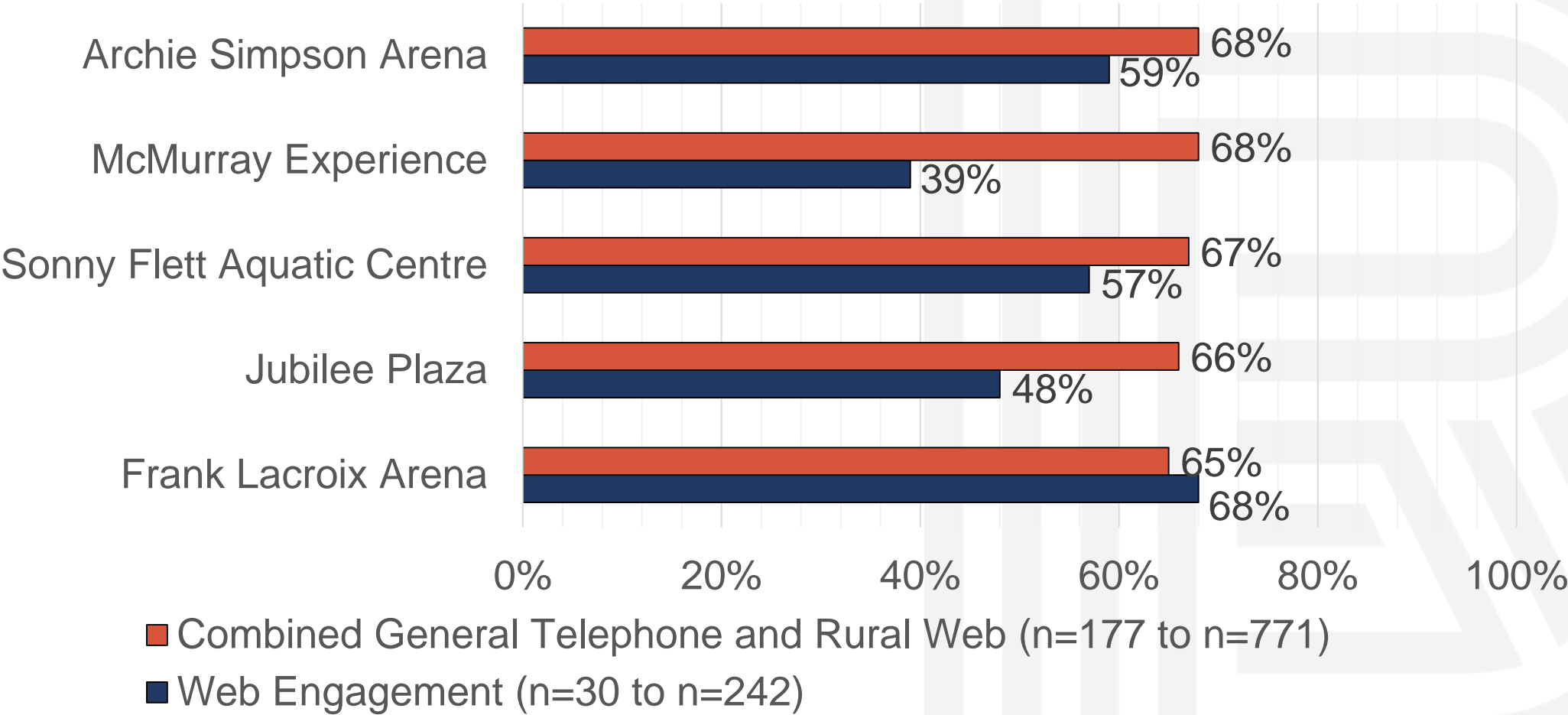


Attachment: RMWB Presentation_Sept. 11 final (2018 Citizen Satisfaction Survey)



*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)
Base: Excludes "Don't know/Not stated" responses

Satisfaction with Municipal Facilities (cont'd)

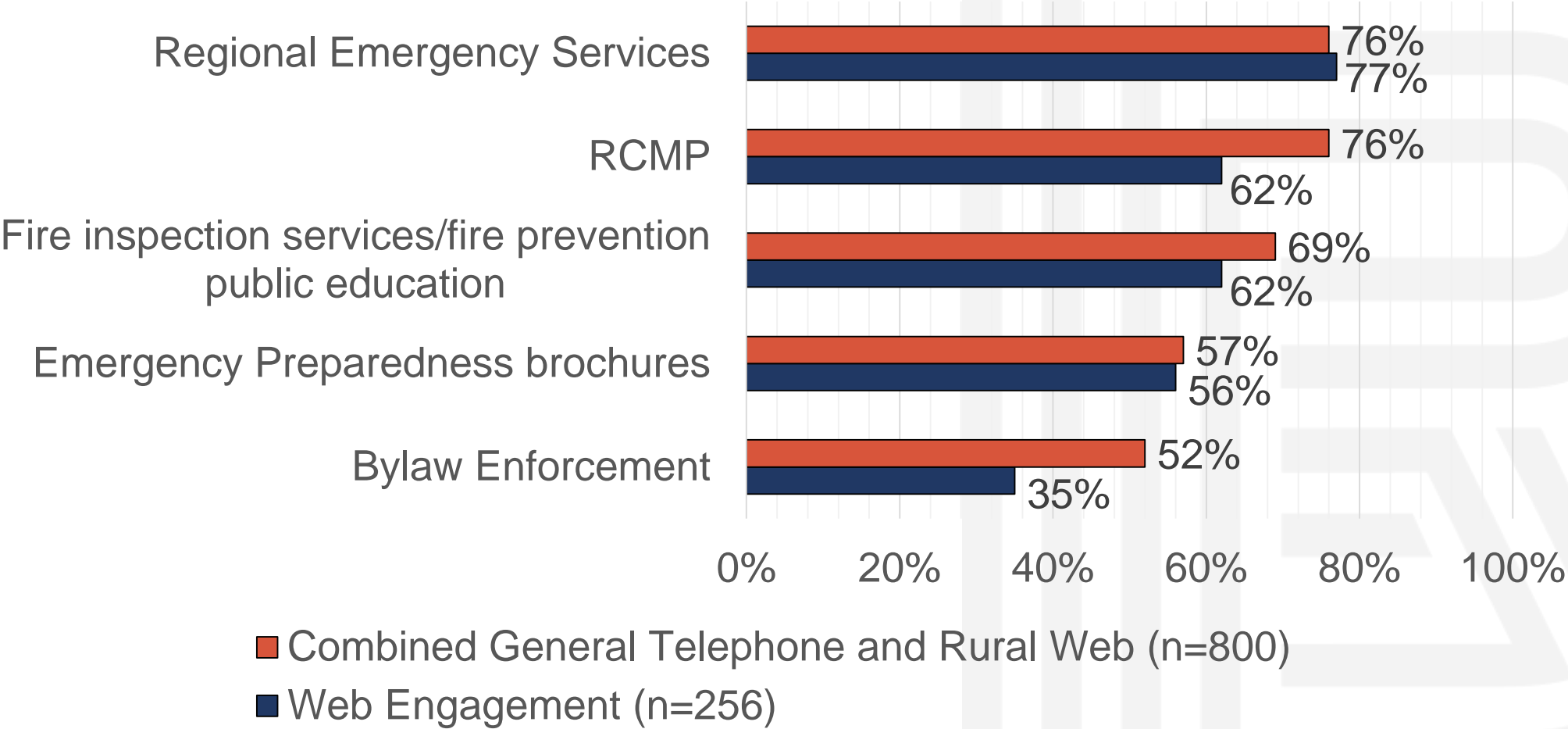


Attachment: RMWB Presentation_Sept. 11 final (2018 Citizen Satisfaction Survey)



*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)
Base: Excludes "Don't know/Not stated" responses

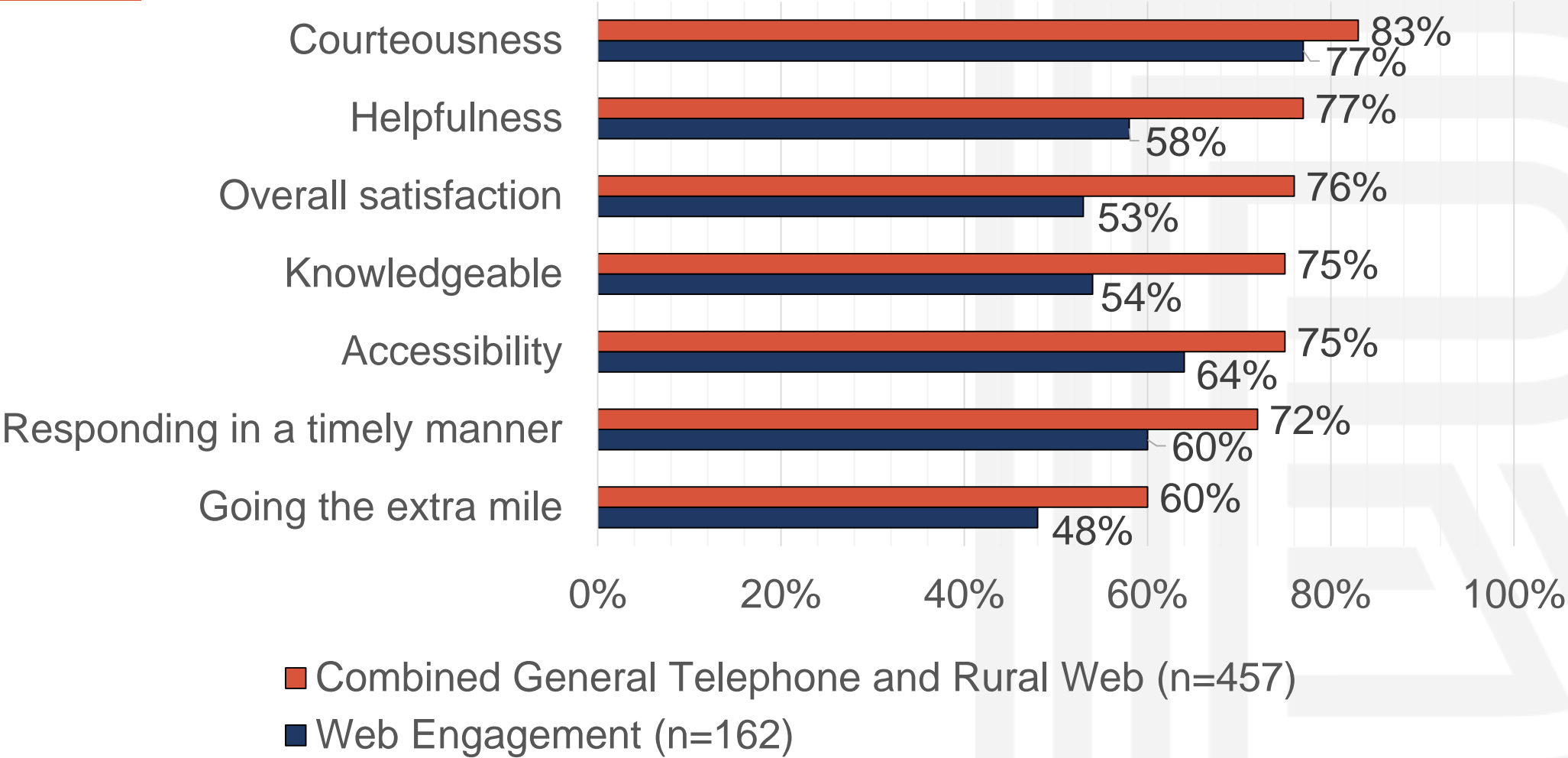
Satisfaction with Municipal Emergency Services



*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)



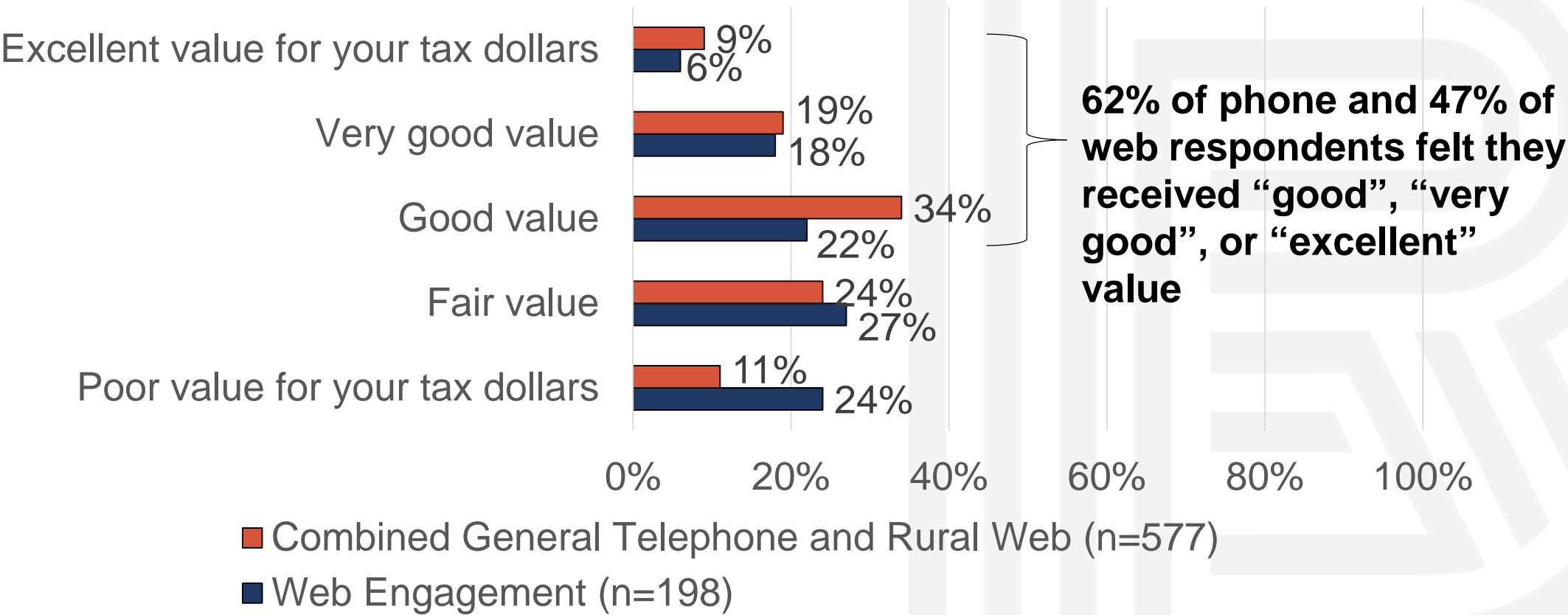
Municipal Employees: Customer Service Ratings



Base: Respondents who had contacted an RMWB employee in the last 12 months
*Percent of respondents were satisfied with each (ratings of 4 to 5 out of 5)

Perceived Value for Tax Dollars

Thinking about the amount of your tax bill that pays for services, would you say you receive...?



Attachment: RMWB Presentation_Sept. 11 final (2018 Citizen Satisfaction Survey)



Perceived Value of Tax Dollars

- The preferred tax strategies were to “maintain residential taxes at current levels (which could result in decreased services)” (42% phone; 24% web) or an inflationary or cost-of-living increase (25% phone; 23% web).



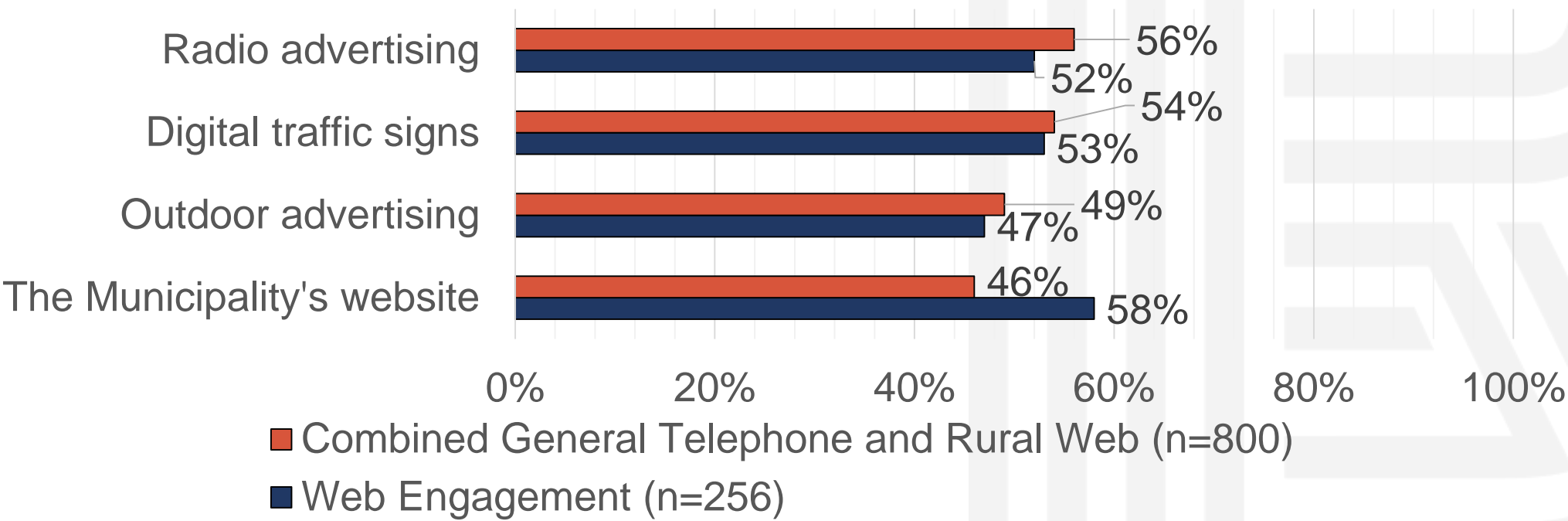
Issues facing Regional Council

- Respondents felt that the most important issues facing Regional Council today include:
 - Rebuilding and recovering after the wildfire (9% phone; 7% web)
 - Too many temporary residents / workers (8% phone; 7% web)
 - High / expensive taxes (6% phone; 7% web)
 - Poor fiscal responsibility / wasteful / too much spending / not staying within budget (6% phone; 9% web)



Communications

Thinking about the Municipality’s public communications efforts during the last 12 months, how **effective** were the following communication campaigns in influencing your behaviours, beliefs, attitudes or decisions?*

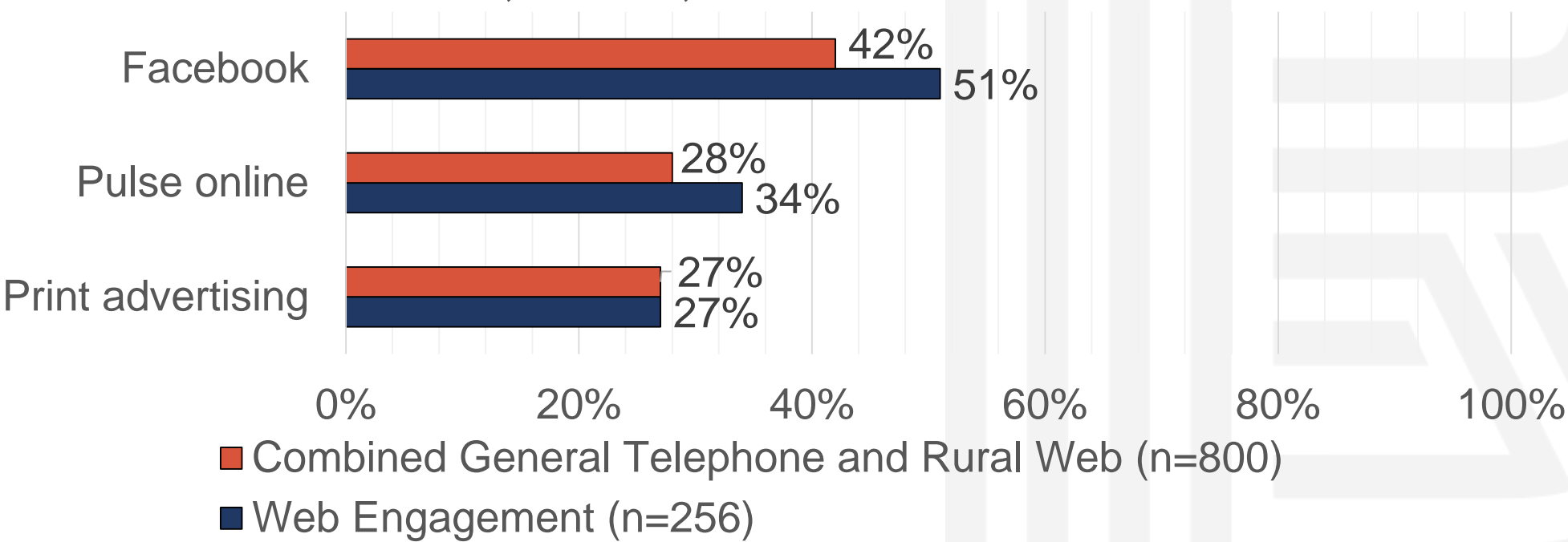


*Percent of respondents who rated each as effective (ratings of 4 to 5 out of 5)



Communications (cont'd)

Thinking about the Municipality’s public communications efforts during the last 12 months, how **effective** were the following communication campaigns in influencing your behaviours, beliefs, attitudes or decisions?*

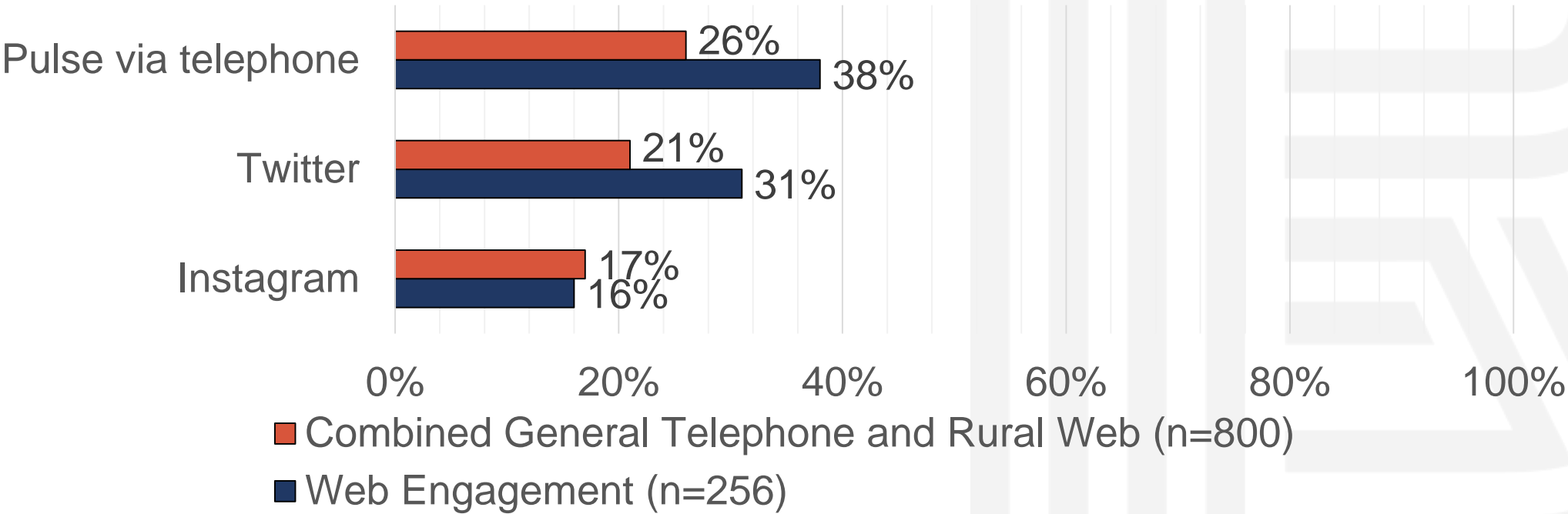


*Percent of respondents who rated each as effective (ratings of 4 to 5 out of 5)



Communications (cont'd)

Thinking about the Municipality’s public communications efforts during the last 12 months, how **effective** were the following communication campaigns in influencing your behaviours, beliefs, attitudes or decisions?*

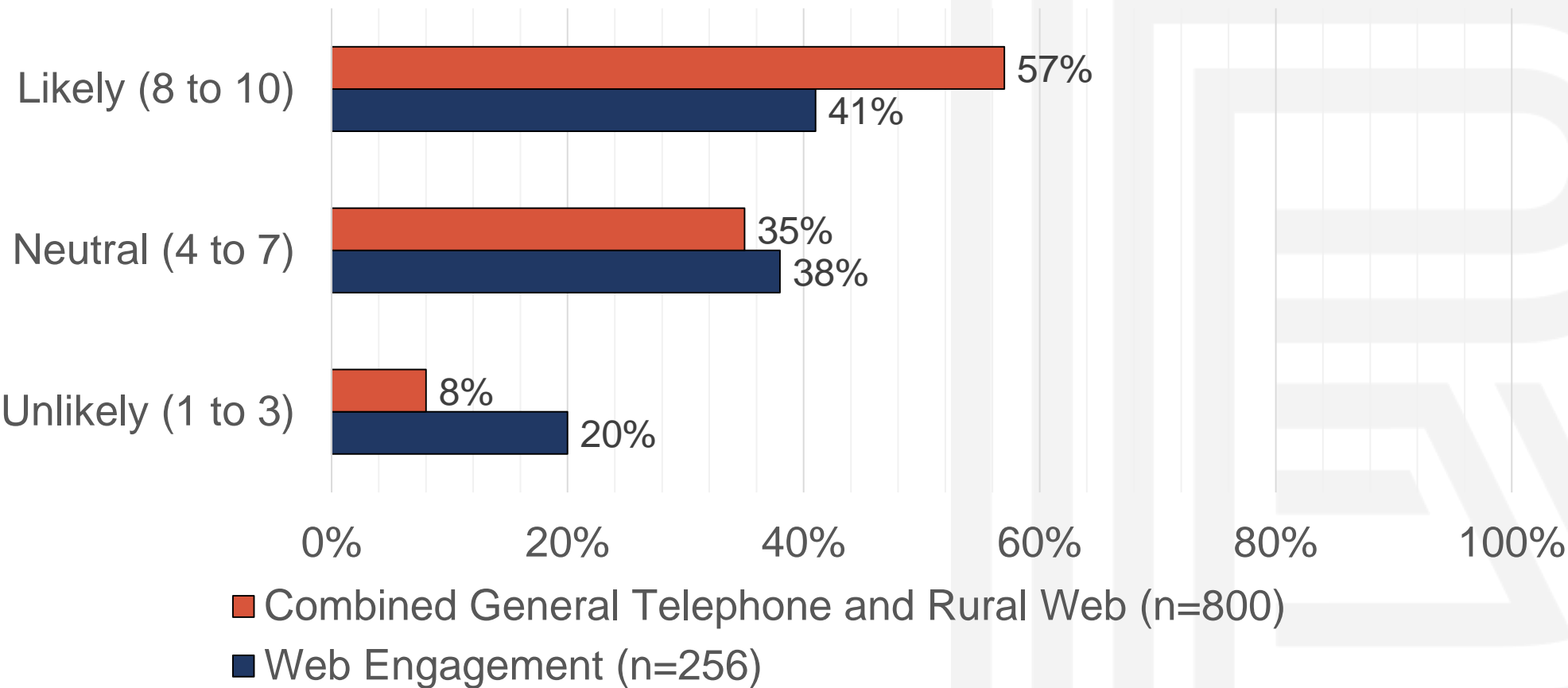


*Percent of respondents who rated each as effective (ratings of 4 to 5 out of 5)



Likelihood of Recommending RMWB

How likely are you to recommend RMWB to others as a place to live?



Rural Respondents: Quality of Life

- For rural respondents, the natural environment was more often seen as a factor contributing **positively** to quality of life (19% versus 8% of urban respondents).
- Overall, rural respondents were significantly **less likely** to be satisfied with RMWB in terms of:
 - Being a good place to raise a family (58% versus 71% of urban)
 - The quality of the environment (39% versus 59% of urban)
 - Being a good place to work (63% versus 86% of urban)
 - Personal safety during the evening (70% versus 80% of urban)
 - Property security (58% versus 81% of urban)



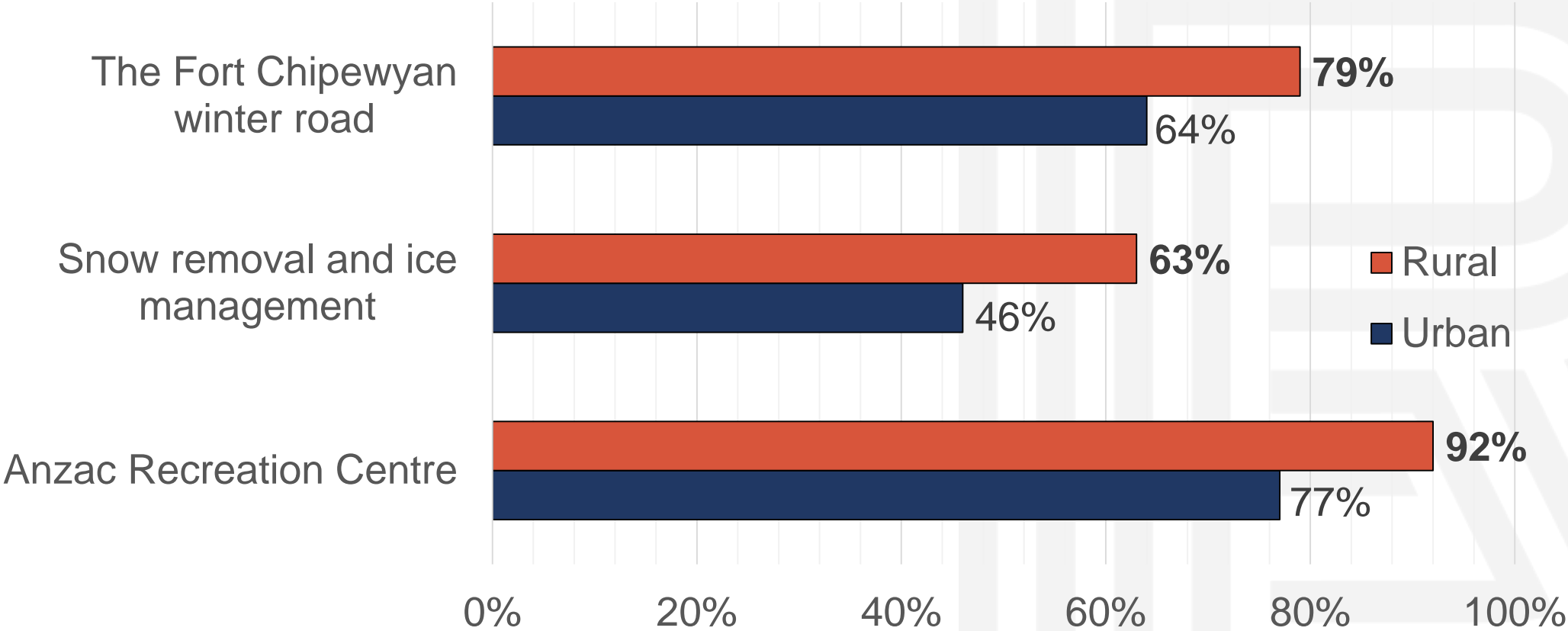
Rural Respondents: Quality of Life

- However, rural respondents were significantly **more likely** to be satisfied with RMWB as being a place to live long term (62% versus 47% of urban).
- Rural respondents were significantly more likely to have lived in RMWB for more than 20 years (60%, versus 22% of rural respondents).



Rural Respondents: Municipal Services

Rural respondents were significantly **more likely** to have been satisfied* with:

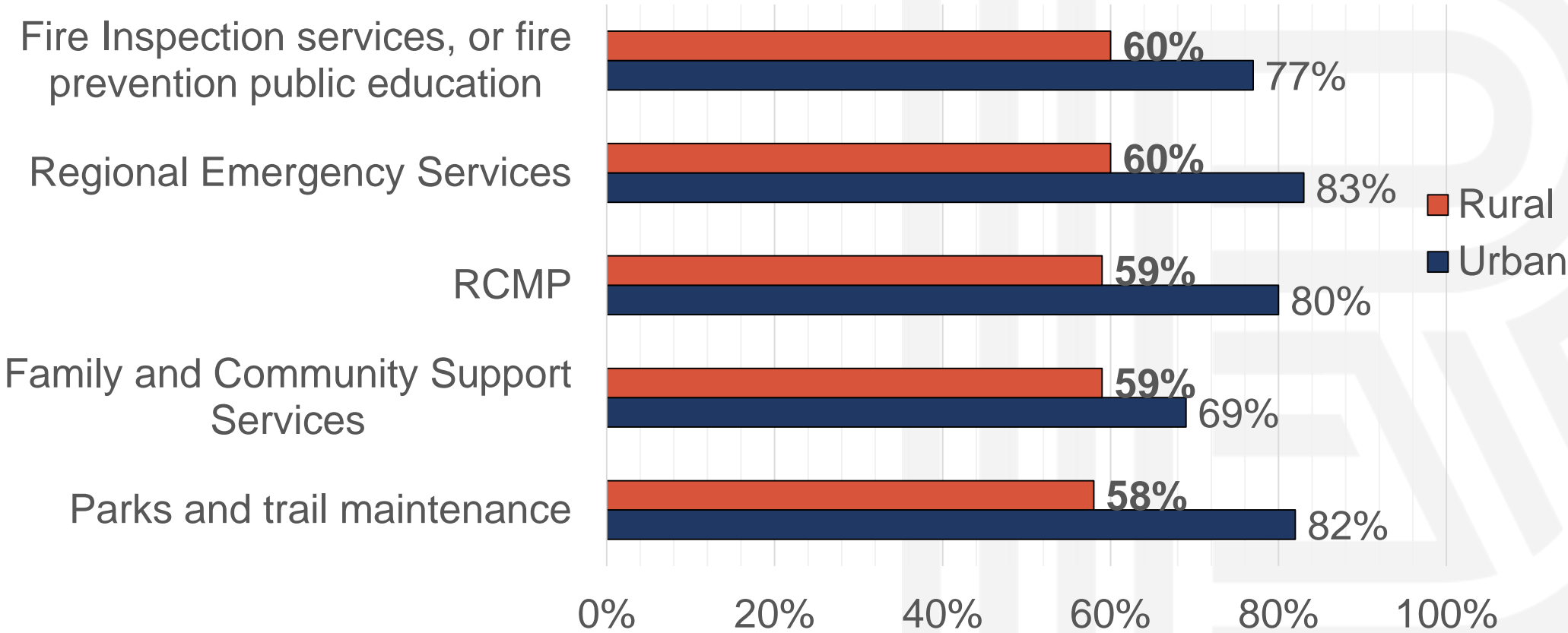


*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)
Base: Excludes “Don’t know/Not stated” responses



Rural Respondents: Municipal Services

Conversely, rural respondents were significantly less likely to have been satisfied with:

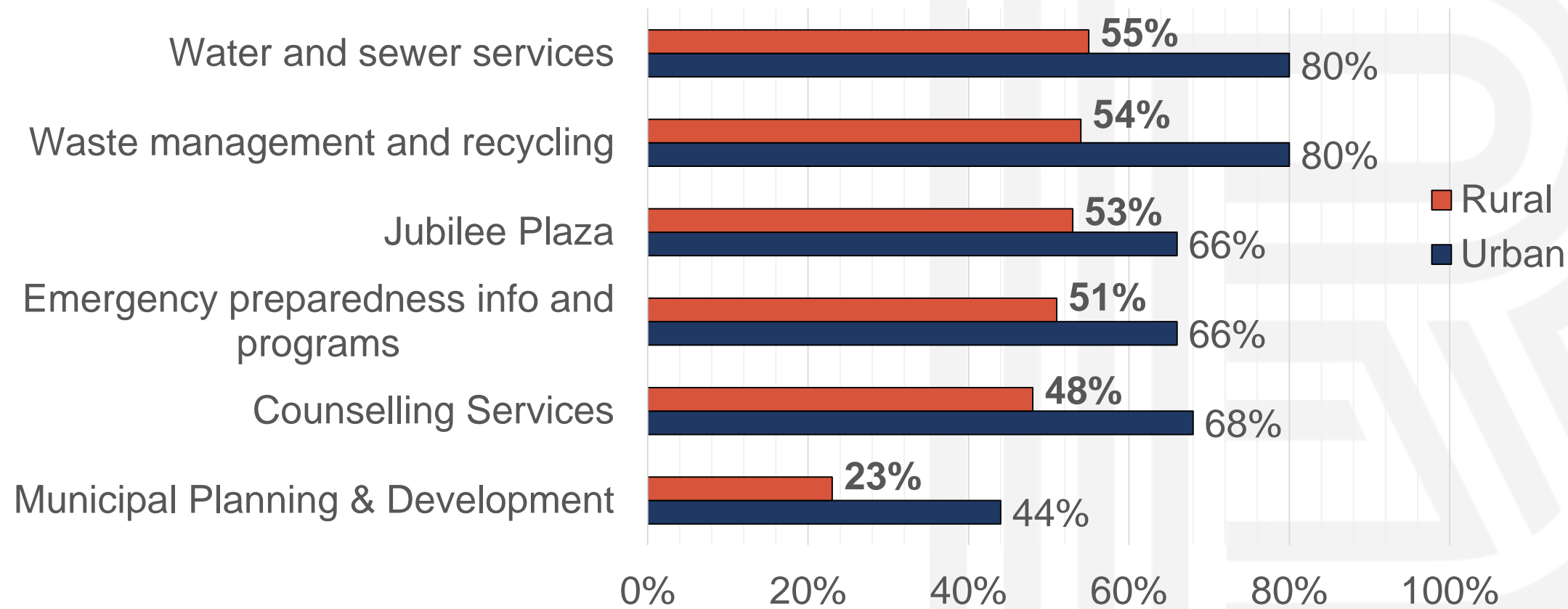


*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)
Base: Excludes “Don’t know/Not stated” responses



Rural Respondents: Municipal Services (cont'd)

Conversely, rural respondents were significantly less likely to have been satisfied with:



*Percent of respondents who were satisfied with each (ratings of 4 or 5 out of 5)
Base: Excludes “Don’t know/Not stated” responses



Rural Respondents: Municipal Services Urban Comparison

- Overall, rural respondents identified the following as **strengths**:
 - Snow removal and ice management
 - Fort Chipewyan Winter Road
 - Fort Chipewyan Airport
 - Waste management and recycling
- Compared to urban respondents, who identified the following as strengths: Parks and trail maintenance, waste management and recycling, and waste and sewer services.
- *Summer road maintenance* and *water and sewer services* were identified as **areas for improvement**:
 - Compared to urban respondents, who identified the following as areas for improvement: Municipal Planning and Development, and snow removal and ice management.

Rural Respondents: Customer Service and Communications/Public Engagement

- Overall, rural respondents were significantly **less likely** than urban respondents to have been satisfied with municipal customer service (54% of rural respondents were satisfied with customer service, overall, versus 79% of urban respondents).
- Overall, rural respondents were less likely to have been aware of the various modes of communication used by RMWB to connect with residents.
- Rural respondents (67%) were significantly **more likely** than urban (53%) to have participated in public engagement opportunities in the past 24 months.





Questions?





Subject: Bylaw No. 18/020 - Procedure Bylaw

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 18/020, being the Procedure Bylaw, be read a second time.
2. THAT Bylaw No. 18/020 be read a third and final time.

Summary and Background:

The Municipal Government Act enables a Council to pass bylaws setting out the procedures to be followed by Council, Council Committees and other bodies established by Council. This is commonly referred to as the Procedure Bylaw.

The Procedure Bylaw is intended to clearly identify how a Council wishes to conduct its business within the confines of legislation. The existing Bylaw was adopted in 2014, and largely reflects the practices of the 2014-2017 term of Council, as well as that of previous terms.

Following the 2017 general election, there was a significant change in Council representation, and it was identified that a number of areas within the bylaw may be somewhat subjective and require clarification. It is also necessary to ensure that the Procedure Bylaw is consistent with recent changes to the *Municipal Government Act* and is in alignment with the recently approved *Council Code of Conduct Bylaw*.

Proposed changes to the Procedure Bylaw include:

- elimination of the 4-hour maximum time limit for meetings;
- limiting teleconference/video conference to rural Councillors or when required to obtain quorum, and enabling the Chair to terminate connection under specific circumstances;
- clarity around how and when pecuniary interest should be disclosed;

- simplifying the agenda review process;
- introduction of a consent agenda process to allow specific matters to be dealt with more expeditiously;
- special Council Meetings to be held in rural communities to deal with matters of significant importance or impact to the community, whenever possible;
- greater clarity about motions, including amendments, reconsideration, splitting motions and supplemental motions;
- greater clarity around process for serving a Notice of Motion;
- clarity around appealing a ruling of the Chair;
- clarity around Point of Order;
- identifies those activities which are not considered a meeting of Council; and
- authorizes the CAO to consolidate bylaws which have been amended, and to correct specific types of errors.

Rationale for Recommendation:

The proposed Procedure Bylaw is compliant with the *Municipal Government Act*, is in alignment with the recently adopted *Council Code of Conduct Bylaw* and *Council Committees Bylaw*, and also provides greater clarity and ease of interpretation for both Council Members and the public.

Strategic Priorities:

Responsible Government

Attachments:**1. Bylaw No. 18/020 - Procedure Bylaw**

BYLAW NO. 18/020**A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO REGULATE THE PROCEEDINGS OF COUNCIL AND COUNCIL COMMITTEES.**

WHEREAS pursuant to section 145 of the *Municipal Government Act* a Council may pass bylaws in relation to the procedure and conduct of Council and Council Committees;

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

Short Title

1. This Bylaw may be cited as the “Procedure Bylaw”.

Definitions

2. In this Bylaw:
 - (a) a word or expression that is defined in the Act and not otherwise defined in this Bylaw has the meaning set out in the Act; and
 - (b) words in the singular shall be read as though in the plural, and words implying a gender shall be read as including all genders, where the context so requires.
3. The following definitions shall apply in interpreting this Bylaw:
 - (a) “Act” means the *Municipal Government Act, R.S.A. 2000, c.M-26*;
 - (b) “Acting Mayor” is a Councillor appointed under subsection 152(3) of the Act;
 - (c) “Administration” includes the CAO and any other person who exercises a power, function or duty of the Municipality, including natural person powers, whether under delegation from the CAO or by any other authority or agreement;
 - (d) “Agenda” is the list of items and orders of business for any meeting of Council or a Council Committee;
 - (e) “Bylaw” means this Procedure Bylaw;

- (f) “Chair” means the person who presides over a Council or Council Committee Meeting.
- (g) “Chief Administrative Officer” or “CAO” means a person appointed by Council as chief administrative officer within the meaning of the Act, or a person to whom the appointed CAO has delegated any CAO power, function or duty;
- (h) “Committee of the Whole” is an informal meeting of Council established for the purpose of allowing Administration to share information with Council and the public;
- (i) “Consent Agenda” means a single item on the agenda of a council meeting in which the recommended action is to approve, without discussion, questions, or debate, the recommendations in each of the agenda reports referenced in the consent agenda report;
- (j) “Council Committee” means a committee, board or other body established by Council by bylaw;
- (k) “Councillor” means a person elected to be a member of the Council including the Mayor, and, where the context permits, includes the definition of “Member”;
- (l) “Delegation” means any person other than Administration, who addresses Council at a regular Council meeting;
- (m) “Deputy Mayor” is a Councillor appointed under subsection 152(1) of the Act;
- (n) “*Ex Officio*” means a Member of a Council Committee by virtue of position.
- (o) “*In-camera*” means a Meeting or portion of a Meeting that is closed to the public;
- (p) “Matter of Substance” is an issue being discussed during meetings with the exception of items before Council for debate, motions or procedural matters.
- (q) “Mayor” is the chief elected official of the Municipality;
- (r) “Meeting” is a duly constituted regular or special meeting of Council or of a Council Committee where municipal business is conducted or issues are discussed;

- (s) “Member” means a Councillor acting as a member of a Council Committee;
- (t) “Motion” means a formal proposition put forward by a Councillor in attendance at a Meeting with the intention that it be put to a vote;
- (u) “Municipality” means the municipal corporation of the Regional Municipality of Wood Buffalo;
- (v) “Notice of Motion” means the informing of Councillors, in writing, of the intent to put a new Motion forward at a subsequent Council Meeting.
- (w) “Notice of Public Hearing” means a formal notice issued by the CAO to announce the date, place, time and purpose of a Public Hearing and the steps a person must take to be scheduled as a Delegation before a Public Hearing.
- (x) “Organizational Meeting” means the annual meeting prescribed under subsection 192(1) of the Act;
- (y) “Point of Order” is the raising of a question by a Councillor to call attention to any deviation from a provision of this Bylaw or any other bylaw, statute or regulation, or to any procedural matter that according to this Bylaw must be raised by way of Point of Order;
- (z) “Point of Privilege” refers to all matters affecting the rights and privileges of Council collectively or of individual Councillors;
- (aa) “Public Hearing” is a Meeting of Council, or a dedicated portion of a Meeting, for the purpose of complying with Section 230 of the Act.
- (bb) “Quorum” is a majority of Councillors, or, in the case of a Council Committee, a majority of Members.
- (cc) “Resolution” is a motion which has been voted on and carried by Council.
- (dd) “Supplemental Motion” is a Motion directly related to the subject matter under discussion, but which does not constitute an amendment to the main Motion under consideration.

Application

4. This Bylaw shall govern the proceedings of Council and Council Committees.
5. When any matter relating to the proceedings of Council or Council Committees is not addressed in the Act or in this Bylaw, the provisions of the most recent version of *Robert's Rules of Order Newly Revised* will govern the matter.
6. In the event of conflict between the provisions of this Bylaw and *Robert's Rules of Order Newly Revised*, the provisions of this Bylaw shall apply.

Electronic Participation at Meetings

7. A Councillor may participate in a Meeting via teleconferencing or other electronic means that has been tested for reliability and can be muted to block background noise, subject to:
 - (a) the Councillor being from a rural ward, but is unable to travel to the meeting due to lack of travel options or inclement weather; or
 - (b) the Councillor's participation is required to obtain quorum for the Meeting; or
 - (c) the Councillors Health.
8. The Chair may direct that the connection be terminated if the Councillor cannot be clearly understood, or if a poor connection or background noise is deemed to be disruptive to the meeting.
9. Notwithstanding Section 7, If a technical problem prevents or interrupts a Councillor's electronic participation in a Meeting, the minutes shall reflect the time at which the Councillor ceased to participate in the Meeting by reason of the technical problem. If such technical problem is later resolved and the Councillor rejoins the Meeting by electronic means without a vote on a Motion having taken place during the interruption in the Councillor's participation, the minutes shall reflect the time at which the Councillor rejoined the Meeting.
10. If electronic communication is interrupted during a Meeting and remains interrupted while a vote on a Motion is taken, the Councillor affected is deemed to have left the Meeting prior to the vote and shall not be permitted to rejoin the Meeting, either electronically or in person.
11. Unless otherwise provided for by Resolution, only Councillors may participate in a Meeting electronically.

Quorum

12. As soon as there is a Quorum after the time fixed for a Meeting, the Chair shall call the Meeting to order.
13. If there is no Quorum within 30 minutes after the time set for the Meeting, the names of the Councillors present shall be recorded and no Meeting will take place on that date.
14. If at any time during a Meeting the quorum is lost, the Chair shall call a recess and if Quorum is not achieved again within 15 minutes, the Meeting will be adjourned.
15. The Agenda for an adjourned Meeting will be dealt with at the beginning of the next regular Meeting, unless a special Meeting is called before the next regular Meeting to deal with the business of the adjourned Meeting.

Pecuniary Interest

16. A Councillor who has a reasonable belief that he has a pecuniary interest, as defined in the Act, in a matter scheduled before Council or a Council Committee must:
 - (a) declare and disclose to the CAO the general nature of the pecuniary interest a minimum of one business day prior to the date of the scheduled Meeting to determine if independent legal advice is required; and
 - (b) make a statement immediately prior to the matter being heard, identifying the general nature of the pecuniary interest, remove himself or herself from the Council Chamber until the matter is concluded, and abstain from discussion or otherwise voting on the matter.

Agendas

17. The CAO will ensure that each Agenda is reviewed with the Chair prior to finalization of the Agenda. The Chair shall have the ability to re-arrange agenda content and add or refuse items, except those for which a date has been set by Resolution or are emergent in nature.
18. Any Councillor may submit an item to the Mayor and the CAO for consideration of placement on a future Council Meeting Agenda. A Councillor who submits an item for consideration that is not placed on a Council Agenda, retains the right to serve a Notice of Motion to compel debate and voting on the matter at a future meeting.

19. The final Agenda for a Council Meeting shall list the order of business, as determined during the process set out in section 17 of this Bylaw.
20. Once a Meeting Agenda has been published on the Municipality's website, it may only be modified by a Resolution of Council when adopting the Agenda at the Meeting to which it applies.
21. A regular Meeting Agenda and all supporting documentation will be distributed to all Councillors and posted on the municipal website by 12:00 noon on the Friday immediately preceding the Meeting, or as soon as practicable thereafter. Supporting documentation that is received too late to be included with the Agenda will be made available as soon as reasonably practicable.

Consent Agenda

22. The following matters are eligible for placement on the consent agenda:
 - (a) any bylaws scheduled for first reading;
 - (b) Council Committee reports and recommendations;
 - (c) reports presented for information purposes only;
 - (d) approval of minutes;
 - (e) confidential matters; and
 - (f) any other item added at Council's discretion during adoption of the Agenda.
23. Despite section 22, a Councillor may add any item to or exempt any item from the Consent Agenda. Such request must be made before voting occurs on the Consent Agenda.
24. A Councillor may request for any item to be removed from the Consent Agenda and placed on to the Agenda. Such request must be made before voting occurs on the Consent Agenda.
25. Approval of the Consent Agenda shall be by one single resolution and may include approval of all the recommendations contained in the respective reports.
26. Council will deal with items for debate in the order that they appear on the agenda, unless otherwise determined in accordance with Section 22.

27. A motion must be made before any exempted item is discussed, debated, or the subject of questions.

Minutes of Meetings

28. The Chief Legislative Officer will prepare or cause to be prepared written minutes of Council, Committee of the Whole and Council Committee Meetings.
29. At every regular Meeting, the minutes of the previous regular Meeting and any special Meeting held more than 48 hours prior to the current Meeting shall be considered for adoption.
30. The minutes shall be a concise record focusing on identifying those in attendance who participated in the Meeting, Motions made and the results of votes on Motions. The minutes may include clarifications or requests for information but shall not include comments made in the course of discussion or debate.
31. The minutes will reflect the time that any Councillor leaves the Meeting, and, if applicable, the time that the Councillor returns.
32. Meetings may be recorded, with the exception of any portion of a Meeting that is held *in camera*.

Organizational Meeting of Council

33. An Organizational Meeting of Council must be held annually within two weeks after the third Monday in October at a date and time set by Council, except in the year of a general election when the CAO shall determine the date and time for the Organizational Meeting.
34. At or before the first Organizational Meeting of a Council term, all Councillors must take the oath of office before dealing with any matter of business.
35. At the Organizational Meeting, Council must by resolution:
- (a) establish a Deputy Mayor and Acting Mayor roster for the following year; if consensus cannot be reached, the order of appointments shall be determined by random draw.
 - (b) make appointments to Council Committees and other agencies and boards to which a liaison is appointed;

- (c) establish a schedule of regular Council Meetings for the following year; and
 - (d) deal with any other business described in the notice of the Meeting.
36. Seating in the Council Chamber shall be re-assigned immediately prior to each Organizational Meeting, with seat selection to occur via random draw conducted by the Chief Administrative Officer.

Recess Periods

37. Regularly scheduled Council Meetings and Council Committee Meetings shall not be held during the following scheduled recess periods:
- (a) Summer Recess – the period immediately following the second Tuesday in July and ending on the Monday prior to the second Tuesday in September;
 - (b) Christmas Recess – the period immediately following the second Tuesday in December and ending on the Monday prior to the second Tuesday in January;
 - (c) in an election year, during the period between Nomination Day and Election Day; and
 - (d) any other recess period established by Council resolution.

Council Meetings

38. Regular Council Meetings will be held in the Council Chamber on the time and dates established at the Organizational Meeting.
39. In the absence of any other method of notice having been adopted by Council, the schedule of regular Council Meetings will be posted on the municipal website and the date, time and location of special Council Meetings will be posted on the municipal website as soon as practicable after that information is available.
40. The Mayor is the Chair of Council Meetings. If the Mayor is absent the Deputy Mayor shall take the Chair, and if the Deputy Mayor is also absent the Acting Mayor shall take the Chair. In the absence of the Mayor, the Deputy Mayor and the Acting Mayor, the CAO shall begin the Meeting by calling for a motion for the appointment of a Chair from among the Councillors present.

41. All Council Meetings shall be open to the public and no person may be excluded up to the capacity limit of the Council Chamber, except for improper conduct as determined by the Chair. When there are more members of the public who wish to attend a Council Meeting than may be safely and lawfully accommodated in Council Chamber, the Chief Legislative Officer shall make reasonable efforts to accommodate as much of the overflow as possible in other areas of the building where there is access to the proceedings of the Meeting via television or other visual means.
42. Where possible and practical, Council shall hold special Council Meetings in rural communities to deal with matters of significant importance or impact to the community.
43. The CAO is authorized to cancel a scheduled Council meeting due to emergent reasons or insufficient agenda items. In such instances, cancellation shall be communicated to the public by way of news release and posting to the municipal website and social media accounts as soon as practicable.

In-Camera Sessions

44. Council and Council Committees may, by resolution, close all or part of a Meeting to the public if a matter to be discussed falls within one of the exceptions to disclosure as set out in *the Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c.F-25, as amended.
45. An *in-camera* Meeting may include one or more persons invited to attend by Council.
46. The only Motion that may be passed during an *in-camera* Meeting is a Motion to reconvene in public.
47. All matters discussed during an *in-camera* Meeting must be kept confidential.

Scheduled Delegations

48. A person may submit a written request to make a presentation to the Council as a scheduled Delegation, either on the person's own behalf or as a representative of a group or organization. The request must clearly identify the general nature of the intended presentation and include all supporting materials. Requests must be received at the office of the Chief Legislative Officer no later than 12:00 noon on the Wednesday immediately preceding the Meeting.

49. All presentation requests will be reviewed in accordance with the Council Presentation Request Policy, or any successor policy dealing with the scheduling of Delegations, and may be approved, referred to Administration or refused at Agenda Review.
50. All scheduled Delegations will be allocated a maximum of five (5) minutes to make a verbal submission to the Meeting.

Unscheduled Delegations

51. Despite section 47 the Chair shall, at the commencement of all Meetings, direct anyone in the gallery who wishes to speak to an item on the Agenda to register with Legislative Services. Those who register with Legislative Services are considered unscheduled delegations, only those registered will be given an opportunity to speak. Unscheduled delegations shall be permitted a maximum of five (5) minutes to speak to the specific agenda item, with the exception of:
 - (a) any bylaw or other matter that requires a Public Hearing or for which a Public Hearing has already been held;
 - (b) any item that is presented for information purposes only;
 - (c) any item that is addressed through the consent agenda; and
 - (d) scheduled delegations.
52. All unscheduled Delegations must clearly state their name, address and/or area of residence and identify the Agenda item to which they are speaking.
53. Unscheduled delegations are not permitted to speak more than once to a single agenda item.

Questions

54. Upon being recognized by the Chair, a Councillor may pose questions for clarification to a Delegation, the CAO and/or appropriate Administration. Debate is not permitted at the Delegation stage.
55. Any question posed to Council may be referred to the CAO and/or appropriate administration, and it is not required that Council provide a response at that time.

Presentations

56. A person invited by Administration or Council to present during a Council Meeting may be scheduled on the Agenda as a Presentation rather than a Delegation. In such case, all procedural rules of this Bylaw pertaining to Delegations apply, with the exception of the time allocation, which is subject to confirmation when the Agenda is reviewed with the Chair.

Public Hearings

57. The procedure for conducting a Public Hearing is as follows, in sequence:
- (a) The Chair will declare the Public Hearing open and advise of the process to be followed. A motion is not required.
 - (b) Administration will be called upon to introduce the item, provide a brief overview, and clearly indicate whether or not the item is recommended for approval.
 - (c) The proponent or applicant will be permitted a maximum of five minutes to present opening remarks.
 - (d) The Chair will then call upon those who have registered with Legislative Services to speak to the matter. All persons are required to provide their name, address and/or area of residence and a brief explanation of the nature of their interest in the matter, after which they will be allocated a maximum of five (5) minutes to present their position.
 - (e) After each person has spoken, whether scheduled or unscheduled, any Councillor may ask the speaker relevant questions, but shall not otherwise comment, engage in debate or state opinions on the matter.
 - (f) After all persons who wish to speak have spoken, any Councillor may ask Administration relevant questions, but shall not otherwise comment, engage in debate or state opinions on the matter.
 - (g) After all questions have been posed and answered, the Chair will declare the Public Hearing closed. If it is anticipated that the Public Hearing may be resumed at a future date, the Chair may opt to declare an adjournment, as opposed to closing the Public Hearing.
58. The minutes of the Council Meeting during which a Public Hearing is held must contain the name of each speaker and indicate the nature of the speaker's interest.
59. Council may, at its discretion, schedule a non-statutory hearing for any other matter. In such cases, sections 56-57 of this Bylaw shall apply.

Meeting Procedure

60. Only Councillors, the CAO and persons authorized by the Chair are permitted to come within the enclosure formed by the Councillors' chairs during a Meeting.
61. Only Councillors or other persons recognized by the Chair shall be allowed to address Council during a Meeting.
62. The Chair will preserve order and decorum and decide all questions relating to the orderly procedure of the Meeting, subject to an immediate appeal by a Councillor from any ruling.
63. If a ruling of the Chair is appealed, the Chair will give concise reasons for the ruling and Council will, without debate, determine by a show of hands whether to uphold or overturn the ruling. The Chair shall comply with the decision of the Council.
64. Only matters of substance or rulings on Points of Order can be appealed.
65. If the Chair wishes to leave the chair for any reason, the Chair must call on the Deputy Mayor, or in the Deputy Mayor's absence, the Acting Mayor, to preside.
66. Councillors must address the Chair when speaking.
67. All Councillors must be provided with an opportunity to speak to a Motion before any Councillor is permitted to speak to the Motion a second or subsequent time.
68. Councillors must attempt to remain in the Council Chamber at all times during a Meeting. If a Councillor must leave the Council Chamber for a short time for personal reasons, the Councillor shall so indicate by a signal to the Chair which may be non-verbal, and upon acknowledgement by the Chair the Councillor may leave the Council Chamber while proceedings continue. In such case, the Chair shall avoid calling for a vote while the Councillor is not present in the Council Chamber and shall afford the Councillor a reasonable time to return before any vote is taken.

Voting Procedures

69. A motion relating to a matter not within the jurisdiction of Council is not in order.
70. Votes on all Motions must be taken as follows:
 - (a) the Chair will ensure that the Motion to be voted upon is clear by either:

- (i) confirming that the Motion is viewable by Councillors, either in hard copy or electronically; or
 - (ii) requesting that the Councillor who made the Motion restate it immediately prior to the vote.
 - (b) Councillors must vote on all matters unless required or permitted to abstain from voting under the Act, or any other bylaw or enactment.
 - (c) Councillors must:
 - (i) use the electronic voting system;
 - (ii) vote by show of hands if the electronic voting system is unavailable; or
 - (iii) vote verbally by stating “yes” or “no” to the motion if participating via teleconference or other electronic means.
 - (d) The Chair will announce the result of the vote, indicating whether or not the vote was unanimous, or the number of votes for and against the motion.
71. Once a vote has been called, no Councillor will be given an opportunity to speak to the matter.
72. After the Chair declares the result of a vote, Councillors may not change their recorded votes, except where the electronic voting system has incorrectly identified a Councillor as having voted for or against a Motion.

Conduct of Councillors at meetings

73. Councillors must:
- (a) adhere to the Council Code of Conduct Bylaw;
 - (b) refrain from using crude, vulgar, profane or offensive language in the Meeting, or disturbing the orderly business of the Meeting in any way;
 - (c) respect and follow all applicable procedural rules;
 - (d) respect and obey all rulings of the Chair except in the case of an appeal of a Chair’s decision that is upheld by the Council;
 - (e) except in case of medical emergency or when section 68 applies, refrain from leaving their seats or making any noise while a vote is being taken or the result declared;

- (f) refrain from re-entering the Meeting while the vote is being taken, if absent from the Meeting due to pecuniary interest;
 - (g) refrain from interrupting other speakers, except to raise a Point of Order or a Point of Privilege.
 - (h) refrain from using a cell phone or any other electronic device during a Meeting to access social media, which includes, but is not limited to, applications such as Facebook, Twitter, Instagram, and others; and
 - (i) not use a cell phone or any other electronic device during a Meeting to engage on any social media platform or send or receive private, text or instant messages from any person, including another Councillor, while the Meeting is in progress.
74. When a Point of Order is called, the Councillor calling the Point of Order must identify the deviation.
 75. The Chair may call to order any Councillor who is out of order.
 76. When a Councillor persists in a breach of order, after having been called to order by the Chair, the Chair may declare the breach and name the offending Councillor.
 77. Subject to Section 76 the name of the offending Councillor and breach declared by the Chair shall be noted in the minutes.
 78. If a Councillor who has been named by the Chair under section 76 apologizes for the breach and withdraws any objectionable statements, the Councillor may remain in the Meeting and continue to participate in the Meeting, and the Chair shall in that event direct that the notation of the declaration of the breach and naming of the Councillor be removed from the minutes.
 79. If a Councillor who has been named by the Chair under Section 76 refuses to apologize for the breach, the Councillor must immediately leave the Meeting. Immediately thereafter, Council must vote, without debate, on whether to expel the Councillor for the duration of the Meeting.
 80. If a Councillor is expelled under Section 79, the Councillor must not return to the Meeting for the duration of the Meeting.
 81. The Chair may declare a Meeting recessed or adjourned if an expelled Councillor does not leave the Meeting voluntarily.
 82. No expulsion of a Councillor under Section 79 shall extend beyond the Meeting in progress.

83. Subject to Section 68 and 71(d) a Councillor who wishes to leave the Meeting for any reason other than having declared a pecuniary interest shall so advise the Chair on a Point of Privilege. The times of the Councillor's departure and subsequent return shall be noted in the minutes.
84. If a Councillor has temporarily left the Meeting, other than for declaring a pecuniary interest, and a vote is about to be taken, the Chair shall recess the Meeting for up to 10 minutes to allow the Councillor to return to the Meeting to participate in the vote. If the Councillor has not returned after 10 minutes, the Chair shall call the Meeting back to order and the vote shall proceed.

Conduct of the Public at Meetings

85. During a Meeting, members of the public must conduct themselves in accordance with the Guidelines set out in Schedule "A" to this Bylaw. The Chair may order any member of the public who fails to adhere to the Schedule "A" Guidelines, or who otherwise disturbs the proceedings of Council by words or actions or in any other manner, to be expelled from the Meeting.
86. The Chief Legislative Officer shall ensure that the Schedule "A" guidelines are displayed outside the Council Chamber where all members of the public may see and read them before entering Council Chamber and are posted on the Municipality's website.
87. The Chair may request the assistance of a security guard or peace officer if a person ordered expelled by the Chair does not leave voluntarily.

Motions

88. A recommendation in a report does not constitute a motion until a Councillor has formally moved it.
89. Once a Motion has been moved and accepted by the Chair, it may only be withdrawn with the consent of the majority of Councillors present at the Meeting.
90. The mover of any Motion may speak and vote for or against the Motion.
91. Unless otherwise specified in this Bylaw, a Motion is passed when a majority of Councillors participating in the Meeting and entitled to vote have voted in favour of the Motion. A Motion put to a vote and not passed is defeated and does not result in a Resolution.

92. A matter not amounting to a Motion that is put to a vote of the Council in the same manner as a Motion, such as a challenge to a ruling of the Chair on a Point of Order, becomes an act of the Council if a majority of Councillors present indicate support for it.
93. The Chair may participate in debate and vote on all matters before Council, without relinquishing the Chair.
94. The Chair may make Motions but must vacate the Chair in order to do so and while the Motion is being debated.
95. Any Councillor may require a Motion under debate to be re-read at any time during the debate if the Motion is not electronically displayed in the Council Chamber but must not interrupt a speaker to do so.
96. When a Motion is under debate, no other Motion shall be made except to:
 - (a) **table** (“lay on the table”) which means to cease discussion on the current topic to address another matter that the Councillor considers to be of greater urgency. A Motion to table is not debatable. If a Motion to table is passed, the Motion under debate is no longer debatable and a Motion to “lift from the table” is required to resume consideration of the matter. If not lifted from the table during the same Meeting, a tabled Motion expires at the end of that Meeting;
 - (b) **call for the question** which means to close debate and ask that a vote be taken on the Motion under debate. A Motion to call for the question is not debatable but is only in order if all Councillors have had an opportunity to speak to the Motion under debate. If a Motion to call for the question is in order and passes, the Chair must put the Motion under debate to an immediate vote;
 - (c) **refer** which means to redirect a matter under consideration to another party, such as Administration. A Motion to refer must include instructions to the referral body and is debatable;
 - (d) **defer** which means to temporarily set aside a Motion under debate to a future Meeting. A Motion to defer must identify a timeline for the matter to be brought back to Council and is debatable;
 - (e) **amend** which means to modify the wording of a motion. An amending motion is debatable;
 - (f) **move *in-camera***; or
 - (g) **reconvene in public**.

Amending Motions

97. A Councillor may only amend the Councillor's own Motion for the purpose of clarifying the Motion's intent without affecting the substance of the Motion. The Chair may accept such a "friendly amendment" upon putting a request to that effect to the Meeting and if no other Councillor objects. A Councillor may also propose such a "friendly amendment" to another Councillor's Motion, which may be accepted by the Chair if the other Councillor agrees and no Councillor objects.
98. A proposed amendment to a Motion under debate that changes the Motion under debate in any substantive way must take the form of a Motion to amend and is debatable. A Motion to amend must be relevant to the subject matter of the Motion under debate and must not propose a direct negative of the Motion under debate.
99. Only one amendment to the main Motion under debate may be before the Meeting at any time, but a Motion to amend the proposed amendment may be before the Meeting at the same time.
100. When a Motion to amend is on the floor, Councillors may debate only the proposed amendment, not the main Motion under debate to which the amendment pertains.
101. An amendment to an amendment, if any, shall be voted upon before the Motion to amend. If no other amendment to the Motion to amend is proposed, the Motion to amend shall then be voted upon. Only after all Motions to amend have been put to a vote shall the main Motion under debate be put to a vote.

Splitting Motions

102. When a Motion under debate contains distinct propositions, at the request of any Councillor on a Point of Order, the Chair shall call for separate votes on each proposition.

Reconsideration

103. After a Motion has been voted upon, but before the Meeting is adjourned, any Councillor who voted with the prevailing side may move for reconsideration of a previous Motion.
104. Debate on a Motion for reconsideration of a previous Motion must be confined to reasons for or against reconsideration of the previous Motion.
105. If a motion to reconsider a previous Motion is passed, such reconsideration shall become the next order of business despite the Agenda for the Meeting. Council may affirm, overturn or vary a Motion under reconsideration.
106. A Councillor who voted with the prevailing side on a Motion may serve notice of intention to bring a Motion for reconsideration at a subsequent Council Meeting; however, a motion for reconsideration is out of order if the original Motion has already been acted upon irrevocably.

Supplemental Motions

107. Supplemental Motions are in order only when directly related to the subject matter under consideration, and do not require the serving of prior notice by the Councillor.
108. Any Motion not directly related to the subject matter under consideration requires the serving of a Notice of Motion, unless 2/3 of the Council Members in attendance, by resolution, vote in favour of dispensing with notice.

Adjournment

109. A Motion to adjourn the Meeting is always in order except:
 - (a) when another Councillor has the floor;
 - (b) when a vote on a Motion has been called for but not yet taken; or
 - (c) when a vote on a Motion is in progress or has been completed but the Chair has not yet declared the results of the vote.

Notice of Motion

110. A Councillor may make a Motion introducing a new matter only if:

- (a) notice is given by the Councillor at a regular Council Meeting held a minimum of seven (7) calendar days prior to the Council Meeting at which the Councillor intends to make the Motion introducing the new matter; or
 - (b) Council passes a resolution dispensing with notice.
111. Where possible, a Councillor should consider pursuing all other avenues to advance a new matter prior to serving a Notice of Motion, including consultation with the CAO to determine if there are any ongoing or planned priorities or initiatives that may coincide or otherwise conflict with the proposed Motion.
112. A Notice of Motion shall be given both verbally and in writing to all Councillors present. A copy of the notice shall also be given to the CAO and to the Chief Legislative Officer.
113. A Notice of Motion must include the complete, precise text of the Motion to be considered, and must also state the date of the Council Meeting at which the Motion will be made. The Motion, precisely as stated in the Notice of Motion, will then appear on the applicable Council Agenda.
114. A Notice of Motion must be given without verbal comment, but written copies may include explanatory comments.
115. A Notice of Motion can be withdrawn at any time in writing to all Councillors. A copy of the withdrawal shall also be given to the CAO and Chief Legislative Officer.
116. Nothing in this Bylaw prohibits a Councillor from bringing forward a Notice of Motion.

Committee of the Whole

117. Council may gather informally as a Committee of the Whole to:
- (a) receive briefings and updates from Administration and from other bodies to which Council appoints members;
 - (b) hear from members of the public; or
 - (c) allow for a relaxing of procedural rules.
118. Committee of the Whole is open to the public, subject to all or part of the proceedings being held *in camera* as required or permitted by the Act.

119. Councillors may ask questions and discuss any of the information presented in Committee of the Whole but must not enter into any debate and must not make any decisions or give any direction to the CAO or other employee or contractor or say or do any other thing that materially progresses the business of the Municipality.

Council Committees

120. Council Committees are established pursuant to the *Council Committees Bylaw*.
121. The Mayor is an *ex officio* Member and entitled to vote at all Council Committee Meetings, as are the Deputy Mayor or Acting Mayor when acting in the absence of the Mayor.
122. Council Members shall not sit as voting Members on Council Committees, but may be appointed as a non-voting liaison, at Council's discretion. In such cases, participation of the Council Member does not impact quorum.

Training and Orientation Activities

123. For purposes of this Bylaw, the following activities do not constitute a Meeting under the Act:
- (a) Training activities;
 - (b) Orientation activities;
 - (c) Facilitated sessions, such as team-building or retreats;
 - (d) Municipal Association Conferences;
 - (e) Social functions;
 - (f) Community events; and
 - (g) Any other matter which does not materially advance the business of the Municipality.

regardless of the number of Council Members participating.

Administrative Matters

124. Nothing in this Bylaw prohibits Council from dealing with administrative matters such as scheduling availability and attendance at events via email communication.

Bylaws

125. A bylaw is passed and becomes effective upon receiving third reading and being signed in accordance with the Act, unless another effective date is specified within the bylaw or other legislation.
126. The CAO is authorized to correct clerical, typographical and grammatical errors in bylaws.
127. The CAO is authorized to consolidate a bylaw by incorporating all amendments to it into a single bylaw.

Repeal and Coming into Force

128. Bylaw Nos. 14/025 and all amendments thereto are hereby repealed.
129. This Bylaw shall become effective when passed.

READ a first time this 4th day of September, A.D. 2018.

READ a second time this _____ day of _____, A.D. 2018.

READ a third and final time this _____ day of _____, A.D. 2018.

SIGNED and PASSED this _____ day of _____, A.D. 2018.

Mayor

Chief Legislative Officer

Schedule A**Guidelines for Public Conduct at Council and Council Committee Meetings**

Members of the public attending at Council or Council Committee Meetings are expected to adhere to the following standards of conduct. Failure to do so may result in expulsion from the Meeting.

1. No crude, vulgar, obscene or offensive language or gesture is allowed at any time in the Council Chamber.
2. No person may attend a Meeting while intoxicated or otherwise impaired by drugs or alcohol.
3. No person attending a Meeting may approach or speak to the Mayor or a Councillor while the Meeting is in progress, unless invited by the Chair to address Council as a Delegation or Presentation, or during a break or recess in the proceedings called by the Chair.
4. Business attire is not required, but persons attending a Meeting must dress in a respectful manner. For example, clothing must not be worn that displays any crude, vulgar, obscene or offensive language or image.
5. Unless addressing the Meeting as a Delegation or Presentation, no talking or whispering is allowed. It is permissible to communicate by passing written notes, or by way of cell phone or other hand-held electronic device (set to silent or vibrate mode) if done in a discreet manner that does not interfere with any person's ability to follow the proceedings of the Meeting. Electronic messages may not be sent to any Councillor participating in a Meeting.
6. No signs, placards or banners of any kind are allowed in the Council Chamber except with the express permission of the Chair.
7. Water and non-alcoholic beverages in covered containers are allowed in the Council Chamber, but food is prohibited.
8. Audio and/or videotape recordings are allowed in the Council Chamber, only if all equipment is completely muted and is operated in a manner that does not interfere with any person's ability to hear or observe the proceedings.



Subject: Residential On-Street Parking Study

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Council accept recommendations to mitigate safety concern listed as item one on Attachment 1, Recommendations of Residential On-Street Parking Study, with public engagement prior to implementation.
2. THAT Council accept recommendations to mitigate safety concerns listed as items two through nine on Attachment 1, Recommendations of Residential On-Street Parking Study, Implementation by Administration.

Summary:

The Residential On-Street Parking Study followed a Council resolution adopted on November 24, 2015. Council directed Administration to complete an in-depth parking study and to develop a strategy to enhance public safety on residential streets. In response to Council's resolution, Administration initiated the Residential On-Street Parking Study in early 2016. This report summarizes the study and presents findings for Council's consideration.

Background:

At the July 7, 2015 Council meeting, Council members expressed concerns about safety on residential streets and adopted a resolution instructing Administration to complete a review of all Municipal bylaws, policies and standards related to residential streets.

Administration completed the review of residential streets and recommended an in-depth study. On November 24, 2015 Council unanimously adopted a motion "that Administration complete an in-depth parking study to develop an on-street parking strategy to ensure public safety on each residential street for Council consideration no later than August 30, 2016". The Residential On-Street Parking Study was initiated in 2016 and coordinated by Engineering with input from Planning and Development, Public

Works, Bylaw and Regional Emergency Services. The project was put on hold after the 2016 wildfire due to rebuild activities.

The initial scope of the study included residential streets in Abasand, Beacon Hill, Waterways, Wood Buffalo, Timberlea, Dickinsfield, Thickwood Heights, Lower Townsite and Prairie Creek. The study resumed in 2017 and was completed in March 2018 excluding the fire impacted neighborhoods. To provide practical recommendations related to setback compliance, a pilot study was undertaken to confirm that the 10m setback was effective after the installation of awareness signs. The original scope of the project was then expanded to accommodate additional tasks including GIS mapping and the pilot study.

The study focused on traffic safety concerns on residential streets in the urban area. It involved data collection, assessment of on-street parking supply and demand (availability versus need for parking) and review of current parking related bylaws. Data collection included roadway widths, locations of stop signs, yield signs, 'No Parking' signs, fire hydrants, driveways, transit stops, pedestrian crossings and intersection sight triangles. The authors of the study reviewed the RMWB Roads & Transportation Bylaw and the Engineering Servicing Standards. They also reviewed standards and policies in other Canadian cities, including the national design guidelines of the Transportation Association of Canada (TAC).

The study identifies nine safety concerns and provides recommendations (see Attachment 1). The first recommendation is item one on Attachment 1 which involves allocating a minimum 9m of street pavement width for both sides parking, and 6.5m for one side parking. Implementing this recommendation will impact 12 streets where parking will be restricted to one side only (see Attachment 2). If adopted, the recommendations will improve traffic safety on residential streets, but will impact residents by imposing parking restrictions.

The study analyzed all items related to traffic and pedestrian safety on residential streets. One of the safety concerns was setback distance from intersections. The study found that the current 10m setback bylaw from an intersection is adequate. However, the study also found motorists park too close to intersections. A pilot project was conducted to determine parking behaviours related to setback compliance from stop signs. A sticker stating 'No Parking within 10m' was placed on a stop sign face. Setback compliance improved. Such a message may be applied wherever setback compliance is needed.

Alternatives:

Restrictions on parking on residential streets could be a choice of residents who live on such streets. If most households agree to parking restrictions, the next step would be to seek Council's approval.

Budget/Financial Implications:

Increase in operating budget to fund the cost of additional traffic signs.

Rationale for Recommendation:

Some residential streets were constructed prior to current standards and bylaws. Therefore, a closer look into improving traffic safety on such streets is necessary.

Some residents are not fully aware of the current setback bylaw at intersections. The recommendations will improve public awareness.

Currently the Roads and Transportation Bylaw does not have guidelines for parking related to street width. The recommendations will provide such guidelines.

Strategic Priorities:

Responsible Government

Attachments:

1. Recommendations of Residential On-Street Parking Study

2. Impacted Roadways

Presentation - Residential On-Street Parking

Recommendations of Residential On-Street Parking

| Summary of Recommendations | | | |
|----------------------------|---|---|--|
| Item # | Safety Concern | Description | Recommendation |
| 01 | Safety Concern 1 – FD Equipment / Vehicle Access on residential streets are not adequately met. | A minimum 4.0m of passable clear zone is required for the FD. Several roadways within study communities were identified as not meeting this requirement (see Table 6.1). | On roadways less than 6.5m in pavement width, no on-street parking should be permitted. On roadways at least 6.5m in pavement width but less than 9.0m in pavement width, on-street parking should be limited to a maximum of one side. On roadways at least 9.0m in pavement width, on-street parking can be provided on both sides. |
| 02 | Safety Concern 2 – Pedestrian Infrastructure does not meet current Complete Streets standards. | Many roadways were constructed without pedestrian accommodations on only one side of the roadway. This can result in pedestrians walking on-street, act as a barrier for pedestrians with accessibility challenges, and encourage jaywalking. | Prior to 2009, Engineering Servicing Standards allowed residential streets to be constructed with sidewalks on one side. Current standards generally, require sidewalks on both sides. Limited road ROW may make it challenging to retrofit sidewalks in establishing communities. It is recommended that future neighbourhood be constructed with sidewalks on both sides of a residential roadway. |
| 03 | Safety Concern 3 – Language in Roads and Transportation Bylaw No-02-079, Section 7.03 (A) and (B) is confusing relative to on-street parking. | As currently written, two measurements can be made on the approach to an intersection where on-street parking is restricted. | Amended language to 7.03(A) and 7.03(B) is provided in Table 6.2 to improve clarity. |
| 04 | Safety Concern 4 – Parking within crosswalks is not expressly prohibited in Roads and Transportation Bylaw No-02-079, Section 7.03 (D). | Roads and Transportation Bylaw No-02-079, Section 7.03 (D) only restricts parking on the approach to a crosswalk. | Amended language to 7.03(D) is provided in Table 6.2 to improve clarity. |

| | | | |
|----|---|--|--|
| 05 | Safety Concern 5 – Parking around Transit Zones may not be adequately addressed in Roads and Transportation Bylaw No-02-079, Section 7.32. | Parking around Transit Zones are not uniform and may not meet the sweep path needs of transit vehicles entering and exiting a transit stop. | Amended language of Roads and Transportation Bylaw No-02-079, Section 7.32 is provided in Table 6.2 to incorporate the sweep path needs of transit vehicles. |
| 06 | Safety Concern 6 – Larger vehicles parking on residential streets may impact the minimum passable clear zone widths and sight lines along roadways. | Vehicles exceeding a 2.5m width encroach into the passable clear zone required for FD equipment, and a length exceeding 6.8m may negatively impact sight lines and maneuverability at intersections and driveways. | In coordination with Bylaw Enforcement, amended language of the Roads and Transportation Bylaw No-02-079 was prepared (see Table 6.2) to restrict the on-street parking of vehicles that exceed 2.5m in width and 6.8m in length. |
| 07 | Safety Concern 7 – Parking too close to intersections, stop signs / yield signs, crosswalks, driveways, fire hydrants and transit stops impact sight lines. | Vehicles were observed parking too close to these areas, negatively impacting the adequate sight lines for both drivers and pedestrians. | A pilot program indicated that additional education, such as application of a sticker to existing signage, can remind drivers of existing bylaws and increase compliance. Additional signage on the departures of an intersection is recommended to identify no-parking areas. Discussions with Engineering have indicated installation of the additional signage is feasible. |
| 08 | Safety Concern 8 – Snow clearance during winter months may not be adequate. | Inadequate snow clearance on residential streets can impact the ability of vehicles to park against the curb, reducing the passable clear zone needed for FD equipment and other road users and negatively impacting sight lines at crosswalks and intersections. | Strategies to improve winter maintenance, including public awareness campaigns to facilitate snow clearing, are outlined in Section 6.6 of this report. |
| 09 | Safety Concern 9 – Collision Data indicates approximately 11% of reported incidents occur on residential streets. | It is unclear how many reported collisions are related on-street parking, as the data provided did not include a sufficient level of detail to develop a correlation. No statistical metrics are available to determine if this percentage is high, average or low. However, the percentage of reported incidents suggests some roadway safety concerns may exist on residential roadways. | Additional data should be recorded in the future to determine root causes of incidents, including specific locations where incidents have occurred. High collision locations should be ranked by priority and evaluated in greater detail. |

Table 6.2: Summary of Recommended Bylaw Changes

| Existing Bylaw | Recommended Change |
|---|--|
| 7.03 (A): At an intersection nearer than ten (10) metres to the projection of the curb line immediately ahead or immediately to the rear; | At an intersection nearer than ten (10) metres to the projection of the curb line immediately to the rear; |
| 7.03 (B): Within ten (10) metres of an approach to a stop sign or yield signs; | At an intersection nearer than ten (10) metres to the projection of the curb line immediately ahead or within ten (10) metres of an approach to a stop sign or yield signs, whichever distance is greater; |
| 7.03 (D): Within ten (10) metres of the approach to a crosswalk; | Within ten (10) metres of the approach to a crosswalk and within the crosswalk; |
| 7.32: No person shall park or permit to be parked, a vehicle in a transit zone except a transit vehicle. | 7.32: No person shall park or permit to be parked, a vehicle in a transit zone except a transit vehicle, and a length of 11.0m on the approach and 5.0m on the departure, unless otherwise designated and signed by the Regional Municipality of Wood Buffalo. |
| * NEW BYLAW * | The parking of vehicles exceeding 2.5m in width and/or 6.8m in length, including all appurtenances, shall be prohibited on public roads within residential areas unless actively loading or unloading, used by public service company, school buses, vehicles driven by or used for transporting persons with disabilities, vehicles for cable television service, moving vehicles for 48 hours, vehicles for propane gas service or otherwise permitted by the Regional Municipality of Wood Buffalo. |
| * NEW BYLAW * | On roadways less than 6.5m pavement width from face-of-curb to face-of-curb, no parking shall be permitted on either side of the roadway unless otherwise designated by the Regional Municipality of Wood Buffalo. |
| * NEW BYLAW * | On roadways at least 6.5m pavement width from face-of-curb to face-of-curb but less than 9.0m, parking shall be permitted on one (1) side of the roadway unless otherwise designated by the Regional Municipality of Wood Buffalo. |
| * NEW BYLAW * | On roadways with a pavement width of at least 9.0m from face-of-curb to face-of-curb, parking shall be permitted on both sides of the roadway unless otherwise designated by the Regional Municipality of Wood Buffalo. |

Attachment #02

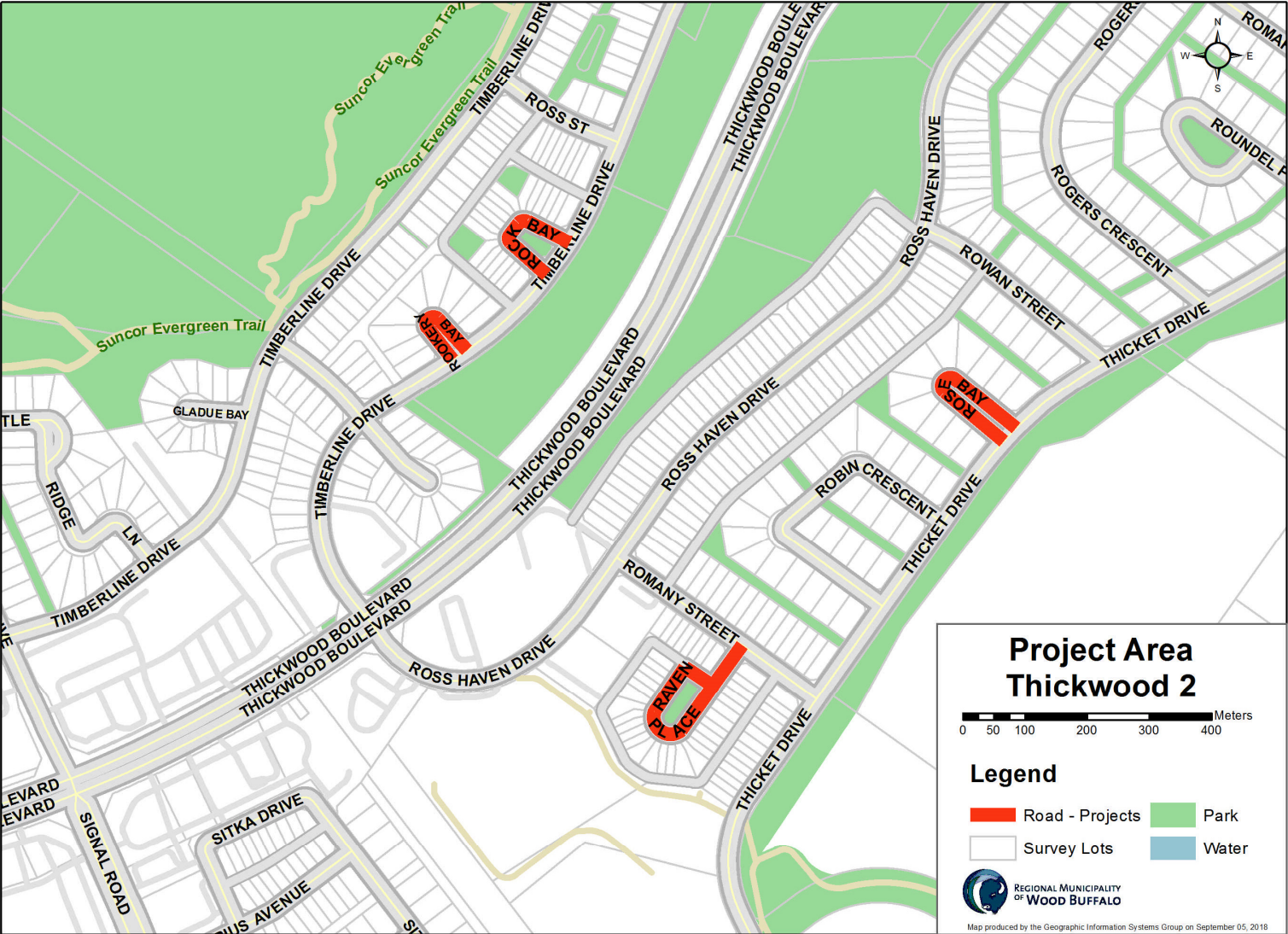
Impacted Roadway

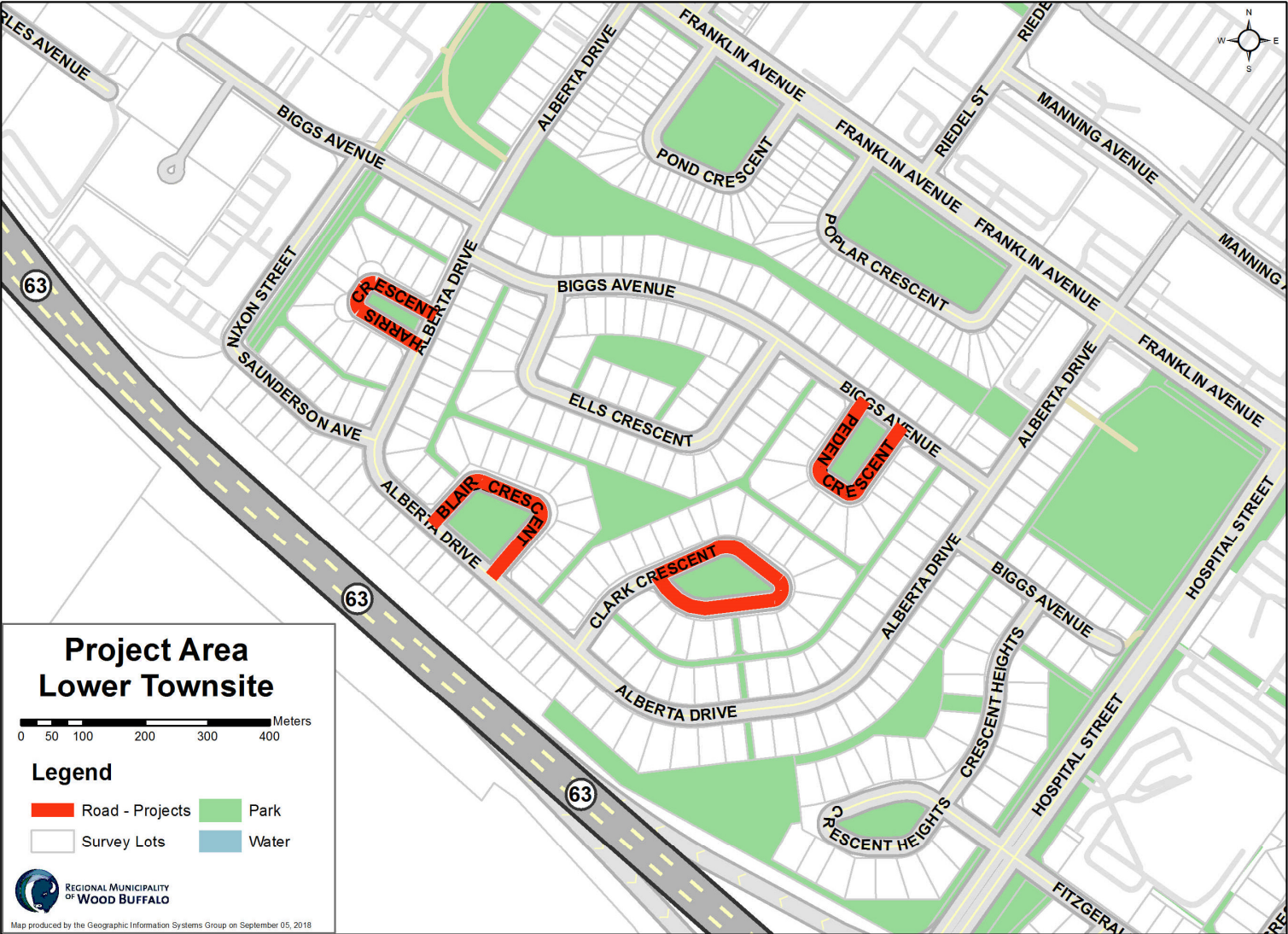
| Table 6.1: Roadways Impacted By Proposed Setback Requirements and Parking Practices | | | | |
|--|----------------------|---------------|--------------------|-------------------|
| Road Classification | Neighbourhood | Street | FROM STREET | TO STREET |
| Local | Lower Townsite | PEDEN CRES | [S] BIGGS | [N] BIGGS |
| Local | Lower Townsite | BLAIR CRES | [S] ALBERTA | [N] ALBERTA |
| Local | Lower Townsite | HARRIS | ALBERTA | ALBERTA |
| Local | Lower Townsite | CLARK CRES | ALBERTA | END |
| Local | Thickwood | ROSE BAY | THICKET | END |
| Local | Thickwood | RAVEN PLACE | ROMANY | END |
| Local | Thickwood | WESTWOOD DR | TUNDRA DR | [S] WESTWOOD CRES |
| Local | Thickwood | WESTWOOD CR | [S] WESTWOOD DR | [N] WESTWOOD DR |
| Local | Thickwood | ROOKERY BAY | TIMBERLINE | TIMBERLINE |
| Local | Thickwood | ROCK BAY | TIMBERLINE | TIMBERLINE |
| Local | Timberlea | POTTS | PLAMONDON DR | PLAMONDON DR |
| Local | Timberlea | PHILPOTT | PLAMONDON DR | END |



Attachment: 2. Impacted Roadways [Revision 1] (Residential On-Site Parking Study)







Attachment: 2. Impacted Roadways [Revision 1] (Residential On-Site Parking Study)

Residential On Street Parking Study

Presenter: Matthew Hough, Director

Department: Engineering

Meeting Date: September 11, 2018

Background

- Council directed Administration to:
 - Complete an in-depth parking study on all residential streets in the Urban Area
 - Develop a parking strategy that ensures public safety

Executive Summary

- The study focused on :
 - traffic safety concerns on residential streets in the urban area
 - data collection
 - assessment of on-street parking supply and demand
 - review of RMWB transportation bylaws and the Engineering Servicing Standards

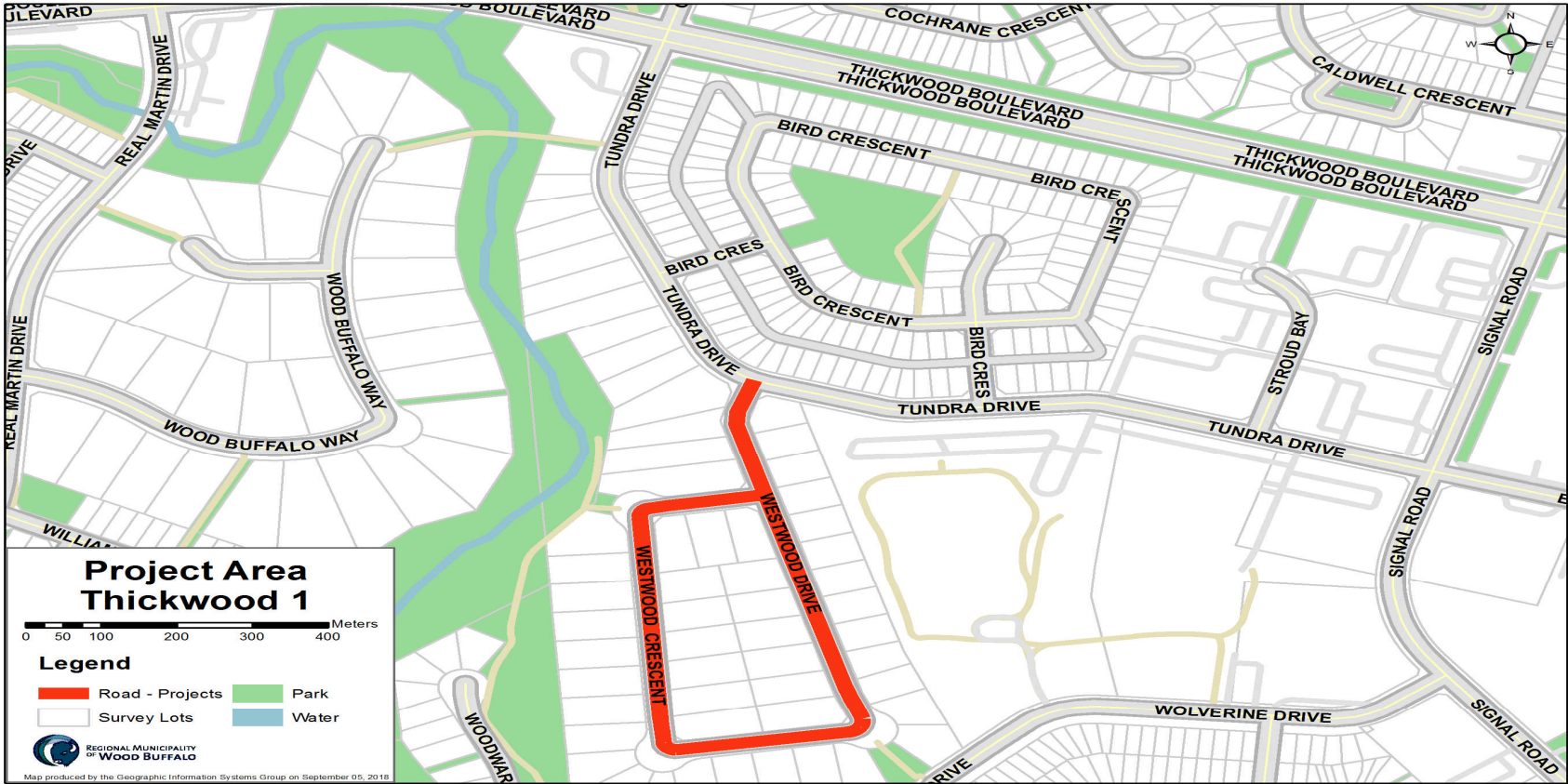
Minimum Roadway Width

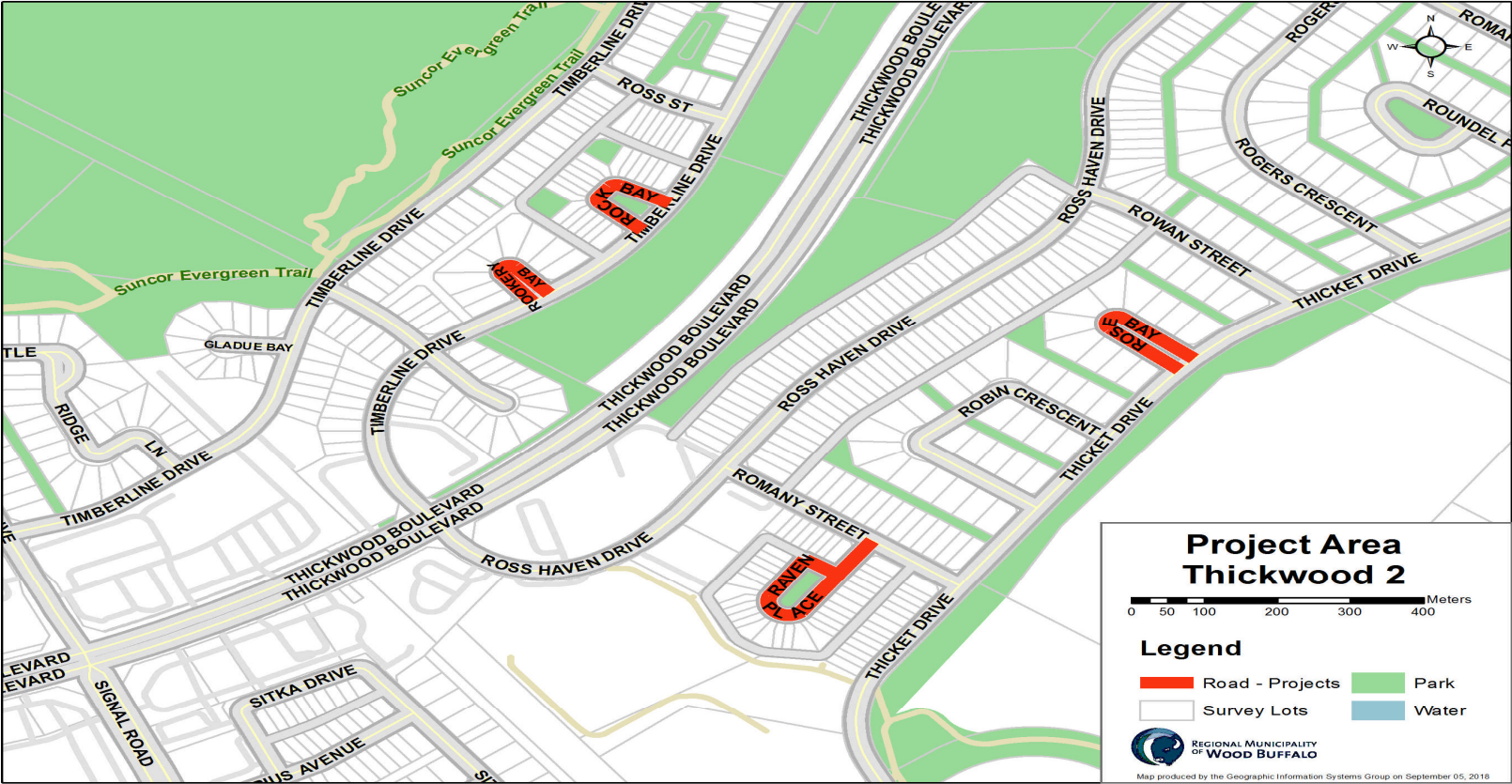
- Minimum of 9m is required for parking on both sides of the road, and 6.5m for one side to accommodate emergency vehicles
- Enforcing this requirement would impact 12 streets where parking will be restricted to one side as shown on the next slides

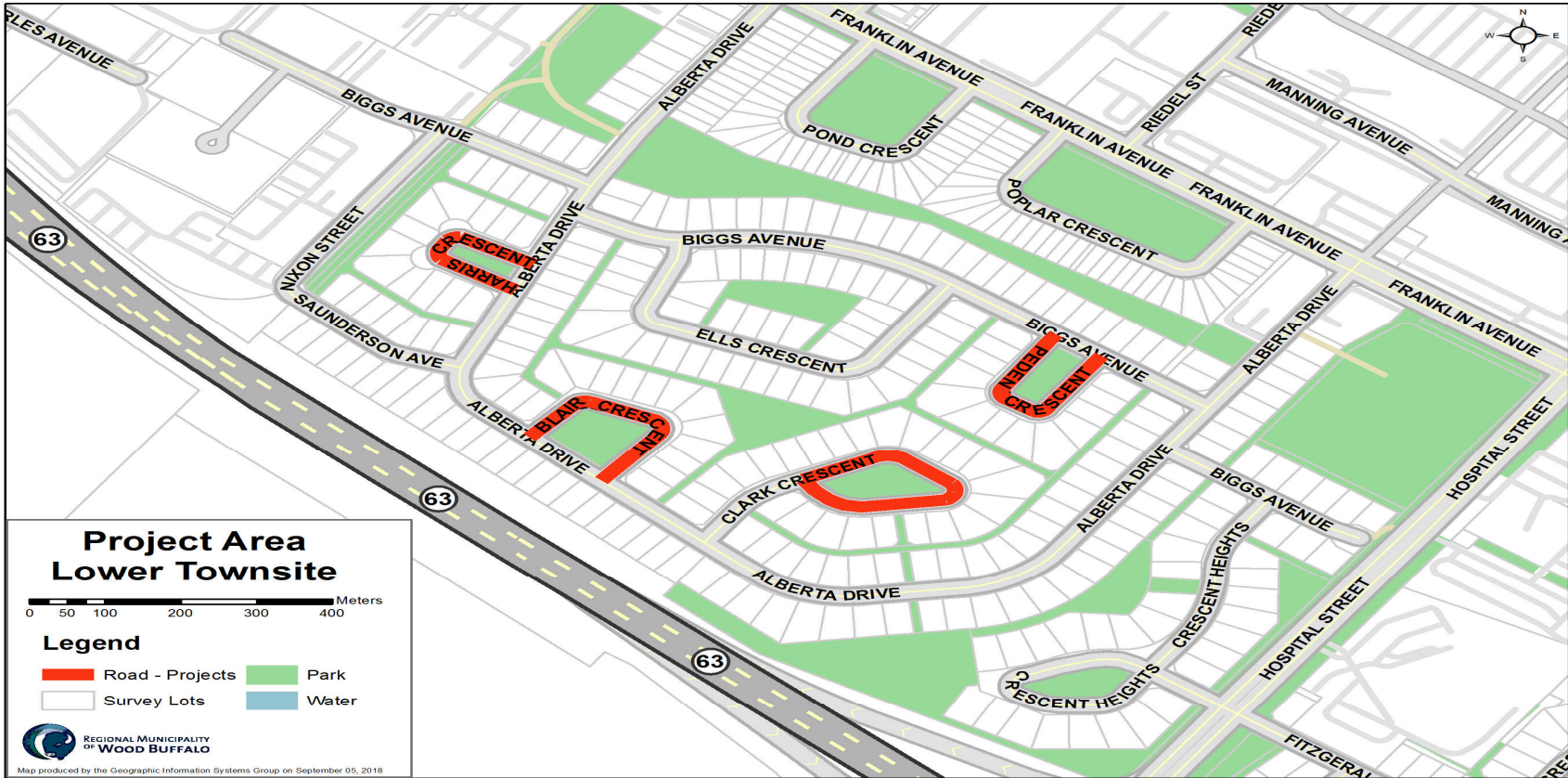
Table 6.1: Roadways Impacted By Proposed Setback Requirements and Parking Practices

| Road Classification | Neighbourhood | Street | FROM STREET | TO STREET |
|----------------------------|----------------------|---------------|--------------------|-------------------|
| Local | Lower Townsite | PEDEN CRES | [S] BIGGS | [N] BIGGS |
| Local | Lower Townsite | BLAIR CRES | [S] ALBERTA | [N] ALBERTA |
| Local | Lower Townsite | HARRIS | ALBERTA | ALBERTA |
| Local | Lower Townsite | CLARK CRES | ALBERTA | END |
| Local | Thickwood | ROSE BAY | THICKET | END |
| Local | Thickwood | RAVEN PLACE | ROMANY | END |
| Local | Thickwood | WESTWOOD DR | TUNDRA DR | [S] WESTWOOD CRES |
| Local | Thickwood | WESTWOOD CR | [S] WESTWOOD DR | [N] WESTWOOD DR |
| Local | Thickwood | ROOKERY BAY | TIMBERLINE | TIMBERLINE |
| Local | Thickwood | ROCK BAY | TIMBERLINE | TIMBERLINE |
| Local | Timberlea | POTTS | PLAMONDON DR | PLAMONDON DR |
| Local | Timberlea | PHILPOTT | PLAMONDON DR | END |











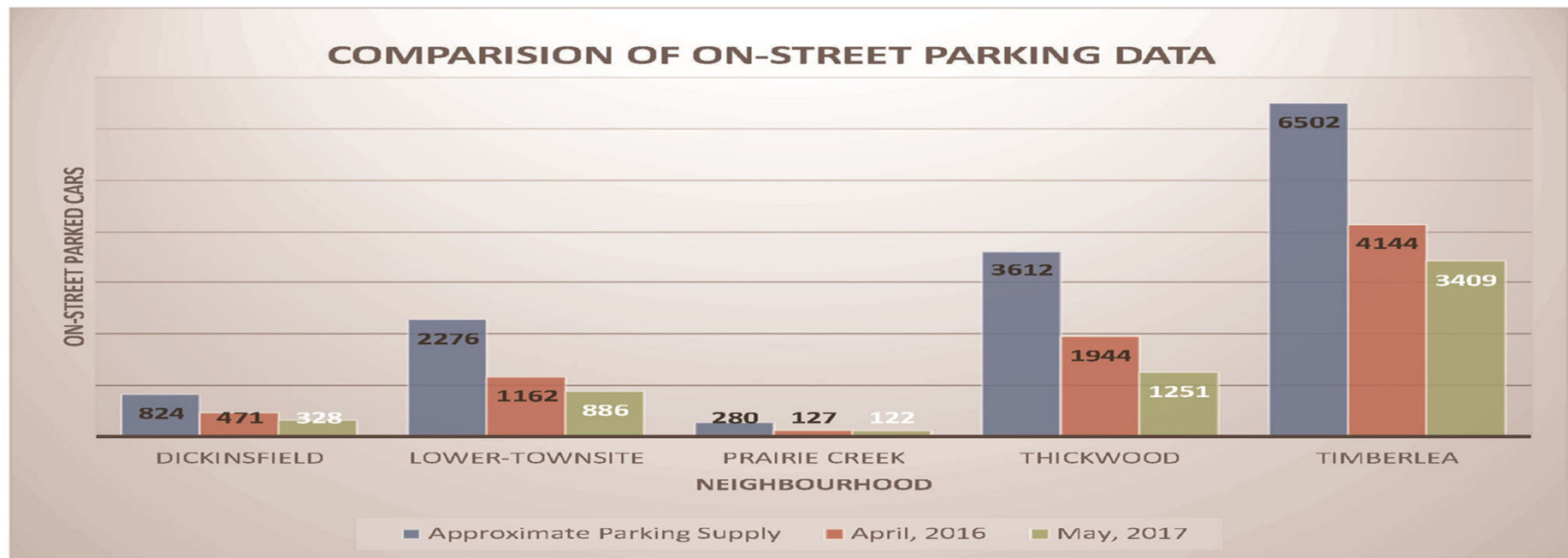
Intersection Setback

- 10m setback from intersections is adequate
- Motorists park too close to intersections
- A sticker would improve compliance

Parking Supply Versus Demand

- In 2017 there was more supply than demand for parking on residential streets

Figure 3.2: Parking Demand Within Each Study Neighbourhood



Recommendations

- No on-street parking on roadways less than 6.5m in width
- Parking limited to one side of roadways 6.5m to 9.0m in width
- Neighbourhoods be constructed with sidewalks on both sides
- Bylaws be amended to eliminate conflicts and improve clarity
- Restrict on-street parking of vehicles exceeding 2.5m in width
- Install additional and amended signs
- Keep records of root cause of incidents and high collision areas
- Undertake public consultation with affected residents prior to implementation

Questions?



COUNCIL REPORT

Meeting Date: September 11, 2018

Subject: Communities in Bloom Committee Appointments

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

THAT Funke Banjoko and Cathy Steeves be appointed to the Communities in Bloom Committee effective immediately to December 31, 2019.

Summary:

In keeping with the established bylaws, the appointment of individuals to Council committees must be approved by Council; therefore, a recommendation is being made to fill two vacancies that have arisen on the Communities in Bloom Committee.

A recruitment campaign was held in the fall 2017, whereby applications were submitted for the various committees that Council appoints to. Council reviewed the applications and wait-listed individuals to be appointed in the event mid-term vacancies arose. To avoid any impacts to the Committee's ability to meet quorum, it is necessary to proceed with filling the vacant positions. The recommended appointees were contacted and confirmed their availability and continued interest in serving on the Committee.

Strategic Priorities:

Responsible Government



COUNCIL REPORT

Meeting Date: September 11, 2018

Subject: Rescheduling of the September 25, 2018 Council Meeting

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

THAT the September 25, 2018 Council meeting be rescheduled to Monday, October 1, 2018.

Summary and Background:

Council's meeting schedule was set at the October 24, 2017 Organizational Meeting, and the next regularly scheduled meeting is to occur on September 25, 2018. In order to accommodate travel to and attendance at the upcoming Alberta Urban Municipalities Association Annual Conference to be held in Red Deer from September 26 to 28, 2018, it's been suggested that the September 25, 2018 Council meeting be rescheduled to occur on Monday, October 1, 2018.

Strategic Priorities:

Responsible Government